EXHIBITOR KIT

SAN ANTONIO AUTO SHOW

NOVEMBER 15-18, 2018

CELEBRATING 50 YEARS!

2018

SAN ANTONIO AUTO & TRUCK SHOW

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Marketplace General Show Information

- ## PUBLIC SHOW DATES:

  THURSDAY, NOVEMBER 15 – SUNDAY, NOVEMBER 18

- ## SHOW HOURS:

  THURSDAY | 2:00 P.M. – 8:00 P.M.
  FRIDAY | 2:00 P.M. – 10:00 P.M.
  SATURDAY | 10:00 A.M. – 10:00 P.M.
  SUNDAY | 11:00 A.M. – 7:00 P.M.

- ## LOCATION ADDRESS:

  HENRY B. GONZALEZ CONVENTION CENTER
  900 E. MARKET ST.
  SAN ANTONIO, TEXAS 78205
  210-207-8500 PHONE (Not Show Office)

- ## MEDIA MORNING:

  THURSDAY, NOVEMBER 15
  8:00 A.M. - TBD

- ## SHOW MANAGEMENT:

  SA AUTO DEALERS
  16030 Via Shavano
  SAN ANTONIO, TEXAS 78249
  210-732-9647 PHONE
  210-732-3923 FAX
  WWW.SAAUTOSHOW.COM

- ## ON SITE SHOW OFFICE & MANAGEMENT OFFICE:

  ROOM 220, UP THE ESCALATORS ABOVE HALL 1

SPECIAL EVENTS:

BLACK DIAMOND CELEBRATION
THURSDAY, NOVEMBER 15TH
COCKTAIL RECEPTION | 6:30 P.M. – 7:30 P.M.
DOORS OPEN TO GALA | 7:30 P.M. – 10:30P.M.

Exhibit Personnel:

- All persons representing Exhibitors must be properly and professionally attired. Consumption of alcoholic beverages by Exhibitor personnel during the Show hours is strictly prohibited. SADA maintains broad discretion to enforce this provision. Show management may ask persons in violation of this provision to leave the Show and will notify Exhibitor of such actions.

Care of Convention Center/Exhibit Space:

- Exhibitors shall maintain their exhibit space in neat and clean condition at all times. Exhibitors shall not post, nail or otherwise attach any item to columns, walls, floors or furniture in the exhibit facility. Exhibitors shall be liable for all damages to the exhibit facility, and to another exhibitor's space, products or personnel.

Carpet:

- For all Manufacturer areas **MEDIUM GRAY** carpet and **Blue** aisle carpet will be provided and vacuumed daily by SADA. No floor coverings may be sealed to the floor in such a manner as to damage or deface the floor or be so installed as to be a hazard to public safety or as to endanger the public. Each exhibitor is responsible for the final condition of the floor in its exhibit area. Exhibitor supplied floor coverings may be used only with the prior approval from SADA.
  Visqueen is not included.

Displays and Exhibits:

- All displays, and exhibits shall be a high standard of quality. All exhibits, staff and personnel must be contained within an Exhibitor's assigned space and may not extend beyond such space or infringe upon the space of another exhibitor or block aisles so as to, in any way, impede public use of the aisles. Any and all special promotional ideas, including those involving projected images and/or speakers and sound presentations, must be approved by SADA prior to the Show.
  Show Management reserves the right to restrict the use of objectionable sound and lighting.

Subletting and/or Sharing of Exhibit Space:

- The subletting and/or sharing of any exhibit space with a person, firm or corporation is strictly prohibited and could result in the cancellation of the exhibitor's contract without refund. This applies to exhibit space whether contracted, assigned, or courtesy space.

Signs/Banners:

- Signs and banners, which Exhibitors suspend in the exhibit facility, must be approved by SADA before the Show. **DEALERSHIP SIGNAGE IS STRICTLY PROHIBITED AND WILL BE REMOVED BY SHOW MANAGEMENT AT THE OFFENDING EXHIBITOR'S EXPENSE.** **THIS INCLUDES DEALERSHIP NAME PLATES AND TAGS.**

Credentials:

- Official Auto & Truck Show credentials will be issued on a limited basis to all exhibitors. This pass will allow free admittance to the Show. Exhibitors and all volunteers must check in at the Exhibitor Registration kiosk located up the escalators above the ticket office, Exhibit Hall 1 entrance.

Detail Companies:

- Any person, firm or corporation contracted by an exhibitor and/or exhibiting franchised dealer, manufacturer or exhibit house to be on-site during the Show for the purpose of cleaning and detailing vehicles, must comply with all insurance and workers compensation insurance requirements as outlined in the INSURANCE REQUIREMENTS. All employees must wear a company uniform or a shirt with the company name on it at all times in order to gain free admission to the Show. Companies that hire local short-term employees must comply with the insurance requirements for those employees. Companies are responsible for their employees. Anyone that conducts him or herself in a non-professional manner will be reported to their supervisor. If a supervisor is not available, the employee will be asked to leave the show until the supervisor can be reached.
  Any detail company that contracts for local temporary employees must meet their workers at a designated location outside of the show to issue them the company's credentials. These workers will not be allowed to enter the building without proper credentials.

- **IMPORTANT:** Detail companies must have vehicles show-ready by **5:00pm** on **Wednesday, November 14, 2018. NO EXCEPTIONS!**

Performance of Music Protected by Copyright or Licensing Agreements:

- Exhibitor will not produce, perform, or broadcast any music protected by copyright or license agreements without obtaining rights from music licensing organizations. Exhibitor agrees to indemnify for all expenses, including without limitation, penalties, fines, judgements or awards and attorney fees incurred by Licensor, venue or any other business associated with the Show as a result of a breach of this provision.

Exclusive Providers:

- Exhibitors must honor SADA's exclusive provider contracts. Exclusive providers are identified below and on the San Antonio Auto and Truck Show website at: www.saautoshow.com.

- **CYROD Consulting** is the official security agency for the Show. For assistance, please contact **Joe Rodriquez** at: (210) 887-6015.

- **Freeman Decorating** is the official decorator and electrical contractor for the Show; please contact **Doug Hester** at 210-227-0341.

- **Smart City** is the official telephone and internet service provider for the Show; please contact them at 888-446-6911.

- **PSAV Presentation Services** is the official audio/visual provider for the Show; please contact **Omar Zamora** at 210-417-4095.

- **Convention Foliage** is the official provider of floral packages. Each exhibitor has the option to purchase a San Antonio Auto and Truck Show Discounted Floral Package for exhibit. Floral form and payment for services are to be sent directly to **Irene Konzal** at Convention Foliage. 210-637-7229.

Advertising:

- Any and all advertising by Exhibitors in connection with their participation in the Show must be true and correct in all respects. Exhibitors shall make no deceptive or misleading claims or representations.

Helium:

- Helium is prohibited in the exhibit halls. Air-filled inflatables are permitted.

Fire Regulations:

- All display materials must be flame retardant. Electrical signs and equipment must be wired to meet specifications of local Fire Underwriters Inspections Bureau. Vehicles are limited to a maximum of ¼ tank of gas. All gas caps must be locked or taped to prevent opening. All batteries must be disconnected. All vehicles will be checked prior to move-in on Wednesday, November 14th by a fire inspector.

Insurance Requirements:

- INDEMNIFICATION: **Exhibitors shall indemnify, defend, protect and hold harmless SADA, its members, officers, representatives, employees, the Show and its official sponsors and co-sponsors from and against any and all claims, demands and liabilities for injuries to and deaths of a person arising directly or indirectly from Exhibitor's activities, exhibits or the use of the exhibit facility, by or on behalf of Exhibitor, its principals, constituents, suppliers, contractors, subcontractors, manufacturers and/or employees. This indemnification provision shall survive all other obligations and termination of the Exhibitor Contract and these terms and conditions.**

- INSURANCE: Neither SADA, its members, nor the representatives and employees thereof, its official service contractors, official sponsors and co-sponsors, nor the City of San Antonio, nor their representatives or employees, will be held responsible for any injury, loss or damage that may occur to an Exhibitor or an Exhibitor's property, its employees or representatives for any cause whatsoever prior to, during, or subsequent to the period covered by this contract. All property of an Exhibitor is understood to remain under the Exhibitor's control in transit to, within, and from the confines of the exhibit facility. Exhibitors are advised to carry floater insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person and property of others. Each exhibitor shall assume all risk inherent in its participation in the Show and release the aforementioned organizations and individuals, referred to above, from any and all such loss, damage or injury. **All exhibitors must provide an original certificate of liability insurance (COI) with limits not less than $1,000,000 on a per occurrence basis with an aggregate of $2,000,000 of bodily injury, death and property damage naming the San Antonio Automobile Dealers Association, Inc., and the San Antonio Auto & Truck Show as additional insureds.**

In addition to the above required insurance, each Exhibitor must furnish SADA with proof/copy of its Workers Comp insurance with statutory limits of $500,000/$500,000/$500,000 covering all employees, contracted companies, sub-contracted companies, and contracted labor, in addition to any other person or company connected with the exhibit area. This documentation must be received at the SAADA office, 16030 Via Shavano, San Antonio, Texas 78249. If the proper documents are not received 90 days in advance of the Show, SADA may terminate the Exhibitor Contract without refund and such contract shall be deemed null and void.

In addition to the above insurance requirements; manufacturers, exhibit houses and detailers must provide the San Antonio Automobile Dealers Association, Inc. with a list of all companies and subcontractors involved with the Show, along with proof of insurance and workers' compensation for each company and subcontractor.

Right to Make Changes:

- The San Antonio Automobile Dealers Association reserves the right to make any changes, amendments and/or additions to these rules as it considers advisable for the proper conduct and success of the Show, with the provision that all exhibitors be advised of any change. Any matter not specifically covered, in the official exhibitor contract or the official exhibitor service kit, are subject to the decision made by the San Antonio Automobile Dealers Association. Any violation of these guidelines and rules may be cause for immediate termination of the exhibitor's contract, and the exhibitor's right to participate in the Show. Any and all monies paid by the exhibitor to the San Antonio Automobile Dealers Association shall be retained by said organization. The San Antonio Automobile Dealers Association reserves the right to refuse the rental, assignment or approval of any exhibit space whose display of goods or services are not compatible with the objectives of the Show.

Show Office:

- The Auto & Truck Show office is located in **Room 220, located up the escalators above Hall 1.**

Vehicle Move-in:

- All exhibitors must adhere to their scheduled vehicle move-in time. Move-in will be on **Wednesday, November 14th** beginning at 7:30 a.m. The Official Vehicle Move in schedule can be found at www.saautoshow.com/exhibitors.

Move-out:

- Until the Show is officially closed, all attendees have left the exhibit facility, and all aisle carpet has been removed, Exhibitors shall not remove from the exhibit facility any part of their exhibit and/or display, including, but not limited to, vehicles. All vehicles must be removed from the exhibit facility no later than 10p.m. on the closing day of the Show, Sunday November 18th.

Vehicle Sales Prohibited:

- All display materials must be flame retardant. Electrical signs and equipment must be wired to meet specifications of local Fire Underwriters Inspections Bureau. Vehicles are limited to a maximum of ¼ tank of gas. All gas caps must be locked or taped to prevent opening. All batteries must be disconnected. All vehicles will be checked prior to move-in on Wednesday, November 14th by a fire inspector.

San Antonio Auto Show
Exhibitor Forms

CONVENTION F·O·L·I·A·G·E unlimited

3027 Sable Crossing
San Antonio, TX 78232
Phone: 210-637-7229
Fax: 210-637-7243
info@conventionfoliage.com

San Antonio Auto & Truck Show

November 15-18, 2018

Henry B Gonzalez Convenion Center
San Antonio, Texas

FLORAL ORDER FORM

AS PART OF YOUR CONTRACT WITH SA AUTO DEALERS YOU HAVE THE OPTION TO SELECT ONE OF THE FOLLOWING DISCOUNTED PLANT PACKAGES

SPECIAL MONEY SAVING PACKAGE RENTALS	*UNIT PRICE*	*QTY*	*TOTAL*
Assortment A: Two 4-5ft Green Plants & Two Mums	$155.00		
Assortment B: Two 4-5ft Green Plant; Two 6-7ft Green Plant & Two Mums	$290.00		
Assortment C: Four 4-5ft Green Plant; Four 6-7ft Green Plant & Four Mums	$575.00		

IF YOU WISH TO ADD TO ANY PACKAGE, PLEASE SELECT FROM THE FOLLOWING LIST

FLOWERING & GREEN PLANTS (Rental)		*UNIT PRICE*	*QTY*	*TOTAL*
Mum [ ] White [ ] Yellow [ ] Lavender		$28.50		
Kalanchoe [ ] Red [ ] Pink [ ] Orange [ ] Yellow		$28.50		
Azalea [ ] Red [ ] Pink [ ] White		$42.50		
Bromeliad [ ] Red [ ] Yellow [ ] Orange		$42.50		
[ ] Fern [ ] Ivy Large		$43.00		
[ ] Fern [ ] Ivy Small		$26.00		
2-3 ft. Green Plant		$46.00		
4-5 ft. Green Plant		$56.00		
6-7 ft. Green Plant		$75.00		
8ft Green Plant or taller		$16.00 per ft.		
Container Selection: [ ] Black [ ] White	FREE	FREE		
FLORAL SERVICES		***UNIT PRICE***	***QTY***	***TOTAL***
Seasonal Vase Arrangement		$75.00		
Tropical Vase Arrangement		$95.00		
Color Preference?				

DESIGNER SERVICE:

Meet us at our booth for consultation. Date_____ Time_____

Contact Name/Cell #:_____

Subtotal	
Add 8.25% Sales Tax	
TOTAL	
ADD 15% IF ORDERING AFTER OCT 24, 2018	
TOTAL	

RENTAL POLICY: Rental prices include delivery & pickup, container, and maintenance. Rental items and containers remain the property of Convention Foliage Unlimited. Missing items will be charged to the exhibitor at twice the showsite rate. All prices are for the entire show. Substitutions may be necessary due to seasonal or geograhical availability. Consult us for items not listed.

COMPANY NAME _____ BOOTH #_____

ADDRESS _____
(Street) (City) (State) (Zipcode)

ORDERED BY _____ PHONE_____

FAX _____ E-MAIL_____

Payment Information [ ] Visa [ ] MC [ ] AmEx [ ] Discover

[ ] CHECK ENCLOSED *(Payable to CONVENTION FOLIAGE UNLIMITED in US funds drawn on US bank)*

CARD #_____ Security Code _____ Exp. Date _____

Print Cardholder Name _____ Signature_____

FREEMAN

3323 IH-35 North Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

SAN ANTONIO AUTO AND TRUCK SHOW
NOVEMBER 15-18, 2018
HENRY B. GONZALEZ CONVENTION CENTER
SAN ANTONIO, TEXAS

FREEMAN quick facts

SHIPPING INFORMATION

SHIPPING TO SHOWSITE:

Shipments can arrive for unloading and delivery to booth **ONLY DURING SCHEDULED EXHIBITOR MOVE-IN PERIOD.**

Shipments must be sent with freight charges **PREPAID. COLLECT SHIPMENTS CANNOT BE ACCEPTED**

SHOWSITE SHIPPING ADDRESS:

Exhibiting Company Name & Booth # _____
Hold for: AUTO & TRUCK SHOW
C/O FREEMAN
HENRY B GONZALEZ CONVENTION CENTER
237 TOWER OF AMERICAS WAY
SAN ANTONIO, TEXAS 78205

FREIGHT WILL BE ACCEPTED AT SHOWSITE ONLY DURING EXHIBITOR MOVE-IN TIMES.

MARSHALING YARD CHECK-IN ADDRESS:

Freeman
201 Gembler
San Antonio, TX 78219

LABOR INFORMATION
Exhibitors supervising labor need to pick up and release their labor at the Service Desk.
Refer to the order form under Display Labor for Straight Time and Overtime hours.

ASSISTANCE
We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 210/554-2021.

WE APPRECIATE YOUR BUSINESS.

FREEMAN

GREEN TIPS

REDUCING YOUR FOOTPRINT

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

Supplies and Ordering

- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

Printing, Recycling and Waste Management

- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

Shipping and Transportation

- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

Personnel and Best Practices

- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact goinggreen@freemanco.com.

FREEMAN
The Nature of a Successful Show

FREEMAN CARES™
ABOUT OUR ENVIRONMENT

FREEMAN

3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 554-2021 Fax: (469) 621-5611

DISCOUNT PRICE
DEADLINE DATE
OCTOBER 30, 2018

INCLUDE THIS FORM
WITH YOUR ORDER
PLEASE USE BLACK INK

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #:

ADDRESS: BOOTH SIZE : X

CITY/STATE/ZIP:

PHONE: EXT.: FAX #:

SIGNATURE: PRINT NAME:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE: ☐ **Check if you are a new Freeman customer**

Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.

METHOD OF PAYMENT

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

☐ COMPANY CHECK

Please make check payable to: Freeman
Checks must be in U.S. funds drawn on a U.S. or Canadian bank.(**"U.S. FUNDS"** MUST BE PRE-PRINTED on Canadian checks.)

Please reference (462787) **on your remittance.**

☐ CREDIT/DEBIT CARD

For your convenience, we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ BANK TRANSFER

Bank transfer to Bank of America, N.A.; Dallas, TX
Wire Transfer
ABA#: 026009593 ACCT# 1252039192 Freeman
International Wire Transfer
Swift Code: BOFAUS3N ACCT# 1252039192 Freeman
ACH Direct Deposit
ABA#:111000012 ACCT# 1252039192 Freeman

Bank Address for Wire and ACH is 901 Main St, Dallas, TX 75202
Please reference Name of Show & Booth Number so we can properly credit your account.
Note: Customers are responsible for any bank processing fees.

☐ **AMERICAN EXPRESS** ☐ **MASTER CARD** ☐ **VISA** **We do not accept credit card information via email.**

ACCOUNT NO.: EXP. DATE:

CARDHOLDER NAME (PRINT): SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR

MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	UTILITIES		GRAND TOTAL

- **Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freeman.com.**
- **Orders received after the deadline or without payment will be charged the Standard price.**
- **Copies of invoices may be picked up from the Freeman Service Center prior to show closing.**
- **If you have questions or need assistance with any items not listed, please call and ask for Exhibitor Sales.**

FREEMAN method of payment

FREEMAN
3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 554-2021 Fax: (469) 621-5611

SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018

In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE: DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME: BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE: EXT. FAX:

CONTACT'S E-MAIL:

Indicate which services are to be invoiced to the Third Party:

- ☐ **ALL FREEMAN SERVICES**
- ☐ **I&D LABOR/SUPERVISION**
- ☐ **MATERIAL HANDLING/IN & OUT**
- ☐ **UTILITIES**
- ☐ **FREEMAN EXHIBIT TRANSPORTATION**
- ☐ **RENTAL FURNITURE/CARPET/SIGNS**
- ☐ **BOOTH CLEANING**
- ☐ **OTHER** _____

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE: EXT: FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

☐ **AMERICAN EXPRESS** ☐ **MASTERCARD** ☐ **VISA** **We do not accept credit card information via email.**

ACCOUNT NO: EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT): CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

FREEMAN third party authorization

FREEMAN outbound shipping

FREEMAN

3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 554-2021 Fax: (469) 621-5611

OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (210) 554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

_____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: ☐ Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

_____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

☐ **Freeman Exhibit Transportation**

No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.

☐ **Other Carrier**

Carrier Name: _____
Carrier Phone: _____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select a Level of Service:

☐ 1 Day: Delivery next business day
☐ 2 Day: Delivery by 5:00 PM second business day
☐ Deferred: Delivery within 3-5 business days
☐ Standard Ground
☐ Specialized: Pad wrapped, uncrated, or truckload

Select Shipment Options (if applicable)

☐ Have loading dock
☐ Inside delivery
☐ Pad wrap required
☐ Do not stack
☐ Lift gate required
☐ Air ride required
☐ Residential

Select Desired Number of Labels: _____

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

FURNISH FORWARD

Freeman sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required. Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to **freeman.com**

SUPERIOR SEATING

Sit back and relax – your search for comfortable seating is over. Choose from a sleek selection of sofas, loveseats and chairs that are sure to take your exhibit design to the next level.

ITEMS PICTURED BELOW

Swanson Swivel Chair | 810875 | **Page 12**

Silverado Cocktail Table | 82014 | **Page 21**

Powered Locking Pedestal, 42" | 85063 | **Page 31**

SEATING

Naples

CHAIR SELECT
black vinyl **810119**

36"L | 30"D | 33"H

Powered options available

LOVESEAT SELECT
black vinyl **830120**

62"L | 30"D | 33"H

Powered options available

SOFA SELECT
black vinyl **830119**

87"L | 30"D | 33"H

Powered options available

Munich

CORNER CHAIR SELECT
gray **810150**

26"L | 27"D | 28.5"H

ARMLESS CHAIR SELECT
gray **810151**

22.5"L | 27"D | 28.5"H

ARMLESS LOVESEAT SELECT
gray **830200**

45"L | 27"D | 28.5"H

SECTIONAL - 3 PIECE SELECT
gray **830201**

93.5"L | 27"D | 28.5"H

Baja

CHAIR SELECT
white vinyl **81050**

36"L | 30.5"D | 28"H

LOVESEAT SELECT
white vinyl **83020**

61"L | 30.5"D | 28"H

See pages 30 and 31 for all Powered options.

**Electrical power must be ordered separately*

SEATING

South Beach

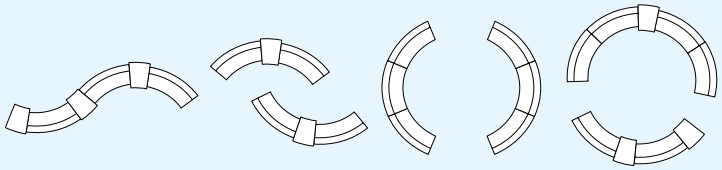
SOFA SELECT
platinum suede **8301**

69"L 29"D 33"H

OTTOMAN SELECT
platinum suede **8151**

25"L 31"D 18"H

possible configurations



Key Largo

LOVESEAT SELECT
black fabric **830950**

57"L 35"D 34"H

SOFA SELECT
black fabric **830951**

79"L 35"D 34"H

CHAIR SELECT
black fabric **810950**

35"L 35"D 34"H

Allegro

CHAIR SELECT
blue fabric **81019**

36"L 34.5"D 30"H

SOFA SELECT
blue fabric **83015**

73"L 34.5"D 30"H

SEATING

Fairfax

CHAIR SELECT
white vinyl/brushed metal **810949**
27"L 26"D 30"H

SOFA SELECT
white vinyl/brushed metal **830949**
62"L 26"D 30"H

Hopi

CHAIR SELECT
gray linen **810140**
21"L 25"D 34"H

LOVESEAT SELECT
gray linen **830150**
48"L 25"D 34"H

Tangiers

CHAIR SELECT
ivory/cream/beige fabric **810118**
34"L 37"D 36"H

LOVESEAT SELECT
ivory/cream/beige fabric **830220**
57.5"L 37"D 37"H

SOFA SELECT
ivory/cream/beige fabric **830118**
78"L 37"D 36"H

CASUAL SEATING

Look no further for a great variety of **informal, modern seating options**. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

OTTOMANS

ENDLESS SQUARE OTTOMAN SELECT
white vinyl **815122**
black vinyl **815123**

34"L | 34"D | 15"H

ENDLESS CURVE OTTOMAN SELECT
white vinyl **815953**
black vinyl **815952**

60.5"L | 37.5"D | 15"H

ITEMS PICTURED BELOW

Roma Sofa, Powered | 83017 | **Page 30**
Regis Bench/Table | 82074 | **Page 23**
Swanson Swivel Chair | 810875 | **Page 12**
Regis End Table | 82075 | **Page 23**

OTTOMANS

HALF BENCH OTTOMAN SELECT
white vinyl **815119**

39"L 23"D 18"H

VIBE CUBE OTTOMAN SELECT
blue vinyl **81518**
red vinyl **81519**
orange vinyl **81525**
pink vinyl **81520**
yellow vinyl **81517**
black vinyl **81530**
white vinyl **81531**
steel blue vinyl **81532**
silver vinyl **81533**
purple vinyl **81534**

18"L 18"D 18"H

MARCHE SWIVEL OTTOMAN SELECT
gray fabric **815151**
red fabric **815154**
blue fabric **815159**
linen fabric **815152**
meadow green fabric **815157**
pear yellow fabric **815158**
plum fabric **815156**
raspberry fabric **815153**
rose quartz fabric **815155**
white vinyl **815150**

17" Round 18"H

EDGE LED CUBE OTTOMAN* SELECT
high-density plastic **81526**

20"L 20"D 20"H

BANQUETTES

CENTER CONE SELECT
8506

38" Round | 51"H

Powered

Banquette Cone has 3 AC and
2 USB plugs built into the center cone.

QUARTER CURVE OTTOMAN SELECT
8507

53"L | 22"D | 18"H

possible configurations

(4) quarter curve ottoman

72" Round | 18"H

(1) center cone
(4) quarter curve ottomans

72" Round | 51"H

See pages 30 and 31 for all Powered options.
Electrical power must be ordered separately

OTTOMANS

BEVERLY BENCH OTTOMAN SELECT
black vinyl **81550**

60"L 20"D 18"H

BEVERLY BENCH OTTOMAN SELECT
brown fabric **81551**

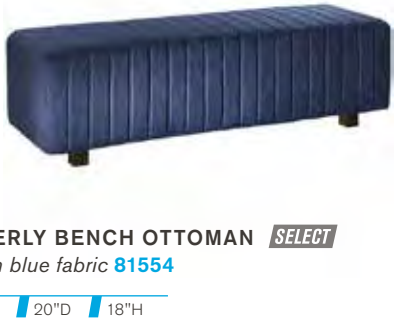
60"L 20"D 18"H

BEVERLY BENCH OTTOMAN SELECT
gray fabric **81552**

60"L 20"D 18"H

BEVERLY BENCH OTTOMAN SELECT
linen fabric **81553**
ivory/cream/beige

60"L 20"D 18"H



BEVERLY BENCH OTTOMAN SELECT
ocean blue fabric **81554**

60"L 20"D 18"H

BEVERLY BENCH OTTOMAN SELECT
red fabric **81555**

60"L 20"D 18"H

BEVERLY BENCH OTTOMAN SELECT
white vinyl **81556**

60"L 20"D 18"H

OCCASIONAL CHAIRS

BLACK DIAMOND SIDE CHAIR ESSENTIALS
71089

21"W | 23"L | 32"H

BLACK DIAMOND ARMCHAIR ESSENTIALS
71090

20"W | 21"L | 33"H

LAGUNA CHAIR SELECT
maple/chrome **810861**

18"L | 19"D | 34"H

LIMERICK® CHAIR BY HERMAN MILLER ESSENTIALS
gray **210108**

18"W | 17.75"L | 33"H

MADRID CHAIR SELECT
black vinyl/chrome **8102**
white vinyl/chrome **810816**

30"L | 30"D | 31"H

ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 31**

White Vibe Cube Ottoman | 81531 | **Page 7**

OCCASIONAL CHAIRS

MEETING CHAIR SELECT
white vinyl **810948**
espresso vinyl **810835**
taupe microfiber **810836**

25.5"L | 23.5"D | 34"H

KEY WEST CHAIR SELECT
black fabric **8103**

31"L | 31"D | 31"H

MADDEN CHAIR SELECT
light gray vinyl **810843**

27"L | 32"D | 33"H

MALBA CHAIR SELECT
gray molded plastic **810131**
green molded plastic **810130**

20"L | 20"D | 32"H

OCCASIONAL CHAIRS

CHRISTOPHER CHAIR SELECT
white vinyl/chrome **810846**

17"L 19"D 35"H

ZENITH CHAIR SELECT
white/chrome **810851**

19"L 22"D 32"H

RUSTIQUE CHAIR SELECT
gunmetal **810841**

20"L 18"D 31"H

RAZOR ARMLESS CHAIR SELECT
white high-density plastic **810837**

15.38"L 15.5"D 30.5"H

SWANSON SWIVEL CHAIR SELECT
white vinyl **810875**

28"L 25"D 30"H

BERLIN STACK CHAIR SELECT
white & red plastic/chrome **810811**
white & black plastic/chrome **810810**

18"L 22"D 32"H

WENDY CHAIR SELECT
clear acrylic **810847**

15"L 20"D 36"H

CONFERENCE CHAIRS

GRAY GASLIFT CHAIR ESSENTIALS
with arms **71046**
without arms **71045**

26"W | 20"L | 38"H | Adjustable

LA BREA SWIVEL CHAIR SELECT
charcoal gray fabric **810874**

35"L | 27"D | 40"H

ALTURA GUEST CHAIR SELECT
black fabric/black steel **81063**

25"L | 20"D | 34"H

PRO EXECUTIVE HIGH BACK CHAIR SELECT
white vinyl **810844**
black vinyl **810946**

25"L | 24"D | 48"H | Adjustable

PRO EXECUTIVE MID BACK CHAIR SELECT
white vinyl **810945**
black vinyl **810944**

24"L | 22"D | 40"H | Adjustable

PRO EXECUTIVE GUEST CHAIR SELECT
black vinyl **810947**

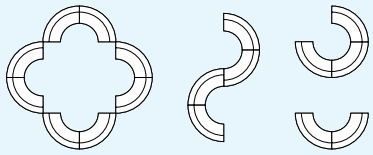
24"L | 22"D | 36"H

BARS & BARSTOOLS

MARTINI BAR SELECT
gray metal rounded bar with frosted glass top and chrome legs **8501**

67"L | 22"D | 45"H

possible configurations



BLACK DIAMOND STOOL ESSENTIALS
71088

22"W | 18"L | 46"H

GRAY GASLIFT STOOL ESSENTIALS
with arms **71048**
without arms **71047**

24"W | 20"L | 46"H | Adjustable

LAGUNA BARSTOOL SELECT
maple/chrome **810860**

18"L | 20"D | 47"H

LIMERICK® STOOL BY HERMAN MILLER ESSENTIALS
gray **210109**

18"W | 17.75"L | 44"H

LIFT BARSTOOL SELECT
gray vinyl/chrome **810872**
red vinyl/chrome **810873**
black vinyl/chrome **810871**
white vinyl/chrome **810870**

15" Round | 23-33.5"H | Adjustable

APEX BARSTOOL SELECT
black vinyl **810951**
blue ultra suede **810952**
red vinyl **810953**
white vinyl **810954**

21"L | 21"D | 33"H

BARS & BARSTOOLS

BANANA BARSTOOL SELECT
white vinyl/chrome **810103**
black vinyl/chrome **810104**

21"L | 22"D | 41"H

ZENITH BARSTOOL SELECT
white/chrome **810850**

19"L | 20"D | 44"H

ZOEY BARSTOOL SELECT
white vinyl/chrome **810840**
black vinyl/chrome **810834**

15"L | 16"D | 26-30.5"H | Adjustable

CHRISTOPHER BARSTOOL SELECT
white **810848**

19"L | 15"D | 41"H

SHARK BARSTOOL SELECT
white plastic/chrome **810202**

22"L | 19"D | 34-44"H | Adjustable

RUSTIQUE BARSTOOL SELECT
gunmetal **810839**

13"L | 13"D | 30"H

OSLO BARSTOOL SELECT
blue plastic/chrome **810200**
white plastic/chrome **810201**

17"L | 20"D | 45"H

TURN THE TABLES IN YOUR FAVOR

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

ITEMS PICTURED BELOW

Endless Square Ottoman | 815122 | **Page 6**

Geo End Table | 82035 | **Page 22**

DRAPED OR UNDRAPED TABLES & COUNTERS

black
blue
brown
green
flax
gold
gray
plum
red
white

Table-top risers are also available in a variety of sizes. See order form for details.

ESSENTIALS

TABLES

24"D 30"H	3'L	4'L	6'L	8'L
Draped	124330	124430	124630	124830
Draped on Fourth Side			12404630	12404830
Undraped	125330	125430	125630	125830

TABLES*

30"D 30"H	3'L	4'L	6'L	8'L
Draped	130330	130430	130630	130830
Draped on Fourth Side			12404630	12404830
Undraped	131330	131430	131630	131830

COUNTERS

24"D 42"H	3'L	4'L	6'L	8'L
Draped	124342	124442	124642	124842
Draped on Fourth Side			12404642	12404842
Undraped	125342	125442	125642	125842

COUNTERS*

30"D 42"H	3'L	4'L	6'L	8'L
Draped	130342	130442	130642	130842
Draped on Fourth Side			12404642	12404842
Undraped	131342	131442	131642	131842

Table and counter widths available in select cities

PEDESTAL TABLES

Soho Series

BLACK-TOP CAFÉ ESSENTIALS
72069
24" Round | 30"H

72067
36" Round | 30"H

BLACK-TOP MINI ESSENTIALS
72066
18" Round | 18"H

BLACK-TOP BISTRO ESSENTIALS
72070
24" Round | 42"H

72068
36" Round | 42"H

Chelsea Series

BUTCHER BLOCK-TOP CAFÉ ESSENTIALS
72063
30" Round | 30"H

72064
36" Round | 30"H

BUTCHER BLOCK-TOP BISTRO ESSENTIALS
720163
30" Round | 42"H

720164
36" Round | 42"H

HYDRAULIC BASE CAFÉ TABLE SELECT
maple **8201208**
30" Round | 29"H

HYDRAULIC BASE BAR TABLE SELECT
maple **8201207**
30" Round | 45"H

actual color

STANDARD BASE CAFÉ TABLE SELECT
blue steel **8201203**
30" Round | 29"H

actual color

STANDARD BASE BAR TABLE SELECT
blue steel **8201204**
30" Round | 42"H

PEDESTAL TABLES

HYDRAULIC BASE CAFÉ TABLE SELECT
graphite **8201209**
36" Round | 29"H

HYDRAULIC BASE BAR TABLE SELECT
graphite **8201211**
36" Round | 45"H

HYDRAULIC BASE CAFÉ TABLE SELECT
maple **8201206**
36" Round | 29"H

HYDRAULIC BASE BAR TABLE SELECT
maple **8201205**
36" Round | 45"H

HYDRAULIC BASE CAFÉ TABLE SELECT
white laminate **820126**
36" Round | 29"H

HYDRAULIC BASE BAR TABLE SELECT
white laminate **820125**
36" Round | 45"H

MADISON HYDRAULIC BASE CAFÉ TABLE SELECT
gray acajou **820241**
30" Round | 29"H

MADISON HYDRAULIC BASE BAR TABLE SELECT
gray acajou **820240**
30" Round | 45"H

MADISON CAFÉ TABLE SELECT
gray acajou **820265**
30" Round | 29"H

MADISON BAR TABLE SELECT
gray acajou **820264**
30" Round | 42"H

PEDESTAL TABLES

30" CAFE TABLE W/ BLACK BASE - WHITE TOP SELECT
white laminate **8201220**
30" Round | 29"H

30" BAR TABLE W/ BLACK BASE - WHITE TOP SELECT
white laminate **8201221**
30" Round | 42"H

30" BAR TABLE W/ HYDRAULIC BASE -WHITE TOP SELECT
white laminate **8201222**
30" Round | 45"H

30" CAFE TABLE W/ HYDRAULIC BASE -WHITE TOP SELECT
white laminate **8201223**
30" Round | 29"H

30" BAR TABLE W/ HYDRAULIC BASE - RED SELECT
red laminate **820920**
30" Round | 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - RED SELECT
red laminate **820921**
30" Round | 29"H

30" BAR TABLE W/ HYDRAULIC BASE -GRAPHITE SELECT
gray laminate **820922**
30" Round | 45"H

30" CAFE TABLE W/ HYDRAULIC BASE -GRAPHITE SELECT
gray laminate **820923**
30" Round | 29"H

30" BAR TABLE W/ HYDRAULIC BASE - SILVER SELECT
silver **820924**
30" Round | 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - SILVER SELECT
silver **820925**
30" Round | 29"H

OCCASIONAL, END & COCKTAIL TABLES

Silverado

END TABLE SELECT
tempered glass/painted steel **82015**

24" Round | 22"H

COCKTAIL TABLE SELECT
tempered glass/painted steel **82014**

36" Round | 17"H

Alondra

END TABLE SELECT
glass/chrome **820252**

20"L | 20"D | 20"H

COCKTAIL TABLE SELECT
glass/chrome **820250**

47"L | 24"D | 16"H

END TABLE SELECT
wood/chrome **820253**

20"L | 20"D | 21"H

COCKTAIL TABLE SELECT
wood/chrome **820251**

47"L | 24"D | 17"H

Atomic

36" ROUND TABLE SELECT
glass/chrome **8201224**

36" Round | 30"H

42" ROUND TABLE SELECT
glass/chrome **8201225**

42" Round | 30"H

OCCASIONAL, END & COCKTAIL TABLES

Geo

END TABLE SELECT
wood/black steel **82028**

20"L 20"D 21"H

COCKTAIL TABLE SELECT
wood/black steel **82027**

47"L 24"D 17"H

END TABLE SELECT
glass/chrome **82035**

26"L 26"D 20"H

COCKTAIL TABLE SELECT
glass/chrome **82034**

50"L 22"D 16"H

Sydney

END TABLE SELECT
black laminate/brushed steel **82054**
white laminate/brushed steel **82055**

27"L 23"D 22"H

COCKTAIL TABLE SELECT
black laminate/brushed steel **82052**
white laminate/brushed steel **82053**

48"L 26"D 18"H

Powered options available

See pages 30 and 31 for all Powered options.

**Electrical power must be ordered separately*

OCCASIONAL, END & COCKTAIL TABLES

Regis

END TABLE SELECT
brushed metal **82075**

16"L | 15.5"D | 16.5"H

BENCH/TABLE SELECT
brushed metal **82074**

47"L | 15.5"D | 16"H

AURA ROUND TABLE SELECT
white metal **820844**

15" Round | 22"H

EDGE LED CUBE TABLE* SELECT
white plastic/clear acrylic top **82057**

20"L | 20"D | 20"H

GEO SQUARE-ROUND TABLE SELECT
glass/black steel **82043**
glass/chrome **82044**

42"L | 42"D | 29"H

OCCASIONAL, END & COCKTAIL TABLES

Oliver

END TABLE SELECT
walnut finish **82088**

22" Round | 22"H

TABLE SELECT
walnut finish **82087**

47"L | 27"D | 19"H

Rustique

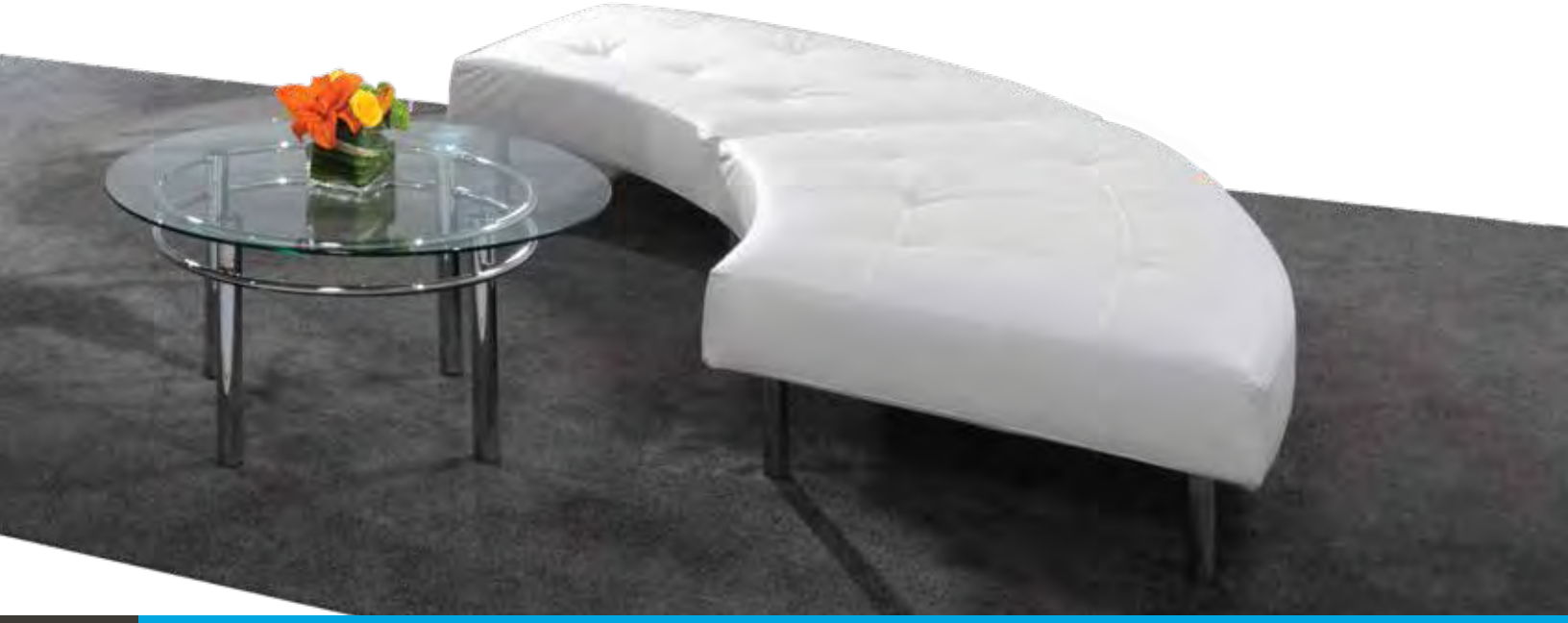
SQUARE METAL BAR TABLE SELECT
gray finish **8201226**

23.75"L | 23.75"D | 41.25"H

ITEMS PICTURED BELOW

Endless Curve Ottoman | 815953 | **Page 6**

Silverado Cocktail Table | 82014 | **Page 21**



CONFERENCE TABLES

GEO CONFERENCE TABLE SELECT
glass/black steel **82041**
glass/chrome **82051**

60"L 36"D 29"H

MADISON CONFERENCE TABLE SELECT
gray acajou **820260**

42" Round 29"H

42" ROUND WHITE CONFERENCE TABLE SELECT
white laminate **820708**

42" Round 29"H

6' OVAL CONFERENCE TABLE SELECT
granite nebula **820203**

72"L 42"D 29"H

CONFERENCE TABLES

MADISON 5' TABLE SELECT
gray acajou **820261**
60"L 48"D 29"H

MADISON 8' TABLE SELECT
gray acajou **820262**
96"L 60"D 29"H

MADISON 10' TABLE SELECT
gray acajou **820263**
120"L 48"D 29"H

G30 CAFÉ TABLE (MAPLE W/ GROMMETS) SELECT
laminate/metal
82058
72"L 26"D 30"H

G30 CAFÉ TABLE (SOLID MAPLE TOP) SELECT
laminate/metal
82067
72"L 26"D 30"H

G30 CAFÉ TABLE (SOLID WHITE TOP) SELECT
laminate/metal
82063
72"L 26"D 30"H

CONFERENCE TABLES

VENTURA BAR TABLE SELECT
W/ GROMMET HOLES
maple **820951**
72.25"L | 26.25"D | 42"H

VENTURA COMMUNAL SELECT
BAR TABLE
black **820952**
72.25"L | 26.25"D | 42"H

VENTURA BAR TABLE SELECT
W/ GROMMET HOLES
white **820953**
72.25"L | 26.25"D | 42"H

VENTURA COMMUNAL SELECT
BAR TABLE
maple **820954**
72.25"L | 26.25"D | 42"H

VENTURA COMMUNAL SELECT
BAR TABLE
white **820956**
72.25"L | 26.25"D | 42"H

OFFICE

MADISON DESK SELECT
gray acajou **84075**

60"L 30"D 29"H

MADISON CREDENZA SELECT
gray acajou **84077**

60"L 20"D 29"H

MADISON BOOKCASE SELECT
gray acajou **84078**

36"L 12"D 72"H

COMPUTER DESK / TABLE

WORK DESK SELECT
white laminate **820706**

48"L | 24"D | 30"H

MERLIN TABLE SELECT
gray laminate **820707**

46"L | 29"D | 30"H

ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | **Page 4**
Key Largo Chair | 810950 | **Page 4**
Sydney Table, Powered | 82076 | **Page 31**
Aura Round Table | 820844 | **Page 23**
Black Diamond Stool | 71088 | **Page 14**
Soho Black Top Bistro | 36" Round - 72068 | **Page 18**

POWERED

Powered options do not include charging adapters with rental and will need to be supplied by the exhibitor if needed.

POWERED SEATING

NAPLES CHAIR, POWERED* SELECT
black vinyl **810120**

36"L | 30"D | 33"H

Power Panel Detail

NAPLES LOVESEAT, POWERED* SELECT
black vinyl **830122**

62"L | 30"D | 33"H

Power Panel Detail

NAPLES SOFA, POWERED* SELECT
black vinyl **830121**

87"L | 30"D | 33"H

Power Panel Detail

ROMA CHAIR, POWERED* SELECT
white vinyl **81021**

37"L | 31"D | 33"H

Power Panel Detail

ROMA SOFA, POWERED* SELECT
white vinyl **83017**

78"L | 31"D | 33"H

Power Panel Detail

Electrical power must be ordered separately

POWERED TABLES

VENTURA COMMUNAL BAR TABLE POWERED* SELECT
black **820950**
72.25"L | 26.25"D | 42"H

VENTURA COMMUNAL BAR TABLE POWERED* SELECT
white **820955**
72.25"L | 26.25"D | 42"H

G30 CAFÉ TABLE, POWERED* SELECT
white top **82071**
72"L | 26"D | 30"H

G30 CAFÉ TABLE, W/ GROMMETS POWERED* SELECT
white top **82069**
72"L | 26"D | 30"H

TECH DESK WITH 3 DRAWER FILE CABINET, POWERED* SELECT
black metal **84083**
desk only **84084**
60"L | 30"D | 30"H

SYDNEY COCKTAIL TABLE, POWERED* SELECT
black laminate/brushed steel **82076**
white laminate/brushed steel **82073**
48"L | 26"D | 18"H

POWERED PRODUCT PEDESTALS

POWERED* LOCKING PEDESTAL, 36" SELECT
black **85060**
white **85061**
24"L | 24"D | 36"H

POWERED* LOCKING PEDESTAL, 42" SELECT
black **85062**
white **85063**
24"L | 24"D | 42"H

Power Panel Detail

BANQUETTE

CENTER CONE SELECT
8506
38" Round | 51"H

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

**Electrical power must be ordered separately*

POWERED

STORAGE

3 DRAWER FILE CABINET ON CASTORS SELECT
84080

16"L | 20"D | 28"H

FILE CABINET WITH LOCK ESSENTIALS
standard size

TWO-DRAWER
74082

15"W | 29"L | 28"H

FOUR-DRAWER
74081

15"W | 29"L | 50"H

POSH SHELVING W/ CHROME FRAME ESSENTIALS
white **85020**

36"W | 18"L | 72"H

REFRIGERATOR

SMALL REFRIGERATOR* ESSENTIALS
75057

19"W | 19"L | 34"H

REFRIGERATOR* SELECT
white - 14.0 cubic feet **8503001**

28"L | 28"D | 64"H

LIGHTING

MASON TABLE LAMP* SELECT
white/brushed silver **850707**

16" Round | 26"H

MASON FLOOR LAMP* SELECT
white/brushed silver **850708**

18" Round | 55"H

Electrical power must be ordered separately

DISPLAY

Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That's why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped tables and counters, to ensure your show space will be both attractive and interactive.

DISPLAY CYLINDERS ESSENTIALS
black

low **75020**

30"W | 15"H

medium **75021**

18"W | 20"H

high **75022**

24"W | 36"H

Available in rectangular sizes.

DISPLAY CUBES ESSENTIALS
black

12" small **75030**

12"W | 12"L | 42"H

18" medium **75031**

18"W | 18"L | 36"H

24" large **75032**

24"W | 24"L | 42"H

ORION COMPUTER KIOSK ESSENTIALS
black **75079**

28"L | 28"D | 40.5"H

Computer not included.

DISPLAY COUNTER ESSENTIALS
black **72056**

24"W | 49"L | 42"H

ACCESSORIES

We know that every exhibit is different and requires certain pieces that may be hard to find. That's why we offer an assortment of accessories that will meet your needs, from literature racks to bulletin boards to refrigerators and file cabinets. No matter the requirement, your exhibit will always stand out with these striking and functional pieces.

TABLET STAND

MOBILE TABLET STAND SELECT
white **850714**
black **850715**

14"L | 13"D | 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75"x 9.375" but not larger than 8.5"x 2.5", including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.

TABLET STAND ACCESSORIES

BROCHURE HOLDER* SELECT
black **850711**

8.625"L | 1.1"D | 11.325"H

WIRELESS PRINTER HOLDER* SELECT
black **850712**

3.3"L | 1.9"D | 5.28"H

CHARGING SHELF* SELECT
black **850713**

14.85"L | 7.17"D | 1"H

To be ordered with the tablet stand

ACCESSORIES

CHROME STANCHION WITH 8' RETRACTABLE BELT *ESSENTIALS*
220121

42"H

CHROME SIGN HOLDER *ESSENTIALS*
220118

Holds 22" x 66" sign

ROUND LITERATURE RACK *ESSENTIALS*
750135

17"W | 17"L | 57"H

Revolving black display holds printed materials for easy access from 20 pockets.

FLAT LITERATURE RACK *ESSENTIALS*
750136

10"W | 55"H

Forward-facing black display presents printed materials in six pockets.

CHROME COAT TREE *ESSENTIALS*
220109

8 1/4"W (21"W at the base) x 69 1/2"H

BRUSHED ALUMINUM EASEL *ESSENTIALS*
220134

When open 5 ¼ "(W) x 64 ¼ "(H) | 26"W x 62"H

CHROME BAG RACK *ESSENTIALS*
220110

1"W (3" at center) x 41" H x 26"W

SPECIAL DRAPING (not pictured)

Special drape is available in a variety of colors. Refer to the order form for details.

FLOOR-STANDING BULLETIN BOARD *ESSENTIALS*
10201484

48"W | 96"L | 78"H

CORRUGATED WASTEBASKET *ESSENTIALS*
220106

WASTEBASKET *ESSENTIALS*
wastebasket color may vary.
220107

FREEMAN
3323 I H 35 North, Ste 120
San Antonio, TX 78219
(210) 554-2021 Fax: (469) 621-5611

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE

OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
		SEATING				
		Naples Group - Black Vinyl				
	810119*	Chair	462.00	462.00	646.80	
	830120*	Loveseat	666.50	666.50	933.10	
	830119*	Sofa	636.00	636.00	890.40	
		Munich Group - Gray Fabric				
	810150*	Corner Chair	532.00	532.00	744.80	
	810151*	Armless Chair	466.00	466.00	652.40	
	830200*	Armless Loveseat	780.00	780.00	1,092.00	
	830201*	Sectional - 3 Piece	1,776.00	1,776.00	2,486.40	
		Baja Group - White Vinyl				
	81050*	Chair	500.00	500.00	700.00	
	83020*	Loveseat	550.00	550.00	770.00	
		South Beach Group - Platinum Suede				
	8301*	Sofa	619.50	619.50	867.30	
	8151*	Ottoman	271.00	271.00	379.40	
		Key Largo Group - Black Fabric				
	830950*	Loveseat	620.50	620.50	868.70	
	830951*	Sofa	686.00	686.00	960.40	
	810950*	Chair	489.50	489.50	685.30	
		Allegro Group - Blue Fabric				
	81019*	Chair	439.50	439.50	615.30	
	83015*	Sofa	701.50	701.50	982.10	
		Fairfax Group - White Vinyl				
	810949*	Chair	413.00	413.00	578.20	
	830949*	Sofa	659.00	659.00	922.60	
		Hopi Group - Gray Linen				
	810140*	Chair	213.00	213.00	298.20	
	830150*	Loveseat	271.50	271.50	380.10	
		Tangiers Group - Beige Fabric				
	810118*	Chair	411.00	411.00	575.40	
	830220*	Loveseat	656.00	656.00	918.40	
	830118*	Sofa	531.00	531.00	743.40	
		CASUAL SEATING				
		Ottomans				
	815122*	Endless Square - White Vinyl	301.50	301.50	422.10	
	815123*	Endless Square - Black Vinyl	301.50	301.50	422.10	
	815953*	Endless Curve - White Vinyl	511.50	511.50	716.10	
	815952*	Endless Curve - Black Vinyl	511.50	511.50	716.10	
	815119*	Half-Bench - White Vinyl	339.00	339.00	474.60	
	81518*	Vibe Cube - Blue Vinyl	137.50	137.50	192.50	
	81519*	Vibe Cube - Red Vinyl	137.50	137.50	192.50	

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		CASUAL SEATING (cont'd)				
	81525*	Vibe Cube - Orange Vinyl	137.50	137.50	192.50	
	81520*	Vibe Cube - Pink Vinyl	137.50	137.50	192.50	
	81517*	Vibe Cube - Yellow Vinyl	137.50	137.50	192.50	
	81530*	Vibe Cube - Black Vinyl	119.50	119.50	167.30	
	81531*	Vibe Cube - White Vinyl	119.50	119.50	167.30	
	81532*	Vibe Cube - Steel Blue Vinyl	128.00	128.00	179.20	
	81533*	Vibe Cube - Silver Vinyl	128.00	128.00	179.20	
	81534*	Vibe Cube - Purple Vinyl	128.00	128.00	179.20	
	815151*	Marche Swivel - Gray Fabric	211.00	211.00	295.40	
	815154*	Marche Swivel - Red Fabric	211.00	211.00	295.40	
	815159*	Marche Swivel - Blue Fabric	211.00	211.00	295.40	
	815152*	Marche Swivel - Linen Fabric	211.00	211.00	295.40	
	815157*	Marche Swivel - Meadow Green Fabric	211.00	211.00	295.40	
	815158*	Marche Swivel - Pear Yellow Fabric	211.00	211.00	295.40	
	815156*	Marche Swivel - Plum Fabric	211.00	211.00	295.40	
	815153*	Marche Swivel - Raspberry Fabric	211.00	211.00	295.40	
	815155*	Marche Swivel - Rose Quartz Fabric	211.00	211.00	295.40	
	815150*	Marche Swivel - White Vinyl	211.00	211.00	295.40	
	81526*	Edge LED Cube - High Density Plastic	178.00	178.00	249.20	
Banquettes						
	8506*	Center Cone w/Electrical Charging Outlet	568.50	568.50	795.90	
	8507*	Quarter Curve Ottoman	551.00	551.00	771.40	
Beverly Bench Ottomans						
	81550*	Black Vinyl	396.00	396.00	554.40	
	81551*	Brown Fabric	396.00	396.00	554.40	
	81552*	Gray Fabric	396.00	396.00	554.40	
	81553*	Linen Fabric	396.00	396.00	554.40	
	81554*	Ocean Blue Fabric	396.00	396.00	554.40	
	81555*	Red Fabric	396.00	396.00	554.40	
	81556*	White Vinyl	396.00	396.00	554.40	
Occasional Chairs						
	71089	Black Diamond Side Chair	124.00	124.00	173.60	
	71090	Black Diamond Arm Chair	163.50	163.50	228.90	
	810861*	Laguna Chair - Maple/Chrome	125.50	125.50	175.70	
	210108	Limerick® Chair by Herman Miller	67.00	67.00	93.80	
	8102*	Madrid Chair - Black Vinyl/Chrome	775.00	775.00	1,085.00	
	810816*	Madrid Chair - White Vinyl/Chrome	802.50	802.50	1,123.50	
	810948*	Meeting Chair - White Vinyl	339.00	339.00	474.60	
	810835*	Meeting Chair - Espresso Vinyl	207.50	207.50	290.50	
	810836*	Meeting Chair - Taupe Microfiber	271.00	271.00	379.40	
	8103*	Key West Tub Chair - Black Fabric	388.00	388.00	543.20	
	810843*	Madden Chair - Light Gray Vinyl	426.00	426.00	596.40	

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Occasional Chairs (cont.)						
	810131*	Malba Chair - Gray Molded Plastic	94.00	94.00	131.60	
	810130*	Malba Chair - Green Molded Plastic	94.00	94.00	131.60	
	810846*	Christopher Chair - White Vinyl/Chrome	113.50	113.50	158.90	
	810851*	Zenith Chair - White/Chrome	147.00	147.00	205.80	
	810841*	Rustique Chair - Gunmetal	120.00	120.00	168.00	
	810837*	Razor Armless Chair - White High Density Plastic	57.00	57.00	79.80	
	810875*	Swanson Swivel Chair - White Vinyl	251.50	251.50	352.10	
	810811*	Berlin Stack Chair - White & Red Plastic/Chrome	105.50	105.50	147.70	
	810810*	Berlin Stack Chair - White & Black Plastic/Chrome	105.50	105.50	147.70	
	810847*	Wendy Chair - Clear Acrylic	113.50	113.50	158.90	
Conference Chairs						
	71046	Gray Gaslift Chair With Arms	264.50	264.50	370.30	
	71045	Gray Gaslift Chair Without Arms	245.00	245.00	343.00	
	810874*	La Brea Swivel Chair - Charcoal Gray Fabric	296.00	296.00	414.40	
	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel	341.00	341.00	477.40	
	810844*	Pro Executive High Back Chair - White Vinyl	271.00	271.00	379.40	
	810946*	Pro Executive High Back Chair - Black Vinyl	339.00	339.00	474.60	
	810945*	Pro Executive Mid Back Chair - White Vinyl	420.50	420.50	588.70	
	810944*	Pro Executive Mid Back Chair - Black Vinyl	350.50	350.50	490.70	
	810947*	Pro Executive Guest Chair - Black Vinyl	440.50	440.50	616.70	
Bars & Barstools						
	8501*	Martini Bar	1,339.50	1,339.50	1,875.30	
	71088	Black Diamond Stool	170.00	170.00	238.00	
	71048	Gray Gaslift Stool with Arms	282.50	282.50	395.50	
	71047	Gray Gaslift Stool without Arms	264.50	264.50	370.30	
	810860*	Laguna Barstool - Maple/Chrome	158.50	158.50	221.90	
	210109	Limerick® Stool by Herman Miller	118.00	118.00	165.20	
	810872*	Lift Barstool - Gray VinylChrome	153.00	153.00	214.20	
	810873*	Lift Barstool - Red Vinyl/Chrome	153.00	153.00	214.20	
	810871*	Lift Barstool - Black Vinyl/Chrome	153.00	153.00	214.20	
	810870*	Lift Barstool - White Vinyl/Chrome	153.00	153.00	214.20	
	810951*	Apex Barstool - Black Vinyl	185.50	185.50	259.70	
	810952*	Apex Barstool - Blue Ultra Suede	185.50	185.50	259.70	
	810953*	Apex Barstool - Red Vinyl	185.50	185.50	259.70	
	810954*	Apex Barstool - White Vinyl	185.50	185.50	259.70	
	810103*	Banana Barstool - White Vinyl/Chrome	184.50	184.50	258.30	
	810104*	Banana Barstool - Black Vinyl/Chrome	184.50	184.50	258.30	
	810850*	Zenith Barstool - White/Chrome	147.00	147.00	205.80	
	810840*	Zoey Barstool - White Vinyl/Chrome	270.00	270.00	378.00	
	810834*	Zoey Barstool - Black Vinyl/Chrome	290.50	290.50	406.70	
	810848*	Christopher Barstool - White	251.50	251.50	352.10	
	810202*	Shark Swivel Barstool - White Plastic/Chrome	323.50	323.50	452.90	
	810839*	Rustique Barstool - Gunmetal	120.00	120.00	168.00	
	810200*	Oslo Barstool - Blue Plastic/Chrome	232.50	232.50	325.50	
	810201*	Oslo Barstool - White Plastic/Chrome	232.50	232.50	325.50	

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Draped Tables & Counters						
Draped Tables - Tables are 30" wide ☐ Black ☐ Blue ☐ Brown ☐ Green ☐ Flax ☐ Gold ☐ Gray ☐ Plum ☐ Red ☐ White						
	130330	Draped Table 3'L x 30"H	98.00	98.00	137.20	
	130430	Draped Table 4'L x 30"H	115.00	115.00	161.00	
	130630	Draped Table 6'L x 30"H	145.75	145.75	204.05	
	130830	Draped Table 8'L x 30"H	162.00	162.00	226.80	
	12404630	4th Side Drape 6'L x 30"H	38.50	38.50	53.90	
	12404830	4th Side Drape 8'L x 30"H	38.50	38.50	53.90	
	130342	Draped Counter 3'L x 42"H	151.50	151.50	212.10	
	130442	Draped Counter 4'L x 42"H	168.00	168.00	235.20	
	130642	Draped Counter 6'L x 42"H	179.50	179.50	251.30	
	130842	Draped Counter 8'L x 42"H	206.50	206.50	289.10	
	12404642	4th Side Drape 6'L x 42"H	46.50	46.50	65.10	
	12404842	4th Side Drape 8'L x 42"H	46.50	46.50	65.10	
Undraped Tables & Counters						
	131330	Undraped Table 3'L x 30"H	50.50	50.50	70.70	
	131430	Undraped Table 4'L x 30"H	55.50	55.50	77.70	
	131630	Undraped Table 6'L x 30"H	68.00	68.00	95.20	
	131830	Undraped Table 8'L x 30"H	80.50	80.50	112.70	
	131342	Undraped Counter 3'L x 42"H	70.50	70.50	98.70	
	131442	Undraped Counter 4'L x 42"H	76.00	76.00	106.40	
	131642	Undraped Counter 6'L x 42"H	91.50	91.50	128.10	
	131842	Undraped Counter 8'L x 42"H	104.00	104.00	145.60	
Table Top Risers - Risers are 8" wide						
	1504100	Black 4'L x 7"H Corrugated Riser	29.25	29.25	40.95	
	1504101	White 4'L x 7"H Corrugated Riser	N/A	N/A	N/A	
	1506100	Black 6'L x 7"H Corrugated Riser	34.25	34.25	47.95	
	1506101	White 6'L x 7"H Corrugated Riser	N/A	N/A	N/A	
	1508100	Black 8'L x 7"H Corrugated Riser	39.50	39.50	55.30	
	1508101	White 8'L x 7"H Corrugated Riser	N/A	N/A	N/A	
	1504200	Black 4'L x 14"H Corrugated Riser	44.75	44.75	62.65	
	1504201	White 4'L x 14"H Corrugated Riser	N/A	N/A	N/A	
	1506200	Black 6'L x 14"H Corrugated Riser	54.75	54.75	76.65	
	1506201	White 6'L x 14"H Corrugated Riser	N/A	N/A	N/A	
	1508200	Black 8'L x 14"H Corrugated Riser	64.75	64.75	90.65	
	1508201	White 8'L x 14"H Corrugated Riser	N/A	N/A	N/A	
Pedestal Tables - Soho Series						
	72069	Black Top Cafe Table - 30"H x 24"W	193.00	193.00	270.20	
	72067	Black Top Cafe Table - 30"H x 36"W	199.00	199.00	278.60	
	72066	Black Top Mini Table - 18"H x 18"W	118.00	118.00	165.20	
	72070	Black Top Bistro Table - 42"H x 24"W	194.00	194.00	271.60	
	72068	Black Top Bistro Table - 42"H x 36"W	209.50	209.50	293.30	
Pedestal Tables - Chelsea Series						
	72063	Butcher Block Top Cafe Table - 30"H x 30"W	193.00	193.00	270.20	
	72064	Butcher Block Top Cafe Table - 30"H x 36"W	193.00	193.00	270.20	

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Pedestal Tables - Chelsea Series (continued)						
	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	193.00	193.00	270.20	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	193.00	193.00	270.20	
Pedestal Tables						
	8201208*	Hydraulic Base Cafe Table - Maple.....	317.00	317.00	443.80	
	8201207*	Hydraulic Base Bar Table - Maple.....	329.50	329.50	461.30	
	8201203**	Standard Base Cafe Table - Blue Steel.....	228.00	228.00	319.20	
	8201204**	Standard Base Bar Table - Blue Steel.....	273.00	273.00	382.20	
	8201209*	Hydraulic Base Cafe Table - Graphite.....	352.50	352.50	493.50	
	8201211*	Hydraulic Base Bar Table - Graphite.....	362.50	362.50	507.50	
	8201206*	Hydraulic Base Cafe Table - Maple.....	343.00	343.00	480.20	
	8201205*	Hydraulic Base Bar Table - Maple.....	342.00	342.00	478.80	
	820126*	Hydraulic Base Cafe Table - White Laminate.....	366.50	366.50	513.10	
	820125*	Hydraulic Base Bar Table - White Laminate.....	366.50	366.50	513.10	
	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.	292.00	292.00	408.80	
	820240*	Madison Hydraulic Base Bar Table - Gray Acajou...	292.00	292.00	408.80	
	820265*	Madison Cafe Table - Gray Acajou.....	N/A	N/A	N/A	
	820264*	Madison Bar Table - Gray Acajou.....	N/A	N/A	N/A	
	8201220*	30" Cafe Table Black Base - White Laminate.....	230.00	230.00	322.00	
	8201221*	30" Bar Table Black Base - White Laminate.....	246.00	246.00	344.40	
	8201222*	30" Bar Table Chrome Base - White Laminate.....	354.00	354.00	495.60	
	8201223*	30" Cafe Table Chrome Base - White Laminate.....	354.00	354.00	495.60	
	820920*	30" Bar Table Chrome Hydraulic Base - Red.....	274.00	274.00	383.60	
	820921*	30" Cafe Table Chrome Hydraulic Base - Red.....	274.00	274.00	383.60	
	820922*	30" Bar Table Chrome Hydraulic Base - Gray.....	274.00	274.00	383.60	
	820923*	30" Cafe Table Chrome Hydraulic Base - Gray.....	274.00	274.00	383.60	
	820924*	30" Bar Table Chrome Hydraulic Base - Silver.....	334.00	334.00	467.60	
	820925*	30" Cafe Table Chrome Hydraulic Base - Silver.....	334.00	334.00	467.60	
Occasional, End & Cocktail Tables						
	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	248.00	248.00	347.20	
	82014*	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	263.50	263.50	368.90	
	820252*	Alondra End Table - Glass/Chrome.....	213.00	213.00	298.20	
	820250*	Alondra Cocktail Table - Glass/Chrome.....	296.50	296.50	415.10	
	820253*	Alondra End Table - Wood/Chrome.....	213.00	213.00	298.20	
	820251*	Alondra Cocktail Table - Wood/Chrome.....	296.50	296.50	415.10	
	8201224*	Atomic 36" Round Table - Glass/Chrome.....	308.00	308.00	431.20	
	8201225*	Atomic 42" Round Table - Glass/Chrome.....	308.00	308.00	431.20	
	82028*	Geo End Table - Wood/Black Steel.....	251.50	251.50	352.10	
	82027*	Geo Cocktail Table - Wood/Black Steel.....	258.00	258.00	361.20	
	82035*	Geo End Table - Glass/Chrome.....	304.00	304.00	425.60	
	82034*	Geo Cocktail Table - Glass/Chrome.....	373.00	373.00	522.20	
	82054*	Sydney End Table - Black Laminate/Brushed Steel..	231.50	231.50	324.10	
	82055*	Sydney End Table - White Laminate/Brushed Steel..	231.50	231.50	324.10	
	82052*	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	278.50	278.50	389.90	
	82053*	Sydney Cocktail Table - White Laminate/Brushed Steel.....	278.50	278.50	389.90	

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Occasional, End & Cocktail Tables (continued)						
	82075*	Regis End Table - Brushed Metal	287.50	287.50	402.50	
	82074*	Regis Bench Table - Brushed Metal	404.50	404.50	566.30	
	820844*	Aura Round Table - White Metal	115.50	115.50	161.70	
	82057*	Edge LED Cube Table-White Plastic/Clear Acrylic	178.00	178.00	249.20	
	82043*	Geo Square-Round Table - Glass/Black Steel	418.00	418.00	585.20	
	82044*	Geo Square-Round Table - Glass/Chrome	418.00	418.00	585.20	
	82088*	Oliver End Table - Walnut Finish	224.00	224.00	313.60	
	82087*	Oliver Table - Walnut Finish	251.50	251.50	352.10	
	8201226*	Rustique Square Metal Bar Table - Gray	272.00	272.00	380.80	
Conference Tables						
	82041*	Geo Conference Table - Glass/Black Steel	418.00	418.00	585.20	
	82051*	Geo Conference Table - Glass/Chrome	418.00	418.00	585.20	
	820260*	Madison Conference Table - Gray Acajou	416.00	416.00	582.40	
	820708*	42" Round Conference Table - White Laminate	384.50	384.50	538.30	
	820203*	6' Oval Conference Table - Graphite Nebula	602.50	602.50	843.50	
	820261*	Madison 5' Conference Table - Gray Acajou	477.50	477.50	668.50	
	820262*	Madison 8' Conference Table - Gray Acajou	953.00	953.00	1,334.20	
	820263*	Madison 10' Conference Table - Gray Acajou	953.00	953.00	1,334.20	
	82058*	G30 Cafe Table - Maple w/ Grommets	489.50	489.50	685.30	
	82067*	G30 Cafe Table - Maple	489.50	489.50	685.30	
	82063*	G30 Cafe Table - White	686.50	686.50	961.10	
	820951*	Ventura Bar Table - Maple w/ Grommets	636.00	636.00	890.40	
	820952*	Ventura Communal Bar Table - Black	656.00	656.00	918.40	
	820953*	Ventura Bar Table - White w/ Grommets	636.00	636.00	890.40	
	820954*	Ventura Communal Bar Table - Maple	636.00	636.00	890.40	
	820956*	Ventura Communal Bar Table - White	636.00	636.00	890.40	
Office						
	84075*	Madison Desk - Gray Acajou	719.00	719.00	1,006.60	
	84077*	Madison Credenza - Gray Acajou	599.00	599.00	838.60	
	84078*	Madison Bookcase - Gray Acajou	511.50	511.50	716.10	
Computer Desks/Tables						
	820706*	Work Desk - White Laminate	331.00	331.00	463.40	
	820707*	Merlin Table - Gray Laminate	346.50	346.50	485.10	
POWERED						
Powered Seating						
	810120*	Naples Chair, Powered - Black Vinyl	666.50	666.50	933.10	
	830122*	Naples Loveseat, Powered - Black Vinyl	859.50	859.50	1,203.30	
	830121*	Naples Sofa, Powered - Black Vinyl	990.00	990.00	1,386.00	
	81021*	Roma Chair, Powered - White Vinyl	666.50	666.50	933.10	
	83017*	Roma Sofa, Powered - White Vinyl	990.00	990.00	1,386.00	
Powered Tables						
	820950*	Ventura Communal Bar Table, Powered - Black	812.00	812.00	1,136.80	
	820955*	Ventura Communal Bar Table, Powered - White	738.00	738.00	1,033.20	
	82071*	G30 Cafe Table, Powered - White	911.50	911.50	1,276.10	
	82069*	G30 Cafe Table w/ Grommets, Powered - White	454.00	454.00	635.60	

FREEMAN furnishings

Take advantage of the Online price by ordering at www.freeman.com before OCTOBER 30, 2018

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (210) 554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
		POWERED				
		Powered Tables (continued)				
	84083*	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal	743.00	743.00	1,040.20	
	84084*	Tech Desk, Powered - Black Metal	653.50	653.50	914.90	
	82076*	Sydney Cocktail Table, Powered - Black	506.00	506.00	708.40	
	82073*	Sydney Cocktail Table, Powered - White	506.00	506.00	708.40	
		Powered Product Pedestals				
	85060*	Powered Locking Pedestal 36" H, Black	487.50	487.50	682.50	
	85061*	Powered Locking Pedestal 36" H, White	487.50	487.50	682.50	
	85062*	Powered Locking Pedestal 42" H, Black	581.00	581.00	813.40	
	85063*	Powered Locking Pedestal 42" H, White	564.50	564.50	790.30	
		DISPLAY & ACCESSORIES				
		Product Storage				
	84080*	3 Door File Cabinet on Castors - Black	511.50	511.50	716.10	
	74082	File Cabinet w/Lock - Two Drawer - Standard Size	142.00	142.00	198.80	
	74081	File Cabinet w/Lock - Four Drawer - Standard Size	179.50	179.50	251.30	
	85020*	Posh Shelving w/ Chrome Frame - White	494.00	494.00	691.60	
		Refrigerator				
	75057	Small Refrigerator	452.50	452.50	633.50	
	8503001*	Refrigerator - White	767.50	767.50	1,074.50	
		Lighting				
	850707*	Mason Table Lamp - White/Brushed Silver	151.00	151.00	211.40	
	850708*	Mason Floor Lamp - White/Brushed Silver	225.00	225.00	315.00	
		Display				
	75020	Display Cylinder - Black - Low	219.50	219.50	307.30	
	75021	Display Cylinder - Black - Medium	254.00	254.00	355.60	
	75022	Display Cylinder - Black - High	300.00	300.00	420.00	
	75030	Display Cube - Black - 12" Small	233.00	233.00	326.20	
	75031	Display Cube - Black - 18" Medium	250.50	250.50	350.70	
	75032	Display Cube - Black - 24" Large	291.00	291.00	407.40	
	75079	Orion Computer Kiosk - Black	402.50	402.50	563.50	
	72056	Display Counter - Black	375.50	375.50	525.70	
		Tablet Stand				
	850714*	Mobile Tablet Stand - White	251.50	251.50	352.10	
	850715*	Mobile Tablet Stand - Black	251.50	251.50	352.10	
		Tablet Stand Accessories				
	850711*	Brochure Holder - Black	28.50	28.50	39.90	
	850712*	Wireless Printer Holder - Black	28.50	28.50	39.90	
	850713*	Charging Shelf - Black	28.50	28.50	39.90	
		Accessories				
	220121	Chrome Stanchion w/ 8' Retractable Belt	118.00	118.00	165.20	
	220118	Chrome Sign Holder	93.50	93.50	130.90	
	750135	Round Literature Rack	217.50	217.50	304.50	
	750136	Flat Literature Rack	187.50	187.50	262.50	

FREEMAN furnishings

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NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #: BOOTH SIZE: X

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For Assistance, please call (210) 554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
		DISPLAY & ACCESSORIES				
Accessories (continued)						
	220109	Chrome Coat Tree	54.00	54.00	75.60	
	220134	Aluminum Easel	52.50	52.50	73.50	
	220110	Chrome Bag Rack	116.00	116.00	162.40	
	10201484	Floor Standing Bulletin Board	205.00	205.00	287.00	
	220106	Corrugated Wastebasket	18.00	18.00	25.20	
	220107	Wastebasket	N/A	N/A	N/A	
Special Drape						
☐ Black ☐ Blue ☐ Brown ☐ Green ☐ Flax ☐ Gold ☐ Gray ☐ Plum ☐ Red ☐ White						
	12103	Special Drape 3'H (per ft.)	20.00	20.00	28.00	
	12108	Special Drape 8'H (per ft.)	23.50	23.50	32.90	

TOTAL COST

Sub-Total	+	8.25% Tax	=	Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

***Asterisk indicates item is a Freeman Select furnishing**

FREEMAN furnishings

Take advantage of the Online price by ordering at www.freeman.com before OCTOBER 30, 2018

SAN ANTONIO, AUSTIN & SOUTH TEXAS AREA

FREEMAN labor jurisdictions

To assist you in planning your show, we would like to provide you with the following information regarding your labor jurisdictions.

LABOR SERVICE

FREEMAN has exclusive labor to assist with your Installation and Dismantling needs as well as Freight Services. Full time employees with Exhibiting Companies may set their own booths without assistance from our labor.

MATERIAL HANDLING

FREEMAN is the exclusive provider of freight services. Full time employees of exhibiting companies may move their own materials to their booth space with 2 wheel dollies ONLY. Vehicles being unloaded must be owned or leased and operated by a full time employee of the exhibiting company. No pallet jacks nor motorized forklifts can be operated by anyone other than the Official Freight Service Company. Hotel Bellmen, Porters, Taxi Drivers, Day Laborers, etc. are not allowed on the show floor and cannot move any materials to and from the exhibitor's booth. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/move-out. Exhibitors wishing to move their own materials in or out of the show will be provided a space in the dock area to load or unload their vehicles on a first come basis.

PLEASE NOTE:

- Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to Freeman and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier.

- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of Freeman. Please refrain from voicing complaints directly to craft personnel.

- The person in charge of your exhibit should carefully inspect and sign all work order forms. If there are any questions about any bills, bring the bill to the appropriate Service Desk and discuss it with the person in charge.

LET US DO THE HEAVY LIFTING

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.

Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

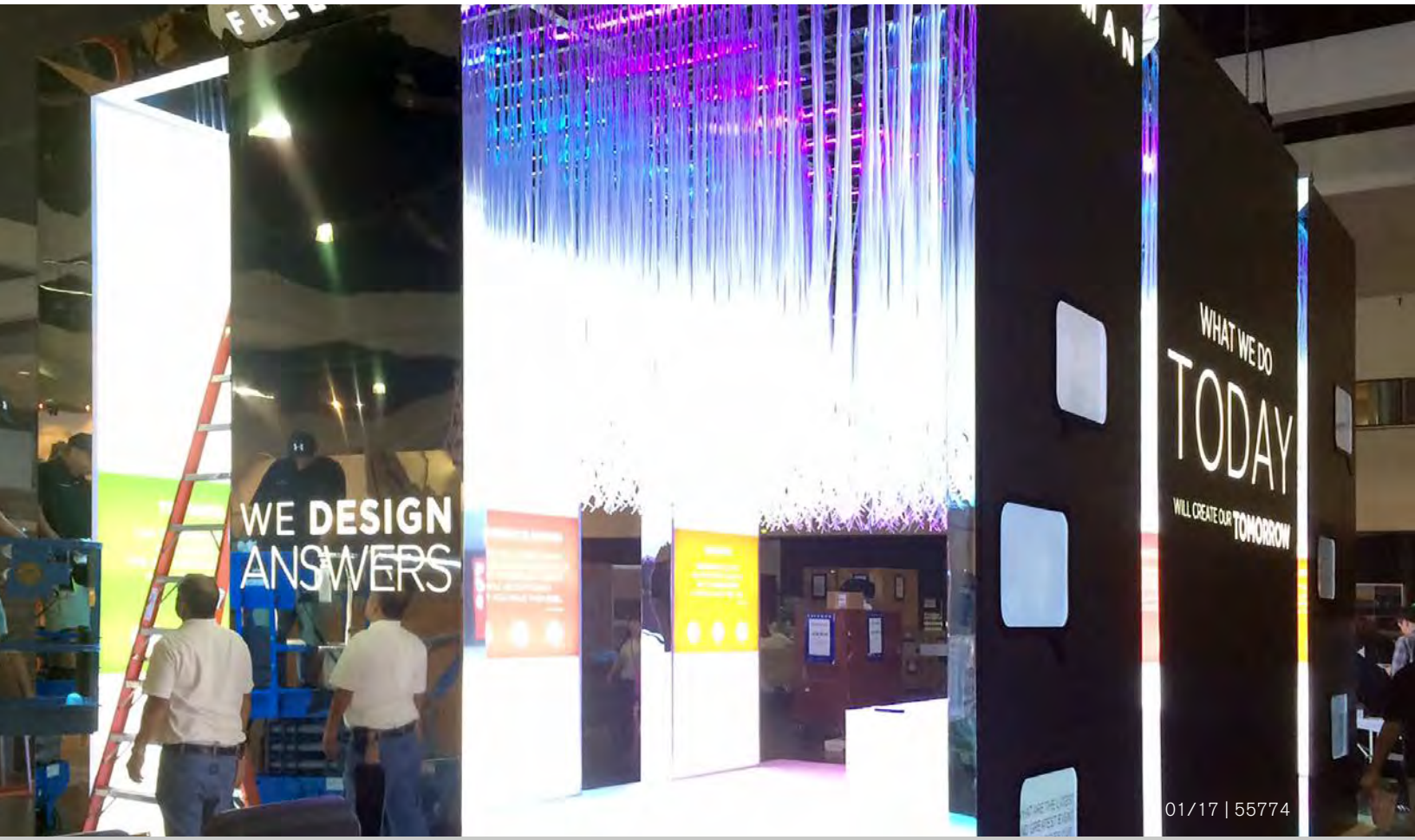
- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



FREEMAN
3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 210-554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

DISPLAY LABOR (One Hour Minimum per Worker)

	Description	Advance Price	Show Site Price
Straight Time-	8:00 A.M. to 5:00 P.M. Monday through Friday	$ 101.00	$ 141.50
Overtime-	6:00 A.M. to 8:00 A.M. and 5:00 P.M. to 12:00 Midnight Monday through Friday 6:00 A.M. to 12:00 Midnight Saturday and Sunday	$ 151.50	$ 212.00
Double Time-	12:00 Midnight to 6:00 A.M. and recognized holidays	$ 202.00	$ 283.00

- Show Site prices will apply to all labor orders placed at show site.
- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - labor thereafter is charged in half (1/2) hour increments.
- Labor must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

INSTALLATION LABOR

☐ **Freeman Supervised Labor -** Please complete the reverse side of this form.
- Installation of your exhibit will be completed at our discretion prior to show opening
- The charge for this service is 30% of the total installation labor bill, with a minimum of $45.00

Emergency contact:_____ Phone Number: _____

☐ **Exhibitor Supervised Labor**

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People		Approx. Hrs. per Person		Total Hrs.		Hourly Rate		Estimated Total Cost
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____

Freeman Supervision (30%/$45.00) = $_____

Tax = $ **(N/A)**

Total Installation = $_____

DISMANTLE LABOR

☐ **Freeman Supervised Labor - Please complete the reverse side of this form.**
- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of $45.00

Emergency contact:_____ Phone Number: _____

☐ **Exhibitor Supervised Labor**

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People		Approx. Hrs. per Person		Total Hrs.		Hourly Rate		Estimated Total Cost
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____
_____	_____	_____	x	_____	=	_____	@ $	_____	= $	_____

Freeman Supervision (30%/$45.00) = $_____

Tax = $ **(N/A)**

Total Dismantle = $_____

FREEMAN installation & dismantle

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: _____ BOOTH#: _____

CONTACT NAME: _____ PHONE#: _____

FREEMAN SUPERVISED LABOR

***IN ORDER TO BETTER SERVE YOU* - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.**

INBOUND SHIPPING & SET UP INFORMATION

Freight will be shipped to Warehouse _____ Show Site _____ Date Shipped _____

Total No. of: _____Crates _____Cartons _____Fiber Cases

Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____In Crate No._____

Carpet: With Exhibit _____ Rented From Freeman _____ Color_____ Size_____

Electrical Placement:_____ Drawing AttachedDrawing With ExhibitElectrical Under Carpet _____

Comments:_____

_____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

_____

Special Tools/Hardware Required: _____

_____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

_____

_____

_____

Select a Carrier:

☐ **Freeman Exhibit Transportation:**

No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.

☐ **Other Carrier:**

Carrier Name:_____
Carrier Phone:_____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.

Arrangements for pick-up by other carriers is the reposnsibility of the exhibitor.

Select Level of Service:

- ☐ 1 Day: Delivery next business day
- ☐ 2 Day: Delivery by 5:00 PM second business day
- ☐ Deferred: Delivery within 3-5 business days
- ☐ Standard Ground
- ☐ Specialized: Pad wrapped, uncrated or truckload

Freight Charges:

☐ Same as ship to

Bill To: _____

_____

_____

Select Shipment Options (if apllicable)

- ☐ Have loading dock
- ☐ Inside delivery
- ☐ Pad wrap required
- ☐ Do not stack
- ☐ Lift gate required
- ☐ Air ride required
- ☐ Residential

In the event your selected carrier fails to show on final move-out day, please select one of the following options:

☐ Re-route via Freeman's choice

☐ Deliver back to the warehouse at exhibitor's expense

PLEASE NOTE: ***Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.***

FREEMAN installation & dismantle labor

FREEMAN
3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

DEADLINE DATE
OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

FORKLIFT RIGGING EQUIPMENT AND LABOR

Straight Time - 8:00 A.M. to 4:30 P.M. Monday through Friday
Overtime - 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 12:00 Midnight Monday through Friday
6:00 A.M. to 12:00 Midnight Saturday and Sunday

- Show site prices will apply to all labor orders placed at show site
- Start time guaranteed only at start of working day
- One hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Service Desk to pick up labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth

Part#	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST	$ 136.00	$190.00
304051	Forklift w/operator - up to 5,000 lbs - OT	183.50	256.50
3040100	Forklift w/operator - up to 10,000 lbs - ST	147.50	206.50
3040101	Forklift w/operator - up to 10,000 lbs - OT	194.50	272.50
3040150	Forklift w/operator - up to 15,000 lbs - ST	153.50	215.00
3040151	Forklift w/operator - up to 15,000 lbs - OT	201.00	281.00
3140300	Forklift w/operator - up to 30,000 lbs - ST	178.00	248.50
3140301	Forklift w/operator - up to 30,000 lbs - OT	225.50	315.50
3090600	Man Cage for Forklift	51.50	
3090700	Boom for Forklift	51.50	
RIGGING LABOR			
3020100	Rigger - ST	101.00	141.50
3020101	Rigger - OT	151.50	212.00
MOBILE UNIT SPOTTING FEE			
257024	Mobile Unit Spotting Fee (Round Trip)	$ 267.00	

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
							Sub-Total	
							Tax 8.25%	N/A
							Total	

Describe work to be done: _____

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
							Sub-Total	
							Tax 8.25%	N/A
							Total	

Describe work to be done: _____

FREEMAN forklift / rigging labor

FREEMAN
3323 IH 35 North, Suite 120
San Antonio, Texas 78219
(210) 554-2021 • Fax: (469) 621-5611

DISCOUNT PRICE DEADLINE DATE OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN hanging sign labor

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 210-227-0341 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

HANGING SIGN LABOR AND EQUIPMENT

INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., please contact PSAV at **www.psav.com/sanantonio**.

SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined.

Type: Cloth Banner ____ Metal or Wood _____ Other _____

Shape: Square ____ Triangle __ Rectangle ____ Other ____

Size: Height _____ Length _____ Width _____

Weight of Sign: _____

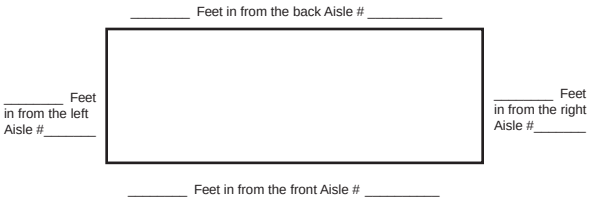
Does Your Sign Require Electricity _____ Assembly _____

Is Your Sign Designed to Rotate? _____ Yes _____ No

(Initial in the applicable box above)

PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: _____

FY 19 ALL - SA

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time
8:00 A.M. to 5:00 P.M., Monday through Friday
Overtime
6:00 A.M. to 8:00 A.M. & 5:00 P.M. to 12:00 A.M.
Monday through Friday,
ALL DAY SATURDAY, SUNDAY & HOLIDAYS

Crew Size - MINIMUM of two people
Materials
Cable, clamps, etc. additional and charged accordingly

Equipment With Crew

- **Standard prices will apply to all labor orders placed at show site**
- Rates are per lift and crew per hour
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Straight time cannot be guaranteed

	Straight Time	Overtime	DT
Condor/Boom — Condor with crew (up to 200 lbs lift capacity)			
Advance Price	$510.00	$614.00	$697.00
Show Site Price	$714.00	$859.50	$976.00
Additional Crew — Assembly Labor (Per person / Per hour)			
Advance Price	$101.00	$151.50	$202.00
Show Site Price	$141.50	$212.00	$283.00

Installation Estimate
Condor/Boom/Snorkel

Approx Hours _____ @ Hourly Rate _____ = Total Estimated Cost _____

Additional Crew **Assembly Labor**

Approx Hours _____ @ Hourly Rate _____ = Total Estimated Cost _____

Dismantle Estimate
Condor/Boom/Snorkel

Approx Hours _____ @ Hourly Rate _____ = Total Estimated Cost _____

Additional Crew **Disassembly Labor**

Approx Hours _____ @ Hourly Rate _____ = Total Estimated Cost _____

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:

____ Freeman
____ Exhibitor Personnel
____ Display House

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.

FREEMAN
3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

DISCOUNT PRICE DEADLINE DATE OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN electrical

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 210-554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see Electrical Labor Order Form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

110/120 VOLT

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
500 Watts (5 amps)	_____	_____	80.00	120.00	= $_____
1000 Watts (10 amps)	_____	_____	105.00	157.50	= $_____
2000 Watts (20 amps)	_____	_____	140.00	210.00	= $_____

208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	210.00	315.00	= $_____
30 Amps	_____	_____	250.00	375.00	= $_____
60 Amps	_____	_____	395.00	592.50	= $_____
100 Amps	_____	_____	535.00	802.50	= $_____

208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	260.00	390.00	= $_____
30 Amps	_____	_____	310.00	465.00	= $_____
60 Amps	_____	_____	510.00	765.00	= $_____
100 Amps	_____	_____	760.00	1140.00	= $_____

Transformer to Boost 208V to Approx. 230V - $3.00 per Amp (20 Amp Min.)

Qty _____ Amps _____ = $_____

MATERIAL RENTAL

15' EXTENSION CORD	26.00	= $_____
POWER STRIP	28.00	= $_____

* May require labor and/or lift at additional charge. Please contact SanAntonioUtilities@freeman.com for estimated charges.

For single or double light stand, price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

Extension cords and power strips are available for rental at the Freeman Service Desk.

ADDITIONAL INFORMATION

FOR ADVANCE PAYMENT PRICE
Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to:
DEADLINE DATE OF:
LATE DATE

MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS
A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

ISLAND BOOTHS
For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

INLINE AND PENINSULA BOOTHS
Power will be placed in the back of the booth unless otherwise specified.

24 HOUR SERVICES
If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

SEPARATE OUTLETS
Separate outlets should be ordered for each piece of equipment and/or each power location.

HANGING SIGNS
Show site prices will apply if your hanging sign is not received in advance at the warehouse prior to the warehouse shipping deadline date.

CANCELLATION
A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

OVERHEAD POWER
If you require your power from overhead, additional materials and labor may be incurred. Please contact SanAntonioUtilities@freemanco.com.

TOTAL COST

Outlet(s)	$ _____
Lighting	$ _____
Tax 8.25%	$ _____
GRAND TOTAL	$ _____

ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

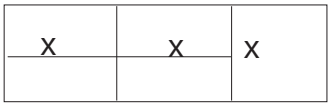
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

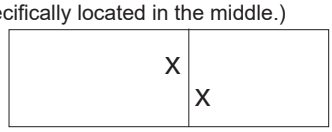
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

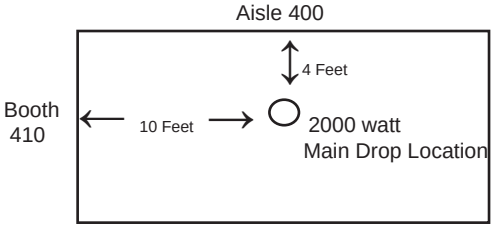


BACK TO BACK PENINSULA

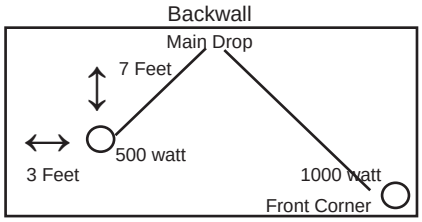
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at freemanco.com to print as a base layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets
Labor Required

OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman . All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitor' equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitors' equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

FREEMAN
3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

DISCOUNT PRICE DEADLINE DATE OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN electrical labor

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME:_____ BOOTH #:_____

CONTACT NAME:_____ PHONE #:_____

E-MAIL ADDRESS: _____

For Assistance, please call 210-554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

ELECTRICAL LABOR

LABOR RATES & SCHEDULE:

Straight Time - Monday - Friday, 8:00 am - 4:30 pm (Excluding Holidays)

Overtime - Monday - Friday, 4:30 pm - 8:00 am and all day Saturday, Sunday and Holidays

Description	Advance Price	Show Site Price
Electrician - ST	**$ 91.00**	**$ 127.50**
Electrician - OT	**$ 182.00**	**$ 255.00**
Condor w/crew - ST	**$ 510.00**	**$ 714.00**
Condor w/crew - OT	**$ 614.00**	**$ 859.50**
Forklift w/operator - ST	**$ 136.00**	**$ 190.00**
Forklift w/operator - OT	**$ 183.50**	**$ 256.50**
Man Cage	**$ 51.50**	**$ 51.50**

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- **Show site price applies to all labor orders placed at show site.**
- **Start time guaranteed only at start of working day.**

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman service desk to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring.

☐ **OK TO PROCEED WITHOUT EXHIBITOR PRESENT:**

Complete Before: Date_____ Time _____

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

PRINT NAME: _____

AUTHORIZED SIGNATURE:_____

☐ **EXHIBITOR SUPERVISION (DO NOT PROCEED)**

BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- ☐ Distribution of electrical overhead (more than one drop location in your booth).
- ☐ Distribution of electrical through booth structure.
- ☐ Mounting of plasmas/LCD monitors and lights.
- ☐ Connection or hard wiring of all exhibitor equipment.
- ☐ Lighting used as spot or flood lights.
- ☐ Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- ☐ Wiring of overhead signs.
- ☐ Installation of electrical headers and/or light boxes.
- ☐ Other_____

LABOR REQUEST **SELECT WORK TYPE**

Date_____Time_____# Electrician_____Est. # Hours_____Floor Work_____Booth Work_____

Date_____Time_____# Electrician_____Est. # Hours_____Floor Work_____Booth Work_____

Date_____Time_____# Electrician_____Est. # Hours_____Floor Work_____Booth Work_____

Date_____Time_____Est. # Hours_____Lift Type_____

Date_____Time_____Est. # Hours_____Lift Type_____

NAME OF ON-SITE CONTACT:_____

CELL PHONE: _____

Special Instructions:_____

_____

FREEMAN
3323 IH 35 North, Ste 120
San Antonio, Texas 78219
Ph: 210/554-2021 • Fax 469/621-5611

DISCOUNT PRICE DEADLINE DATE OCTOBER 30, 2018

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **SAN ANTONIO AUTO AND TRUCK SHOW / NOVEMBER 15-18, 2018**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For Assistance, please call 210-554-2021 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

COMPRESSED AIR: 90-100 lbs. PSI

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet	_____	395.00	592.50 = $	_____
Each additional air outlet (within 5 feet of 1st outlet)	_____	211.00	316.50 = $	_____
Additional footage per foot	_____	4.70	7.05 = $	_____
CFM requirements (minimum 5 CFM per outlet - price is per CFM)	_____	10.00	15.00 = $	_____
			Total	_____

There will be a minimum of (1) hour charged for labor. **Note:** Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water. Exhibitors are not allowed to bring air compressors on the show floor.

WATER

Service Charge for water outlet	_____	357.00	535.50 = $	_____
Each additional water outlet (within 5 feet of 1st outlet)	_____	205.00	307.50 = $	_____
Additional footage per foot (after 1st 90 feet)	_____	4.50	6.75 = $	_____
			Total	_____

Note: Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

DRAINS

Service Charge for first drain outlet at rear of booth	_____	393.00	589.50 = $	_____
Each additional drain outlet within the same booth	_____	223.00	334.50 = $	_____
Additional Footage per foot (after 1st 90 ft.)	_____	4.50	6.75 = $	_____
			Total	_____

FILL & DRAINS

Flat Rate $72.00 Plus labor 1/2 hour increments in/out
(Anything over 500 gallons please contact our branch)

NOTE: Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Prices for fill & drains are based on straight time, one hour minimum. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of one hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of one hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

LABOR

1 hour minimum charge for all services for both installation and removal. Total 2 hours. Additional time charged in 1 hour increments.

	Advance Price	Show Site Price	
Straight Time	$ 101.00	$ 141.50= $	_____
Monday - Friday, 8:00 a.m. - 4:30 p.m. (except holidays)			
Overtime	$ 151.50	$ 212.00 = $	_____
Before 8:00 a.m. and after 4:30 p.m. weekdays, All day Saturday, Sunday and Holidays			

In order to obtain the DISCOUNT price, your order and Method of Payment must be received by deadline date.

FREEMAN air / water / drain / gas

PLUMBING CONDITIONS AND REGULATIONS

1 To receive discount prices, order must be received by Freeman with full payment.
2 Credit will not be given for connections installed and not used.

3 All material and equipment furnished by Freeman for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.

4 All equipment must comply with state and local safety codes.

5 Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.

6 Under no circumstances shall anyone other than “Qualified Plumbing Personnel” make service connections.

7 All equipment using water must have inlet and outlet properly tagged.

8 Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.

9 Connection rates listed cover bringing service from main line to booth and do not include connecting equipment.

10 Service outlet size will be determined by the volume required.

11 All work performed within booth attaching lines to equipment will be charged on a time and material basis.

12 All outlets will be installed on the floor at the backwall of booth.

13 Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.

14 Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.

15 All utility outlets include up to 90 feet of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rate.

16 Exhibitors are not allowed to bring air compressors on the show floor.

17 Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

18 Please contact our Plumbing Department at 210-554-2021 for an estimate regarding labor or additional footage.

- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
- **All electrical requirements must be ordered on the Electrical Rental Order Form.**

FREEMAN air / water / drain / gas

ELECTRICAL INSTRUCTIONS

1 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.

2 A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.

3 Labor must be picked up at the Freeman service desk. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.

4 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.

5 Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

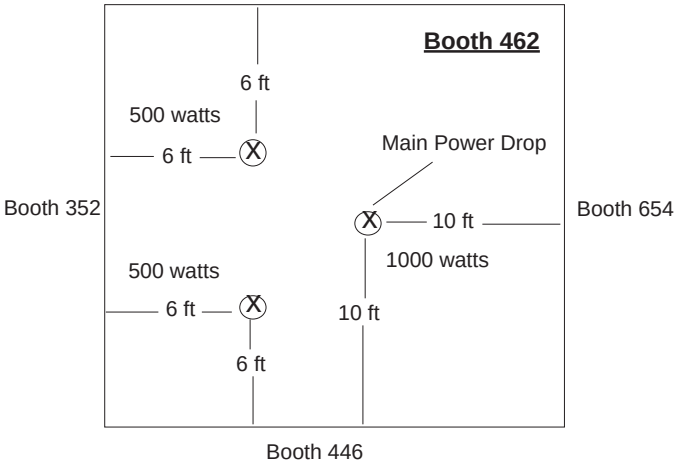
CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. **Location and load of main power drop - please provide specific dimensions and wattages/amperages.**
2. **Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.**
3. **Booth orientation - please provide surrounding aisle and/or booth numbers.**



FREEMAN electrical labor

SAN ANTONIO FIRE PREVENTION DIVISION
1901 SOUTH ALAMO STREET
SAN ANTONIO, TEXAS 78204
Phone: (210) 207.3695
Fax: (210) 207.7949

Revised June 19, 2017

Fire Regulations for Assembly Occupancies

Seating and Booth Arrangements:

1. A floor plan of the layout for events such as banquets, display exhibits, conventions, concerts or conferences should be submitted to the Fire Marshal for approval at least 15 days prior to the event.
2. All seating arrangements for events will be in accordance with current edition of the International Fire Code, and approved by the Special Events Coordinator. Any special or unusual arrangements must be approved prior to tickets sales.
3. Exhibit approvals will require a final walk-through by the Fire Marshal prior to event opening. Walk-through conducted after normal work hours, weekends or holidays will be at the expense of clients unless instructed otherwise. The after hours rate is set by the City of San Antonio, check with the Special Events Coordinator for current rate.

Booth Construction, Decorations, and Stage Scenery:

4. The decorative and construction materials must be of non-combustibles or flame-resistant material or treated with a solution to make the material flame-resistant.
5. All curtains, drapes, carpet and decorative materials must be non-combustible or flame-resistant material.
6. Any merchandise or material attached to drapes or table skirts must be on non-combustible or flame-resistant material or approved by the Fire Marshal.

Enclosed and Multiple Story Booths:

7. All booths that are completely enclosed must have a smoke detector within the enclosed area that can be heard outside the enclosed area. Multiple story booths must have a smoke detector on the ceiling of the first level.
8. If any enclosed or multiple story booth is over 50 feet in length and holds more than 50 people, it must have at least two marked exits.
9. The travel distance within any booth or exhibit enclosure to an exit access aisle may not be greater than 50 feet.
10. Multiple Story Booth plans must be submitted to the Fire Marshal's office for approval. The plans must specify maximum number of occupants and have a State of Texas- Professional Engineer's stamp, certifying that the platform can bear the maximum occupant load.
11. Multiple story booths must contain at least two 5 pound fire extinguishers, ABC type (2A10BC), with at least one fire extinguisher per floor.

Exits and Exit access and discharge:

12. All exit doors and aisles serving any occupied area of the building must remain unobstructed and unlocked during the hours of operation.
13. No curtain drapes, or banners shall be hung in such a manner as to cover any exit signs.
14. No decorations, furnishings or other objects may be so placed as to obstruct exits or visibility to the exits. Mirrors may <u>not</u> be placed next to or over exit doors in such a manner as to confuse the direction of the exit.

15. Exit illumination shall be provided and maintained when the building or structure is occupied. Equipment providing emergency power for exits should provide power for not less than ninety (90) minutes and assembly illumination shall be maintained and operable at all times.

Open Flames, Compressed Gases, Explosives and Lasers:

16. The following items may not be used without prior approval of the Fire Marshal.
    A. Use, display or storage of LPG (Propane or Butane)
    B. Flammable Liquids of Gas
    C. Barbeque Grills
    D. Straw, sawdust, or wood shavings
    E. Welding or cutting equipment for demonstration purposes
    F. Gas fired appliances for demonstrations or cooking purposes
    G. Salamander stoves for demonstrations or cooking purposes
    H. Lit candles and lanterns for demonstration purposes
    I. No Class B or C Fireworks of any type are allowed without a permit issued by the Fire Marshal's office
    J. Hazers/Fog Machines
17. The use of open flames, burning or smoke-emitting materials as part of an act, display or show is prohibited, unless approved by the Fire Marshal.

Cooking and Cooking Appliances:

18. Cooking is permitted on a limited basis. **A minimum of one (1) 2A10BC fire extinguisher is required in each area where cooking or heating is taking place.** Small electric cook-tops, ovens and skillets will be allowed for warming. When deep fat fryers are permitted, a Class K fire extinguisher shall be provided.
19. Cooking appliances must be placed on non-combustibles surface materials and may not be located within two feet of any combustible materials.
20. All cooking using grease or cooking oils may require splatter shields or lids to protect other employees or the public attending the function from being burned.

Electrical Equipment:

21. Electrical equipment must be installed, operated and maintained in a manner that does not create a hazard to life or property and approved by the City Electrical Inspector.
22. All extension cords extending across an aisle or in the path of travel must be secured/covered to avoid tripping anyone walking across the area.

Vehicles: This includes all vehicles (e.g.: cars, trucks, semis, recreational vehicles, boats, motorcycles, atv, jet skis, etc).

23. The following are requirements for vehicles on display (2012 IFC, Section 314.4) and fuel powered engines:
    A. Not more than ¼ tank or five (5) gallons, whichever is less.
    B. Fuel tank gas cap must be locked or sealed to prevent mishandling or escape of vapors.
    C. At least one battery cable shall be removed from the batteries used to start the vehicle engine, and the disconnected battery cable shall then be taped.
    D. Vehicle operation is limited to brief parade type display specifically approved by the Fire Marshal.
    E. A floor plan of the display area must be submitted at least 15 days prior to move-in for the Fire Marshal's approved.
    F. Keys to the vehicle shall remain at the exhibit area, so the vehicle can be removed in case of emergency.
    G. Show vehicles with LPG tanks shall not be permitted inside the exhibit area without prior approval from the Fire Marshal.
23. No vehicle shall be parked in designated fire lanes.
24. All vehicles not on display are required to be removed from the building prior to the opening of the event.

Tents

25. Tents and membrane structures used for assembly purposes having an occupant load over 50, and all other occupancies having an area in excess of 1200 square feet shall not be erected, operate or maintained for any purpose without first obtaining a permit and approval from the fire code official. (2015 IFC Amendments, Section 3103.2)
26. Plans drawn to scale showing size, height, location, anchoring details and certification of material flame resistance must be submitted to the Fire Marshal's office at least 15 days prior to event for approval.

Hazardous Materials:

27. OSHA requires that all containers of hazardous materials be labeled with the identity of the hazardous material contained therein and appropriate hazard warning.
28. All hazardous materials require Fire Marshal approval.
29. Exhibitors displaying or using hazardous chemicals must have available a Material Safety Data Sheet (MSDS) in case of spill or leakage.

General Regulations:

30. The use of all gas fire heating units; either portable or stationary shall meet the approval of the City Plumbing Inspector and/or the Fire Marshal.
31. Smoking is prohibited in all City of San Antonio buildings. Smoking policy is regulated by City Ordinances #62785, #75573, #85370 and facility regulations.
32. Storage for crates or freight not in use or being displayed must be arranged with the event coordinator and approved by the Fire Marshal.
33. Compressed gases are not allowed in the exhibit area in other than approved containers. Only one-day supply will be allowed in the display area and they must be secured.
34. Whenever compressed gases are used in booth or display area, a "NO SMOKING" sign must be posted.
35. If present, fire alarm systems and sprinkler systems must have a current inspection tag. (2015 IFC, Sections 901.7.1 through 901.4.3)
36. Every room or space that is assembly occupancy shall have the occupant load of the room or space posted in a conspicuous place, near the main exit or exit access doorway from the room or space. (2012 IFC, Section 1004.3)
37. In accordance with the International Fire Code "When, in the opinion of the fire code official, it is essential for public safety in a place of assembly or any place where people congregate, because of the number of persons, or the nature of the performance, exhibition, display, contest, or activity, the owner, agent, or lessee shall provide one or more fire watch personnel, as required and approved, to remain on duty during the times such places are open to the public, or when such activity is being conducted."(2012 IFC, Section 403.1)

NOTICE: If lasers will be used during an event, the technician must be registered with Texas Department of Health (Bureau of Radiation Control). To notify the Texas Department of Health, call (512) 834-6688 ext. 2251 or Fax (512) 834-6690. All pyro displays require the technicians to be licensed and certified by the Texas State Fire Marshal's office (512) 305-7932 or 305-7930. At the expense of the client, one or more Fire Marshals will be employed for these events, unless directed otherwise.

FEE SCHEDULE:

Overtime rate for Fire Marshal/Inspector as of October 1, 2012 $82.40/hr

Overtime is charged after 5:00 pm weekdays, weekends and holidays.
Overtime carries a minimum of 2 hours per occurrence.

PYROTECHNIC DISPLAYS:

All pyrotechnic (fireworks) displays require a permit. Size and type of pyrotechnic display will determine whether one or two inspectors will be required to be on site.

1.3 Pyrotechnic Display	2 Inspectors	$82.40/hr (2 hr minimum)
1.4 Pyrotechnic Display	1 Inspector	$82.40/hr (2 hr minimum
Hazing	1 Inspector	$82.40/hr (2 hr minimum)

OTHER INSPECTIONS:

Vehicle checks: Vehicles will be inspected PRIOR to entering building at every event.
Vehicles arriving after hours, on weekends or on holidays will be inspected at Overtime rate.

FLOOR PLAN REVIEW:

Effective October 1, 2008, Ordinance No. 2008-09-11-0777G established a fee schedule for Special Events:

> For plan review and inspections involving floor plans greater than five thousand (5,000) square feet but less than or equal to fifteen thousand (15,000) square feet…$275.00 + 3% tech fee for a total of $283.25
> For plan review and inspections involving floor plans exceeding fifteen thousand (15,000) square feet … $425.00 + 3% tech fee for a total of $ 437.75.
> No plan submittal or Assembly Fee required for floor plans less than 5,000 square feet.

REVISED 061917 rc/kt

PSAV®

Official Vendor Form

Henry B. Gonzalez Convention Center

Questions? Please Call: 210-417-4095 On Weekends Call: 210-308-0182

Submit Your Order Via: OZamora@psav.com or Fax: 866-219-7878

AV PRICING ONLY : Labor will be added by Sales Staff

Customer Information

***Conference Name:**			
***Booth Name & #:**			
Company:		**On-Site Contact:**	
Address:		**On-Site Phone #:**	
City:	**State & Zip:**	**Set Up Date:**	**Time:**
Ordered By:	**Phone:**	**End Date:**	**Time:**
***Email:**			

*****RATES*****

Equipment Subtotal is the Advanced Rate or On-Site Rate per item, Multiplied by the number of Total days the equipment is needed. To guarantee equipment availability and Advanced Rate, this order should reach us 21 days prior to delivery. Labor to Set/Strike Equipment, and Operator labor are subject to the prevailing hourly rate with a 4 hour minimum. Labor will be added by Sales Staff

ALL PRICING IS PER DAY			*Advanced Rate*	*On-Site Rate*	*Total Days*	*QTY*	*TOTAL*
Monitors							
Blu Ray DVD Player			*$130.00*	*$155.00*			
24" Monitor	*Table Stand Only*		*$135.00*	*$185.00*			
46" Monitor	*Floor Stand (+55)*	*Table Top*	*$470.00*	*$525.00*			
55+" Monitor	*Floor Stand (+55)*	*Table Top*	*Call for Pricing*				
70" Monitor	*Floor Stand (+55)*	*Table Top*	*$950.00*	*$1000.00*			
Computers							
Windows Laptop			$250.00	$305.00			
Windows Desktop			$350.00	$405.00			
MAC Laptop (Apple)			$350.00	$405.00			
MAC Desktop (Apple)			$350.00	$405.00			
IPad (Mini or Regular)			$145.00	$200.00			
IPod			$65.00	$115.00			
Computer Adapters (Please Specify Below)			$30.00	$55.00			
VGA	*HDMI*	*Component*	*Composite*	Display Port	Mini Display Port	*Lightning*	*Thunderbolt*
Misc. Equipment							
5500 Lumens Projector			*$850.00*	*$905.00*			
Tripod Screens			*$90.00*	*$125.00*			
Fast Fold Screens			*Call for Pricing*				
Carts (32- 54") w/ Skirt			*$60.00*	*$75.00*			
Safelock w/ Skirt			*$25.00*	*$35.00*			
B&W Printer			*$150.00*	*$205.00*			
Color Printer			*$350.00*	*$405.00*			

PSAV®

Official Vendor Form

Henry B. Gonzalez Convention Center

***Booth Name & #:**

ALL PRICING IS PER DAY	*Advanced Rate*	*On-Site Rate*	*Total Days*	*QTY*	*TOTAL*
Audio					
4 CH Mixer	$55.00	$100.00			
Wired Microphone	$135.00	$185.00			
Wireless Microphone Unit - Lavaliere / Hand Held	$155.00	$205.00			
Wireless Mic Headset - Countryman (Headset Only)	$95.00	$105.00			
Powered Speaker w/Stand	$110.00	$160.00			
PC Direct Input Box (Computer Audio)	$45.00	$55.00			
Sound Packages	Call For Pricing				
Lighting (Ground Supported)					
Leko Light	*$45.00*	*$95.00*			
Par Can Light	*$45.00*	*$95.00*			
LED Wash Light	*$75.00*	*$130.00*			
6 Ch Dimmer	*$70.00*	*$130.00*			
12 Ch Lighting Board	*$115.00*	*$165.00*			
Custom Lighting Package	*Call For Pricing*				

***Any Lighting needing to be rigged in air or on beam will require a Rigging Advance to be filled out. Link is: www.psav.com/RiggingForm/*

Labor

i.e. An Audio, Video, Lighting, or a General Tech will be applied to final total by Sales Team for Set and Strike depending on services required and ordered.

Terms and Conditions

- *Please allow 72 hours to confirm your order. If you do not receive a confirmation please contact us.*
- *PSAV will NOT deliver equipment to an unattended booth. An Authorized representative must be present*
- *Delivery, Pickup, Set Up, Tear Down, and On-Site Service will be applied to final total of order by PSAV Sales*
- *State and Sales Tax Applied to all Order*
- *IMPORTANT: CANCELLATION POLICY - All Cancellations must be submitted in Writing*
  - *a) Cancellations within 48hrs of the scheduled delivery date are subject to 50% fee applicable to total order*
  - *b) Cancellations on day of scheduled delivery date or "no shows" are subject to full amount of order*

TAX EXEMPT STATUS: If your Company or Organization is Tax Exempt, We require an Exemption Certificate

DAMAGE WAIVER: By signing this form, you agree to PSAV's Loss and Damage Acknowledgment.

TOTAL	
Equipment Total (Labor will be added to final total by PSAV Sales)	$
TAX 8.25%	$
FINAL TOTAL	$
Signature:	
Print Name:	*Date:*

Rigging Specifications for the

Henry B. Gonzalez Convention Center

Hemisfair Ballroom: All points are rated at 1000 lbs.

Stars at Night Ballroom: All points are rated at 1000 lbs. Cable picking is not allowed due to the delicate nature of the ceiling. A cable bridge utilizing truss and motors must be used for all cable runs with no exceptions.

Exhibit Halls 1-4: No bridles are allowed and the use of spanner truss and motors may be needed to accommodate the points if those points are not directly under beams.

- **High Steel (Small Roof Beams and Trusses)**
  - 500 lbs. at any rigging point anywhere along the span
  - 375 lbs. at two rigging points spaced at least 10' apart per span
  - 250 lbs. at three rigging points spaced at least 7.5' apart per span
- **Main Roof Truss Beams**
  - 2,000 lbs. at the panel point
  - 1,000 lbs. at up to two rigging points spaced at least 10' apart per span
  - 650 lbs. at three rigging points spaced at least 7.5' apart per span

Notes:

- All rigging requests must be submitted through the Rigging Advance portal at http://www.psav.com/riggingform
- No more than three socapex multi cables may be dead hung in a cable run. Quantities more than three will require motors and/or a cable bridge utilizing truss and motors.
- Any item more than 10ft in size or over 100lbs will require a motor to lift.
- All rigging calls require two riggers at a minimum of 5 hours

PSAV

San Antonio Auto and Truck Show

November 15th – November 18th, 2018

Order 14 days prior to the 1st day of the event move-in for incentive rate.

Incentive deadline for the above event is October 27th, 2018

Smart City is the exclusive telecommunications service provider for the Henry B. Gonzalez Convention Center.

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