

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 8' x 10' booth will be set up with 8' high blue back drape and 3' high blue side dividers. Booths 300 sqft or less will receive a two-line identification sign. Booths larger than 300 sqft may receive a one-line identification sign upon request.

EXHIBIT HALL CARPET

The exhibit area is carpeted. Exhibitors will be permitted to install different color carpet at their expense. To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form located in this manual.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by October 13, 2016.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

Thursday November 03, 2016 10:00 AM - 3:00 PM

EXHIBIT HOURS

Thursday	November 03, 2016	8:00 PM - 9:30 PM
Friday	November 04, 2016	9:00 AM - 5:00 PM
Saturday	November 05, 2016	9:00 AM - 5:00 PM
Sunday	November 06, 2016	8:00 AM - 12:00 PM

Exhibitors will be allowed inside the exhibit hall up to 30 minutes prior to the show opening each day.

EXHIBITOR MOVE-OUT

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Sunday November 06, 2016 12:00 PM - 4:00 PM

We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Sunday, November 06, 2016 at 4:00 PM. To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by Sunday, November 06, 2016 at 2:00 PM.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

841 Joseph E Lowery Blvd NW
Atlanta, GA 30318
(404) 253-6494 fax (469) 621-5610
FreemanAtlantaES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 US & Canada or +1(512) 982-4187 Outside the US or +1(817) 607-5183
International Shipping Services or fax (469) 621-5810 or email exhibit.transportation@freemanco.com

FREEMAN ONLINE® (FOL)

Take advantage of discount pricing by ordering online at www.freemanco.com/store by October 13, 2016 Using the enhanced Freeman Online (FOL), you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect — **before, during and after** your show. Additionally, you can now access Freeman Online from any device — **desktop, laptop, tablet** or via our new **Freeman Online Mobile App**.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the "Create an Account" link. To access Freeman Online without using the email link, visit www.freemanco.com/store. You can also download and use the FOL Mobile App from the Apple or Android store, or here: folmobile.freemanco.com. A mobile web version of the Freeman Online Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the app.

If you need assistance with Freeman Online, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth #
CSWE 2016 ANNUAL PROGRAM MEETING
C/O Freeman
841 Joseph E Lowery Blvd NW
Atlanta, GA 30318

Freeman will accept crated, boxed or skidded material beginning Tuesday, October 04, 2016 at the above address. Material arriving after October 27, 2016 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 4:00 PM. If required, provide your carrier with this phone number: (404) 253-6494.

Please Note: Due to limited storage space and material handling services at the Hotel, all exhibitor freight should be sent to the Freeman Warehouse. If special circumstances require you to ship directly to the Hotel, please call Freeman Exhibitor Services to provide you with the ship to address, instructions, and specific receiving dates.

Freeman will receive shipments at the hotel beginning November 03, 2016 at 11:00 AM. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. If required, provide your carrier with this phone number: (404) 253-6494.

Please note: All items and materials that must be brought into the facility are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the Material Handling form for charges for the service.

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the Union Jurisdictions to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Labor 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 (404) 253-6494.

HELPFUL HINTS

SAVE MONEY

Order by October 13, 2016 to take advantage of advance order discount rates.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for you booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at (404) 253-6494 with any questions or needs you may have.

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Atlanta Exhibitor Services at (404) 253-6494 or Freeman's Customer Support Center at (888)508-5054 US & Canada or +1(512) 982-4186 Local & International.

WE APPRECIATE YOUR BUSINESS!



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, such as free songs from iTunes, coupons and free online Apps are smart and trendy.

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

F R E E M A N

841 Joseph E Lowery Blvd N W
Atlanta, GA 30318
(404) 253-6494 Fax: (469) 621-5610

DISCOUNT PRICE
DEADLINE DATE
OCTOBER 13, 2016

INCLUDE THIS FORM
WITH YOUR ORDER
PLEASE USE BLACK INK

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

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 (414995) on your remittance.

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
Please reference Name of Show & Booth Number so we can properly credit your account.
Note: Customers are responsible for any bank processing fees.

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:

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	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.freemanco.com/store.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Services Representative.

FREEMAN method of payment

F R E E M A N

841 Joseph E Lowery Blvd N W
Atlanta, GA 30318
(404) 253-6494 Fax: (469) 621-5610

COUNCIL ON SOCIAL WORK EDUC ANNUAL MTG / NOVEMBER 03 - 06, 2016

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:

- | | |
|---|---|
| <input type="checkbox"/> ALL FREEMAN SERVICES | <input type="checkbox"/> FREEMAN EXHIBIT TRANSPORTATION |
| <input type="checkbox"/> I&D LABOR/SUPERVISION | <input type="checkbox"/> RENTAL FURNITURE/CARPET/SIGNS |
| <input type="checkbox"/> MATERIAL HANDLING/IN & OUT | <input type="checkbox"/> BOOTH CLEANING |
| | <input type="checkbox"/> 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 **FREEMAN NOW ACCEPTS DEBIT CARDS**

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

07/15 (414995)

FREEMAN third party authorization

PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Expositions, Ltd., Freeman Audio Visual, Freeman Exhibit, Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited to, any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals include delivery, installation, and removal from EXHIBITOR'S booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the estimate of charges and the actual charges incurred for material handling, labor time & materials, utility services or equipment usage, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and 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 EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless, and defend FREEMAN from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and/or property damage arising out of work performed by labor provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR'S indemnification of FREEMAN includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by FREEMAN to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

MATERIAL HANDLING

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term "Exhibitor" means the Exhibitor, its employees, agents, and representatives.

2. PACKAGING/CRATES AND STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. **FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.**

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. **FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.**

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. **FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT.** Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup. Freeman is not responsible for any wait time or other charges including business center charges arising from delivery or pickup of Exhibitor's materials.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. **FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISES OUT OF IMPROPERLY LOADED OR LABELED MATERIALS.**

6. DESIGNATED CARRIERS. Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. **IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.**

7. FORCE MAJEURE. Freeman's performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of Exhibitor's materials.

8. CLAIM(S) FOR LOSS. Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than **thirty (30) business days** after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than one (1) year** after the date of loss or damage occurred.

a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment due Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is a less. For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

c. LIMITATION OF LIABILITY. IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the selected Carrier ONLY, and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

10. JURISDICTION / VENUE. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor's violation of Federal, State, County or Local ordinance and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

12. LIEN. Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

13. WAIVER & RELEASE. Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.

14. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.

AIR CARGO

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Service Request and Shipping Instruction Contract is NON-NEGOTIABLE and has been prepared by Shipper, or if by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by the Shipper. The Shipper agrees that this shipment is subject to the TERMS stated herein All TERMS, including but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

1. DEFINITIONS: In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper's payments and Freeman's services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. Freeman's RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repeatedly by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padded or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. For shipments of Perishable Commodities, U.S. and Canadian shipments must be packed to travel without spoilage for 72 hours from time of pickup; all international shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

- Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.
- Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.
- If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.
- Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.
- When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$.50 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):

- artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
 - clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;
 - personal effects;
 - and other inherently fragile or unique items, including prototypes, etc.
- Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:
- whenever or wherever the claimed loss or damage may occur;
 - even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
 - even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically Hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within five (5) business days of delivery, of any loss or damage to the shipment. Notice of concealed damage must be confirmed in writing or via e-mail at exhibit.transportation@freemanco.com. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

9. CHOICE OF FORUM: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES (INCLUDING ADOPTED INTERNATIONAL CONVENTIONS) AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment; stop the shipment in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment.

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. PACKAGING AND CRATES. Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper storage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

7. INSURANCE. Freeman IS NOT AN INSURER. Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES. Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

(THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE, OR \$5.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE. Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. (e) For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **Freeman's MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gasses, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

10. CLAIMS. Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151 as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 5 business days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing or via e-mail at exhibit.transportation@freemanco.com. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

11. CHOICE OF FORUM / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; (b) Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighted weight of the shipment.

13. SMALL PACKAGE PROGRAM. If items shipped via Freeman's Small Packages program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE \$100 per package UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within 15 days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.

Freeman

TRANSPORTATION COMPLETE



Freeman's all-inclusive shipping and material handling package means transporting your exhibit materials has never been simpler or as affordable.

Double the convenience... zero surprises.

Package includes:

- Round trip standard ground transportation AND material handling services
- No additional fees, no surprises
- Pick-up and transportation from point of origin to either advance warehouse or show site – your choice.
- Pre-printed shipping labels & outbound paperwork

Benefits:

- Turnkey pricing ensures precise budgeting
- No additional handling, pick-up or delivery fees
- No additional fuel surcharges or overtime surcharges
- No carrier waiting time fees
- Experienced on-site transportation reps from move-in through move-out
- All charges on your Freeman invoice
- LTL (less than truck load) shipping

To take advantage, call 1-800-995-3579 or email exhibit.transportation@freemanco.com for a quote.

*Services apply to destinations anywhere in the Continental U.S.

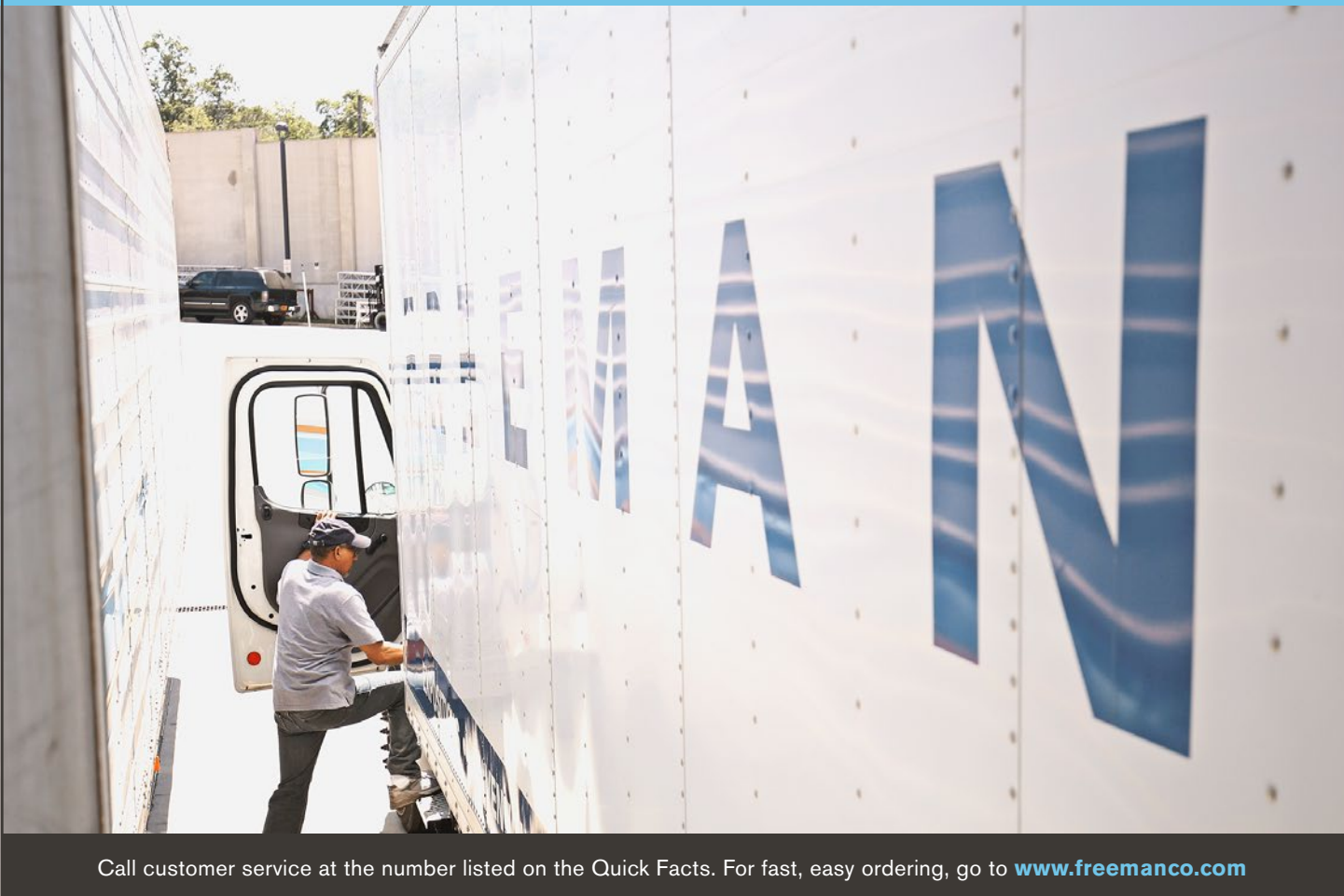


F R E E M A N
INNOVATION DEDICATED TO YOUR BRAND

RESULTS, DELIVERED

With more than 85 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



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

EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

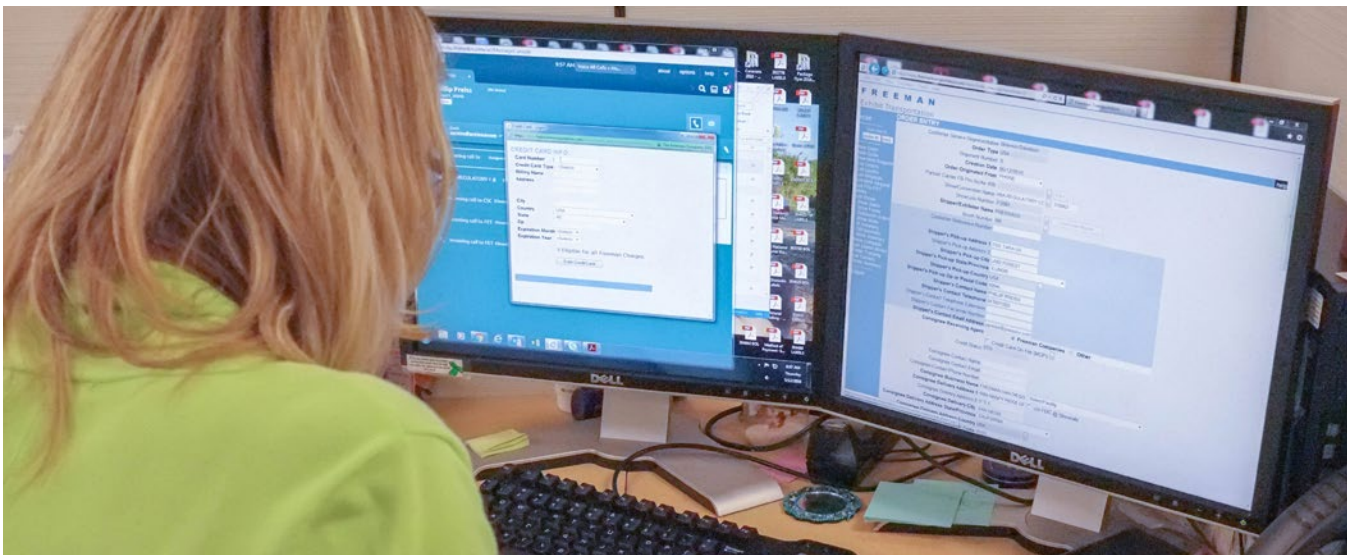
questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit www.freemanco.com

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at exhibit.transportation@freemanco.com

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at international.freight@freemanco.com

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.



F R E E M A N

(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

COMPLETE THIS FORM ONLY IF YOU ARE SHIPPING YOUR EXHIBIT MATERIALS BY FREEMAN EXHIBIT TRANSPORTATION

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call applicable number listed above to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip)

DESTINATION

- I will be shipping to the **WAREHOUSE**

FREEMAN / Exhibiting Company Name / Booth #

CSWE 2016 ANNUAL PROGRAM MEETING

C/O: FREEMAN

841 JOSEPH E LOWERY BLVD N W

ATLANTA, GA 30318

MUST BE DELIVERED BY OCTOBER 27, 2016

- I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #

CSWE 2016 ANNUAL PROGRAM MEETING

C/O: FREEMAN

ATLANTA MARRIOTT MARQUIS

265 PEACHTREE CENTER AVE NE

ATLANTA, GA 30303

CANNOT BE DELIVERED BEFORE NOVEMBER 03, 2016

TYPE OF SERVICE

- Next Day Air: Delivery next business day by 5:00 PM
 Second Day Air: Delivery second business day by 5:00 PM
 3-5 Day Service: Delivery within 3 - 5 business days
 Declared Value \$ _____

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

- Standard Ground: Dependent on distance
 Expedited Ground: Tailored to specific requirements
 Specialized: Pad wrapped, uncrated, truck load

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Est. Weight
____ Crates (wooden)	_____
____ Cartons (cardboard)	_____
____ Cases/Trunks (fiber) (color _____)	_____
____ Skids/Pallets	_____
____ Carpet (color _____)	_____
____ Other (_____)	_____
____ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:

exhibit.transportation@freemanco.com

or

Fax: (469) 621-5810

A TRANSPORTATION SPECIALIST
WILL CALL YOU TO CONFIRM
RECEIPT OF ORDER AND
FINALIZE DETAILS.

SHOW # (414995) _____

FREEMAN exhibit transportation

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

How do I ship to the warehouse?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

How do I ship to show site?

- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

What about prepaid or collect shipping charges?

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading “prepaid.”
- “Prepaid” designates that the transportation charges will be paid by the exhibitor or a third party.

How should I label my freight?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on Quick Facts.

How do I estimate my Material Handling charges?

- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are four categories of freight:

Crated: material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.

Uncrated: material that is shipped loose or pad-wrapped, and / or unskidded machinery without proper lifting points.

Carpet and/or Pad Only: shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show site shipments.

- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

What happens to my empty containers during the show?

- Pick up “Empty Labels” at the Service Center. Place a label on each container. Labeled containers will be picked up periodically and stored in non-accessible storage during the show.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

How do I protect my materials after they are delivered to the show or before they are picked up after the show?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

How do I ship my materials after the close of the show?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, show recommended carriers will be on site to handle outbound transportation.

Where do I get a forklift?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

Do I need insurance?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the enclosed Terms and Conditions.

Other available services (may not be available in all locations)

- Cranes
- Scissor lifts, condors
- Access storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

F R E E M A N

841 Joseph E. Lowery Blvd N W
Atlanta, GA 30318
(404) 253-6494 Fax: (469) 621-5610
FreemanAtlantaES@freemanco.com

**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 404-253-6494 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.freemanco.com/store, select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

MATERIAL HANDLING SERVICES

- CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- SPECIAL HANDLING:** Material delivered in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS & DHL** are included in this category due to their delivery procedures.
- UNCRADED:** Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
- CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- STRAIGHT TIME:** 8:00 A.M. to 5:00 P.M. Monday through Friday
- OVERTIME:** 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays
(Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price Per CWT	200 lb. Minimum
RATE CLASSIFICATIONS:		
Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 79.25	158.50
Special Handling Shipment.....	\$103.25	206.50
Carpet and/or Pad Only Shipment.....	\$119.00	238.00
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$ 81.00	162.00
Special Handling Shipment.....	\$105.50	211.00
Uncrated or Pad Wrapped Shipment.....	\$121.50	243.00
Carpet and/or Pad Only Shipment.....	\$121.50	243.00
Small Package - Maximum weight is 30 lbs per shipment*		
Per Shipment.....	\$ 40.00	

*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

ADDITIONAL SURCHARGES:		
Shipment Delivered after Deadline Date (in addition to above rates)		
Warehouse Shipment after Deadline.....	\$ 20.00	40.00
Show Site Shipment after Deadline.....	\$ 20.25	40.50
Overtime Charge - Inbound (in addition to above rates)		
Crated or Skidded Shipment.....	\$ 20.25	40.50
Special Handling Shipment.....	\$ 26.50	53.00
Uncrated or Pad Wrapped Shipment.....	\$ 30.50	61.00
Carpet and/or Pad Only Shipment.....	\$ 30.50	61.00
Overtime Charge - Outbound (in addition to above rates)		
Crated or skidded Shipment.....	\$ 20.25	40.50
Special Handling Shipment.....	\$ 26.50	53.00
Uncrated or Pad Wrapped Shipment.....	\$ 30.50	61.00
Carpet and/or Pad Only Shipment.....	\$ 30.50	61.00

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
		÷ 100 =		
Surcharges		÷ 100 =		
			0.00% Tax	N/A
			Total	

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.freemanco.com/store

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

What is Ground Loading/Unloading?

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

What is Constricted Space Loading/Unloading?

Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is Designated Piece Loading/Unloading?

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

What are Stacked Shipments?

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

What is Shipment Integrity?

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

What is Alternate Delivery Location?

Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

What are Mixed Shipments?

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

What does it mean if I have "No Documentation"?

Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

What is the difference between Crated and Uncrated Shipments?

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting points.

What about carpet only shipments?

Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

F R E E M A N

841 Joseph E Lowery Blvd N W
 Atlanta, GA 30318
 (404) 253-6494 Fax: (469) 621-5610
 FreemanAtlantaES@freemanco.com

OUTBOUND MATERIAL HANDLING
 AND SHIPPING LABELS

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

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.

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 **Other Carrier**

No need to schedule your outbound shipment. Carrier Name: _____
 Charges will appear on your Freeman invoice. 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 Standard Ground
 2 Day: Delivery by 5:00 P.M. second business day Specialized: Pad wrapped, uncrated, or truckload
 Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

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

Select Desired Number of Labels: _____

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

F R E E M A N

R U S H

DO NOT DELAY

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: OCTOBER 04, 2016

RECEIVING DATE BEGINS: OCTOBER 04, 2016

DEADLINE DATE IS: OCTOBER 27, 2016

DEADLINE DATE IS: OCTOBER 27, 2016

TO: _____

EXHIBITOR NAME

TO: _____

EXHIBITOR NAME

C/O: FREEMAN
841 JOSEPH E LOWERY BLVD N W

ATLANTA, GA 30318

C/O: FREEMAN
841 JOSEPH E LOWERY BLVD N W

ATLANTA, GA 30318

WAREHOUSE

WAREHOUSE

EVENT: CSWE 2016 ANNUAL PROGRAM MEETING

EVENT: CSWE 2016 ANNUAL PROGRAM MEETING

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

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



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 Chair | 810875 | **Page 10**

Silverado Cocktail Table | 82014 | **Page 17**

Powered Locking Pedestal, 42" | 85063 | **Page 23**



SEATING

Naples



CHAIR
black leather **810119**

36"L 30"D 28"H

⊕ Powered options available



LOVESEAT
black leather **830120**

62"L 30"D 28"H

⊕ Powered options available



SOFA
black leather **830119**

87"L 30"D 28"H

⊕ Powered options available

Heathrow



ARMLESS CHAIR
black leather **810116**

24"L 24"D 28"H



CORNER CHAIR
black leather **810117**

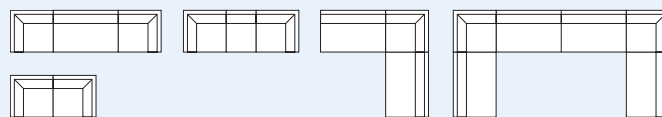
24"L 24"D 28"H



SOFA
black leather **830116**

48"L 24"D 28"H

possible configurations



⊕ See pages 22 and 23 for all Powered options.

SEATING

South Beach



SOFA
platinum suede **8301**

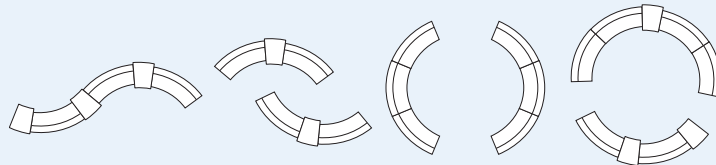
69"L 29"D 33"H



OTTOMAN
platinum suede **8151**

25"L 31"D 18"H

possible configurations



Key Largo



LOVESEAT
black fabric **830950**

57"L 35"D 34"H



SOFA
black fabric **830951**

79"L 35"D 34"H



CHAIR
black fabric **810950**

35"L 35"D 34"H

SEATING

Allegro

CHAIR

blue fabric **81019**

36"L 34.5"D 30"H

SOFA

blue fabric **83015**

73"L 34.5"D 29.5"H



Fairfax

CHAIR

white vinyl/brushed metal **810949**

27"L 26"D 30"H

SOFA

white vinyl/brushed metal **830949**

62"L 26"D 30"H



Tangiers

CHAIR

beige fabric **810118**

34"L 37"D 36"H

SOFA

beige fabric **830118**

78"L 37"D 36"H



Roma

CHAIR

white vinyl **81020**

37"L 31"D 33"H

⚡ Powered options available

SOFA

white vinyl **83106**

78"L 31"D 33"H

⚡ Powered options available



⚡ See pages 22 and 23 for all Powered options.

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

white leather **815122**
black leather **815123**

34"L 34"D 15"H

ENDLESS CURVED OTTOMAN

white leather **815953**
black leather **815952**

60.5"L 37.5"D 15"H



OTTOMAN BENCH

white leather **815120**
black leather **815121**

60"L 20"D 18"H



ITEMS PICTURED BELOW

Roma Sofa Powered | 83017 | **Page 5, 22**

Regis Bench/Table | 82074 | **Page 18**

Swanson Chair | 810875 | **Page 10**

Work Desk | 820706 | **Page 21**

Regis End Table | 82075 | **Page 18**

Ice Side Chair | 810814 | **Page 9**



OTTOMANS

VIBE CUBE

- blue vinyl **81518**
- red vinyl **81519**
- orange vinyl **81525**
- pink vinyl **81520**
- yellow vinyl **81517**
- black vinyl **81530**
- white vinyl **81531**

18"L 18"D 18"H



EDGE LED
CUBE OTTOMAN*

high density plastic **81526**

20"L 20"D 20"H



*Electrical power must be ordered separately

BANQUETTES

CENTER CONE
8506

38"Round 51"H

Powered

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

QUARTER CURVED
OTTOMAN
8507

53"L 22"D 18"H



possible configurations

72"Round 18"H

72"Round 51"H

See pages 22 and 23 for all Powered options.

OCCASIONAL CHAIRS

BLACK DIAMOND SIDE CHAIR
N71089

21"W | 23"L | 32"H

BLACK DIAMOND ARMCHAIR
N71090

20"W | 21"L | 33"H

DIVA CHAIR
N71091

18"W | 16"L | 31"H



LIMERICK® CHAIR
BY HERMAN MILLER
gray C210108

18"W | 17.75"L | 33"H

MADRID CHAIR
black leather/chrome 8102
white leather/chrome 810816

30"L | 30"D | 31"H



ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 23**

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



OCCASIONAL CHAIRS

MEETING CHAIR

white vinyl **810948**
 espresso bonded leather **810835**
 taupe microfiber **810836**

25.5"L 23.5"D 34"H



TUB CHAIR

black fabric **8103**

31"L 31"D 31"H

MADDEN CHAIR

light gray vinyl **810843**

27"L 32"D 33"H



ICE SIDE CHAIR

transparent **810814**

17.25"L 20"D 32"H

FUSION CHAIR (WHITE/BLACK)

white/black high density plastic **810838**

19"L 21"D 32"H



OCCASIONAL CHAIRS

CHRISTOPHER CHAIR
white vinyl/chrome **810846**

17"L 19"D 35"H

RUSTIQUE CHAIR WITH ARMS
gunmetal **810841**

20"L 18"D 31"H



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

15.38"L 15.5"D 30.5"H

NEW YORK CHAIR
onyx/maple wood/chrome **81090**

23"L 32"D 33"H

SWANSON CHAIR
white vinyl **810875**

28"L 25"D 18"H



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

18"L 22"D 32"H

WENDY CHAIR
clear acrylic **810847**

15"L 19.7"D 35.8"H



CONFERENCE CHAIRS

GRAY GASLIFT CHAIR

with arms **N71046**
without arms **N71045**

26"W 20"L 38"H Adjustable

LABREA CHAIR

charcoal gray fabric **810874**

35"L 27"D 40"H

ALTURA CONFERENCE/ GUEST CHAIR

black fabric/black steel **81063**

25"L 20"D 34"H



LUXOR EXECUTIVE CHAIR

black leather **810807**

27"L 28"D 47"H Adjustable

PRO EXECUTIVE HIGH BACK CHAIR

white vinyl **810844**
black vinyl **810946**

25"L 24"D 48"H Adjustable



PRO EXECUTIVE MID BACK CHAIR

white vinyl **810945**
black vinyl **810944**

24"L 22"D 40"H Adjustable

PRO EXECUTIVE GUEST CHAIR

black vinyl **810947**

24"L 22"D 36"H



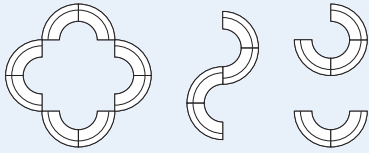
BARS & BARSTOOLS

MARTINI BAR

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

67"L | 50"D | 47"H | Radius 76.5"

possible configurations



BLACK DIAMOND STOOL N71088

22"W | 18"L | 46"H

GRAY GASLIFT STOOL
with arms **N71048**
without arms **N71047**

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

DIVA COUNTER STOOL N71092

17"W | 16"L | 36"H

The Intermediate 25" seating height



LIMERICK® STOOL BY HERMAN MILLER gray **C210109**

18"W | 17.75"L | 44"H

LIFT HYDRAULIC BARSTOOL

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

black vinyl **33010**
blue ultra suede **3309**
red vinyl **33042**
white vinyl **33043**

21"L | 21"D | 33"H



BARS & BARSTOOLS

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

21"L 22"D 30"H

JETSON BARSTOOL
black vinyl/black steel 810706

18"L 19"D 29"H

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

15"L 17"D 31-35"H



CHRISTOPHER BARSTOOL
white 810848

19"L 15"D 41"H

ICE BARSTOOL
transparent/chrome legs 810815

16.75"L 16"D 37.75"H

SHARK SWIVEL BARSTOOL
white plastic/chrome 810202

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



RUSTIQUE BARSTOOL
gunmetal 810839

13"L 13"D 30"H

GIN BARSTOOL
maple wood/chrome 810505

16"L 16"D 29"H

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

17"L 20"D 30"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 | 80235 | **Page 17**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**

Ice Barstool | 810815 | **Page 13**



DRAPED OR UNDRAPED TABLES & COUNTERS



TABLES (30" HEIGHT)	3'	4'	6'	8'
Draped	C130330	C130430	C130630	C130830
Draped on Fourth Side			C12404630	C12404830
Undraped	C131330	C131430	C131630	C131830

COUNTERS (42" HEIGHT)	3'	4'	6'	8'
Draped	C130342	C130442	C130642	C130842
Draped on Fourth Side			C12404642	C12404842
Undraped	C131342	C131442	C131642	C131842

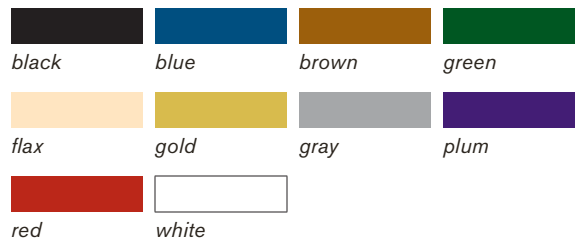


Table-top risers are also available in a variety of sizes. See order form for details.



PEDESTAL TABLES

Soho Series



BLACK-TOP MINI
N72066

18" Round | 18"H

BLACK-TOP CAFÉ
N72069

24" Round | 30"H

N72067

36" Round | 30"H



BLACK-TOP BISTRO
N72070

24" Round | 42"H

N72068

36" Round | 42"H

Chelsea Series



BUTCHER BLOCK-TOP CAFÉ
N72063

30" Round | 30"H

N72064

36" Round | 30"H



BUTCHER BLOCK-TOP BISTRO
N720163

30" Round | 42"H

N720164

36" Round | 42"H

STANDARD BASE CAFÉ TABLE

liquid white 820232
blue steel 8201203

30" Round | 29"H

STANDARD BASE BAR TABLE

liquid white 820231
blue steel 8201204

30" Round | 42"H



HYDRAULIC BASE CAFÉ TABLE

liquid white 820224

30" Round | 29"H

HYDRAULIC BASE BAR TABLE

liquid white 820230

30" Round | 45"H



OCCASIONAL, END & COCKTAIL TABLES

Studio Series

BLACK END TABLE
C115104

17"W 17"L 18"H

BLACK COCKTAIL TABLE
C115103

36"W 20"L 15"H



Inspiration

END TABLE
tempered glass/painted steel 82023

24"L 28"D 22"H

TABLE
tempered glass/painted steel 82022

42"L 28"D 18"H



Geo

END TABLE
glass/black steel 82025
glass/chrome 82035

26"L 26"D 20"H

TABLE
glass/black steel 82024
glass/chrome 82034

50"L 22"D 16"H



Silverado

END TABLE
tempered glass/painted steel 82015

24" Round 22"H

TABLE
tempered glass/painted steel 82014

36" Round 17"H



OCCASIONAL, END & COCKTAIL TABLES

Sydney

END TABLE

black laminate/brushed steel **82054**
white laminate/brushed steel **82055**

27"L 23"D 22"H

TABLE

black laminate/brushed steel **82052**
white laminate/brushed steel **82053**

48"L 26"D 18"H

⊕ Powered options available



Oliver

END TABLE

walnut finish **82088**

22" Round 22"H

TABLE

walnut finish **82087**

47"L 27"D 19"H



Regis

END TABLE

brushed metal **82075**

16"L 15.5"D 16.5"H

BENCH/TABLE

brushed metal **82074**

47"L 15.5"D 16"H



⊕ See pages 22 and 23 for all Powered options.

OCCASIONAL, END & COCKTAIL TABLES

GEO SQUARE-ROUND TABLE

glass/black steel **82043**
 glass/chrome **82044**

42"L 42"D 29"H



CANDY TABLE

white plastic/black laminated top **82056**

18"L 18"D 18"H

AURA ROUND TABLE

white metal **820844**

15"Round 22"H

EDGE LED CUBE TABLE*

white plastic/clear acrylic top **82057**

20"L 20"D 20"H



**Electrical power must be ordered separately*

TABLES

ITEMS PICTURED BELOW

Endless Curved Ottoman | 815953 | **Page 6**

Silverado Table | 82014 | **Page 17**

Zoey Barstools | 810840 | **Page 13**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**



CONFERENCE TABLES

NOVA WHITE OVAL TABLE
white laminate/chrome **82060**

71"L 35.5"D 29"H

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

60"L 36"D 29"H

MANHATTAN TABLE
glass/black steel **82033**

42" Round 29"H



COMMUNAL TABLE (MAPLE WITH GROMMETS)
laminate/metal **82058**

72"L 26"D 30"H

82059

72"L 26"D 42"H



COMMUNAL TABLE (MAPLE)
laminate/metal **82067**

72"L 26"D 30"H

82068

72"L 26"D 42"H



COMMUNAL TABLE (WHITE)
laminate/metal **82063**

72"L 26"D 30"H

82066

72"L 26"D 42"H

8' RECTANGULAR CONFERENCE TABLE
granite **820115**

96"L 46"D 29"H

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

72"L 42"D 29"H

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

42" Round



OFFICE

MADISON DESK
gray acajou **84075**

30"L | 60"D | 29"H

MADISON CREDENZA
gray acajou **84077**

20"L | 60"D | 29"H

MADISON BOOKCASE
gray acajou **84078**

12"L | 36"D | 72"H



COMPUTER DESK / TABLE

WORK DESK
white laminate **820706**

48"L | 24"D | 30"H

MERLIN TABLE
gray laminate **820707**

46"L | 29"D | 30"H



TABLES

ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | **Page 4**

Black Diamond Stool | N71088 | **Page 12**

Key Largo Chair | 810950 | **Page 4**

Soho Black Top Bistro | 36" Round - N72068 | **Page 16**

Sydney Powered Table | 82052 | **Page 18, 23**

Aura Round Table | 820844 | **Page 19**



POWERED

All powered options will have an **adapter included with rental**. Additional adapters can be ordered separately.

POWERED SEATING

NAPLES CHAIR, POWERED*

black vinyl **810120**

36"L | 30"D | 28"H



Power Panel Detail



NAPLES LOVESEAT, POWERED*

black vinyl **830122**

62"L | 30"D | 28"H



Power Panel Detail

NAPLES SOFA, POWERED*

black vinyl **830121**

87"L | 30"D | 28"H



Power Panel Detail



ROMA CHAIR, POWERED*

white vinyl **81021**

37"L | 31"D | 33"H



Power Panel Detail



ROMA SOFA, POWERED*

white vinyl **83017**

78"L | 31"D | 33"H



Power Panel Detail

**Electrical power must be ordered separately*

POWERED TABLES

G30 COCKTAIL TABLE, POWERED*
white top **82070**

72"L 26"D 18"H

G30 CAFÉ TABLE, POWERED*
white top **82071**

72"L 26"D 30"H

G30 BAR TABLE, POWERED*
white top **82072**

72"L 26"D 42"H



TECH DESK WITH 3 DRAWER FILE CABINET, POWERED*
black metal **84083**
desk only **84084**

60"L 30"D 30"H

SYDNEY COCKTAIL TABLE, POWERED*
black laminate/brushed steel **82076**
white laminate/brushed steel **82073**

48"L 26"D 18"H



POWERED PRODUCT PEDESTALS

POWERED* LOCKING PEDESTAL, 36"
black **85060**
white **85061**

24"L 24"D 36"H

POWERED* LOCKING PEDESTAL, 42"
black **85062**
white **85063**

24"L 24"D 42"H



Power Panel Detail

ADAPTERS

4-WAY CHARGING ADAPTER*
black **850800**
white **850801**

36"L

All powered options will have one adapter included per power panel. Additional adapters can be ordered with the rental.



BANQUETTE

CENTER CONE 8506

38"Round 51"H

Powered

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
84080

16"L 20"D 28"H

LOCKING DOOR PEDESTAL
black laminate 85078

24"L 24"D 42"H

⚡ Powered options available



STORAGE

FILE CABINET WITH LOCK
standard size

TWO-DRAWER
N74082

15"W 29"L 28"H

FOUR-DRAWER
N74081

15"W 29"L 50"H



PRODUCT DISPLAY

ETAGERE
black 850604
pewter 850605

30"L 16"D 70"H



REFRIGERATOR



SMALL REFRIGERATOR*
N75057

19"W 19"L 34"H



REFRIGERATOR*
white - 14.0 cubic feet 8503001

20"L 30"D 65"H

LIGHTING



MASON TABLE LAMP*
white/brushed silver 850707

16" Round 26"H



MASON FLOOR LAMP*
white/brushed silver 850708

18" Round 55"H

⚡ See pages 22 and 23 for all Powered options.

*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

black

low **N75020**

30"W 15"H

medium **N75021**

18"W 20"H

high **N75022**

24"W 36"H

Available in rectangular sizes.



DISPLAY CUBES

black

12" small **N75030**

12"W 12"L 42"H

18" medium **N75031**

18"W 18"L 36"H

24" large **N75032**

24"W 24"L 42"H



ORION COMPUTER KIOSK

black **N75079**

28"L 28"D 40.5"H

(Computer not included.)



DISPLAY COUNTER

black **N72056**

24"W 49"L 42"H



DISPLAY

ITEMS PICTURED BELOW

Ottoman Bench | 815120 | **Page 6**

Powered Locking Pedestal, 36" | 85061 | **Page 23**



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

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*

black **850711**

8.625"L 1.1"D 11.325"H

WIRELESS PRINTER HOLDER*

black **850712**

3.3"L 1.9"D 5.28"H

CHARGING SHELF*

black **850713**

14.85"L 7.17"D 1"H



**To be ordered with the tablet stand*

ACCESSORIES

CHROME STANCHION WITH 8' RETRACTABLE BELT
C220121

42"H

CHROME SIGN HOLDER
C220118

Holds 22" x 28" sign

ROUND LITERATURE RACK
N750135

17"W 17"L 57"H

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



FLAT LITERATURE RACK
N750136

10"W 55"H

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

CHROME COAT TREE
C220109

ALUMINIUM CHROME EASEL
C220134

CHROME BAG RACK
C220110

SPECIAL DRAPING (not pictured)

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



FLOOR-STANDING BULLETIN BOARD
C10201484

48"W 96"L 78"H



CORRUGATED WASTEBASKET
C220106



WASTEBASKET
wastebasket color may vary.
C220107

F R E E M A N

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 (404) 253-6494 Fax: (469) 621-5610
 FreemanAtlantaES@freemanco.com

ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 13, 2016

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SEATING						
Naples Group - Black Leather						
_____	810119	Chair.....	375.50	413.05	525.70	_____
_____	830120	Loveseat.....	503.55	553.90	704.95	_____
_____	830119	Sofa.....	558.75	614.65	782.25	_____
Heathrow Group -Black Leather						
_____	810116	Armless Chair.....	284.35	312.80	398.10	_____
_____	810117	Corner Chair.....	331.45	364.60	464.05	_____
_____	830116	Sofa.....	481.45	529.60	674.05	_____
South Beach Group - Platinum Suede						
_____	8301	Sofa.....	521.50	573.65	730.10	_____
_____	8151	Ottoman.....	227.90	250.70	319.05	_____
Key Largo Group - Black Fabric						
_____	830950	Loveseat.....	382.85	421.15	536.00	_____
_____	830951	Sofa.....	423.70	466.05	593.20	_____
_____	810950	Chair.....	301.90	332.10	422.65	_____
Allegro Group - Blue Fabric						
_____	81019	Chair.....	411.35	452.50	575.90	_____
_____	83015	Sofa.....	656.65	722.30	919.30	_____
Fairfax Group - White Vinyl						
_____	810949	Chair.....	254.60	280.05	356.45	_____
_____	830949	Sofa.....	406.35	447.00	568.90	_____
Tangiers Group - Beige Fabric						
_____	810118	Chair.....	332.75	366.05	465.85	_____
_____	830118	Sofa.....	466.25	512.90	652.75	_____
Roma Group - White Vinyl						
_____	81020	Chair.....	460.40	506.45	644.55	_____
_____	83016	Sofa.....	705.75	776.35	988.05	_____

CASUAL SEATING

Ottomans						
_____	815122	Endless Square - White Leather.....	240.75	264.85	337.05	_____
_____	815123	Endless Square - Black Leather.....	240.75	264.85	337.05	_____
_____	815953	Endless Curved - White Leather.....	314.50	345.95	440.30	_____
_____	815952	Endless Curved - Black Leather.....	314.50	345.95	440.30	_____
_____	815120	Bench - White Leather.....	289.60	318.55	405.45	_____
_____	815121	Bench - Black Leather.....	289.60	318.55	405.45	_____
_____	81518	Vibe - Blue Vinyl.....	117.00	128.70	163.80	_____
_____	81520	Vibe - Pink Vinyl.....	117.00	128.70	163.80	_____
_____	81519	Vibe - Red Vinyl.....	117.00	128.70	163.80	_____
_____	81517	Vibe - Yellow Vinyl.....	117.00	128.70	163.80	_____
_____	81525	Vibe - Orange Vinyl.....	117.00	128.70	163.80	_____

FREEMAN furnishings

Take advantage of the Online price
 by ordering at www.freemanco.com/store
 before OCTOBER 13, 2016

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: **X**

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
CASUAL SEATING						
_____	81531	Vibe - White Vinyl.....	90.90	100.00	127.25	_____
_____	81530	Vibe - Black Vinyl.....	90.90	100.00	127.25	_____
_____	81526	Edge LED Cube - High Density Plastic.....	159.70	175.65	223.60	_____
Banquettes						
_____	8506	Banquette, Center Cone w/Electrical Charging Outlet	434.15	477.55	607.80	_____
_____	8507	Banquette, Quarter Curve Ottoman.....	287.00	315.70	401.80	_____
Occasional Chairs						
_____	N71089	Black Diamond Side Chair.....	137.75	151.55	192.85	_____
_____	N71090	Black Diamond Arm Chair.....	158.55	174.40	221.95	_____
_____	N71091	Diva Chair.....	193.20	212.50	270.50	_____
_____	210108	Limerick® Chair by Herman Miller.....	74.20	81.60	103.90	_____
_____	8102	Madrid Chair - Black Leather.....	651.50	716.65	912.10	_____
_____	810816	Madrid Chair - White Leather.....	651.50	716.65	912.10	_____
_____	810948	Meeting Chair (White Vinyl).....	209.65	230.60	293.50	_____
_____	810835	Meeting Chair (Espresso).....	168.75	185.65	236.25	_____
_____	810836	Meeting Chair (Taupe).....	221.35	243.50	309.90	_____
_____	8103	Tub Chair - Black Fabric.....	325.80	358.40	456.10	_____
_____	810843	Madden Chair - Light Gray Vinyl.....	344.75	379.25	482.65	_____
_____	810814	ICE Side Chair - Transparent/Chrome.....	171.85	189.05	240.60	_____
_____	810838	Fusion Chair Black/White.....	116.10	127.70	162.55	_____
_____	810846	Christopher Chair - White Vinyl/Chrome.....	93.40	102.75	130.75	_____
_____	810841	Rustique Chair with Arms.....	93.40	102.75	130.75	_____
_____	810837	Razor Armless Chair.....	45.35	49.90	63.50	_____
_____	81090	New York Chair - Onyx/Maple Wood/Chrome.....	153.90	169.30	215.45	_____
_____	810875	Swanson Chair - White Vinyl.....	204.60	225.05	286.45	_____
_____	810811	Berlin Stack Chair - White & Red Plastic/Chrome....	88.30	97.15	123.60	_____
_____	810810	Berlin Stack Chair - White & Black Plastic/Chrome...	88.30	97.15	123.60	_____
_____	810847	Wendy Chair - Clear Acrylic.....	91.85	101.05	128.60	_____
Conference Chairs						
_____	N71046	Gray Gaslift Chair With Arms.....	210.00	231.00	294.00	_____
_____	N71045	Gray Gaslift Chair Without Arms.....	179.85	197.85	251.80	_____
_____	810874	Labrea Chair - Charcoal Gray Fabric.....	240.25	264.30	336.35	_____
_____	81063	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	261.35	287.50	365.90	_____
_____	810807	Luxor Executive Chair - Black Leather.....	346.05	380.65	484.45	_____
_____	810844	Pro Executive High Back Chair - White Vinyl.....	212.80	234.10	297.90	_____
_____	810946	Pro Executive High Back Chair - Black Vinyl.....	209.60	230.55	293.45	_____
_____	810945	Pro Executive Mid Back Chair - White Vinyl.....	260.10	286.10	364.15	_____
_____	810944	Pro Executive Mid Back Chair - Black Vinyl.....	249.50	274.45	349.30	_____
_____	810947	Pro Executive Guest Chair - Black Vinyl.....	271.25	298.40	379.75	_____

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Bars & Bar Stools

8501	Martini Bar - Gray metal rounded bar with frosted glass top and chrome legs.....	1,140.70	1,254.75	1,597.00	
N71088	Black Diamond Stool.....	187.00	205.70	261.80	
N71048	Gray Gaslift Stool with Arms.....	262.65	288.90	367.70	
N10747	Gray Gaslift Stool without Arms.....	234.50	257.95	328.30	
N71092	Diva Counter Stool.....	222.80	245.10	311.90	
210109	Limerick® Stool by Herman Miller.....	126.85	139.55	177.60	
810872	Lift Hydraulic Barstool - Gray Vinyl/Chrome.....	123.85	136.25	173.40	
810873	Lift Hydraulic Barstool - Red Vinyl/Chrome.....	123.85	136.25	173.40	
810871	Lift Hydraulic Barstool - Black Vinyl/Chrome.....	123.85	136.25	173.40	
810870	Lift Hydraulic Barstool - White Vinyl/Chrome.....	123.85	136.25	173.40	
33010	Apex Barstool - Black Vinyl.....	151.65	166.80	212.30	
3309	Apex Barstool - Blue Ultra Suede.....	151.65	166.80	212.30	
33042	Apex Barstool - Red Vinyl.....	151.65	166.80	212.30	
33043	Apex Barstool - White Vinyl.....	151.65	166.80	212.30	
810103	Banana Barstool - White Vinyl/Chrome.....	155.10	170.60	217.15	
810104	Banana Barstool - Black Vinyl/Chrome.....	155.10	170.60	217.15	
810706	Jetson Barstool - Black Vinyl/Black Steel.....	214.80	236.30	300.70	
810840	Zoey Barstool - White Vinyl/Chrome.....	241.30	265.45	337.80	
810834	Zoey Barstool - Black Vinyl/Chrome.....	241.30	265.45	337.80	
810848	Christopher Barstool - White.....	155.65	171.20	217.90	
810815	ICE Barstool - Transparent/Chrome.....	183.80	202.20	257.30	
810202	Shark Swivel Barstool - White Plastic/Chrome.....	275.50	303.05	385.70	
810839	Rustique Barstool - Gunmetal.....	93.40	102.75	130.75	
810505	Gin Barstool - Maple Wood/Chrome.....	137.30	151.05	192.20	
810200	Oslo Barstool - Blue Plastic/Chrome.....	195.75	215.35	274.05	
810201	Oslo Barstool - White Plastic/Chrome.....	195.75	215.35	274.05	

TABLES

Draped Tables & Counters

Draped Tables - Tables are 24" wide

Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

130330	Draped Table 3'L x 30"H.....	114.35	125.80	160.10	
130430	Draped Table 4'L x 30"H.....	137.75	151.55	192.85	
130630	Draped Table 6'L x 30"H.....	161.15	177.25	225.60	
130830	Draped Table 8'L x 30"H.....	184.50	202.95	258.30	
12404630	4th Side Drape 6'L x 30"H.....	52.20	57.40	73.10	
12404630	4th Side Drape 8'L x 30"H.....	52.20	57.40	73.10	
130342	Draped Counter 3'L x 42"H.....	155.25	170.80	217.35	
130442	Draped Counter 4'L x 42"H.....	178.65	196.50	250.10	
130642	Draped Counter 6'L x 42"H.....	202.05	222.25	282.85	
130842	Draped Counter 8'L x 42"H.....	225.45	248.00	315.65	
12404642	4th Side Drape 6'L x 42"H.....	52.20	57.40	73.10	
12404842	4th Side Drape 8'L x 42"H.....	52.20	57.40	73.10	

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Undraped Tables & Counters

Undraped Tables - Tables are 24" wide

_____	131330	Undraped Table 3'L x 30"H.....	57.10	62.80	79.95	_____
_____	131430	Undraped Table 4'L x 30"H.....	64.10	70.50	89.75	_____
_____	131630	Undraped Table 6'L x 30"H.....	73.50	80.85	102.90	_____
_____	131830	Undraped Table 8'L x 30"H.....	81.65	89.80	114.30	_____
_____	131342	Undraped Counter 3'L x 42"H.....	81.65	89.80	114.30	_____
_____	131442	Undraped Counter 4'L x 42"H.....	97.95	107.75	137.15	_____
_____	131642	Undraped Counter 6'L x 42"H.....	114.40	125.85	160.15	_____
_____	131842	Undraped Counter 8'L x 42"H.....	130.70	143.75	183.00	_____

Table Top Risers - Risers are 8" wide

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.40	33.45	42.55	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.40	33.45	42.55	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	35.60	39.15	49.85	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	35.60	39.15	49.85	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	41.10	45.20	57.55	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	41.10	45.20	57.55	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.55	51.20	65.15	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.55	51.20	65.15	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.95	62.65	79.75	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.95	62.65	79.75	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	67.35	74.10	94.30	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	67.35	74.10	94.30	_____

Pedestal Tables - Chelsea Series - Butcher Block Top

_____	N72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	191.55	210.70	268.15	_____
_____	N72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	191.55	210.70	268.15	_____
_____	N720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	191.55	210.70	268.15	_____
_____	N720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	191.55	210.70	268.15	_____

Pedestal Tables - SoHo Series

_____	N72066	Black Top Mini - 18"H x 18"W.....	148.60	163.45	208.05	_____
_____	N72069	Black Top Cafe - 30"H x 24"W.....	250.70	275.75	351.00	_____
_____	N72067	Black Top Cafe - 30"H x 36"W.....	250.70	275.75	351.00	_____
_____	N72070	Black Top Bistro - 42"H x 24"W.....	250.70	275.75	351.00	_____
_____	N72068	Black Top Bistro - 42"H x 36"W.....	250.70	275.75	351.00	_____

Pedestal Tables

_____	820232	Standard Base Cafe Table - Liquid White.....	211.40	232.55	295.95	_____
_____	8201203	Standard Base Cafe Table - Blue Steel.....	211.40	232.55	295.95	_____
_____	820231	Standard Base Bar Table - Liquid White.....	211.40	232.55	295.95	_____
_____	8201204	Standard Base Bar Table - Blue Steel.....	211.40	232.55	295.95	_____
_____	820224	Hydraulic Base Cafe Table - Liquid White.....	284.00	312.40	397.60	_____
_____	820230	Hydraulic Base Bar Table - Liquid White.....	284.00	312.40	397.60	_____

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Occasional End & Cocktail Tables						
	115104	Studio Black End Table.....	93.05	102.35	130.25	
	115103	Studio Black Cocktail Table.....	93.05	102.35	130.25	
	82023	Inspiration End Table - Tempered Glass/Painted Steel.....	241.00	265.10	337.40	
	82022	Inspiration Table - Tempered Glass/Painted Steel....	254.20	279.60	355.90	
	82025	Geo End Table - Glass/Black Steel.....	188.50	207.35	263.90	
	82035	Geo End Table - Glass/Chrome.....	188.50	207.35	263.90	
	82024	Geo Table - Glass/Black Steel.....	208.85	229.75	292.40	
	82034	Geo Table - Glass/Chrome	208.85	229.75	292.40	
	82015	Silverado End Table-Tempered Glass/Painted Steel	208.85	229.75	292.40	
	82014	Silverado Table - Tempered Glass/Painted Steel.....	221.95	244.15	310.75	
	82054	Sydney End Table - Black Laminate/Brushed Steel..	194.50	213.95	272.30	
	82055	Sydney End Table - White Laminate/Brushed Steel..	194.50	213.95	272.30	
	82052	Sydney Table - Black Laminate/Brushed Steel.....	235.10	258.60	329.15	
	82053	Sydney Table - White Laminate/Brushed Steel.....	235.10	258.60	329.15	
	82088	Oliver End Table - Walnut Finish.....	173.55	190.90	242.95	
	82087	Oliver Table - Walnut Finish.....	195.90	215.50	274.25	
	82074	Regis Bench Table - Brushed Metal.....	249.65	274.60	349.50	
	82075	Regis End Table - Brushed Metal.....	176.55	194.20	247.15	
	82043	Geo Square-Round Table-Glass/Black Steel.....	286.40	315.05	400.95	
	82044	Geo Square-Round Table-Glass/Chrome.....	286.40	315.05	400.95	
	82056	Candy Table - White Plastic/Black Laminated.....	137.90	151.70	193.05	
	820844	Aura Round Table - White Metal.....	99.55	109.50	139.35	
	82057	Edge LED Lighted Table-White Plastic/Clear Acrylic	159.70	175.65	223.60	
Conference Tables						
	82060	Nova White Oval Table - White Laminate/Chrome....	471.80	519.00	660.50	
	82041	Geo Conference Table - Glass/Black Steel.....	352.00	387.20	492.80	
	82051	Geo Conference Table - Glass/Chrome.....	352.00	387.20	492.80	
	82033	Manhattan Table - Glass/Black Steel.....	249.40	274.35	349.15	
	82058	Communal Table 30"H (Maple with Grommets).....	397.35	437.10	556.30	
	82059	Communal Table 42"H (Maple with Grommets).....	556.95	612.65	779.75	
	82067	Communal Table 30"H Maple.....	397.35	437.10	556.30	
	82068	Communal Table 42"H Maple.....	556.95	612.65	779.75	
	82063	Communal Table 30"H White.....	397.35	437.10	556.30	
	82066	Communal Table 42"H White.....	556.95	612.65	779.75	
	820115	8' Rectangular Conference Table - Granite.....	489.75	538.75	685.65	
	820203	6' Oval Conference Table - Graphite Nebula.....	412.45	453.70	577.45	
	820708	42" Round White Conference Table-White Laminate	312.55	343.80	437.55	
Computer Desk/Tables						
	84075	Madison Desk - Gray Acajou.....	443.35	487.70	620.70	
	84077	Madison Credenza - Gray Acajou.....	369.50	406.45	517.30	
	84078	Madison Bookcase - Gray Acajou.....	315.05	346.55	441.05	
	820706	Work Desk - White Powder Coat.....	269.30	296.25	377.00	
	820707	Merlin Table - Gray Laminate.....	280.10	308.10	392.15	

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POWERED

Powered Seating

_____	81021	Roma Chair, Powered - White Vinyl.....	512.20	563.40	717.10	_____
_____	83017	Roma Sofa, Powered - White Vinyl.....	791.70	870.85	1,108.40	_____
_____	810120	Naples Chair, Powered - Black Vinyl.....	512.20	563.40	717.10	_____
_____	830122	Naples Loveseat, Powered - Black Vinyl.....	687.70	756.45	962.80	_____
_____	830121	Naples Sofa, Powered - Black Vinyl.....	791.70	870.85	1,108.40	_____

Powered Tables

_____	84083	Tech Desk w/3 Drawer File Cabinet, Powered - Black Metal.....	458.55	504.40	641.95	_____
_____	84084	Tech Desk, Powered - Black Metal.....	402.15	442.35	563.00	_____
_____	82070	G30 Cocktail Table 18" H, Powered - White Top.....	336.70	370.35	471.40	_____
_____	82071	G30 Cafe Table 30" H, Powered - White Top.....	466.70	513.35	653.40	_____
_____	82072	G30 Bar Table 42" H, Powered - White Top.....	609.70	670.65	853.60	_____
_____	82076	Sydney Cocktail Table, Powered Black.....	311.30	342.45	435.80	_____
_____	82073	Sydney Cocktail Table, Powered White.....	311.30	342.45	435.80	_____

Powered Products Pedestals

_____	85060	Powered Locking Pedestal 36" H, Black.....	373.35	410.70	522.70	_____
_____	85061	Powered Locking Pedestal 36" H, White.....	373.35	410.70	522.70	_____
_____	85062	Powered Locking Pedestal 42" H, Black.....	446.15	490.75	624.60	_____
_____	85063	Powered Locking Pedestal 42" H, White.....	446.15	490.75	624.60	_____

Adapters

_____	850800	Charging Adapters Four - Black.....	20.80	22.90	29.10	_____
_____	850801	Charging Adapters Four - White.....	20.80	22.90	29.10	_____

DISPLAY & ACCESSORIES

Product Storage

_____	85078	Locking Door Pedestal - Black Laminate.....	384.25	422.70	537.95	_____
_____	84080	3 Door File Cabinet on Castors - Black	139.95	153.95	195.95	_____
_____	N74082	File Cabinet w/Lock - Two Drawer - Standard Size...	134.00	147.40	187.60	_____
_____	N74081	File Cabinet w/Lock - Four Drawer - Standard Size..	176.05	193.65	246.45	_____

Product Display

_____	850604	Etagere - Black.....	257.70	283.45	360.80	_____
_____	850605	Etagere - Pewter.....	257.70	283.45	360.80	_____

Refrigerator

_____	N75057	Small Refrigerator.....	435.45	479.00	609.65	_____
_____	8503001	Refrigerator - White.....	645.50	710.05	903.70	_____

Lighting

_____	850707	Mason Table Lamp - White/Brushed Silver.....	128.35	141.20	179.70	_____
_____	850708	Mason Floor Lamp - White/Brushed Silver.....	190.65	209.70	266.90	_____

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Display																											
_____	N75020	Display Cylinder - Black - Low.....	212.05	233.25	296.85	_____																					
_____	N75021	Display Cylinder - Black - Medium.....	245.45	270.00	343.65	_____																					
_____	N75022	Display Cylinder - Black - High.....	281.70	309.85	394.40	_____																					
_____	N75030	Display Cube - Black - 12" Small.....	222.80	245.10	311.90	_____																					
_____	N75031	Display Cube - Black - 18" Medium.....	242.05	266.25	338.85	_____																					
_____	N75032	Display Cube - Black - 24" Large.....	281.00	309.10	393.40	_____																					
_____	N75079	Orion Computer Kiosk.....	433.25	476.60	606.55	_____																					
_____	N72056	Display Counter - Black.....	356.90	392.60	499.65	_____																					
Tablet Stand																											
_____	850714	Mobile Tablet Stand - White.....	228.55	251.40	319.95	_____																					
_____	850715	Mobile Tablet Stand - Black.....	228.55	251.40	319.95	_____																					
Tablet Stand Accessories																											
_____	850711	Brochure Holder - Black.....	22.70	24.95	31.80	_____																					
_____	850712	Wireless Printer Holder - Black.....	22.70	24.95	31.80	_____																					
_____	850713	Charging Shelf - Black.....	22.70	24.95	31.80	_____																					
Accessories																											
_____	220121	Chrome Stanchion w/8' Retractable Belt.....	99.55	109.50	139.35	_____																					
_____	220118	Chrome Sign Holder.....	102.65	112.90	143.70	_____																					
_____	N750135	Round Literature Rack.....	251.70	276.85	352.40	_____																					
_____	N750136	Flat Literature Rack.....	231.55	254.70	324.15	_____																					
_____	220109	Chrome Coat Tree.....	65.45	72.00	91.65	_____																					
_____	220134	Brushed Aluminum Easel.....	42.00	46.20	58.80	_____																					
_____	220110	Chrome Bag Rack.....	116.90	128.60	163.65	_____																					
_____	10201484	Floor Standing Bulletin Board.....	209.15	230.05	292.80	_____																					
_____	220106	Corrugated Wastebasket.....	22.00	24.20	30.80	_____																					
_____	220107	Wastebasket.....	N/A	N/A	N/A	_____																					
Special Drape																											
<table border="1"> <tr> <td colspan="7">Special Drape</td> </tr> <tr> <td><input type="checkbox"/> Black</td> <td><input type="checkbox"/> Blue</td> <td><input type="checkbox"/> Brown</td> <td><input type="checkbox"/> Dark Green</td> <td><input type="checkbox"/> Flax</td> <td colspan="2"></td> </tr> <tr> <td><input type="checkbox"/> Gold</td> <td><input type="checkbox"/> Gray</td> <td><input type="checkbox"/> Plum</td> <td><input type="checkbox"/> Red</td> <td><input type="checkbox"/> White</td> <td colspan="2"></td> </tr> </table>							Special Drape							<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Dark Green	<input type="checkbox"/> Flax			<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White		
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<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White																							
_____	12103	Special Drape 3'H (per ft.).....	20.05	22.05	28.05	_____																					
_____	12108	Special Drape 8'H (per ft.).....	27.60	30.35	38.65	_____																					

TOTAL COST		
_____	+	_____ = _____
Sub-Total	8% 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.

FREEMAN

841 Joseph E. Lowery Blvd N W
Atlanta, GA 30318
(404) 253-6494 Fax: (469) 621-5610
FreemanAtlantaES@freemanco.com

**ONLINE PRICE
DISCOUNT PRICE
OCTOBER 13, 2016**

**INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____

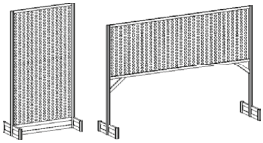
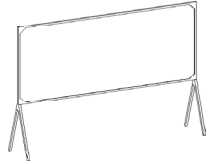
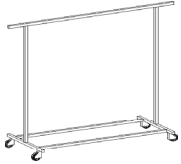
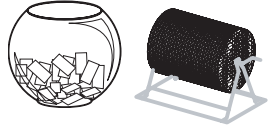
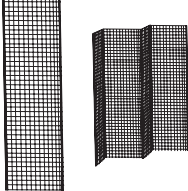
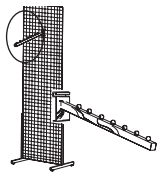
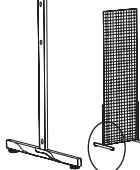


CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call 404-253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

ACCESSORIES

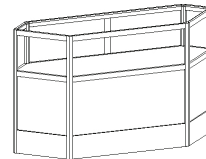
<p>PERFBOARD-SINGLE SIDED Vertical Horizontal</p> 	<p>BULLETIN BOARD</p> 	<p>CHROME GARMENT RACK</p> 	<p>FISH BOWL</p>  <p>TICKET TUMBLER</p>
<p>2' x 8' GRID PANELS</p> 	<p>GRID ACCESSORIES</p> 	<p>GRID LEGS</p> 	<p>2-WAY STRAIGHT ARM</p>  <p>4-WAY SLANT ARM</p> 



HALF VISION SHOWCASE



FULL VISION SHOWCASE



CORNER SHOWCASE

Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
PERFBOARD / BULLETIN BOARDS						
___	10201287	1/2M x 87" - Single Sided	\$126.95	139.65	177.75	_____
___	10201288	1/2M x 87" - Double Sided	\$177.95	195.75	249.15	_____
___	10201087	1M x 87" - Single Sided	\$202.50	222.75	283.50	_____
___	10201088	1M x 87" - Double Sided	\$252.55	277.80	353.55	_____
___	10201484	4'x8' -Bulletin Board/Horz....	\$209.15	230.05	292.80	_____
ACCESSORIES						
___	10406	Garment Rack	\$97.75	107.55	136.85	_____
___	15905	Fish Bowl	\$26.10	28.70	36.55	_____
___	159011	Ticket Tumbler - small	\$61.70	67.85	86.40	_____
___	10404	4-way Slant Arm	\$210.80	231.90	295.10	_____
___	10403	2-way Straight Arm	\$164.50	180.95	230.30	_____
GRIDS (continued)						
___	103028	Chrome - Grid	\$128.60	141.45	180.05	_____
___	103011	White - Grid	\$128.60	141.45	180.05	_____
___	103029	Chrome - Grid Legs	\$43.00	47.30	60.20	_____
___	103029	White - Grid Legs	\$43.00	47.30	60.20	_____
___	10307	7-Ball Waterfall (for grids).....	\$17.45	19.20	24.45	_____

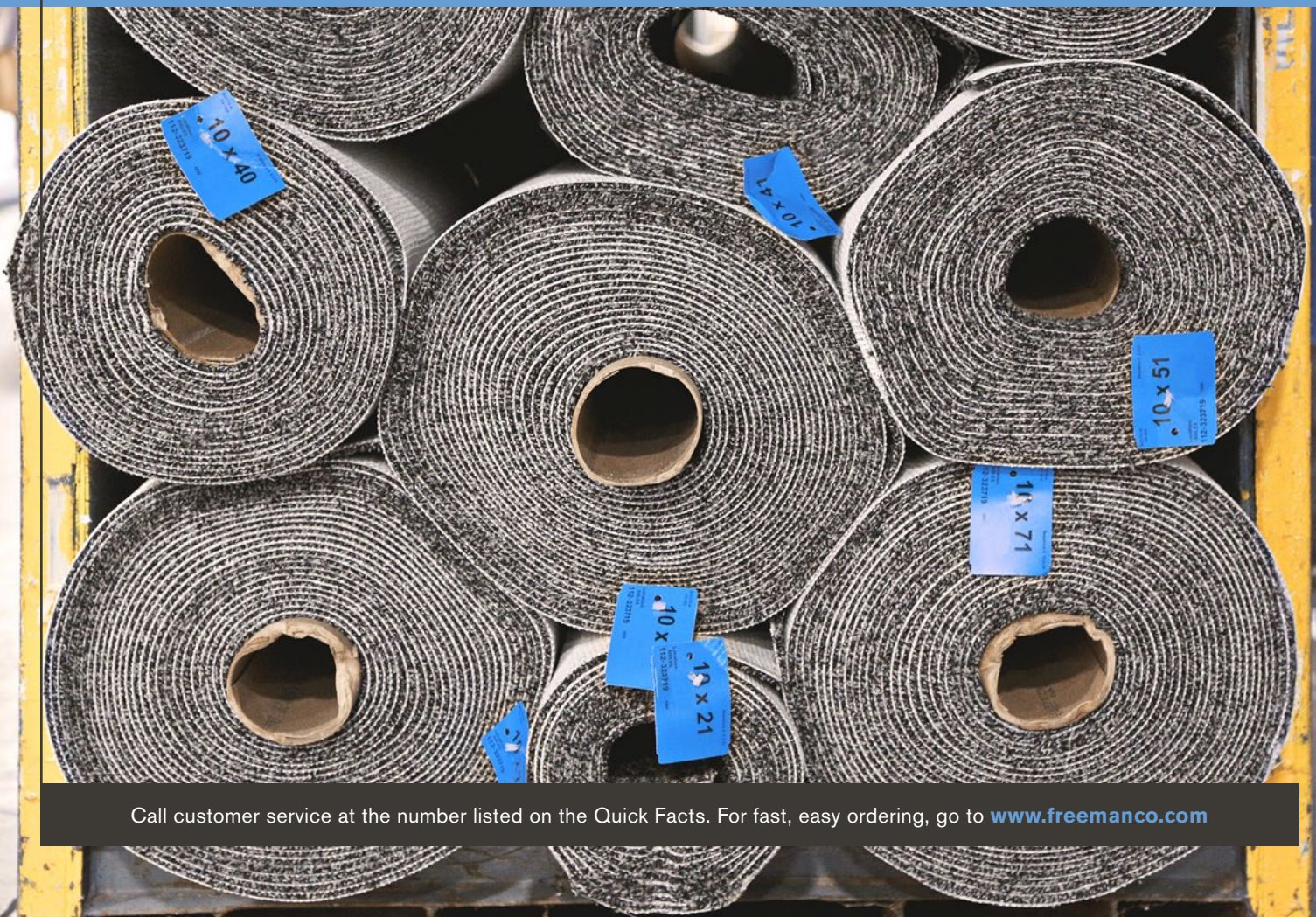
Qty	Part #	Description	Online Special	Discount Price	Standard Price	Total
SHOWCASES						
___	175561	Full Vision Case	\$745.00	819.50	1043.00	_____
___	175560	Half Vision Case	\$669.55	736.50	937.35	_____
___	175563	Corner Case	\$575.55	633.10	805.75	_____
<p>FULL VISION CASE 79 1/2"L x 20 7/16"W x 42"H Includes two plexi-glass shelves with adjustable brackets and 32 3/8" of viewing area. No storage below display area.</p> <p>HALF VISION CASE 79 1/2"L x 20 7/16"W x 42"H Includes one plexi-glass shelf with adjustable brackets and 14 1/2" of viewing area.</p> <p>CORNER SHOW CASE Includes an area for storage below the display surface and has 12 1/4" of viewing area.</p>						
<p>All showcases are 42" high and include a lightbar mounted inside the top front edge and a sliding door with lock on the back.</p> <p>Electrical service for lightbar must be arranged through the facility.</p>						
TOTAL COST						
<p>Sub-Total _____ + Tax (8%) _____ = TOTAL _____</p>						

Don't see what you need?
Please call an Exhibitor Services Representative @ 404-253-6494.

FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with Freeman's custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you'll be floored by the quality. Freeman's custom options include borders, patterns and logo applications in both our classic and prestige carpeting lines.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup



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

PRESTIGE CARPET

Freeman's prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.

Freeman's prestige carpet packages include new, 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Custom Options

Prestige carpets can also be customized to fit your exhibit needs with unique logos, patterns and borders. Call the phone number on the Quick Facts for assistance.



*Colors available in both 28 oz. and 40 oz.

CLASSIC CARPET

Custom Cut

Freeman classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Standard Cut

Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



Actual colors may vary slightly

FREEMAN

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 FreemanAtlantaES@freemanco.com

ONLINE PRICE
 DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 13, 2016

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

- Orders received after the deadline or without payment will be charged the Standard price.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to www.freemanco.com/store

10' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

- Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet	\$ 275.00	\$ 302.50	\$ 385.00	_____
_____	10' x 20' Classic Carpet	\$ 550.00	\$ 605.00	\$ 770.00	_____
_____	10' x 30' Classic Carpet	\$ 825.00	\$ 907.50	\$ 1,155.00	_____
_____	10' x 40' Classic Carpet	\$ 1,100.00	\$ 1,210.00	\$ 1,540.00	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 76.00	\$ 83.60	\$ 106.40	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 152.00	\$ 167.20	\$ 212.80	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 228.00	\$ 250.80	\$ 319.20	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 304.00	\$ 334.40	\$ 425.60	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 152.00	\$ 167.20	\$ 212.80	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 304.00	\$ 334.40	\$ 425.60	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 456.00	\$ 501.60	\$ 638.40	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 608.00	\$ 668.80	\$ 851.20	_____
_____	Plastic Covering (price per sq. ft.).....	\$.48	\$.55	\$.65	_____

9' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

- Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	9' x 10' Classic Carpet	\$ 176.35	\$ 194.00	\$ 246.90	_____
_____	9' x 20' Classic Carpet	\$ 351.30	\$ 386.45	\$ 491.80	_____
_____	9' x 30' Classic Carpet	\$ 527.40	\$ 580.15	\$ 738.35	_____
_____	9' x 40' Classic Carpet	\$ 701.90	\$ 772.10	\$ 982.65	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 68.40	\$ 75.25	\$ 95.75	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 136.80	\$ 150.50	\$ 191.50	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 205.20	\$ 225.70	\$ 287.30	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 273.60	\$ 300.95	\$ 383.05	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 136.80	\$ 150.50	\$ 191.50	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 273.60	\$ 300.95	\$ 383.05	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 410.40	\$ 451.45	\$ 574.55	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 547.20	\$ 601.90	\$ 766.10	_____
_____	Plastic Covering (price per sq. ft.).....	\$.48	\$.55	\$.65	_____

9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.

TOTAL COST			
_____	+	_____	= _____
Sub- Total		8% Tax	Total Cost

FREEMAN standard size carpet

Take advantage of the Online price
 by ordering at www.freemanco.com/store
 before OCTOBER 13, 2016

F R E E M A N

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FreemanAtlantaES@freemanco.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
OCTOBER 13, 2016

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

- Guaranteed new, high-quality carpet.
- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to www.freemanco.com/store

CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal

- Order Custom Cut Classic Carpeting by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **2.90**

CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:

Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

16 oz. Carpet Rental - Price per square foot (100 sq. ft. minimum)

Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
		\$ 2.90	\$ 3.20	\$ 4.05	_____

PRESTIGE CARPET - includes plastic covering, delivery, material handling, installation and removal

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

Black Cardinal Charcoal Cream Gray Pearl Navy Toast Wedgewood White

28 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ 3.35	\$ 3.70	\$ 4.70	_____
Over 700 sq. ft.		\$ 3.05	\$ 3.35	\$ 4.25	_____

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

Black Charcoal Gray Pearl Navy White

40 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)

	Booth Size: _____ x _____ = _____ sq. ft. @	Online Price	Discount Price	Standard Price	Total
1 - 700 sq. ft.		\$ 4.10	\$ 4.50	\$ 5.75	_____
Over 700 sq. ft.		\$ 3.75	\$ 4.15	\$ 5.25	_____

CARPET PADDING - includes delivery, material handling, installation and removal

- Order Carpet Padding by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **.80**

Qty	Description	Price per sq. ft. (90 sq. ft. minimum)	Online Price	Discount Price	Standard Price	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)		\$.80	\$.90	\$ 1.10	_____
_____	Carpet Padding-1/2" (Over 700 sq. ft.)		\$.56	\$.60	\$.80	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)		\$ 1.60	\$ 1.75	\$ 2.25	_____
_____	Double Carpet Padding -1/2" (Over 700 sq. ft.)		\$ 1.12	\$ 1.25	\$ 1.55	_____

TOTAL COST

_____	+	_____	=	_____
Sub- Total		8% Tax		Total Cost

Take advantage of the Online price
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before OCTOBER 13, 2016

cut to size carpet

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F R E E M A N

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COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

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CLEANING SERVICES

- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum.
- Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

VACUUMING (per sq. ft. - 100 sq. ft. minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
---------------	--------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

_____	610100	Booth Vacuuming - One Time60	.85	_____
_____	610200	Booth Vacuuming - 2 Days90	1.25	_____
_____	610300	Booth Vacuuming - 3 Days	1.25	1.75	_____
_____	610400	Booth Vacuuming - 4 Days	1.40	1.95	_____

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
---------------	--------	-------------	---------------	-----------------	-------

_____	630100	Shampoo Carpet - One Time80	1.10	_____
_____	630200	Shampoo Carpet - 2 Days	1.40	1.95	_____
_____	630300	Shampoo Carpet - 3 Days	2.10	2.95	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
--------------	--------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.

_____	620500	Exhibit Area / Under 500 sq.ft.	100.10	140.15	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	140.30	196.40	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	177.00	247.80	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....	Call for Quote		

TOTAL COST				
_____	+	_____	=	_____
Sub-Total		8 %Tax		Total Cost

FREEMAN cleaning

RENTAL EXHIBITS THAT IMPRESS

When it comes to your exhibit, effective solutions don't require expensive investments. Take the stress out of your upcoming show with a rental exhibit from Freeman. With quality rental options that meet your budget requirements, we'll have your showroom ready at a moment's notice, without the hassle of ownership.

PACKAGE 1



10 X 20



10 X 10

PACKAGE 1 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 2



10 X 20



10 X 10

PACKAGE 3



10 X 20



10 X 10

PACKAGE 4



10 X 20



10 X 10

PACKAGE 2 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 3 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 4 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 5



10 X 20



10 X 10

PACKAGE 6



10 X 20



10 X 10

PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

Other upgrade options available that allow you to change the panels to Slatwall or colored pvc panels, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.



10 X 10

SLATWALL



10 X 10

COLORED PANELS



10 X 10

SHELVES



10 X 10

BLACK METAL



CABINETS

To view additional custom designs, go to www.freemanco.com/customexhibits

Fabric and Booth Panels – Color Options Included with Rental Package



black fabric



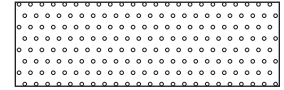
blue fabric



grey fabric



white pvc



white perlboard

Classic Carpet (28 oz.) – Color Options Included with Rental Package Options Above



black



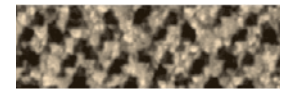
blue



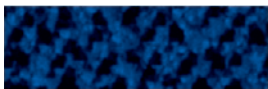
grey



green



latte



midnight blue



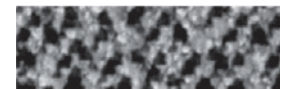
plum



red



red pepper



tuxedo

Actual colors may vary slightly.

Prestige Carpet (40 oz.) – Available Upgrade Color Options



black



cardinal



charcoal



cream



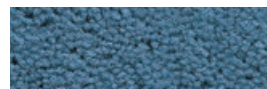
grey pearl



navy



toast



wedgewood



white

All exhibits include:

- Installation & dismantling of exhibit
- Material handling
- Classic carpeting with nightly vacuuming
- 2 arm lights per 10' (500 watts) and associated labor for setup
- Customization options for all packages

questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts. For additional custom examples, visit the link below.

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NAME OF SHOW: CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016

COMPANY NAME: _____ **BOOTH #:** _____ **BOOTH SIZE:** _____ X

CONTACT NAME : _____ **PHONE #:** _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

All Exhibits Include: installation & dismantle of exhibit, material handling of exhibit, 9' x 10' or 9' x 20' classic carpet with nightly vacuuming, 2 arm lights (per 10' unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	
Package 1	<input type="checkbox"/> 10' x 10'	2,700.80	3,781.10	<input type="checkbox"/> 10' x 20'	5,401.50	7,562.10	_____
Package 2	<input type="checkbox"/> 10' x 10'	1,753.40	2,454.75	<input type="checkbox"/> 10' x 20'	3,506.80	4,909.50	_____
Package 3	<input type="checkbox"/> 10' x 10'	2,282.55	3,195.55	<input type="checkbox"/> 10' x 20'	4,565.20	6,391.30	_____
Package 4	<input type="checkbox"/> 10' x 10'	2,069.50	2,897.30	<input type="checkbox"/> 10' x 20'	4,138.95	5,794.55	_____
Package 5	<input type="checkbox"/> 10' x 10'	2,011.05	2,815.45	<input type="checkbox"/> 10' x 20'	4,022.25	5,631.15	_____
Package 6	<input type="checkbox"/> 10' x 10'	2,102.90	2,944.05	<input type="checkbox"/> 10' x 20'	4,205.75	5,888.05	_____

CHOOSE YOUR PANEL

- Black Fabric
 Blue Fabric
 Gray Fabric
 White Hardwall
 White Perfboard

CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. The following colors are available:

Check color choice

- Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 Watts.

Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

- Black Blue Brown Burgundy PMS Color _____
 Red Teal White Dark Green Font Type _____

Indicate exactly how you want your company name to appear:

*Unless font type is indicated, Helvetica will be used.

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

- Slatwall & Shelves Cabinets & Counters Specialty Colored Metal Recyclable Graphics
 Colored Panels Creating a Custom Exhibit Graphics & Custom Logo White Eco-Board

The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer's specifications.

TOTAL COST		
_____	+	_____ = _____
Sub-Total		8 % Tax Total Cost

FREEMAN

841 Joseph E Lowery Blvd N W
 Atlanta, GA 30318
 (404) 253-6494 Fax: (469) 621-5610
 FreemanAtlantaES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 13, 2016

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**


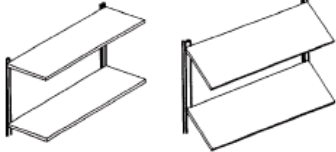
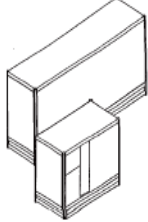
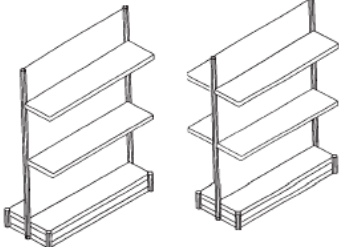

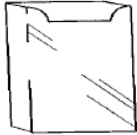
COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store
ACCESSORIES FOR RENTAL UNITS

<p>LIGHTS (use only on rentals)</p> 	<p>SHELVES (use only on rentals)</p> 	<p>CABINETS</p> 
<p>GONDOLAS</p> 	<p>RADIUS CABINET (does not have doors)</p> 	<p>LITERATURE POCKETS</p> 

Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURES					
(electrical service & labor to install lights not included)					
___	172512	Arm Light	122.30	171.20	_____
___	172514	4' Tracklight (3 lights)	377.00	527.80	_____
___	17252	Halogen Light	122.30	171.20	_____

CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	417.40	584.35	_____
___	17306	1M x ½M x 42" High.....	417.40	584.35	_____
___	17308	2M x ½M x 36" High.....	670.30	938.40	_____
___	17309	2M x ½M x 42" High.....	670.30	938.40	_____
___	173010	1M Radius x ½M x 36" High.	619.50	867.30	_____
___	173011	1M Radius x ½M x 42" High..	619.50	867.30	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock	N/A	N/A	_____
Inside Shelves Available Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	378.50	529.90	_____
___	174542	Double Sided 1M x 4' High..	505.45	707.65	_____
___	174581	Single Sided 1M x 8' High...	626.00	876.40	_____
___	174582	Double Sided 1M x 8' High..	834.80	1,168.70	_____

SHELVES					
___	17201	1M Straight (37" x12")	75.85	106.20	_____
___	17206	1M Angled (37" x 12")	100.10	140.15	_____

LITERATURE POCKETS					
___	174015	For 8½ x 11 Literature	37.10	51.95	_____

TOTAL COST					
_____	+	_____	=	_____	_____
Sub-Total		8% Tax		Total Cost	

Don't see what you need?
 Please call an Exhibitor Sales Specialist at (404) 253-6494.

** Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*

FREEMAN

TOTALFLEX®

FLEXING TO FIT YOUR NEEDS

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.

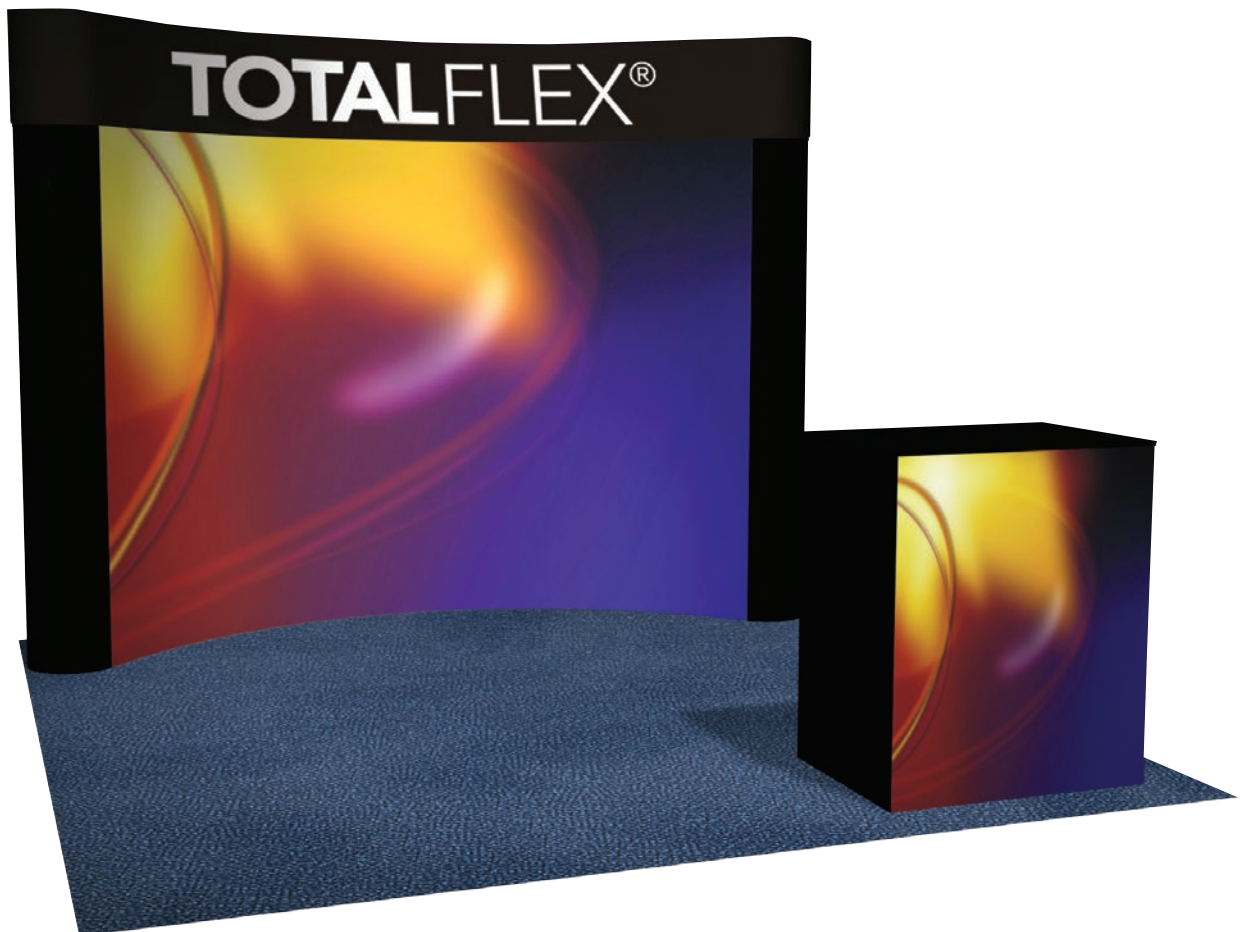


Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freemanco.com

The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9'x10' or 9'x20' Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

**Graphic design elements are priced separately and not included with TotalFlex® order.*



FLOOR UNITS

- 10'w x 8'h Floor Standing Unit
- 20'w x 8'h Floor Standing Unit

TABLE TOP UNITS

- 6'w x 40"h Table Top Unit
- 8'w x 40"h Table Top Unit

FREEMAN

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DISCOUNT PRICE
DEADLINE DATE
OCTOBER 13, 2016

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PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

TABLE TOP UNIT



RENTAL	Discount Price	Standard Price	QTY	TOTAL
40"H x 6'W	1,008.60	1,412.05	_____	_____
40"H x 8'W	1,177.10	1,647.95	_____	_____
PURCHASE*	Discount Price	Standard Price	QTY	TOTAL
40"H x 6'W	1,253.25	1,754.55	_____	_____
40"H x 8'W	1,421.30	1,989.80	_____	_____

*Shipping Not Included

Rental Units Include:
Draped Table (select color below)
Classic Carpet 9' X 10' (select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:

1-Case
One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

***Other Colors Also Available for Purchase Units**

9' x 10' Classic Carpet: Black Blue Green Gray
 Latte Midnight Blue Plum Red Red Pepper Tuxedo

Table Drape:

Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

FLOOR UNIT



RENTAL	Discount Price	Standard Price	QTY	TOTAL
8'H x 8'W	1,680.75	2,353.05	_____	_____
8'H x 10'W	2,011.05	2,815.45	_____	_____
PURCHASE*	Discount Price	Standard Price	QTY	TOTAL
8'H x 8'W	2,824.40	3,954.15	_____	_____
8'H x 10'W	3,318.10	4,645.35	_____	_____

*Shipping Not Included

Rental Units Include:
Classic Carpet 9' X 10' (select color below)
Installation & Dismantle of Exhibit
Material Handling of Exhibit
Nightly Vacuuming
1-Podium - 8'H X 10'W unit only
2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:

2-Cases
One Time Installation & Dismantle
1-Podium - 8'H X 10'W unit only

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

***Other Colors Also Available for Purchase Units**

9' x 10' Classic Carpet: Black Blue Green Gray
 Latte Midnight Blue Plum Red Red Pepper Tuxedo

All Classic carpet contain recycled content and are recyclable.

CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES		RENTAL			PURCHASE				
Part #	Description	Qty	Discount Price	Standard Price	Total	Qty	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	210.50	294.70	_____	_____	298.30	417.60	_____
1715801	1-200 Watt Halogen Light Kit	_____	109.55	153.35	_____	_____	215.75	302.05	_____
1715802	Straight Shelf	_____	85.65	119.90	_____	_____	150.60	210.85	_____
1715803	Angled Shelf	_____	85.65	119.90	_____	_____	150.60	210.85	_____

QUICK TIPS

* If shipping literature or products, material handling rates will apply.

* Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

PURCHASE UNITS TOTAL COST

Sub-Total + 8% Tax = Total Cost

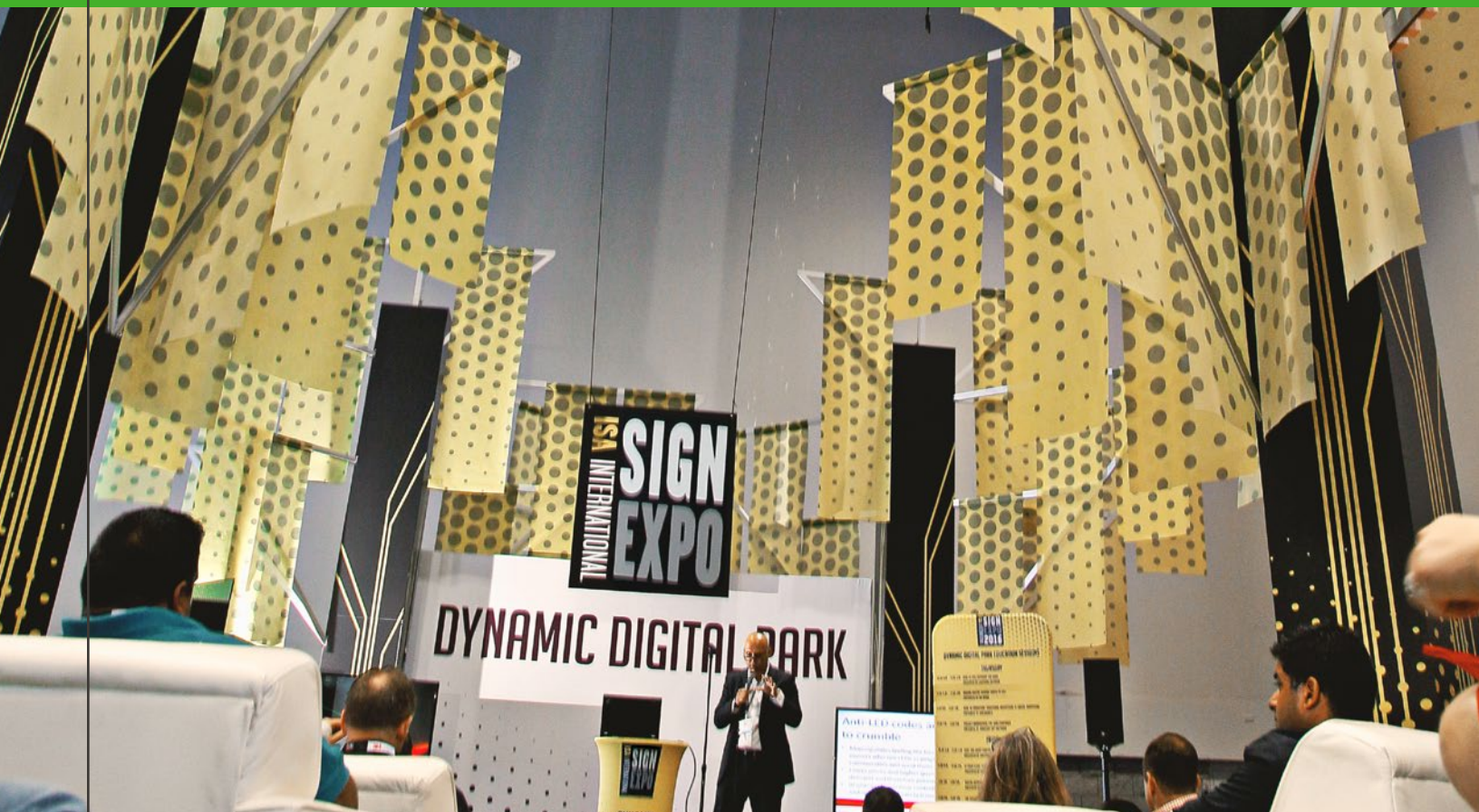
RENTAL UNITS TOTAL COST

Sub-Total + 8% Tax = Total Cost

SEEING IS BELIEVING

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine “high definition,” which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Freeman’s extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



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

CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

SUPERIOR QUALITY CONTROL

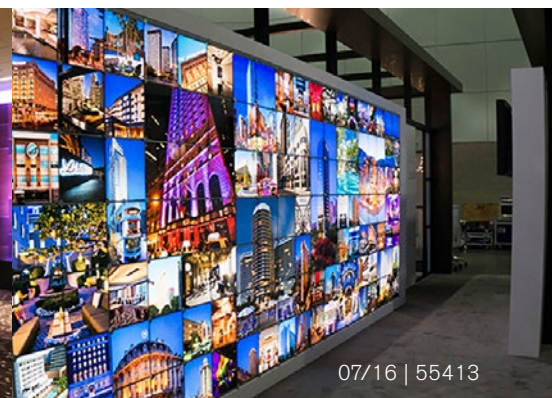
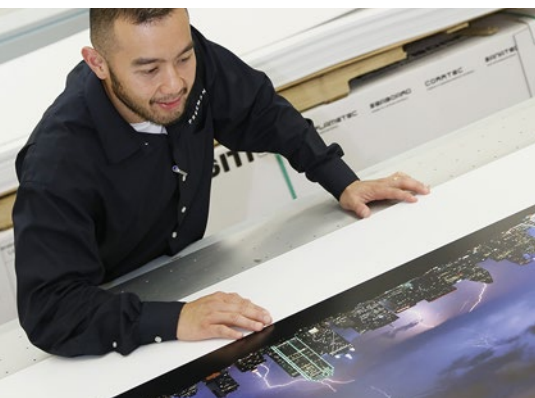
Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



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NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (404) 253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.

Please see artwork guidelines for electronic files on page 2 of this form.

Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

_____ L X _____ W = _____ sq.ft.
sq. ft. \$ 20.55 per sq. ft. discount price
x or = \$ _____
\$ 30.85 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

- | | |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore) | <input type="checkbox"/> Masonite |
| <input type="checkbox"/> Freeman PVC (PVC) | <input type="checkbox"/> Plexi |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam) | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other |

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Vertical Horizontal Use Your Judgment For Sign Layout

Special Instructions

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @ _____	58.00	87.00 =	_____
7" x 22" @ _____	60.05	90.10 =	_____
7" x 44" @ _____	66.35	99.55 =	_____
9" x 44" @ _____	87.60	131.40 =	_____
11" x 14" @ _____	61.80	92.70 =	_____
14" x 22" @ _____	87.60	131.40 =	_____
14" x 44" @ _____	99.55	149.35 =	_____
22" x 28" @ _____	104.60	156.90 =	_____
28" x 44" @ _____	158.55	237.85 =	_____
20" x 60" @ _____	212.90	319.35 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.

Vertical

Horizontal

Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST

Sub-Total + 8 % Tax = Total Cost

graphics

FREEMAN

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (404) 253-6494 for assistance.

UNION JURISDICTIONS

ATLANTA, GA

To assist you in planning for your participation in this upcoming exposition, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the jurisdiction of the various unions, we ask that you read the following:

EXHIBIT INSTALLATION AND DISMANTLING:

Currently we have an agreement with the Local Stagehand Union to provide labor for display installation and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without the assistance of this Local. Any labor services that may be required beyond what your regular full time employees can provide must be rendered by the Union or an Exhibitor Appointed Contractor. Labor can be ordered in advance by returning the Display Labor Form, or at show site, at the Freeman Service Center.

MATERIAL HANDLING:

Exhibitors and full time employees of exhibiting companies may hand carry their own materials into the exhibit facility. However, the use or rental of dollies, flat trucks, pallet jacks or other mechanical equipment is not permitted. Freeman has the responsibility of receiving and handling all exhibit materials and crates, with the exception of items Exhibitors hand carry. Freeman will control access to the loading docks in order to provide for a safe and orderly move in/out. Unloading or reloading at the dock of any and all contracted carriers will be handled by Freeman.

Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed at the owner's expense.

Fire Marshal regulations absolutely prohibit the storage of empty containers in the exhibit hall. Arrangements have been made with Freeman to store empty crates and containers. Please refer to the Material Handling section of this manual for information regarding the handling of empties, disposal of skids, etc.

GRATUITIES:

Tipping is expressly prohibited. This includes such practices as giving money, merchandise or other special consideration for services rendered. Please do not give breaks other than mid-morning and mid-afternoon, when the union has a scheduled 15 minute paid break. Meal breaks are one hour. Any attempt to solicit a gratuity by an employee should be reported immediately to the Exhibit Manager or a Freeman Supervisor.

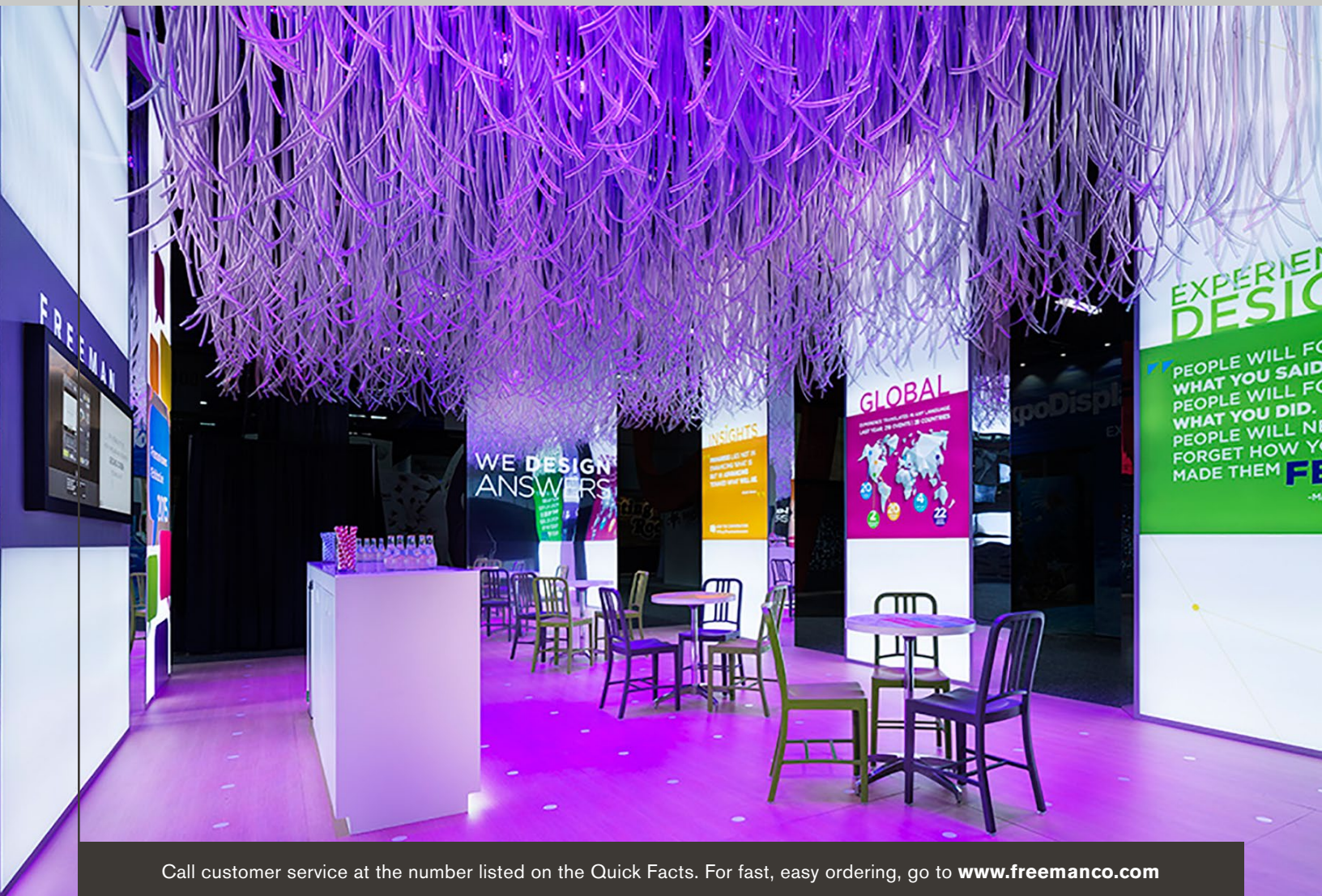
SAFETY:

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Freeman cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order the appropriate labor on the Display Labor Form and the necessary ladders and tools will be provided.

F R E E M A N

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.



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

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.



07/16 | 55419

F R E E M A N

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NAME OF SHOW: CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 404-253-6494 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

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	\$ 89.25	\$125.00
Overtime- 5:00 P.M. to 12:00 A.M. Monday through Friday All day Saturday & Sunday	\$ 134.00	\$187.75
Double Time- Midnight to 8:00 A.M. and recognized holidays.....	\$ 178.50	\$250.00

- **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 must check in at Service Desk to pick up 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 must check in at Service Desk to pick up 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 labor

NAME OF SHOW: **CSWE 2016 ANNUAL PROGRAM MEETING / NOVEMBER 03 - 06, 2016**

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 Attached _____ Drawing With Exhibit _____

Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

METHOD OF SHIPMENT

- Freeman Exhibit Transportation:**
 - Standard Ground
 - Air Freight Next Day 2nd Day Deferred Expedited
- Other (list carrier name & phone number):**
 - Other Common Carrier: _____
 - Other Air Freight: _____
 - Van Line: _____

FREIGHT CHARGES

- Prepaid Collect
- Bill To: _____
- _____
- _____

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

- Reroute via Freeman's choice
- Deliver back to Freeman warehouse at Exhibitor's expense.

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

FREEMAN installation & dismantle labor



Dear Value Customer,

We are delighted that you have selected us to host your event. Please provide all the information requested below so that we process the event charges. We ask you to please sign and date the form before submission. Please fax the completed form to Kathy Kuran at 404-586-6258.

Cardholder Information

Name as it appears on the credit card:

Card type: [] Visa [] MC [] Amex [] Diners/CB [] Discover [] JCB

Account type: [] Individual (personal credit card)

[] Corporate | Company Name: _____

Account number: _____ Exp. date: _____

Address: (where statement is mailed) _____

City, State and Zip: _____

Phone number: _____ Fax or alternate number: _____

Card Holder's Email Address: _____

Please note that we will seek, and hold an authorization for the amount of estimated charges to cover your anticipated expenses, 7 days prior to the event.

All Final Bills will be sent electronically to the Email address above along with all pertinent back-up.

Event Information

Event name: _____

Company (if applicable): _____

Phone number: _____ Fax or alternate number: _____

Event date(s) : _____ \$

Estimated Costs: _____

I certify that all information is complete and accurate. I hereby authorize the Atlanta Marriott Marquis to collect payment for all charges as indicated in the Event Information section of this form by processing a charge to the credit card listed above. I certify that I am the authorized signer of the credit card listed above.

Cardholder Name: (Printed) _____

Cardholder signature: _____ Date: _____

HOTEL USE ONLY

Folio # _____ Amount of Authorization \$ _____



APPLICATION FOR SERVICES

Name of Person Ordering: _____ On Site Contact _____

Company/Firm Name: _____ Name of Event Attending: CSWE

Phone: _____ fax: _____ email: _____

Booth Number: _____

SMALL GROUP INTERNET Number of Participants	Daily Wireless Internet Usage	
	Base*	Premium*
	check email; surfing the web; social media etc.	Media streaming, media rich mobile apps and large file download
< 15	\$20/person	\$30/person
16 - 50	\$18/person	\$25/person
51 - 100	\$16/person	\$20/person
100 - 200	\$14/person	\$16/person
200 +	Please contact the Event IT Department for a quote	

* All pricing is exclusive of Service Charge & Tax

EXIBITOR BOOTH	# of Package	# of Phones	Install Date/Time	Uninstall Date/Time	Comment
(DID) line (\$150 per day) PLEASE NOTE - phone call charges are additional					
Internet Package > (5) WiFi Connection @ \$75 (one-time fee)					

TELEPHONE	# of Lines price per line	# of Phones	Install Date/Time	Uninstall Date/Time	Comments
(DID) line \$150 per day PLEASE NOTE - phone call charges are additional					
Voicemail or Rollover Features \$75.00 each					
Polycom Speaker Phone \$150 per day (line included)					
There will be a \$100.00 charge for each phone not returned to the Hotel Technology Department.					

POWER	Quantity	Install Date/time	Uninstall Date/time	Comments
120V Dedicated / 2000 Watts / 20 Amps \$70 each (Included: quad box with (4) outlets.)				
Power Strip and/or Extension Cord \$25 each (specify which or both)				
100 Amps 1 Phase \$350				
100 Amps 3 Phase \$375				
200 Amps 1 Phase \$680				
200 Amps 3 Phase \$725				
Special Order, specify:				

Taxes (8%) and service charges are additional (24%).

Additional internet, power and phone capabilities are available; please contact the event manager for more information.

BILLING: _____ Credit Card (separate form to fill out)
 _____ Guest Room; Name of guest or confirmation number _____

Signature: _____

Return form to: Kathy Kuran, Sr. Admin. Asst. (for Sherri Johnson, Sr. Event Manager)
 Email: Kathy.kuran@marriott.com; Fax: 404-586-6258

Show Name: _____

Show Location: _____

Show Dates: _____



(770) 507-6777
FAX (770) 474-4676
plant@tlc-florist.com
www.tlc-florist.com

N•A•T•I•O•N•A•L
convention • plant • services

Exhibitor Name: _____ Booth Representative: _____
 Firm, Billing Name: _____ Purchase Order or Reference Number: _____
 Booth Number: _____ Credit Card #: _____
 Billing Address: _____ Expiration Date: _____ (MC, VISA, AM. EXP)
 City: _____ State: _____ Zip: _____ Name of Credit Card Holder as shown on card
 Show Decorator: _____
 Phone: _____ Fax: _____ Authorized Signature: _____
 Cell: _____ Email Address: _____

Please return completed form with payment to: P.O. Box 538, Rex, GA 30273 (770) 507-6777 (770) 474-4676 FAX
Please return overnight shipment with payments to: 121 Pine Dr., Stockbridge, GA 30281

For Design Help, Have A TLC Designer Visit Our Booth On The Following Date: _____ Time: _____

**FROM SIMPLE AND ELEGANT TO WILD AND COLORFUL!
LET A TLC DESIGNER CREATE THE PERFECT LOOK JUST FOR YOU!**

If you would like to specify color, size, type flowers, please do so below—*prices start at \$60.00.*

Qty _____ tropical flowers—Price \$ _____ each

Qty _____ Spring flowers—Price \$ _____ each

Color _____

Width _____ Height _____

Additional Request: _____



*Don't know what you want? Just want a splash of color?
Let TLC designers choose your fresh seasonal flowers!*

Qty _____ TLC pick my colors, size, type flowers \$50.00 ea

Visit www.tlc-florist.com for additional sample pictures.
For free design assistance, please call 770-507-6777 or email plant@tlc-florist.com with any questions.

TLC Designers can provide the following:

- **Water Features**
 - **Fountains**
 - **Ponds**
 - **Water falls**
 - **Swamps**
 - **Garden Areas**
 - Tropical :**
(beach scenes;
rain forests)
 - Seasonal:**
(Spring, Fall, Holiday)
 - Formal :**
(serenity garden,
English garden)
 - **Border Areas:**
 - Hedges**
(control flow)
 - Lawn or Golf**
(promotional)
 - Trees**
(privacy)
- Special services are Available for hospitality Suites, award banquets, And VIP room deliveries.*

COLORFUL POTS OF VIBRANT FLOWERS!



Mums—12"-18"H

\$20.00 each

Qty _____

White _____

Yellow _____

Lavender _____



Azaleas—12"H

\$35.00 each

Qty _____

White _____

Pink _____

Red _____



Bromeliads—12"-18"H

\$35.00 each

Qty _____

Purple _____ Red _____

Yellow _____ Orange _____

See next page for green plants.

FLORAL ORDER FORM

Ferns



Ferns
\$35.00 each

Qty ____

Ivy



Ivy—10”H x 10”W
\$35.00 each

Qty ____

Pothos



Pothos—12”H x 12”W
\$35.00 each

Qty ____



770) 507-6777
plant@tlic-florist.com
www.tlic-florist.com

FLORAL ORDER FORM

2' Green Plants



\$29.95 each Qty ____

3' Green Plants



\$39.95 each Qty ____

Standard 4' to 6' Green Plants



4' @ \$49.95 each Qty ____

5' @ \$59.95 each Qty ____

6' @ \$69.95 each Qty ____

7' H & Taller plants & Planters are available
Call 770-507-6777 for price/availability



Planters are 2 1/2' long.

Top-dressed with azalea (pictured)
Also available with mum
Choose flower color for flower choice.

For Top-dressing with fern & azalea
__ white, __ pink, __ red

For Top-dressing with fern & mum
__ white, __ yellow, __ lavender



4' @ \$125.00 each, Qty ____

5' @ \$135.00 each, Qty ____

6' @ \$145.00 each, Qty ____

Seasonal Flowering Plants
Call for Price & Availability



Rental price includes: Decorative container, top dressing, professional maintenance, installation and pick up. There is a one-time \$10.00 charge for **daily** floral delivery. **ALL ORDERS MUST BE PAID - IN - FULL PRIOR TO SHOW CLOSING.** We accept cash, company check, VISA, MASTERCARD, AMERICAN EXPRESS. Adjustments cannot be made after the close of the show. All rental items remain property of TLC Atlanta Convention Plant Services, Inc. **There is a restocking fee for orders cancelled less than 2 weeks prior to show opening.** **There is a 1.5% energy surcharge added to each order.** **Orders placed after the open of an event may be subject to a delivery fee.**

Order Cost Summary

Select Container (Included in rental cost)

__ Black __ White __ Wicker

Subtotal _____

____ % Sales Tax _____

Total _____

Chrome, Brass, Terra Cotta, & Other Containers are available. Please call 770-507-6777 for pricing.