AMERICAN METEOROLOGICAL SOCIETY

AMS 2022

102nd ANNUAL MEETING | HOUSTON

Exhibit Rules & Regulations

MEETING DATES: 23—27 January 2022
CONFRENCE FACILITY: George R. Brown Convention Center (GRB)
1001 Avenida de las Americas, Houston, TX 77010

The following provisions are incorporated by reference in the Application & Contract for Exhibit Space and become binding between the applicant, his/her employees, and agents; and the American Meteorological Society (AMS) upon acceptance of the Contract. The decisions of AMS shall in all instances be final with regard to the use of any exhibit space.

1. LOCATION, DATES, SCHEDULE

The AMS 102nd Annual Meeting will be held at the GRB Convention Center in Houston, TX, 23–27 January 2022. The Exhibit Schedule is as follows:

Move-In*

Sat, 22 January 1:00 p.m.–6:00 p.m.
Sun, 23 January 8:00 a.m.–4:00 p.m.
Mon, 24 January 8:00 a.m.–3:00 p.m. -- *Installation must be complete by Monday, 24 January at 3 p.m.*

Exhibit Hours*

Mon, 24 January 5:00–8:00 p.m. (Intn'l Walk-Around 5–6:00p.m.)
Tues, 25 January 9:00 a.m.–6:00 p.m.
Wed, 26 January 9:00 a.m.–6:30 p.m.
Thurs, 27 January 9: 00 a.m.–12:00 noon

Move Out* +

Thurs, 27 Janaury 12 noon–6:00 p.m. -- *Dismantling is not allowed before 12 noon, Thurs, 27 January 2022.*

All materials must be removed from the exhibit facility by 6:00 p.m. on Thurs., 27 Jan. 2022.
*All show hours list below are considered tentative. The hours will be published as final once the technical programs are finalized for the Annual Meeting.
+ Exhibitors dismantling/leaving early will encur a $500 penalty fee.
(See section 3.E) (See section 3.E)

2. PAYMENT, EXECUTION OF CONTRACT, CANCELLATION

A. Payment: A deposit of one-half the total cost of the assigned exhibit space is due within 30 days of the accepted Application/Contract by AMS. A check payable to AMS, bank wire transfers, purchase orders, Company Checks, MasterCard, VISA and AmericanExpress are accepted. Payment in full is due 1 October 2021. Exhibitors may not occupy assigned space until all monies due AMS are paid-in-full. Failure to remit payment in full by 1 October 2021, may result in cancellation of exhibit space and forfeiture of the paid deposit per the cancellation policy (Sec. C). If application is received after 1 October 2021, 100% of the exhibit fee is due with submission of Application/Contract. Agencies of the U.S. Government may comply with this requirement by submitting a purchase order for the full amount due to AMS by 1 October 2021.

Two or more companies may share the same space provided that the booths total area is a minimum of one hundred square feet (100 sq. ft. or 9.30 sq. m.) per company. Individual applications and contracts must be submitted for each exhibiting company.

No exhibitor shall assign, sublet, or share the whole or any part of its space.

B. Execution of contract: The Application & Contract for Exhibit Space is not valid until approved by AMS. Confirmation of approval will be sent via email.

C. Cancellation: In the event an exhibitor cancels all or part of their exhibit space contracted, the exhibitor must do so in writing and will be obligated to pay AMS fees based on the schedule below. AMS reserves the right to re-lease space vacated upon notice of cancellation with no obligation.

Before 1 October 2021 50% space rental due
1 October 2021–18 January 2022: 100% space rental due

Exhibitor's failure to occupy or be present in its exhibit shall not relieve the Exhibitor of the obligation of paying the total contracted charges.

D. Force Majeure: Neither party shall be held responsible for delays or non-performance caused by activities or factors beyond its reasonable control, including without limitation, war, weather, pandemics, strikes, lockouts, fires, acts of God, or terrorism or similar occurrence ("force majeure event"). If the Event is cancelled on account of a force majeure event, Exhibitor shall be entitled to a refund of any fees paid to AMS hereunder. Transition to an online or virtual platform shall not be deemed to be cancellation of the Event. AMS in its sole discretion may transition the Event to a virtual exhibition for health or safety considerations, in which case this Agreement (including without limitation fees and refund policy) shall continue in full force.

3. EXHIBITION STANDARDS

A. General:

1. All exhibits shall be germane to the industry and of interest or of educational value to the profession.
2. A standard booth is 10' x 10' or 3.048m x 3.048m (or multiples there of) and and includes 8ft back drape, 3ft side drape, Booth ID sign, Listing in the Offical Program Guide and AMS website, Exhibit-Only Vistior passes, one shared Full-week Conference pass (per exhibiting orgganization) and 24 hr. perimeter security.
3. Exhibitors are required to have, at their sole cost, wall to wall carpeting or other flooring in the booth.
4. Products of firms not exhibiting may not be displayed or advertised in any exhibit area or elsewhere in the Convention Center when, in the discretion of AMS, such products are competitive with the products of exhibiting firms. Complaints registered under this section must be made in writing to AMS.

B. Arrangement of Exhibits:

1. All standard booth displays will be confined to a maximum backwall height of 8'3"(2.5M) and all display fixtures over 4'(1.22M) in height and placed within 10' linear (3.05M) of an adjoining exhibit must be confined to that area of the exhibitor's space which is not more than 5' (1.52M) out from the aisle line. Island displays are permitted to a maximum height of 16' (4.87M) when plans are submitted and approved by AMS at least 60 days prior to the opening of the show. All open or unfinished sides are to be covered at exhibitor's expense so as not to appear unsightly. The exhibit shall not obstruct the view of adjoining exhibits nor be operated in any manner objectionable to other exhibitors. No part of an exhibit may intrude into the public aisles as shown on the official floor plan. All lighting must remain within the confines of the exhibit and must be arranged and operated so as not to be distracting to adjacent exhibits. The operation of radios or other sound devices operated in an objectionable manner in the opinion of AMS Show Management shall be prohibited. Exhibitors are required to construct displays that are accessible by the physically challenged and to comply with the Americans with Disabilities Act (ADA).

2. All boxes, crates, and extraneous materials must be stored from sight during show hours.

3. Sound Amplifying, Reproducing Equipment Exhibitors are required to operate such equipment in such a manner that a maximum 85 dB reading on the "A" scale of a sound level meter may be read at the aisle(s) space adjacent to their booth or measured at a neighboring booth in an area bordering that of the sound equipment user. Equipment or machinery producing excessive vibration of floor area may be subject to limited operation or elimination if in the judgement of AMS Show Management it interferes with neighboring exhibits.

4. AMS Show Management shall be the sole arbiter of acceptability of arramgments of exhibits including and without limitations to sound & lighting levels and exhibit operations. AMS may require reduction or elimination of sound or lighting level reproducing devices and rearrangment of exhibit in those instances where in violation of these standards or otherwise objectionable aspects of exhibits. AMS may, at the exhibitor's expense, direct revisions of any exhibit that does not comply with the above Guidelines. Exhibits/Displays not conforming to these standards or which in design, operation or otherwise are objectionable, in the opinion of AMS, will be prohibited. AMS reserves the right to make such modifications and change exhibit booth space assignments as may be necessary to adjust each floor plan at any time to meet the needs of sposors, exhibitors, and exhibits.

C. Exhibit Management: The AMS Exhibit Program conforms to the rules and regulations of the International Association of Exhibition and Events and the Exposition Services Contractors Association. AMS will designate Official Contractors to provide various services to the exhibitors. Such contractors will provide exhibit services, except supervision. The Exhibitor shall provide only the material and equipment he/she owns to be used in his exhibit space. All other items used in the booth are to be provided by the Official Contractors.

D. Exhibit Services Manual: AMS will prepare and send via email, an Exhibitor Services Manual. This Manual contains information relevant to the Conference and to the ordering of all exhibit services including installation of telephones, electrical service, internet services; and the shipping, handling and receiving of freight.

E. Installing and Dismantling Exhibits: Exhibitor installation begins Saturday, 22 January at 1p.m. Exhibits must be installed by 3p.m. on Monday. Your booth must reamin staffed for all Exhibit Hours. No display may be dismantled earlier than Thursday, 27 January at 12:00 noon. If an Exhibitor chooses to dismantle earlier, AMS has the right not to allow said Exhibitor to participate in future shows and a $500 penalty will be assessed and must be paid prior to re-entry into future exhibits. Dismantling early will result in a loss of priority points for Annual Meeting Booth selection.

4. OFFICIAL CONTRACTORS, INDEPENDENT CONTRACTORS, EXHIBITOR SERVICES

A. Official Contractor: AMS has named Freeman the Official Service Contractor for the AMS. In that capacity, Freeman will provide drayage, labor, and decorating services to the Exhibit Program, except for services provided to individual exhibitors by their AMS-approved Independent Services Contractors.

B. Dock and Loading Facilities: Freeman will have complete control of all the dock and loading facilities. Freeman will receive all direct and advance shipments, van loads, handle all freight, and provide all rigging, labor and equipment. Exhibitors are requested to coordinate their shipments via Freeman. Freeman will designate an entrance to be used by booth personnel for hand carried shipments.

C. Exhibitor Service Desk: Freeman will staff a service desk throughout the exhibit installation, operation, and move-out period. All services not ordered in advance can be obtained through this desk.

D. Independent Contractors: An Independent Service Contractor is any company providing exhibit services other than the Official Service Contractor. An exhibitor may request the services of an independent service contractor to provide display installation & removal, photography; and audio visual support. The request to use the services of an independent contractor must be made in writing and received by AMS sixty days (60) days prior to show move-in. The request must be made by the exhibiting company; notification by the independent contractor is not acceptable. AMS will require an independent contractor to submit certificates of insurance, comprehensive general liability, and automobile insurance with a minimum limit of one million dollars ($1,000,000); and meet the requirements established by the State of Texas as well as the city of Houston before allowing the independent contractor to service the exhibitor. Permission to use the services of an independent contractor will be granted only if it will not interfere with or prejudice the orderly setup, operation or removal of the exhibit program. Permission to use an independent contractor will NOT be granted if that request is inconsistent with the commitments made and obligations assumed by AMS in any contract with any service contractor or in its lease with the exhibit facility. For electrical, plumbing telephone, internet, security, cleaning, drayage, and rigging services; no exceptions will be made and the Official Contractor must be used. Exhibitors must furnish AMS a list of full-time employees of their firm who will be servicing the AMS exhibit program. AMS will provide AMS exhibitor badges to independent contractor personnel. Independent Service Contractor identification badges will not be recognized by AMS for entry to the exhibit hall.

5. BOOTH STAFFING

A. General: Exhibitors shall reflect their company's highest standards of professionalism while maintaining the booth during exhibit hours. The booth must be staffed by at least one company representative at all times during exhibit hours.

All employees, representatives, and agents representing the exhibitor must be fully identified by the official AMS exhibitor badge. All Exhibit Staff should be pre-registered on-line. Exhibitors are allotted 4 booth staff badges per 100 sq ft of booth space at no charge when registered using the on-line Service Site. Any additional badges will be charged $50 fee. Exhibitors can pick up their pre-registered Booth Staff badges on-site at the Exhibitor Check-in desk. Exhibitors will be charged $50 for alotted badges issued on-site by AMS Staff ($50 for those over the allotted amount).

B. Admittance to the Exhibit Hall during Non-Show Hours: Exhibitors will be allowed 24 hour access to the Exhibit Hall and must obtain an Exhbit Booth Staff badge in advance. Badges may be obtained from the Exhibit Check-in Desk. Indepentent Service Contractors have 24 hour access to the Exhbit Hall and must obtain an Exhibit Booth Staff badge in advance.

6. RESTRICTION OF EXHIBITOR ACTIVITIES

The following rules are intended to enhance the general image of the Meeting, insure a quality exhibit program for all exhibitors, promote attendance at the exhibit; and prevent scheduling conflicts between Official Conference Functions—including exhibits and planned technical sessions and other

exhibitor sponsored activities. These rules are included and acknowledged as part of this contract.

A. Demonstrations, Displays, AV Presentations: All demonstrations and exhibits must be confined to the contracted space. The exhibit shall not attract attendees into the booth area by use of live demonstrations not germane to the product or service of the exhibiting company. In the course of the exhibition, no audio-visual devices or sound system shall be operated in a manner that disturbs or interferes with other Exhibitors.

B. Scheduling of Non-Exhibit Activities: Exhibitors shall not schedule off-property entertainment, meetings, and/or other activities aimed at the General Attendees (all conference attendees except exhibitors and their personnel) during the exhibit hours, technical sessions, business sessions, AMS Banquet; or any other AMS sponsored function without prior approval of AMS. AMS is aware that there is a full schedule of events; and will work with exhibitors to achieve mutually beneficial schedules.

C. Hospitality Suites and Side Meeting Rooms: The terms "Hospitality Suites" and "Side Meeting Rooms" shall include any announced or advertised, open room with readily available food, drink, and/or entertainment or training sessions. Hospitality suites may not operate during the conference sessions and/or exhibits and may be scheduled to begin at the close of the Conference Sessions or Exhibit Hours (whichever end last). Food, drink and/or entertainment must cease at 1:00 A.M., when Hospitality Suites are located in sleeping room areas. Exhibitors are required to inform AMS, in writing, of any planned events including the time and location of the event. Please Note: hotels will not commit hospitality suites or side meeting/training rooms without prior approval by AMS. All Hospitality Suite and/or Press Conference signs must be located in the exhibitor's booth and are not permitted in the lobby or hallways of the Hotels or GRB. Meeting space can be reserved through AMS by completing the request for space form on our webiste. The form will be posted on the 102nd Annual Meeting website by August 2021.

7. SECURITY

AMS will provide perimater security in the Exhibit Hall on a twenty-four (24)hour basis beginning with exhibit move-in through final exhibit move-out. The Exhibit Hall will be secured after the show closing. No exhibitor will be allowed access without an Exhibits Booth Staff badge. No Business invites will be allowed access without a Visitor Exhibits-Only badge or an After Hours Exhibits-Only badge. There will be no exceptions to this policy. Although AMS will make every effort to secure the Exhibit Hall; AMS is not responsible for equipment or materials in exhibitor booths. Individual booth security is available for hire. It is recommended that exhibitors obtain insurance for their company's exhibit materials.

8. FIRE & SAFETY REGULATIONS

1. All booth decorations, signs, banners, and furnishings must be flameproof or fire resistant and must be able to pass a field flame test.
2. All electrical equipment, including signs and lights, shall be in good operating order and be able to pass inspection by the Fire Marshall.
3. Literature on display shall be limited to a one-day supply. Reserve supplies may not be kept in the booth; and shall be kept in closed containers and stored in a neat and compact manner.
4. No flammable liquids are allowed in the GRB.
5. Smoking is prohibited throughout the GRB.
6. Aisles and exits must be kept clean, clear, and free of obstruction.
7. Electrical wiring, ropes, and mechanical rods laid on the floor in aisles and exit ways must be covered and taped.
8. Vehicles that remain in the exhibition hall as part of an exhibit shall have NO MORE than one quarter tank of fuel (1/4); caps for fuel tank or fill pipes shall be locked and sealed.
9. Hazardous Work Areas-During move-in and move-out, exhibition halls, loading docks, truck staging areas and service corridors are considered hazardous work areas. Alcoholic beverages, possession or use of controlled substances of any kind, horse-play, practical jokes, etc. are prohibited. Music or noise that may limit the audibility of back-up signals, fire alarms or emergency messages is prohibited.
10. Children under 16 years of age are not permitted in the exhibit area during move-in and move-out.

9. HEALTH AND SAFETY

We are committed to ensuring that the 102nd Annual Meeting allows you to share your products, services, technology and research and connect with attendees in a procetive and valuable way. As we consider the potential impact of COVID-19 on our in-person attendance in Houston, we are reviewing all local and national guidleines for the health and safety and will adherd to all requirements. We encourage you to visit the 102nd AMS Annual Meeting website often to stay up to date on the latest news and guidelines for participation.

10. GEORGE R. BROWN (GRB) CONVENTION CENTER

1. No signs, banners, decorations, stickers, or materials of any nature are to be taped, tacked,screwed, secured, fastened, or anchored to any building part, wall, pillar, door, or window. Adhesive-backed decals (stick-on) or similar items (except name-tags) may not be distributed or used in the in the GRB.
2. Exhibits or displays, equipment, stock or supplies will not be allowed to enter or leave by way of the front entrances of the GRB
3. No outside food or beverage is allowed inside the facility. Catering arrangements can be made through the GRB's offical caterer, Levy.(see exhibitor kit).
4. Holes may not be drilled, cored or punched into any surfaces of the GRB.
5. Painting signs, exhibits, or other objects is not permitted in the GRB.
6. When loading and unloading items, exhibitors must enter and exit through loading docks only. No carts, cases, or boxes will be allowed through public entrance doors.

11. LIABILITY

To the extent allowed by law, the Exhibitor agrees to protect, and save, and hold the AMS, and all employees, officers, agents, and members thereof (hereinafter collectively called indemnitees) forever harmless for any damages or charges imposed for violations of any law or ordinance (including ADA), whether occasioned by the negligence of the exhibitors or those holding under the exhibitor, and further, to the extent allowed by law, the exhibitor shall at all times protect, indemnify, save and hold harmless the indemnities against and from any and all loses, costs, damages, liability, or expenses (including attorney's fees, if so awarded by a court of competent jurisdiction) arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons or property damage, including the exhibitor, its agents, employees and business invites which arises from or out of or by reason of said exhibitor's occupancy and use of the Exhibition premises, the Convemtion Center or any part thereof. Exhibitor's liability is governed by the terms of the Oklahoma Governmental Tort Claims Act, 51 Okl, St. §§ 151 et seq.

The American Meteorological Society will not be responsible for any theft, loss, or damage to property, or for personal injury that may occur prior to, during, or subsequent to the period covered by the terms of the application for exhibit. The exhibitor expressly releases the American Meteorological Society from liability and to the extent allowed by law, agrees to indemnify the same against any and all claims such as loss, damage or injury.

Questions or concerns regarding any of this information should be directed to: Jenn Rosen, AMS Sr. Meetings & Exhibits Manager (exhibits@ametsoc.org).

AMERICAN METEOROLOGICAL SOCIETY

AMS 2022

102nd ANNUAL MEETING
HOUSTON | 23-27 JANUARY

NOTIFICATION OF INTENT TO USE AN EXHIBITOR APPOINTED CONTRACTOR

DEADLINE 12 November 2021

If your company plans to use a firm who is not an official service contractor as designated by Exhibit Management, please complete and return this form.

Exhibitor _____
Booth # _____
On-Site Contact _____
Exhibitor Appointed Contractor _____
EAC Contact _____
Address of EAC _____
_____
Phone _____
E-mail _____
Type of service(s) to be performed: _____
_____
_____

Exhibitors are required to provide a list of the names of all Exhibitor Appointed Contractors who will be servicing the AMS exhibit program during Move-In and Move-Out for booth staff badges. It is the responsibility of the exhibitor to see that each representative of an Exhibitor Appointed Contractor abides by the Official Rules and Regulations of this event.

By 11/12/21, please fax this form to 617-507-0472 or mail to Marissa Welch, Meetings/Exhibits Coordinator, AMS, 45 Beacon Street, Boston, MA, 02108. Exhibitors MUST send a copy of their Exhibitor Appointed Contractors' General Liability Insurance Certificate no later than November 12, 2021 or they will not be permitted to service your exhibit.

FREEMAN

AMERICAN METEOROLOGICAL SOCIETY

102nd ANNUAL MEETING | HOUSTON

AM METEOROLOGICAL SOCIETY
ANNUAL MEETING 2022
JANUARY 24 - 27, 2022
GEORGE R BROWN CONVENTION CENTER
HOUSTON, TEXAS

quick facts

HEALTH AND SAFETY

Stay informed on Products, Services and Resources that will help you plan for a safe return to your next event. Click Here for our Health and Safety Resources.

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high gray and white back drape, 3' high gray side dividers, and a 7" x 44" one-line identification sign.

EXHIBIT HALL CARPET

The exhibit area will not be carpeted. The aisles will be carpeted in tuxedo. Show Management requires all exhibitors provide flooring for their booth.

DISCOUNT PRICE DEADLINE DATE

Order early on FreemanOnline to take advantage of advance order discount rates, place your order by January 03, 2022.

EXHIBITOR FREQUENTLY ASKED QUESTIONS

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit FreemanOnline FAQ page.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Saturday	January 22, 2022	1:00 PM	-	7:00 PM
Sunday	January 23, 2022	8:00 AM	-	4:00 PM
Monday	January 24, 2022	8:00 AM	-	3:00 PM

EXHIBIT HOURS

Monday	January 24, 2022	5:00 PM	-	8:00 PM
Tuesday	January 25, 2022	9:00 AM	-	6:00 PM
Wednesday	January 26, 2022	9:00 AM	-	6:30 PM
Thursday	January 27, 2022	9:00 AM	-	12:00 PM

EXHIBITOR MOVE-OUT

Thursday	January 27, 2022	12:00 PM	-	6:00 PM

We will begin returning empty containers once aisle carpet is removed.

EXHIBITOR SERVICE HOURS

Our Exhibitor Services team will be available from 1pm - 6pm from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Thursday, January 27, 2022 at 6:00 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 Thursday, January 27, 2022 at 4:00 PM.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Support 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.

EXCESSIVE TRASH AND BOOTH ABANDONMENT

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Support Department at (888) 508-5054 for a quote.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

(888) 508-5054
ExhibitorSupport@freeman.com

FREEMAN EXHIBIT TRANSPORTATION

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

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at FreemanOnline by January 03, 2022. Using the enhanced Freeman Online, 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.

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 FreemanOnline.

If you need assistance with Freeman Online please call Exhibitor Support at (888) 508-5054 Toll Free US & Canada or +1 (512) 982-4186 or +1 (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____
AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022
C/O JETCO/FREEMAN
3010 ALDINE BENDER RD
HOUSTON, TX 77032

Freeman will accept crated, boxed or skidded materials beginning Monday, December 20, 2021, at the above address. Material arriving after January 17, 2022 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Show Site Shipping Address:

Exhibiting Company Name / Booth # _____
AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022
C/O FREEMAN
GEORGE R BROWN CONVENTION CENTER
1001 AVENIDA DE LAS AMERICAS
HOUSTON, TX 77010

Freeman will receive shipments at the exhibit facility beginning Saturday, January 22, 2022. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Please note: All materials received by Freeman 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.

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.

PURCHASE TERMS

Freeman's Terms & Conditions apply to all orders submitted to Freeman for any goods or services, and may be amended without notice. To review the current Purchase Terms, click here.

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Center. 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 Exhibitor Support at (888) 508-5054.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICES

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 feature you may contact Exhibitor Support at (888) 508-5054 US & Canada or +1(817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early on FreemanOnline to take advantage of advance order discount rates, place your order by January 03, 2022.

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, 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 your 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 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 (EACs). Thank you for your cooperation.

Call Exhibitor Support at (888) 508-5054 with any questions or needs you may have.

Interested in going green and saving money?

Follow these tips to make sure your sustainable booth strategies are cost-neutral or even cost-saving! Leave an impact on the show floor, not the environment.

BEFORE THE SHOW

1 booth structure

Option 1 Multiple Use
Use **Forest Sustainable Certified (FSC)** wood to build your booth and crates.

Get creative! Design your booth with a **small shipping footprint** to minimize carbon emissions. Freeman's eye-catching stretch- fabric booth designs pack up small (and light!) for shipping.

Option 2 One-time Use
Rent locally from nearby Freeman offices to reduce both shipping costs and carbon emissions.

2 carpet

Option 1 Rent
Rent rather than buy carpet to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

Option 2 Color
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.

3 shipping

Online + before deadline = better bottom line. Take advantage of early-bird pricing and consolidate shipping when ordering supplies.

Choose reusable shipping padding. Avoid packing peanuts and foam plastic materials that never decompose.

Ship early. Use the 30-day policy to ship materials to the Freeman advance warehouse.

4 graphics

Option 1 Multiple Use
Print on a durable substrate **without dates, event names, or locations.**

Option 2 One-time Use
Print on 100 percent recyclable materials like Freeman Honeycomb and Smartbuild Eco, which are just as cost-effective as PVC.

5 printing

Reduce printing and **go digital** with your booth literature.

Print locally. Supporting local businesses while reducing shipping? It's a win-win.

Print on at least **50 percent post-consumer recycled paper.**

6 ON SITE
save energy

Use Energy Star-rated equipment for audio-visual equipment and monitors.

Power down. Turn off equipment at the end of each day.

Light up your booth with CFLs, LEDs, or other energy-efficient lighting.

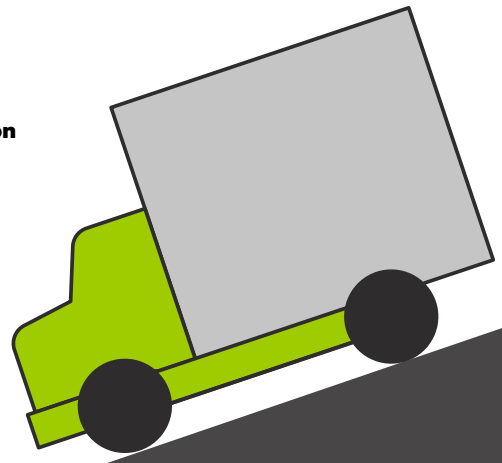
7 MOVE OUT
train your team

Educate your installation and dismantling teams about **recycling and donation processes.**

8
shipping out

Pack in, pack out.
Leave no traces on show site.

Join a caravan.
If you're shipping directly to another show, ask **Freeman Transportation about joining a caravan** to your next show.



9
leftover materials

Remember to label.
Clearly **label recyclable leftover material** for disposal.

Donate the rest.
Ask the Freeman Exhibitors Services desk about local donation programs.

TYPICALLY* DONATE-ABLE

Furniture: Purchased items
Home furnishing: Décor staging materials

Unused raw materials: Plywood, subflooring, non-laminate wood

Flooring: 100 square feet of flooring. Excludes carpet.

Left over giveaways: Pens, pads of paper, sunglasses, USBs, etc., left over in your promotional giveaway

TYPICALLY* RECYCLABLE

Cardboard: Used for signs or shipping boxes

Glass: Green, brown, clear

Plastics: Shrink-wrap or plastic banding used to secure shipments; water/soda bottles; plexiglass (acrylics) clear, smoked, or tinted; Visqueen used to protect flooring

Metal: Aluminum cans/ steel banding

Paper: Fliers, brochures, programs, tickets, office paper, newspaper, magazines, paperboard

Wood: Non-laminate wood

FIRE REGULATIONS – CITY OF HOUSTON

REF. CODE: 17.26029@
FOLLOWING IS THE WHOLE CODE
Sec. 17-26.29. Comply with the following requirements to install, operate or maintain any display, concession, exhibit, show or ride in any building or area for purposes of public entertainment, information and/or merchandising purposes:

1. **All tents, awnings, curtains, drapes, and decorations, either interior or exterior, must be constructed of flameproof material, or treated with an approved flameproofing solution. (Treatment shall be renewed as often as may be necessary to maintain the flame proofing effect.)**

2. **All exits, hallways and aisles leading from buildings and/or tents are to be kept clear and unobstructed at all times.**

3. **No exit door shall be locked, bolted or otherwise fastened or obstructed when the building is occupied.**

4. **All sawdust and shavings shall be kept damp at all times.**

5. **Automobiles, trucks, tractors, machinery and other motor vehicles utilizing flammable fuels, which are placed on display inside any building, shall have no more than two (2) gallons of fuel in the tank; and all fuel tanks shall be locked or effectively sealed and battery cables shall be disconnected from the ignition system. Ignition keys for vehicles on display shall be kept by a responsible person at the display location for removal of such vehicles from the building in the event of emergency.**

6. **The use of liquefied petroleum gases in buildings, tents, or areas used for exhibition purposes is strictly prohibited except that use of such gases for demonstration purposes shall be by special permit from the Fire Marshal in accordance with provisions of Article X of this code.**

7. **"No Smoking by Order of the Fire Marshal" signs shall be posted and maintained in areas designated by the Fire Marshal in accordance with Article XX. Sec. 20-7 of this code.**

8. **Trash and rubbish, grease, etc., shall be removed from buildings, tents and areas at least once each day.**

9. **All electrical wiring shall be installed in a manner approved by the City Electrical Inspector.**

10. **Approved fire extinguishing equipment shall be provided and maintained in all areas as designated by the Fire Marshal.**

11. **All standpipe and hose cabinets shall be kept clear and unobstructed at all times.**

12. **The use of welding and cutting equipment for demonstration purposes shall be approved by the Fire Marshal.**

(over)

13. The demonstration of equipment using liquid fuel in buildings is prohibited, except as prescribed in Article XX of this code.

14. There shall be no obstructions blocking exit doors from the outside of any building, such as autos parked in doorways, or barricades across the sidewalks.

15. Where smoking is permitted, there shall be provided on each table and at other convenient places suitable noncombustible ashtrays or match receptacles. It shall be an offense for any person to smoke or to carry lighted tobacco in areas within buildings where a trade show is being set up or torn down except in specific areas designated by the Fire Marshal or his representative for smoking tobacco.

16. Each exhibitor shall provide an approved metal container with metal cover for daily accumulation of waste material.

17. All griddles and cook stoves shall be installed at a reasonable and safe distance from all combustible materials and be protected by metal and asbestos protectors.

18. The use of all gas fired heating units, either portable or stationary, shall meet the approval of the City Plumbing Inspector and/or the Fire Marshal. The use of the so-called "Salamander" stove is strictly prohibited.

19. All cooking appliances shall be equipped with ventilating hoods and equipment as deemed necessary by the Fire Marshal, but in any instance such equipment shall be installed in accordance with provisions of the city building and fire codes.

20. All flammable liquids used in any exhibit area shall be stored in an approved underground tank and/or special approved storage room, and dispensed from an approved pump into a vehicle tank or underwriter's laboratories labeled safety can, in compliance with the fire code.

21. No curtains, drapes, or decorations shall be hung in such a manner, as to cover any exit signs.

22. No vehicles shall be parked in fire lanes outside of buildings.

23. No flammable liquids shall be used or admitted inside of buildings except by approval of the Fire Marshal.

24. Artificial lighting such as lanterns and candles are prohibited, except when approved by the Fire Marshal's office.

25. No smokeless powder allowed unless authorized by Fire Marshal. Refer to Section 11.8 of the Houston Fire Code.

FREEMAN
(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

DISCOUNT PRICE DEADLINE DATE JANUARY 3, 2022

method of payment

PAYMENT INFORMATION

Freeman only accepts payment information electronically. Place your order on FreemanOnline or follow the steps below to provide your payment information electronically and submit your order forms.

Freeman will no longer accept cash payments for any Freeman services.

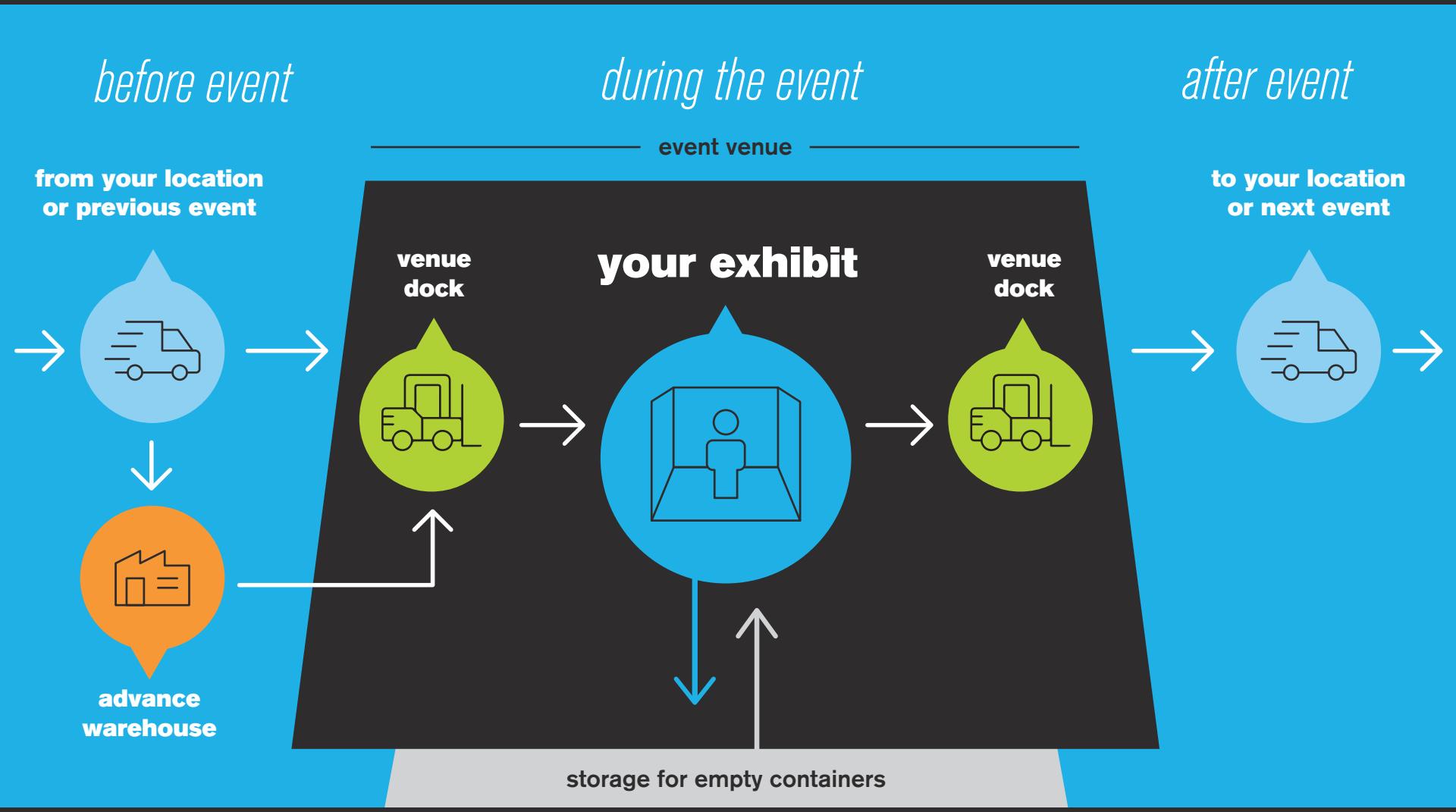
1. **Submit your payment information**
   Proceed to our electronic Freeman Pay site to securely submit your payment information
   https://www.freemanpay.com/504259

2. **Submit your order**
   Upload your order forms through the same link used to submit your payment information

- **Both your order and your payment must be received by the discount price deadline date to guarantee discount pricing.**
- **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 Freeman Service Center prior to show closing.**

Shipping and Material Handling

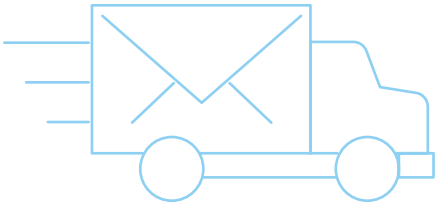
FREEMAN



advance warehouse
where exhibit materials are stored before an event

shipping
transport to the venue's shipping dock then from the shipping dock to the next event or customer location

material handling
move items from the dock, to the exhibit, back to the dock after the show



TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- 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
- PRE-PRINTED SHIPPING LABELS AND 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
- LTL (LESS THAN TRUCK LOAD) SHIPPING

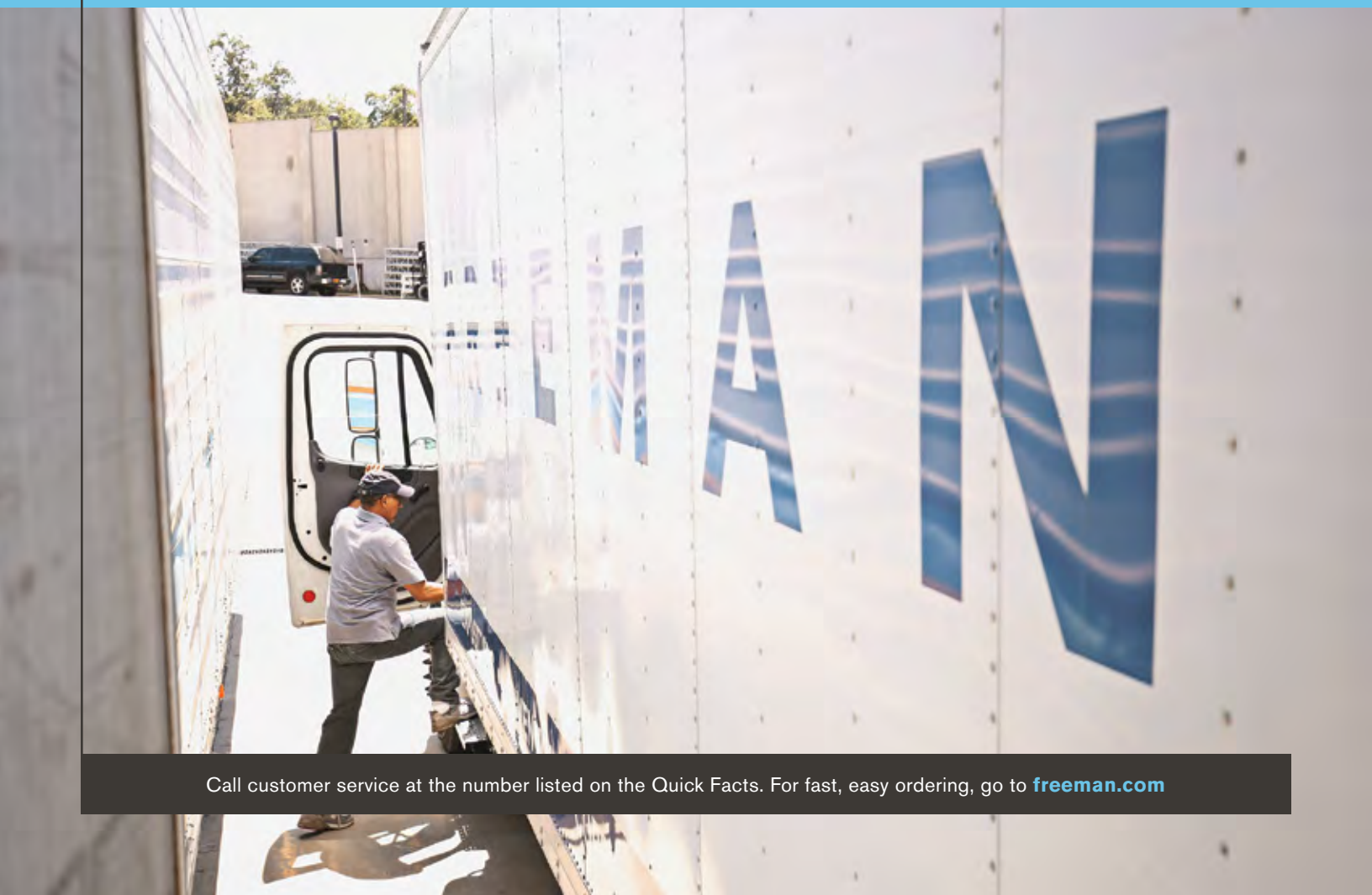
*Services apply to destinations anywhere in the Continental U.S.

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

RESULTS, DELIVERED

With more than 90 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 **freeman.com**

EXHIBIT TRANSPORTATION SERVICES

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods. Renting or shipping items locally saves on carbon emissions and your shipping footprint.

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

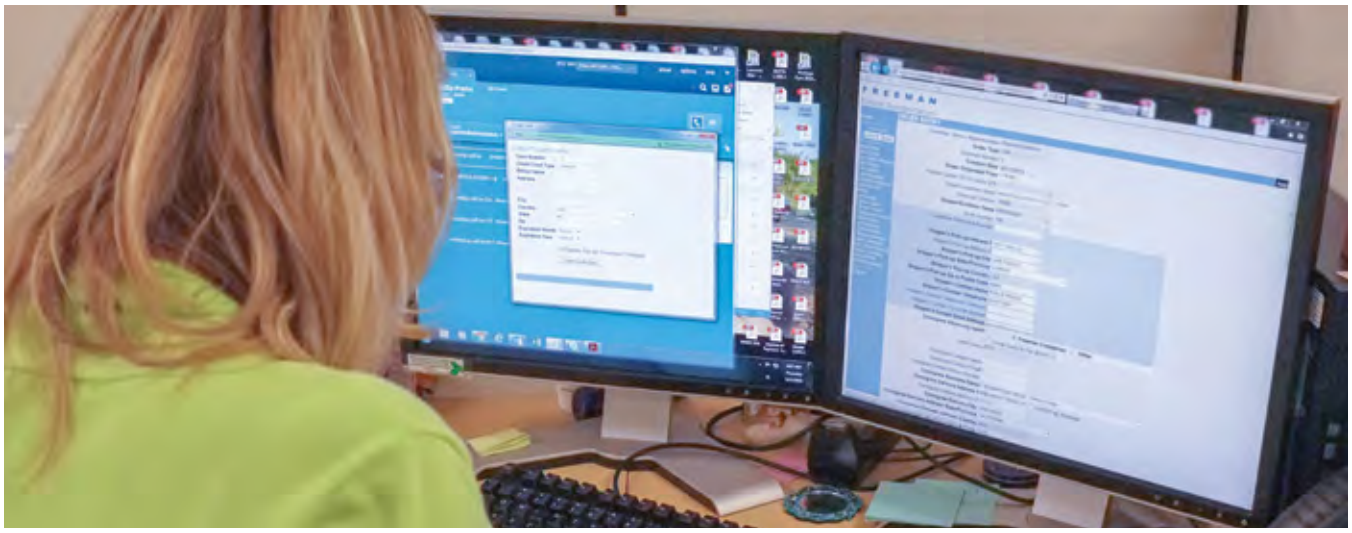
Questions?

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

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

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

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM



10/18

FREEMAN

(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International

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

exhibit transportation

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For fast, easy ordering, go to www.freeman.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 US must be cleared through customs. Please call for additional information:
  (800) 995-3579 Toll Free US & Canada
  (817) 607-5183 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date:

SHIPPER NAME

SHIPPER ADDRESS

(City) (State) (Zip Code)

DESTINATION

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

FREEMAN / Exhibiting Company Name / Booth #
AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2021
C/O: JETCO/FREEMAN
3010 ALDINE BENDER RD
HOUSTON, TX 77032

MUST BE DELIVERED BY JANUARY 17, 2022

☐ I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #
AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2021
C/O: FREEMAN
GEORGE R BROWN CONVENTION CENTER
1001 AVENIDA DE LAS AMERICAS
HOUSTON, TX 77010

CANNOT BE DELIVERED BEFORE JANUARY 22, 2022

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@freeman.com
or
Fax: (469) 621-5810

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

SHOW # (504259)

01/21

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 the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the 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 the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. 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.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- 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 the 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.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- 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 the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually. All shipments are subject to reweigh.
- On the Material Handling Form, locate the rate that applies to your shipment and multiply that rate by the weight of your shipment in pounds.
- 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.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up "Empty Labels" at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- 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 Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handing Agreement and labels will be available for pick up at the Freeman Service Center.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the 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, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

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 Rigging 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 Freeman 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 Terms and Conditions, which can be found in the exhibit service manual or online at www.freeman.com.

OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

- Cranes
- Accessible 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

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FREEMAN®

material handling simplified

Our new straight forward pricing makes pre-show budgeting easier. Pay for your actual weight per-pound with no invoice surprises.

- No minimums
- No crated
- No special handling
- No carpet & pad only
- No uncrated
- No hundred-weight billing
- No reweigh fees
- No overtime
- No marshalling yard fees
- No rounding - pay only for actual weight

It's just easier!

FREEMAN
(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022
JANUARY 24 - 27, 2022
GEORGE R BROWN CONVENTION CENTER
HOUSTON, TEXAS

MATERIAL HANDLING

Freeman is the exclusive provider of material handling 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. You have two options for shipping your advance freight - either to the warehouse or directly to show site. Material handling charges will automatically be applied to your account upon receipt of each shipment. It is not necessary to return this form to receive material handling services.

RATES

Material Handling..... $ 1.41 per pound
Rate applies to shipments sent to either the warehouse or directly to show site.

Material Handling - After Deadline ..... $ 1.76 per pound
Rate applies to shipments arriving at the warehouse after **JANUARY 17, 2022**.

Material Handling - 10 lbs and under ..... Free of Charge
This rate is per shipment. A qualifying shipment totals any number of pieces delivered to the same booth, by the same carrier, from the same shipper, on the same day, weighing 10 pounds or less.

IMPORTANT SHIPPING INFORMATION

Freeman Exhibit Transportation offers fast and easy service! Please call (800) 995-3579 to have one of our representatives help arrange all your shipment needs.

Warehouse:

- Avoid wait times at show site; ship to our warehouse!
- Warehouse receiving begins on **DECEMBER 20, 2021**.
- Warehouse address: **Exhibiting Company Name / Booth #**
  AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022
  C/O JETCO/FREEMAN
  3010 ALDINE BENDER RD
  HOUSTON, TX 77032
- Please note that the Freeman warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigeration or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.

Show Site:

- Show site receiving begins on **JANUARY 22, 2022.**
- Show Site address: **Exhibiting Company Name / Booth #**
  AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022
  GEORGE R BROWN CONVENTION CENTER
  C/O FREEMAN
  1001 AVENIDA DE LAS AMERICAS
  HOUSTON, TX 77010

Outbound:

- Submit your outbound shipping information in advance and we will deliver your paperwork to your booth during the show.

FREEMAN
(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

MOBILE UNIT & VEHICLE SPOTTING

Exhibitors or agents with mobile units or vehicles will require guidance to their respective booths. This guidance is required and provided by Freeman to prevent damage that may occur to exhibitors, the property of others, or when necessary to move crates that may be in the aisles.

Mobile units are defined as a piece of equipment than can be pushed or towed to the booth on wheels.

Vehicles are defined as an automobile, trailer, tractor, crane, etc. arriving at the exhibit hall that can be driven to the booth location under its own power. Exhibitors may drive their vehicles into and out of the exhibit areas or have Freeman supply an operator when available.

Each vehicle shall comply with the following:

1. Batteries should be disconnected in an approved manner.
2. Vehicles shall not be fueled or refueled within the building. Fuel in the tank shall not exceed 1/4 of the tank capacity or 5 gallons, whichever is less.
3. Fuel tank openings shall be locked and sealed to prevent escape of vapors.
4. No leaks underneath vehicles.
5. At least 36” clear access or aisles must be maintained around the vehicle.
6. Vehicles must be a minimum of 20 feet from exit of door or exit pathway.

SPOTTING FEES

Mobile Units *..... $292.55 per unit (round trip)

Vehicles..... $292.55 per unit (round trip)

*** Note:** If a forklift is utilized to tow a mobile unit or vehicle to the booth, a one hour forklift/operator charge will be assessed in addition to the spotting fee. If rigging labor is utilized to push the equipment to the booth, a one hour rigging labor charge will be assessed in addition to the spotting fee. Please refer to the Forklift & Rigging Labor Order Form for rates.

I-45 SOUTH **Coming from Dallas, Conroe, The Woodlands, Bush Intercontinental Airport**

Take I-45 South> to I-10 East > to US-59 South (exit #770A)> exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

I-45 NORTH **Coming from Galveston, NASA, Clear Lake, Houston Hobby Airport**

Take I-45 North > exit Downtown Destinations (exit #45) > exit Pease Street > right on Chartres Street > left on Capitol > left on Avenida de las Americas

US-59 SOUTH **Coming from Kingwood, Humble, Bush Intercontinental Airport**

Take US-59 South > exit Downtown Destinations-Jackson Street > left on Franklin Street > right on Hamilton Street > right on Capitol Street > left on Avenida de las Americas

US-59 NORTH **Coming from the Galleria, Missouri City, First Colony, Sugar Land**

Take US-59 North > exit Downtown Destinations-Polk Street > continue on Chartres Street > left on Capitol > left on Avenida de las Americas

I-10 WEST **Coming from Baytown, Channelview, New Orleans**

Take I-10 West > to US-59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

I-10 EAST **Coming from Katy, San Antonio**

Take I-10 East > to 59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

SH-288 NORTH **Coming from Pearland, South Loop, Reliant Park**

Take SH-288 North > to US-59 North > exit Downtown Destinations-Polk Street > continue on Chartres Street > left on Capitol > left on Avenida de las Americas

SH-290 EAST **Coming from Austin, Copperfield**

Take SH-290 East > to Loop 610 South > to I-10 East > to US-59 South (exit #770A) > exit Downtown Destinations-Hamilton Street > right on Capitol Street > left on Avenida de las Americas

Loading Docks for Exhibit Hall A, B, C, D & E

Take Avenida de las Americas South > left on Polk Street > left on Chartres > Docks are accessed from Chartress Street be on the left at Dallas Street

3rd Level Ramp for Exhibit Halls A3 & B3, Ballroom & General Assembly

Take Avenida de las Americas South > left on Polk Street > left on Chartres > ramp is accessed from Chartres Street on the left before Texas Avenue

First Level loading docks entry gate is accessed on Chartres Street at Dallas Street

Third Level Ramp is accessed from Chartres Street before Texas Avenue

FREEMAN

(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

outbound shipping

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For fast, easy ordering, go to www.freeman.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 TO THE FREEMAN SERVICE CENTER.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

_____

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

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: ☐ Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

_____

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

METHOD OF SHIPMENT

Select a Carrier:

☐ **Freeman Exhibit Transportation**

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

☐ **Other Carrier**

Carrier Name: _____
Carrier Phone: _____

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

Select a Level of Service:

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

Select Shipment Options (if applicable)

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

Select Desired Number of Labels: _____

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

FREEMAN

RUSH

DO NOT DELAY

RECEIVING DATE BEGINS: DECEMBER 20, 2021

DEADLINE DATE IS: JANUARY 17, 2022

TO:_____

EXHIBITOR NAME

C/O: JETCO/FREEMAN
3010 ALDINE BENDER RD

HOUSTON, TX 77032

WAREHOUSE

(504259)

EVENT: ***AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022***

BOOTH NO: _____ NO. _____ OF _____ PCS

FREEMAN

RUSH

DO NOT DELAY

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HOUSTON, TX 77032

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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.

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE JANUARY 22, 2022

TO: _____

EXHIBITOR NAME

C/O: **FREEMAN**
GEORGE R BROWN CONVENTION CENTER
1001 AVENIDA DE LAS AMERICAS

HOUSTON, TX 77010

SHOW SITE

(504259)
AM METEOROLOGICAL SOCIETY
EVENT: ***ANNUAL MEETING 2022***

BOOTH NO: _____ NO. _____ OF _____ PCS

F R E E M A N

R U S H

D O N O T D E L A Y

CANNOT DELIVER BEFORE JANUARY 22, 2022

TO: _____

EXHIBITOR NAME

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3010 ALDINE BENDER RD

HOUSTON, TX 77032

HANGING SIGN

(504259)
AM METEOROLOGICAL SOCIETY
EVENT: ***ANNUAL MEETING 2022***

BOOTH NO: _____ NO. _____ OF _____ PCS

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Freeman®

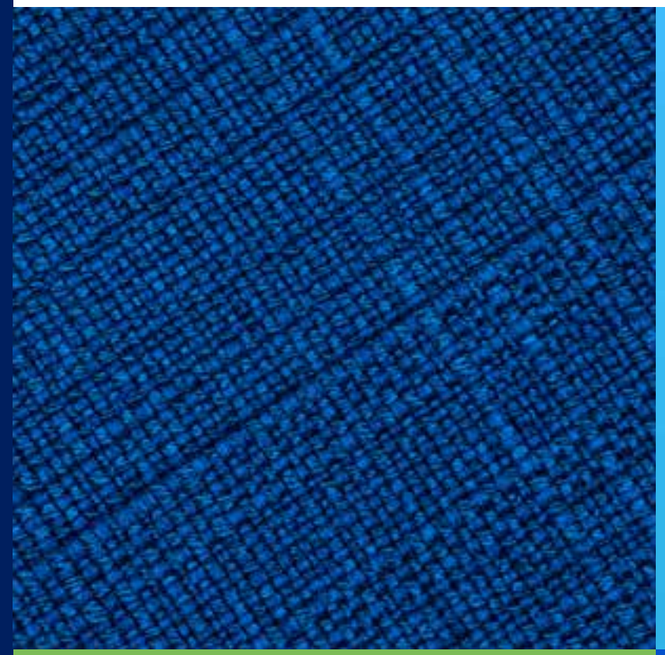
Exhibitor support

Visit us at freeman.com or call 1.888.508.5054 to speak to our award winning exhibitor support team.

Freeman® Trade Show Furnishings are proud to offer this collection of the highest quality, design-oriented furnishings.
Our nationwide distribution and professional staff is dedicated to the success of your exhibit.
Make Freeman® Trade Show Furnishings your furniture solution.

Freeman®

Cort Event Catalog
Volume 1



Furnishings Brochure

Comfortable and Safe Networking

Meaningful engagement doesn't have to be complicated. Networking and connecting with peers face-to-face is a key objective of attending in-person events. Delivering environments which facilitate both ad-hoc and in-depth networking is important in accommodating attendee needs and will allow attendees to connect with peers effectively, comfortably, and safely.

To help you feel confident as you begin to plan your in-person and hybrid events, we have developed Freeman SafeConnect. This program includes standards, protocols, and service offerings that reflect our values and commitment to safety and wellbeing — for our people, our customers, and our attendees.

Learn more about Freeman SafeConnect at Freeman.com

Bowery Swivel Chairs & Sedona C-Tables

Accent Chairs | pg 16
Side Tables | pg 28
Dividers | pg 57
Greenery | pg 48

Top Design Tips

for Tradeshow Booths.

10.

Provide a Pop!
Colorful furnishings attract attention and help reinforce brand themes.

1.

Spin Around.
Swivel chairs in small spaces maximize functionality and allow you to engage with those all around!

2.

Get Connected.
Communal tables help facilitate networking opportunities and build connections.

9.

Charge it!
Powered tables and seating encourages clients to linger in the booth and recharge.

8.

Gather Round!
Ottomans styled around a side table create an informal campfire setting for small group discussions.

3.

Creature Comforts.
Design a comfortable "living room" space with soft lounge seating to relax clients and encourage conversation.

4.

Keep it Green.
Don't forget the greenery to warm up your booth environment by bringing nature indoors.

7.

Stay Social.
Stylize furnishings to create shareable moments worthy of Instagram.

6.

Level the field!
Low and casual seating makes clients more comfortable and open to learning.

5.

Demo Down.
Square or circular ottomans are a great way to design small theaters for quick demonstrations.

Complete The Look Of Your Exhibit Space

Freeman makes it easy to furnish your next exhibit space with recommended booth packages available on FreemanOnline. To view all available booth packages for your event and order your favorite, visit **freeman.com/store.**

The Showcase 10'x10' booth package
is designed for exhibitors with small, high value items to display. Multiple cabinets elevate your products and make it easy to catch the eye of attendees.

Shown here with Zoey Barstools

The Cinematic 10'x20' booth package
is designed for exhibitors needing large monitors to display presentations, while hosting attendees in a comfortable and inviting environment.

Shown here with Banana Barstools

The Gather 10'x10' booth package
turns your booth into a comfortable oasis from the bustle of the show floor. Ideal for comfortable one-on-one time with prospects.

Shown here with Baja Chairs and Sydney Power Cocktail Table

Power Up In Style.

Denotes Powered Products

Powered Seating

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

NAPLES
830121
Naples Sofa, Powered
(black vinyl)
87"L 30"D 33.25"H

POWERED DETAIL

NAPLES
810120
Naples Chair, Powered
(black vinyl)
36"L 30"D 33.25"H

NAPLES
830122
Naples Loveseat, Powered
(black vinyl)
62"L 30"D 33.25"H

Powered Tables

Use Ventura 6' Bar or Cafe Tables in your design to facilitate conversations while social distancing.

Ventura Powered Bar Tables
72.25"L 26.25"D 42"H
(silver frame)
A) 820950 (black top)
B) 820955 (white top)

POWERED DETAIL

Ventura Powered Café Tables
72.25"L 26.25"D 30"H
(silver frame)
C) 820964 (black top)
D) 820965 (white top)

POWERED DETAIL

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Take Charge.

Denotes Powered Products

Powered Tables

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.

SYDNEY

Sydney Powered Cocktail Tables
48"L 26"D 18"H (brushed steel)
E) 82073 (white)
F) 82076 (black)

E.

POWERED DETAIL

F.

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Powered Pedestals

Denotes AC and USB charging outlets

A. | B.

POWERED DETAIL

C. | D.

POWERED DETAIL

Powered Locking Pedestal
(white)
A) 85061 24"L 24"D 36"H
B) 85063 24"L 24"D 42"H
(black)
C) 85060 24"L 24"D 36"H
D) 85062 24"L 24"D 42"H

(The flip top electrical units rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface.)

Powered Tech Desk

POWERED DETAIL

B.

A.

C.

A) 84083 Tech Desk, Powered w/ 3 Drawer File Cabinet
(black metal, laminate)
60"L 30"D 30"H

B) 84084 Tech Desk, Powered
(black metal, laminate)
60"L 30"D 30"H

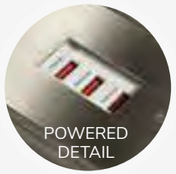
C) 84080 3 Drawer File Cabinet on Castors
(black metal, laminate)
16"L 20"D 28"H

Take Charge.

Denotes Powered Products

Powered Tech Tablet Chair

Create an engaged learning environment at your next exhibit with the exclusive, powered Tech Tablet Chair. The soft dove gray vinyl chair features a removable white swivel tablet, an under-seat shelf for personal storage and an in-arm charging panel with three USB ports. An additional AC outlet is located at the base of the chair.



A) 81039 Tech Tablet Chair
(gray vinyl, white metal tablet, chrome base)
30.5”L 29”D 33.5”H
B) 81038 Tech Chair, No Tablet

A.

B.

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Powered Poducts

Denotes AC and USB charging outlets

Wireless Charging Table

820710 Wireless Charging Table, Powered
(white, AC plug-in)
20"L 20"D 18"H
Mobile devices must have Qi wireless charging capability.

Village Charging Hub

8502 Village Charging Hub
(cream)
12”L 12”D 28.25”H

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Soft Seating

Create Engaging Booth Environments

VALENCIA
810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

MARCHE
81540 Swivel Ottoman
(Forest Green Vinyl)
17"RND 18"H

Valencia Sofa & Chair 10'x10' Booth

A.

B.

VALENCIA
A) 810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
B) 83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

Soft Seating Collections

A.

B.

C.

BAJA
A) 83019 Sofa
(white vinyl)
86"L 28"D 30"H

B) 81050 Chair
(white vinyl)
36"L 30.5"D 28"H

C) 83020 Loveseat
(white vinyl)
61"L 30.5"D 28"H

A.

B.

STERLING
A) 8309 Sofa
(gray fabric)
82"L 33.5"D 32"H

B) 81037 Chair
(gray fabric)
33"L 33.5"D 32"H

A.

B.

C.

KEY LARGO
A) 830951 Sofa
(black fabric)
79"L 35"D 34"H

B) 810950 Chair
(black fabric)
35"L 35"D 34"H

C) 830950 Loveseat
(black fabric)
57"L 35"D 34"H

Soft Seating

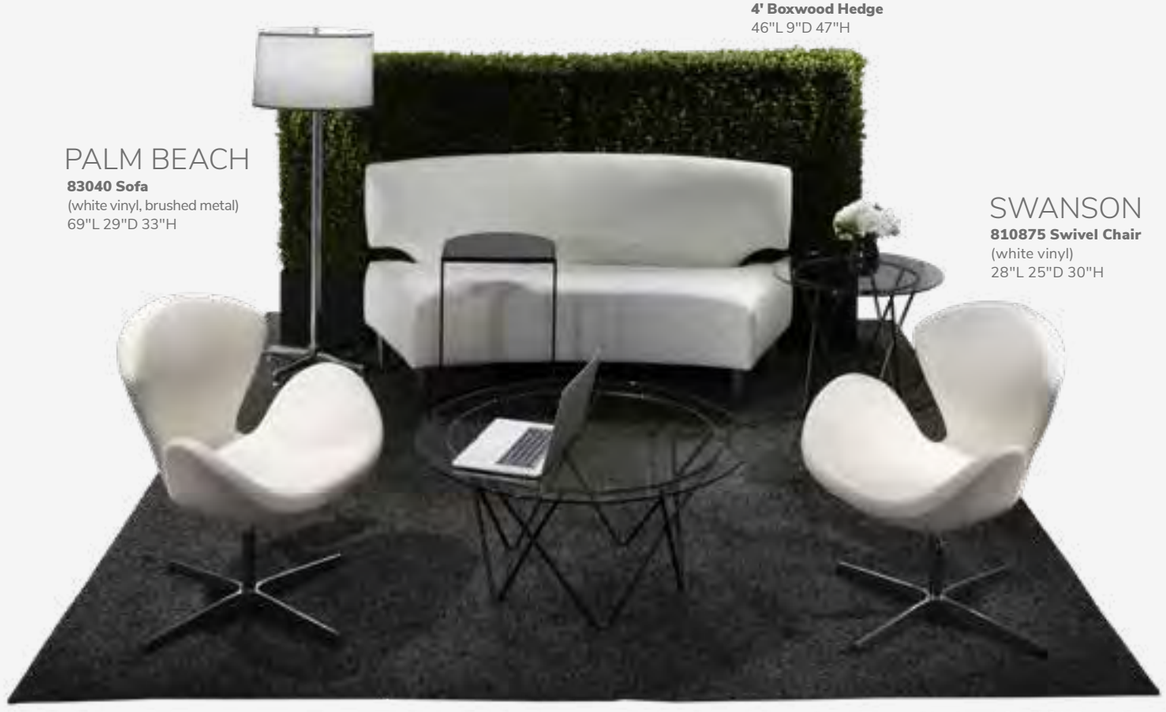
Denotes Powered Products

Create Engaging Booth Environments

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

SWANSON
810875 Swivel Chair
(white vinyl)
28"L 25"D 30"H



Palm Beach Sofa & Swanson Chairs 10'x10' Booth

PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

Soft Seating Collections

Available in Power

ALLEGRO
A) 81019 Chair
(blue fabric)
36"L 34.5"D 30"H
B) 83015 Sofa
(blue fabric)
73"L 34.5"D 30"H

FAIRFAX
A) 830949 Sofa
(white vinyl, brushed metal)
62"L 26"D 30"H
B) 810949 Chair
(white vinyl, brushed metal)
27"L 26"D 30"H

NAPLES
A) 810119 Chair
(black vinyl)
36"L 30"D 33.25"H
810120 (Powered)

B) 830119 Sofa
(black vinyl)
87"L 30"D 33.25"H
830121 (Powered)

C) 830120 Loveseat
(black vinyl)
62"L 30"D 33.25"H
830122 (Powered)

Accent Chairs

Create Space

Swivel chairs maximize functionality and allow you to engage safely with those all around. They're particularly helpful in smaller spaces!

81034
Bowery Swivel Chair
(ochre fabric, chrome)
29.75"L 31"D 27.25"H

810875
Swanson Swivel Chair
(white vinyl)
28"L 25"D 30"H

810874
La Brea Chair
(charcoal gray, fabric)
35"L 27"D 40"H

810145
Wentworth Chair
(brown vinyl)
32.1"L 26"D 31.5"H

Meeting & Stage Chairs

Marina Chair
17.5"L 19.5"D 35"H
A) 810164 (white vinyl)
B) 810160 (black vinyl)
C) 810161 (brown fabric)

810948
Meeting Chair
25.5"L 23.5"D 34"H
(white vinyl)

Accent Chairs

Madrid
810816 Chair
(white, chrome)
30"L 30"D 31"H

A.

B.

C.

Accent Chair Styles

Montreal
81031 Chair
(blue, black metal)
30"L 23.25"D 30"H

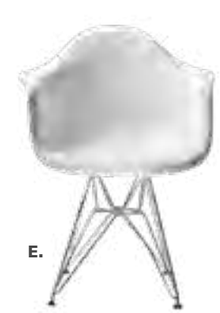
Accent Tables | pg 26

Lena
81036 Chair
(moss green leather, bronze)
27"L 25"D 31"H

810949
Fairfax Chair
(white vinyl, brushed metal)
27"L 26"D 30"H

D.

E.



F.

A) 810151
Munich Armless Chair
(gray fabric)
22.5"L 27"D 28.5"H

B) 81035
Century Chair
(gray velvet)
30"L 30"D 31"H

C) 81024
Atherton Chair
(distressed brown leather, blackened steel)
27"L 31"D 30"H

D) 810947
Pro Executive Guest Chair
(black vinyl)
24"L 26"D 36"H

E) 81032
Pasadena Chair
(white molded plastic w/ chrome tower base)
27"L 25"D 26"H

F) 81037
Sterling Chair
(gray fabric)
33"L 33.5"D 32"H

Group Seating

Lounges

Carefully designed lounges deliver a safe and effective setting for casual and relaxed connections. The strategic placement of other furniture pieces—like coffee tables, room dividers, and large plants—helps to maintain order and preserve social distancing protocols while delivering comfortable and safe networking.

ZENITH

A) 810851 Chair
(white, chrome)
18.25"L 22"D 32"H

B) 820241
Madison Hydraulic Café Table
(chrome base, gray acajou top)
30"RND 29"H

LAGUNA

C) 810861 Chair
(maple, chrome)
18"L 19"D 34"H

D) 8201223
Round Café Table
(white laminate top, chrome hydraulic base)
30" RND 29"H

MALBA

20"L 20"D 32"H
A) 810131 Chair (gray)
B) 810130 Chair (green)

MARINA

17.5"L 19.5"D 35"H
A) 810164 (white vinyl)
B) 810160 (black vinyl)
C) 810161 (brown fabric)
D) 810162 (ocean blue fabric)
E) 810163 (red fabric)

Styles & Shapes

A) 810846
Christopher Chair
(white vinyl, chrome)
17"L 19"D 35"H

B) 810841
Rustique Chair w/arms
(gunmetal)
20"L 18"D 31"H

C) 81093
Lucent Chair
(frosted, acrylic)
19.5"L 19.75"D 32.5"H

D) 71089
Diamond Side Chair
(black)
21"W X 23"L X 32"H

E) 71090
Diamond Arm Chair
(black)
20"W X 21"L X 33"H

F) 810837
Razor Armless Chair
(white)
15.38"L 15.5"D 30.5"H

G) 81083
Blade Chair
(sky blue)
20.5"L 19"D 30.5"H

H) 81082
Blade Chair
(red)
20.5"L 19"D 30.5"H

Mix & Match

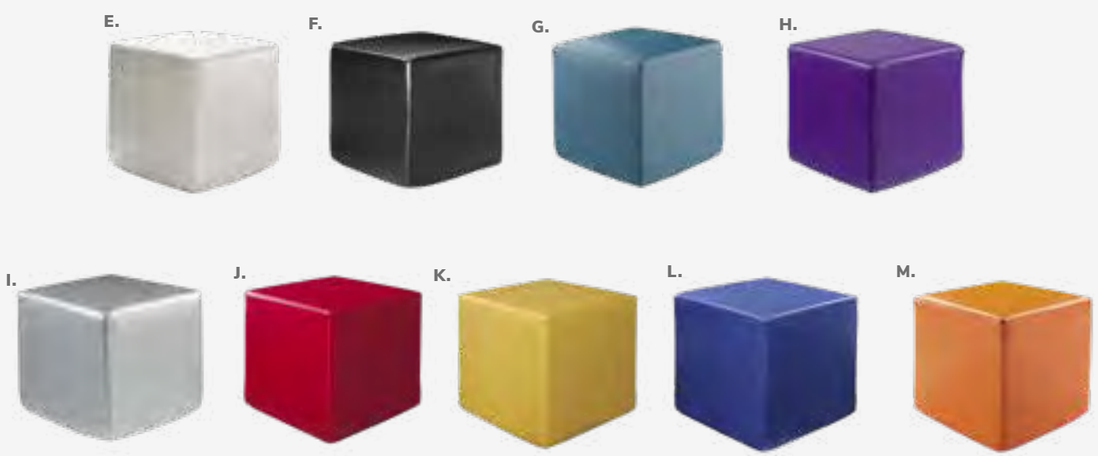
Create the ultimate seating configuration. Choose from a variety of shapes and sizes to design the perfect look.

I) 210108 LIMERICK® Chair *BY HERMAN MILLER* ™
(gray) 18"W X 17.75"L X 33"H

Ottomans

Vibe Cube
18"L 18"D 18"H

A) 81535 (citrus green vinyl)
B) 81537 (spice orange vinyl)
C) 81538 (desert rose vinyl)
D) 81536 (taupe vinyl)
E) 81531 (white vinyl)
F) 81530 (black vinyl)
G) 81532 (steel blue vinyl)
H) 81534 (purple vinyl)
I) 81533 (silver vinyl)
J) 81519 (red vinyl)
K) 81517 (yellow vinyl)
L) 81518 (blue vinyl)
M) 81525 (orange vinyl)



Beverly Bench Ottomans

Beverly Bench
60"L 20"D 18"H
A) 81556 (white vinyl)
B) 81550 (black vinyl)
C) 81552 (gray fabric)
D) 81555 (red fabric)
E) 81554 (ocean blue fabric)
F) 81553 (linen fabric)
G) 81551 (brown fabric)

Styles & Shapes

ENDLESS Square
34"L 34"D 15"H
A) 815123 (black)
B) 815122 (white)

ENDLESS Curved
60.5"L 37.5"D 15"H
C) 815952 (black)
D) 815953 (white)

E) 82074
Regis Bench
(brushed metal)
47"L 15.5"D 16"H

Ottomans

Beverly Small Bench Ottomans

30"L 20"D 18"H

A) 81567 (orange fabric)
B) 81563 (olive green fabric)
C) 81569 (white vinyl)
D) 81560 (black vinyl)
E) 81561 (ocean blue fabric)
F) 81562 (brown fabric)
G) 81564 (gray fabric)
H) 81565 (linen fabric)
I) 81566 (lavender fabric)
J) 81568 (red fabric)
K) 81570 (yellow fabric)

C.

D.

E.

F.

G.

H.

I.

J.

K.

Marche Swivel Ottomans

E.

F.

G.

H.

I.

J.

K.

L.

M.

N.

O.

P.

Marche Swivel Ottomans
17" RND 18"H
A) 815150 (white vinyl)
B) 815154 (red fabric)
C) 81539
(Ivory Faux Sheep Fur)
D) 815158
(pear yellow fabric)
E) 815156 (plum fabric)
F) 815159 (blue fabric)
G) 815151 (gray fabric)
H) 815155
(rose quartz fabric)
I) 815152 (linen fabric)
J) 815153
(raspberry fabric)
K) 815157
(meadow green fabric)
L) 815160
(orange fabric)
M) 81543 (black vinyl)
N) 81540
(forest green vinyl)
O) 81541 (teal velvet)
P) 81542
(distressed brown vinyl)

Accent Tables

Tables and Meeting Rooms

When you want to facilitate more in-depth conversations and provide work surfaces, be sure to use appropriately-sized tables. As always, create generous aisleways between meetings spaces; this will help individuals feel comfortable networking.

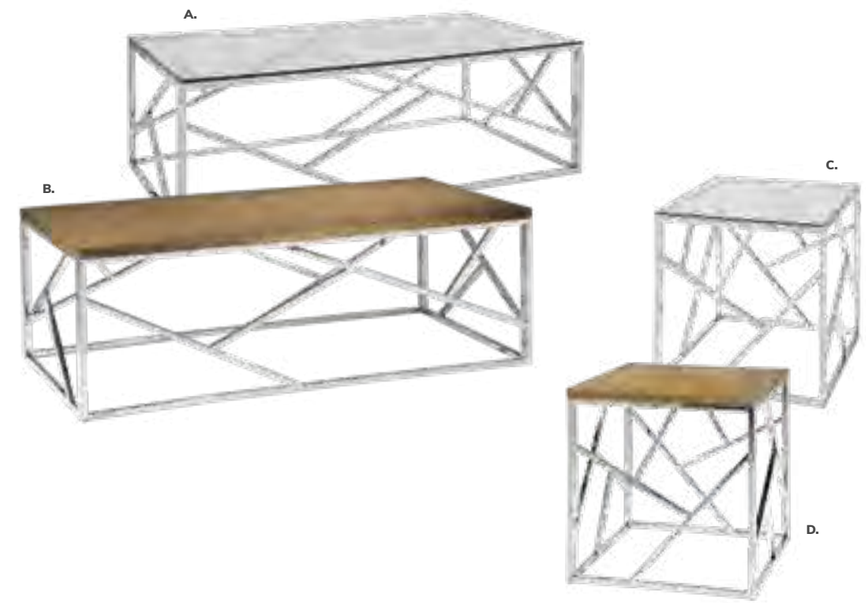
MESA

A) 820135 End Table
20.5"RND 21.25"H (wood top, bronze)
B) 820132 Cocktail Table
32.25"RND 17.25"H (wood top, bronze)

C) 820134 End Table
24"RND 21.25"H (glass top, bronze)
D) 820131 Cocktail Table
36"RND 17.25"H (glass top, bronze)

E) 820133 End Table
20.5"RND 21.25"H (black top, bronze)
F) 820130 Cocktail Table
32.25"RND 17.25"H (black top, bronze)

Styles & Shapes



ALONDRA

Cocktail Table
47"L 24"D 16"H
A) 820250 (glass, chrome)
B) 820251 (wood, chrome)

End Table
20"L 20"D 20"H
C) 820252 (glass, chrome)
D) 820253 (wood, chrome)

GEO

Cocktail Table
50"L 22"D 16"H
A) 82034 (glass, chrome)
B) 82027 (wood, black)

End Table
26"L 26"D 20"H
C) 82035 (glass, chrome)
D) 82028 (wood, black)

Accent Tables

Tables and Meeting Rooms

TAOS SIDE TABLES

15.75"L 15.75"D 24"H
A) 820322
(white top, bronze)
B) 820320
(black top, bronze)
C) 820321
(wood top, bronze)

SEDONA SIDE TABLE

15.75"L 15.75"D 24"H
D) 820312
(white top, bronze)
E) 820310
(black top, bronze)
F) 820311
(wood top, bronze)

Styles & Shapes

Available in Power

SYDNEY

Cocktail Tables
(brushed steel)
48"L 26"D 18"H
A) 82053 (white)
82073 (powered)
B) 82052 (black)
82076 (powered)
C) 82077 (blue)
D) 82078 (wood)

End Tables
27"L 23"D 22"H
E) 82055 (white)
F) 82054 (black)
G) 82079 (blue)
H) 82080 (wood)

REGIS

(brushed metal)
I) 82074 Bench Table
47"L 15.5"D 16"H
J) 82075 End Table
16"L 15.5"D 16.5"H

SILVERADO

(glass, chrome)
K) 82015 End Table
24" RND 22"H
L) 82014 Cocktail Table
36" RND 17"H

WIRELESS

M) Charging Table, Powered
N) 820710
(white, AC plug-in)
20"L 20"D 18"H

AURA

Round Table
N) 820844
(white metal)
15" Round 22"H

Café Tables

A) 820940 Blue Hydraulic Café Table
(chrome base, blue top) 30" RND 29"H
B) 810131 Malba Chair
(gray) 20"L 20"D 32"H

A) 820241 Madison Hydraulic Café Table
(chrome base, gray acajou top) 30" RND 29"H
B) 810130 Malba Chair
(green) 20"L 20"D 32"H

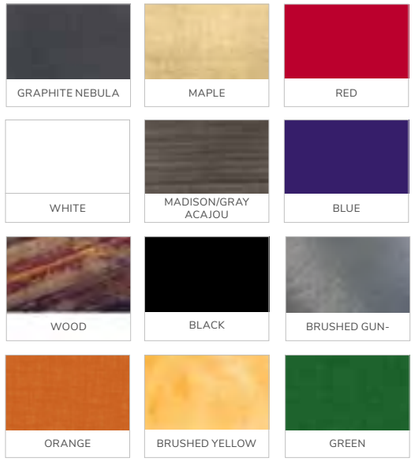
85030 7' Boxwood Hedge
36.5"L 12"D 84"H

30" Round Café Table
A) 820941 Standard Black Base (blue top) 30" RND 29"H
B) 81093 Lucent Chair (frosted, acrylic) 19.5"L 19.75"D 32.5"H

A) 8201233 Hydraulic Cafe Table
(orange top, chrome) 30" RND 29"H
B) 810861 Laguna Chair
(maple, chrome) 18"L 19"D 34"H

Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



Mix & Match

Create your look. Choose from a wide variety of tables and seating options.

C) 72063 Chelsea Butcher Block-Top Café Table
(oak) 30" RND 30"H
also available
72064 36" RND 30"H

D) 810164 Marina Chair
(white vinyl) 17.5"L 19.5"D 35"H

E) 72069 Soho Black-Top Café Table
(black) 24" RND 30"H
also available
72067 36" RND 30"H | **72066** 18" RND 18"H

F) 81082 Blade Chair
(red) 20.5"L 19"D 30.5"H

Café Tables
Standard Black Base
30" RND 29"H

A) 8201220 (white)
also available
820265 (Madison/gray acajou)
820941 (blue)
820943 (wood)
8201236 (black)
8201235 (brushed gunmetal)
8201239 (brushed yellow)
8201237 (green)
8201238 (orange)

36" RND 29"H
8201243 (black)

Café Tables
Hydraulic Chrome Base
30" RND 29"H

B) 820923 (graphite nebula)
also available
8201208 (maple)
820921 (red)
820940 (blue)
820942 (wood)
8201223 (white)
8201231 (black)
8201230 (brushed gunmetal)
8201234 (brushed yellow)
8201232 (green)
8201233 (orange)

36" RND 29"H
820126 (white)
8201209 (graphite nebula)
8201206 (maple)
8201242 (black)

Bar Tables

A) 8201222 30" Round Bar Table
(white top, chrome hydraulic base) 30" RND 45"H
B) 81080 Blade Barstool (red) 20.5"L 20.125"D 40.5"H

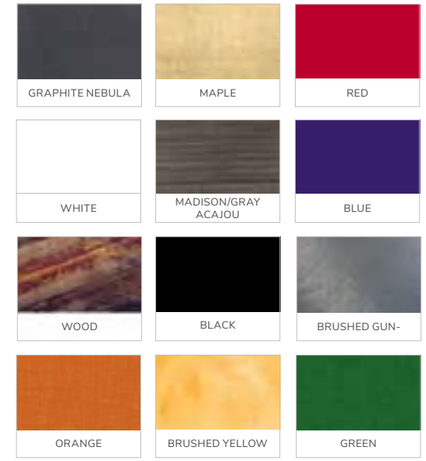
C) 8201226 Rustique Square Metal Bar Table
(gunmetal) 23.75"L 23.75"D 41.25"H
D) 810839 Rustique Barstool
(gunmetal) 13"L 13"D 30"H

E) 820930 30" Round Bar Table
(blue top, chrome hydraulic base) 30" RND 45"H
F) 810860 Laguna Barstool (maple, chrome) 18"L 20"D 47"H

G) 820240 30" Round Bar Table w/ Hydraulic Chrome Base
(Madison/gray acajou) 30" RND 45"H
H) 810848 Christopher Barstool (white vinyl, chrome) 19"L 15"D 41"H

Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



Bar Tables
Standard Black Base
30" RND 42"H

A) 8201221 (white)
B) 820919 (brushed yellow)
also available
820264
(Madison/gray acajou)
820915 (brushed gunmetal)
820916 (black)
820917 (green)
820918 (orange)
820931 (blue)
820933 (wood)

36" RND 42"H
8201241 (black)

Bar Tables
Hydraulic Chrome Base
30" RND 45"H

C) 820920 (red)
also available
8201207 (maple)
820922
(graphite nebula)
820910 (brushed gunmetal)
820911 (black)
820912 (green)
820913 (orange)
820914 (brushed yellow)
820930 (blue)
820932 (wood)
8201236 (black)

36" RND 45"H
820125 (white)
8201211 (graphite nebula)
8201205 (maple)
8201240 (black)

Style & Design

Choose from a variety of table top colors and styles for the perfect look.

C) 720163 Chelsea Butcher Block-Top Bistro Table
(oak) 30" RND 42"H
also available
720164 36" RND 42"H

D) 81092 Lucent Barstool
(frosted, acrylic) 22"L 22.5"D 45.5"H

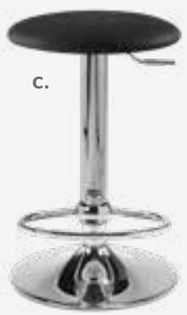
E) 72070 Soho Black-Top Bistro Table
(black) 24" RND 42"H
also available
72068 36" RND 42"H

F) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H

Barstools

LIFT Barstools

15" RND 23–33.5"H
A) 810870 (white vinyl)
B) 810873 (red vinyl)
C) 810871 (black vinyl)
D) 810872 (gray vinyl)



Marina Barstools

Marina Barstools
21"L17.5"D41.5"H

A) 81026
(ocean blue fabric)
B) 81028
(brown fabric)
C) 81029
(red fabric)
D) 81030
(white vinyl)
E) 81027
(black vinyl)

All frames brushed metal.

Barstools

Mix & Match

A) 810840
Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H

Banana Barstools
21"L 22"D 41.75"H
B) 810104 (black, chrome)
C) 810103 (white, chrome)

D) 810848
Christopher Barstool
(white vinyl, chrome)
19"L 15"D 41"H

E) 810202
Shark Barstool
(white, chrome)
22"L 19"D 34-44"H

F) 810850
Zenith Barstool
(white, chrome)
19"L 20"D 44"H

G) 81092
Lucent Barstool
(frosted, acrylic)
22"L 22.5"D 45.5"H

210109 LIMERICK®
Stool *BY HERMAN MILLER™*
(white) 18" X 17.75"L X 44"H

720163
Butcher Block-Top Bistro
(oak) 30"L RND 42"H
also available
720164 36" RND 42"H

Barstools Styles & Shapes

H) 810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Blade Barstool
20.5"L 20.125"D 40.5"H
I) 81080 (red)
J) 81081 (sky blue)

K) 71088
Black Diamond Stool
(black) 22"W X 18"L X 46"H

L) 810839
Rustique Barstool
(gunmetal)
13"L 13"D 30"H

Conference Tables

42" Round Coference Table

42"RND 29"H
A) 820708 (white laminate)
B) 820260 (Madison/gray acajou)
C) 8201244 (black top, black)

Atomic Round Tables
(glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H

Pro Executive Mid Back Chair
24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
Adjustable height

Geo Tables

Geo Rectangular Tables
60"L 36"D 29"H
E) 82041 (glass, black)
F) 82051 (glass, chrome)

Geo Rounded Square Tables
42"L 42"D 29"H
G) 82044 (glass, chrome)
H) 82043 (glass, black)

Work Space

I) 820706 Work Table
(white laminate, white)
48"L 24"D 30"H

Conference Tables

Madison

(Madison/gray acajou)
A) 820261 5' Table
60"L 48"D 29"H

B) 820262 8' Table
96"L 60"D 29"H

C) 820263 10' Table
120"L 48"D 29"H

A.

B.

C.

810175 Genesis Chair
(black fabric, black)
27.5"L 27.5"D 40-43.5"H Adjustable.

Black Rectangular Conference Table

A.

B.

C.

810170
Cupertino Mid Back Chair
(black vinyl, chrome)
27"L 30.5"D 40-43"H
Adjustable.

Black Rectangular Conference Table
(black top, silver)

A) 8203 5' Table
60"L 48"D 29"H
8204 Powered

B) 8205 8' Table
96"L 48"D 29"H
8206 Powered

C) 8201 10' Table
120"L 48"D 29"H
8202 Powered

Executive Seating

Pro Executive High Back Chair

25"L 24"D 48"H
A) 810844 (white vinyl)
B) 810946 (black vinyl)
Adjustable height

Cupertino Mid Back Chair

A) 810170 (black vinyl, chrome) 27"L 30.5"D 40-43"H Adjustable.

Genesis Chair

B) 810175 (black fabric, black) 27.5"L 27.5"D 40-43.5"H Adjustable.

Pro Executive Mid Back Chair

24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
Adjustable height

Pro Executive Guest Chair

24"L 22"D 36"H
810947 (black vinyl)

Task Stool

810135
(black fabric)
27.5"L 27.5"D 32.75"-40.25"H
Adjustable height

Communal and Powered Tables

Choose from a variety of powered, solid or grommet hole table tops.

Denotes AC and USB charging outlets

POWERED DETAIL

Table Top Options

BLACK WHITE MAPLE

Colors not available in all table options. Please check options listed to the right.

Bar Tables

810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Ventura Powered Bar Tables
(silver frame)
72.25"L 26.25"D 42"H
A) 820950 (black top)
B) 820955 (white top)

Ventura Communal Bar Tables
(silver frame)
72.25"L 26.25"D 42"H

Maple Top
B) 820954 (solid)
820951 (grommets)

White Top
C) 820953 (grommets)
820956 (solid)

Black Top
820952 (solid)

Café Tables

Ventura Powered Café Tables
72.25"L 26.25"D 30"H
(silver frame)
A) 820964 (black top)
B) 820965 (white top)

Ventura Communal Café Tables (silver frame)
72.25"L 26.25"D 30"H

Maple Top
C) 820963 (solid)
820960 (grommets)

White Top
D) 820961 (grommets)
820966 (solid)

Black Top
E) 820962 (solid)

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Office Essentials

A.

DESK BACK

B.

MADISON

A) 84075 Madison Executive Desk
(gray acajou) 60"L 30"D 29"H

B) 810844 Pro Executive High Back Chair
(white classic vinyl) 25"L 24"D 48"H Adjustable

Tech Powered Desk

Denotes AC and USB charging outlets

POWERED DETAIL

A.

C.

B.

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

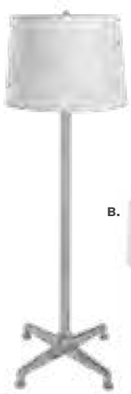
A) 84083 Tech Desk, Powered, w/ 3 Drawer File Cabinet
(black metal, laminate)
60"L 30"D 30"H

B) 84084 Tech Desk, Powered
(black metal, laminate)
60"L 30"D 30"H

C) 84080 3 Drawer File Cabinet on Castors
(black metal, laminate)
16"L 20"D 28"H

Lighting & Shelving

A.



B.

C.

D.

ACCENT LAMPS

Mason Lamps
(brushed silver)
A) 850708 Floor Lamp
18" RND 55"H
B) 850707 Table Lamp
16" RND 26"H

SHELVING

C) 85020
Posh Shelving
(chrome, acrylic)
36"L 18"D 72"H
D) 84078
Madison Bookcase
(gray acajou)
36"L 12"D 72"H

Show Essentials

Denotes AC and USB charging outlets

Midtown Powered Counter

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

Midtown Powered Counter
60"L 18"D 42"H (pewter/glass)
850103 (unlighted)
850102 (lighted with plug-in)

(back)

POWERED DETAIL

85030
7' Boxwood Hedge
36.5"L 12"D 84"H

810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Midtown Bar

Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.

Midtown Bar
60"L 18"D 42"H (pewter)
A) 850101 (unlighted)
B) 850100 (lighted with plug-in)

C) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H

(back)

A.

C.

B.

(lit-blue)

(lit-red)

(lit-green)

(lit-white)

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Product Display Counter

A.

B.

A) 72056
Display Counter
(black)
24"W X 49"L X 42"H

B) 210109
LIMERICK® Stool
BY HERMAN MILLER ™
(white)
18" X 17.75"L X 44"H

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Show Essentials

Greenery and Dividers

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

HEDGE

A) 85030
7' Boxwood Hedge
36.5"L 12"D 84"H
B) 85035
4' Boxwood Hedge
46"L 9"D 47"H

A.

B.

Miramar Dividers

A.

C.

B.

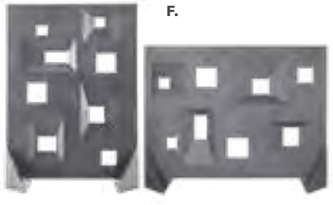
B) 820930
30" Round Bar Table
(blue top, chrome hydraulic base)
30" RND 45"H
C) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Miramar Dividers
(molded plastic)
A) 85040 (white)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

D.

E.

F.



Miramar Dividers
(molded plastic)
D) 85043 (harvest yellow)
E) 85042 (burgundy)
F) 85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

Show Essentials

Product Kiosk & Display

A) 75032
Display Cube–Large
(black)
24"W X 24"L X 42"H

B) 75031
Display Cube–Medium
(black)
18"W X 18"L X 36"H

C) 75030
Display Cube–Small
(black)
12"W X 12"L X 42"H

A.

B.

C.

Stanchions & Signage

A) 220121
Chrome Stanchion
w/ 8' Retractable Belt
(black, belt) 42"H

B) 220118
Chrome Sign Holder
(sign holds)
22"W X 28"H

A.

B.

Draped or Undraped Tables & Counters

Table Drape Colors

black *blue* *white*

gray *red*

Visit us at **freeman.com/store** to view full product line and place order.

Sizing Chart*

24"D X 30"H | Tables Draped

124330	Tables Draped	**3'L** x 24"D x 30"H
124430	Tables Draped	**4'L** x 24"D x 30"H
124630	Tables Draped	**6'L** x 24"D x 30"H
124830	Tables Draped	**8'L** x 24"D x 30"H

24"D X 42"H | Counter Draped

124342	Counter Draped	**3'L** x 24"D x 42"H
124442	Counter Draped	**4'L** x 24"D x 42"H
124642	Counter Draped	**6'L** x 24"D x 42"H
124842	Counter Draped	**8'L** x 24"D x 42"H

24"D X 30"H | Tables Undraped

125330	Tables Undraped	**3'L** x 24"D x 30"H
125430	Tables Undraped	**4'L** x 24"D x 30"H
125630	Tables Undraped	**6'L** x 24"D x 30"H
125830	Tables Undraped	**8'L** x 24"D x 30"H

24"D X 42"H | Counter Undraped

125342	Counter Undraped	**3'L** x 24"D x 42"H
125442	Counter Undraped	**4'L** x 24"D x 42"H
125642	Counter Undraped	**6'L** x 24"D x 42"H
125842	Counter Undraped	**8'L** x 24"D x 42"H

4th Side | Table Draped 30"

12404630	Drape Table 4th Side	**6'** X 30"
12404830	Drape Table 4th Side	**8'** X 30"

4th Side | Table Draped 42"

12404642	Drape Table 4th Side	**6'** X 42"
12404842	Drape Table 4th Side	**8'** X 42"

Show Essentials

Storage

750135
Round Literature Rack
(black)
17"W X 17"L X 57"H

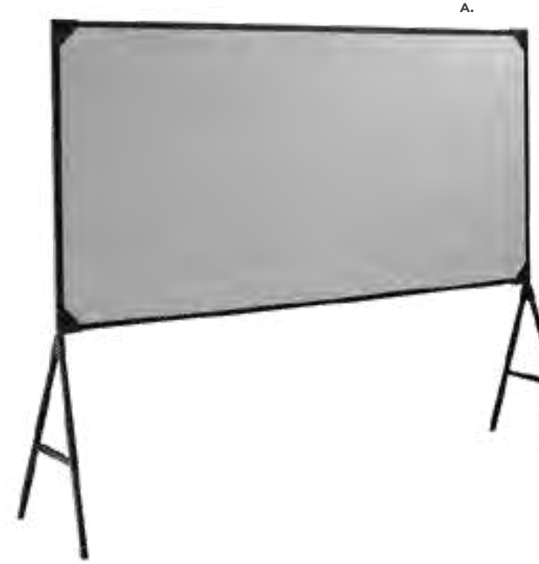
750136
Flat Literature Rack
(black)
10"W X 55"H

84080
3 Drawer File Cabinet
on Castors
(black metal, laminate)
16"L 20"D 28"H

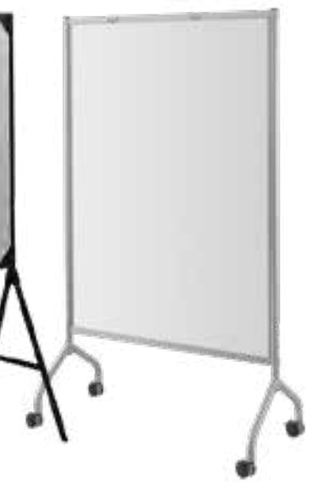
8503001
Large Refrigerator
(white) 14.0 cubic feet
28"W X 28"L X 64"H

Office Accessories

A.



B.



A) 10201484
Floor Standing
Bulletin Board
(white laminate, black)
48"W X 96"L X 78"H

B) 84050
Mobile White Board
(white laminate, white)
48"L 24"D 30"H

C.

D.

E.

F.

C) 220110
Chrome Bag Rack
(3" at center)
1"W X 41"H X 26"W

D) 220109
Chrome Coat Tree
(21"w at the base)
8 1/4"W X 69 1/2"H

E) 220134
Brushed
Aluminum Easel
(open 5 1/4"W X 64 1/4"H)
26"W X 62"H

F) 220106
Corrugated
Wastebasket
(black)

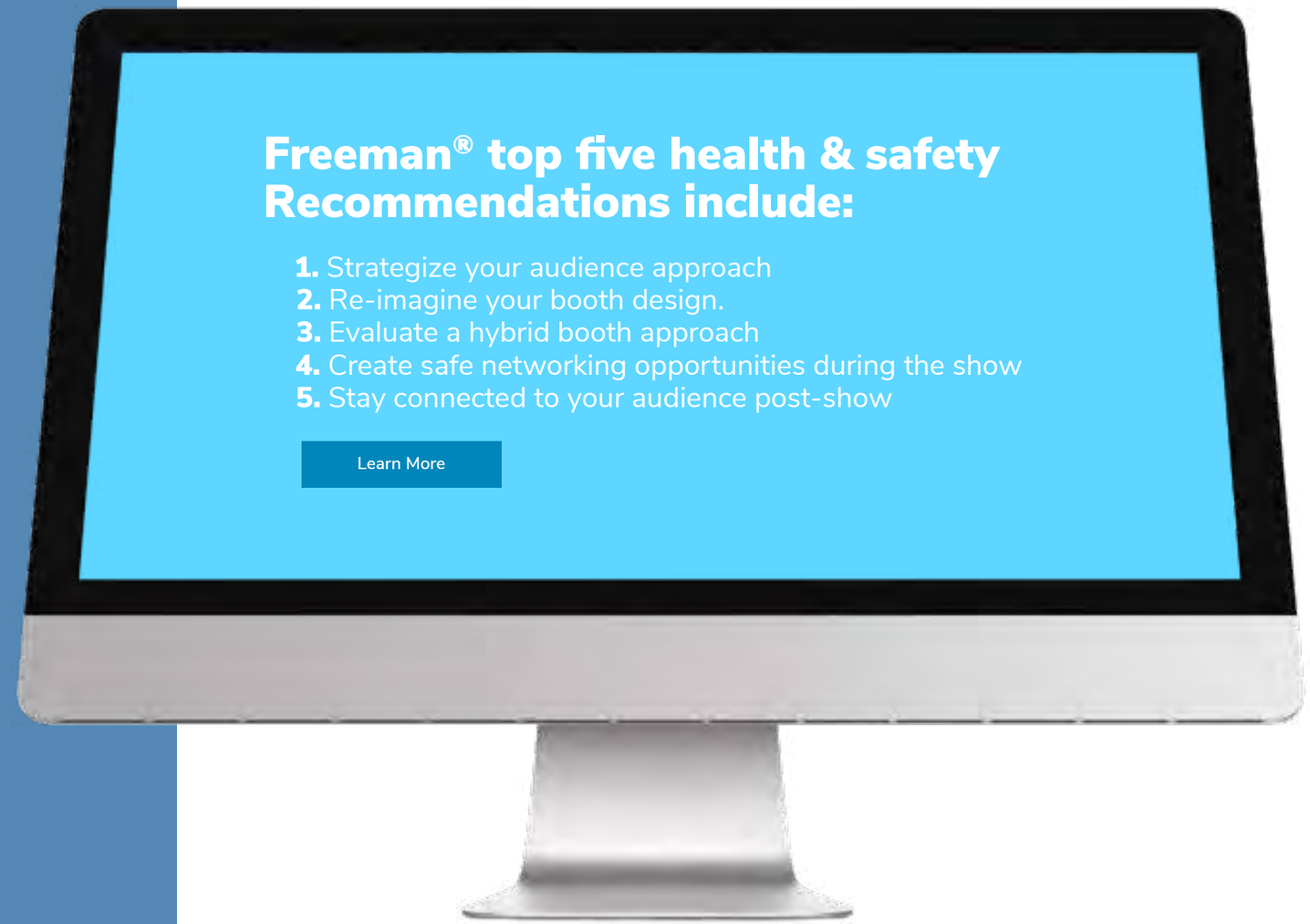
Strategic planning with health & safety in mind

Health & Safety are the top priorities as we consider new designs and ways to connect. When those are clearly emphasized on the show floor, attendees will feel more confident re-engaging.

Together, let's imagine what this new experience will look like - based on both what is possible and realistic. Some recommendations may be new to you. Some, not. To get you started, our top five recommendations include

In all cases, we've put considerable thought into them.

Click to learn more detailed, interactive, printable checklist.



Health & Safety

Safety Dividers

Freeman, offers a complete collection of uniquely designed and safe selling environments that are clean, comfortable, and give your clients peace of mind.

Personalize here

85051 Freestanding Divider
(silver, clear) 39"L 9"D 72"H

Also available in opaque and personalization available.

85052 Divider **Single Sided Graphic**
85053 Divider **Single-Sided Graphic**
85090 Divider **Double-Sided Graphic**

85064 Flag Pole Divider
(silver, clear) 34"L 11"W 47-74"H

Also available in opaque and personalization available.

Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available.
View those options **here** and learn more about our SafeConnect Promise on **Freeman.com**

85055 Freestanding Wall Plus
(silver, clear) 40"L 9"D 72"H

Also available in opaque and personalization available.

85056 Panel **Single-Sided Graphic**
85057 Panel **Single-Sided Graphic**
85058 Panel **Double-Sided Graphic**

85054 Freestanding Corner
(silver, clear) 39"L 39"D 72"H

Also available in opaque and personalization available.

85091 Freestanding White Board
(silver, clear) 40"L 9"D 72"H

Also available in opaque and personalization available.

A) Atomic Round Tables
(glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H

B) 810944
Pro Executive Mid Back Chair
(black vinyl)
24"L 22"D 40"H
Adjustable height

Health & Safety

Greenery and Dividers

Keep it Green. Life-like greenery is an easy yet sophisticated way to bridge the distance between seats for a warmer, organic environment.

85030
7' Boxwood Hedge
36.5"L 12"D 84"H

85035
4' Boxwood Hedge
46"L 9"D 47"H

20'x20' Midtown, Greenery Booth

Midtown Bar | pg 46
Dividers | pg 59
Accent Chair | pg 16
Bar Tables | pg 7
Barstools | pg 33
Greenery | pg 48

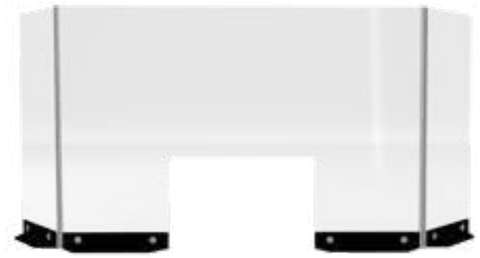
Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available.
View those options **Here** and learn more about our SafeConnect Promise on **Freeman.com**

85050 Clear Divider Bar Counter
(silver, clear) 48-70"L 12"W 31.5"H

Also available in opaque and personalization available.

85080 Divider with **Header Graphic**
85083 Divider with **Front Panel Graphic**
85081 Divider with **Side Panel Graphic**
85082 Divider with **Header and Side Panel Graphic**
85084 Divider with **Front and Side Graphics**



Personalize here

Miramar Dividers
(molded plastic)
A) 85043 (white)
Also availible in the following colors.
See page 47.
85043 (harvest yellow)
85042 (burgundy)
85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

B) 8201233
Hydraulic Cafe Table
(orange top, chrome)
30" RND 29"H

C) 810861
Laguna Chair
(maple, chrome)
18"L 19"D 34"H

Health & Safety

Stanchions & Booth Design

10'x10' - Beverly Demonstration Booth

Greenery | pg 48
Safety Decals | pg 63
Bar Tables | pg 33
Barstools | pg 33
Side Tables | pg 29
Ottomans | pg 24

10'x20' - Wireless Charging Engagement Booth

Bar Tables | pg 32
Barstools | pg 33
Charging Tables | pg 11
Ottomans | pg 22

Stanchions & Booth Design

Design unique and safe selling environments using stanchions. Create stylish spaces that are comfortable and give your clients peace of mind.

10'x10' - Atherton Conversation Booth

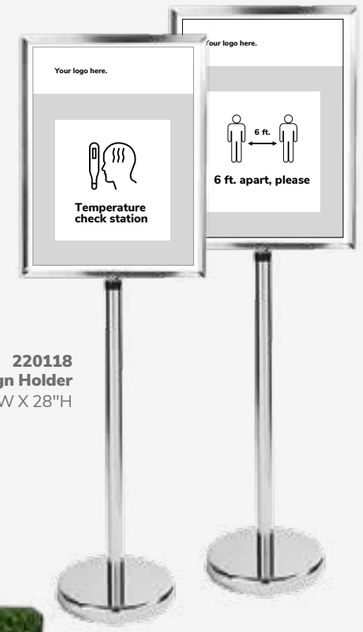
Greenery | pg 48
Accent Chairs | pg 16
Side Tables | pg 29

220121
Chrome Stanchion w/ 8' Retractable Belt
(black, belt) 42"H

Health & Safety

Safety & Directional Signage

Please reach out to your Freeman contact to discuss suggested use and options. For additional questions please email healthandsafety@freeman.com Layout will include YOUR logo and basic background color.



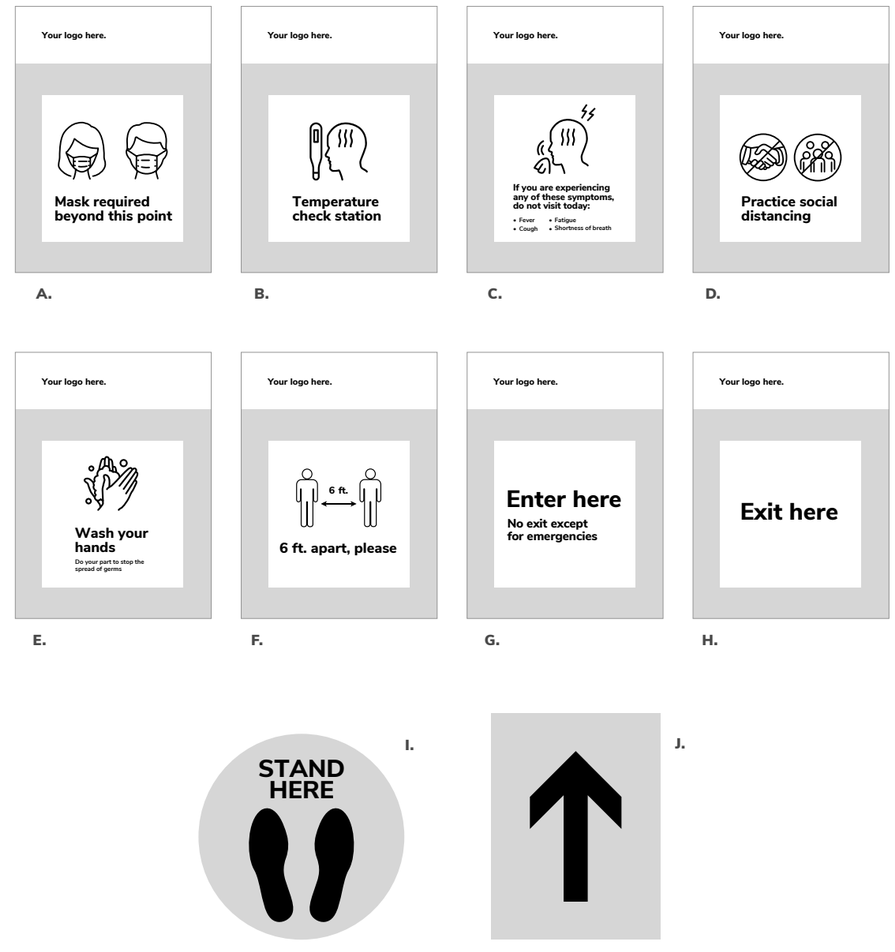
220118
Chrome Sign Holder
(sign holds) 22"W X 28"H

10'x10' - Atherton Conversation Booth

Greenery | pg 48
Accent Chairs | pg 16
Side Tables | pg 29

Safety & Directional Signage

Design your next booth with Freeman safety signage. Choose from select signage or customize with your brand to complete any size space.



A) Masks Required Sign
20303001 22"W X 28"H
20303002 8.5" WX 11"H

B) Temperature Check Station Sign
20303003 22"W X 28"H
20303004 8.5"W X 11"H

C) If You Are Experiencing Symptoms Sign
20303005 22"W X 28"H
20303006 8.5"W X 11"H

D) Practice Social Distancing Sign
20303007 22"W X 28"H
20303008 8.5"W X 11"H

E) Wash Your Hands Sign
20303009 22"W X 28"H
20303010 8.5"W X 11"H

F) 6' Apart Please Sign
20303011 22"W X 28"H
20303012 8.5"W X 11"H

G) Enter Here Sign
20303013 22"W X 28"H
20303014 8.5"W X 11"H

H) Exit Here Sign
20303015 22"W X 28"H
20303016 8.5"W X 11"H

I) Stand Here Floor Decal
20303017 12"W X 12"H

J) Directional Arrow Floor Decal
20303018 18"W X 24"H

Health & Safety

Sanitization Product & Services

Hand Sanitizing Stations
Using hand sanitizer reduces microbial counts and kills many harmful germs that could compromise the health of attendees with the COVID-19 and other viruses. Hand sanitizing stations provide convenient access to hand sanitizer after interactions where they happen.

1510103 Clear Barrier
(plexi, clear) 31.5"W x 36"H

Also available in opaque and personalization available.
1510100 Clear Barrier **with graphic**

Personalize here

Please Note:
Safety dividers also available in opaque finish. Graphics and branding options also available.
View those options **here** and learn more about our SafeConnect Promise on **Freeman.com**

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ExhibitorSupport@freeman.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
JANUARY 03, 2022

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
		SOFT SEATING				
Naples Group - Black Vinyl						
	810119	Chair	525.05	577.55	735.05	
	830120	Loveseat	757.45	833.20	1,060.45	
	830119	Sofa	722.85	795.15	1,012.00	
Munich Group - Gray Fabric						
	810151	Armless Chair	529.65	582.60	741.50	
Baja Group - White Vinyl						
	81050	Chair	568.20	625.00	795.50	
	83020	Loveseat	625.05	687.55	875.05	
	83019	Sofa	839.25	923.20	1,174.95	
Valencia - Velvet						
	810180	Chair - Spice Orange	348.15	382.95	487.40	
	83045	Sofa - Coffee Brown	523.25	575.60	732.55	
Key Largo Group - Black Fabric						
	830950	Loveseat	705.15	775.65	987.20	
	830951	Sofa	779.65	857.60	1,091.50	
	810950	Chair	556.35	612.00	778.90	
Allegro Group - Blue Fabric						
	81019	Chair	499.45	549.40	699.25	
	83015	Sofa	797.25	877.00	1,116.15	
Fairfax Group - White Vinyl						
	810949	Chair	469.35	516.30	657.10	
	830949	Sofa	748.95	823.85	1,048.55	
Palm Beach - White Vinyl						
	83040	Sofa	401.70	441.85	562.40	
Sterling Group - Gray Fabric						
	81037	Chair	820.00	902.00	1,148.00	
	8309	Sofa	1,224.00	1,346.40	1,713.60	
		CASUAL SEATING				
Ottomans						
	815122	Endless Square - White Vinyl	342.65	376.90	479.70	
	815123	Endless Square - Black Vinyl	342.65	376.90	479.70	
	815953	Endless Curve - White Vinyl	581.30	639.45	813.80	
	815952	Endless Curve - Black Vinyl	581.30	639.45	813.80	
	81518	Vibe Cube - Blue Vinyl	156.30	171.95	218.80	
	81519	Vibe Cube - Red Vinyl	156.30	171.95	218.80	
	81525	Vibe Cube - Orange Vinyl	156.30	171.95	218.80	
	81517	Vibe Cube - Yellow Vinyl	156.30	171.95	218.80	
	81530	Vibe Cube - Black Vinyl	135.90	149.50	190.25	
	81531	Vibe Cube - White Vinyl	135.90	149.50	190.25	
	81532	Vibe Cube - Steel Blue Vinyl	145.45	160.00	203.65	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Ottomans (continued)						
	81533	Vibe Cube - Silver Vinyl	145.45	160.00	203.65	
	81534	Vibe Cube - Purple Vinyl	145.45	160.00	203.65	
	81535	Vibe Cube -Citrus Green Vinyl	133.90	147.30	187.45	
	81536	Vibe Cube - Taupe Vinyl	133.90	147.30	187.45	
	81537	Vibe Cube - Spice Orange Vinyl	133.90	147.30	187.45	
	81538	Vibe Cube - Desert Rose Vinyl	133.90	147.30	187.45	
	815151	Marche Swivel - Gray Fabric	239.85	263.85	335.80	
	815154	Marche Swivel - Red Fabric	239.85	263.85	335.80	
	815159	Marche Swivel - Blue Fabric	239.85	263.85	335.80	
	815152	Marche Swivel - Linen Fabric	239.85	263.85	335.80	
	815157	Marche Swivel - Meadow Green Fabric	239.85	263.85	335.80	
	815158	Marche Swivel - Pear Yellow Fabric	239.85	263.85	335.80	
	815156	Marche Swivel - Plum Fabric	239.85	263.85	335.80	
	815153	Marche Swivel - Raspberry Fabric	239.85	263.85	335.80	
	815155	Marche Swivel - Rose Quartz Fabric	239.85	263.85	335.80	
	815150	Marche Swivel - White Vinyl	239.85	263.85	335.80	
	815160	Marche Swivel - Orange Fabric	239.85	263.85	335.80	
	81540	Marche Swivel - Forest Green Vinyl	208.10	228.90	291.35	
	81541	Marche Swivel - Teal Velvet	208.10	228.90	291.35	
	81542	Marche Swivel - Distressed Brown Vinyl	208.10	228.90	291.35	
	81543	Marche Swivel - Black Vinyl	208.10	228.90	291.35	
	81539	Marche Swivel - Ivory Faux Sheep Fur	208.10	228.90	291.35	
Beverly Bench Ottomans						
	81550	Black Vinyl	450.10	495.10	630.15	
	81551	Brown Fabric	450.10	495.10	630.15	
	81552	Gray Fabric	450.10	495.10	630.15	
	81553	Linen Fabric	450.10	495.10	630.15	
	81554	Ocean Blue Fabric	450.10	495.10	630.15	
	81555	Red Fabric	450.10	495.10	630.15	
	81556	White Vinyl	450.10	495.10	630.15	
Beverly Small Bench Ottomans						
	81560	Black Vinyl	382.00	420.20	534.80	
	81561	Blue Fabric	382.00	420.20	534.80	
	81562	Brown Fabric	382.00	420.20	534.80	
	81563	Green Fabric	382.00	420.20	534.80	
	81565	Linen Fabric	382.00	420.20	534.80	
	81568	Red Fabric	382.00	420.20	534.80	
	81569	White Vinyl	382.00	420.20	534.80	
	81566	Lavender Fabric	382.00	420.20	534.80	
	81567	Orange Fabric	382.00	420.20	534.80	
	81564	Gray Fabric	382.00	420.20	534.80	
	81570	Yellow Fabric	382.00	420.20	534.80	
Accent Chairs						
	71089	Black Diamond Side Chair	135.50	149.05	189.70	
	71090	Black Diamond Arm Chair	178.70	196.55	250.20	
	810861	Laguna Chair - Maple/Chrome	142.65	156.90	199.70	
	210108	Limerick® Chair by Herman Miller	73.20	80.50	102.50	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Accent Chairs (continued)						
	810816	Madrid Chair - White Vinyl/Chrome	912.05	1,003.25	1,276.85	
	810948	Meeting Chair - White Vinyl	385.30	423.85	539.40	
	810164	Marina Chair - White Vinyl	146.45	161.10	205.05	
	810160	Marina Chair - Black Vinyl	146.45	161.10	205.05	
	810161	Marina Chair - Brown Fabric	146.45	161.10	205.05	
	810162	Marina Chair - Ocean Blue Fabric	146.45	161.10	205.05	
	810163	Marina Chair - Red Fabric	146.45	161.10	205.05	
	810131	Malba Chair - Gray Molded Plastic	106.85	117.55	149.60	
	810130	Malba Chair - Green Molded Plastic	106.85	117.55	149.60	
	810846	Christopher Chair - White Vinyl/Chrome	129.05	141.95	180.65	
	810851	Zenith Chair - White/Chrome	167.15	183.85	234.00	
	810841	Rustique Chair - Gunmetal	136.40	150.05	190.95	
	810837	Razor Armless Chair - White High Density Plastic	64.85	71.35	90.80	
	810875	Swanson Swivel Chair - White Vinyl	285.85	314.45	400.20	
	81083	Blade Chair - Sky Blue	80.90	89.00	113.25	
	81082	Blade Chair - Red	80.90	89.00	113.25	
	81093	Lucent Chair - Frosted Acrylic	203.30	223.65	284.60	
	810145	Wentworth Chair - Brown Vinyl	260.10	286.10	364.15	
	81024	Atherton Chair - Brown Leather	732.00	805.20	1,024.80	
	81034	Bowery Chair - Yellow Fabric	508.00	558.80	711.20	
	81035	Century Chair - Gray Velvet	492.00	541.20	688.80	
	81036	Lena Chair - Green Leather	620.00	682.00	868.00	
	81031	Montreal Chair - Blue Fabric	570.00	627.00	798.00	
	81032	Pasadena Chair - White Plastic	318.00	349.80	445.20	
	81038	Tech Chair - Gray Vinyl	378.00	415.80	529.20	
	81039	Tech Tablet Chair - Gray Vinyl	378.00	415.80	529.20	
Executive Seating						
	71046	Gray Gaslift Chair With Arms	N/A	N/A	N/A	
	71045	Gray Gaslift Chair Without Arms	267.70	294.45	374.80	
	810874	La Brea Swivel Chair - Charcoal Gray Fabric	336.40	370.05	470.95	
	810175	Genesis Chair - Black	377.00	414.70	527.80	
	810844	Pro Executive High Back Chair - White Vinyl	308.00	338.80	431.20	
	810946	Pro Executive High Back Chair - Black Vinyl	385.30	423.85	539.40	
	810945	Pro Executive Mid Back Chair - White Vinyl	477.85	525.65	669.00	
	810944	Pro Executive Mid Back Chair - Black Vinyl	398.35	438.20	557.70	
	810947	Pro Executive Guest Chair - Black Vinyl	500.60	550.65	700.85	
	810170	Cupertino Mid Back Chair - Black Vinyl	436.75	480.45	611.45	
Barstools						
	71088	Black Diamond Stool	185.80	204.40	260.10	
	71048	Gray Gaslift Stool with Arms	N/A	N/A	N/A	
	71047	Gray Gaslift Stool without Arms	289.05	317.95	404.65	
	810860	Laguna Barstool - Maple/Chrome	180.15	198.15	252.20	
	210109	Limerick® Stool by Herman Miller	129.00	141.90	180.60	
	810872	Lift Barstool - Gray VinylChrome	173.85	191.25	243.40	
	810873	Lift Barstool - Red Vinyl/Chrome	173.85	191.25	243.40	
	810871	Lift Barstool - Black Vinyl/Chrome	173.85	191.25	243.40	
	810870	Lift Barstool - White Vinyl/Chrome	173.85	191.25	243.40	
	810103	Banana Barstool - White Vinyl/Chrome	209.75	230.75	293.65	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Barstools (continued)						
	810104	Banana Barstool - Black Vinyl/Chrome	209.75	230.75	293.65	
	810850	Zenith Barstool - White/Chrome	167.15	183.85	234.00	
	810840	Zoey Barstool - White Vinyl/Chrome	306.85	337.55	429.60	
	810848	Christopher Barstool - White Vinyl/Chrome	285.85	314.45	400.20	
	810202	Shark Swivel Barstool - White Plastic/Chrome	367.70	404.45	514.80	
	810839	Rustique Barstool - Gunmetal	136.40	150.05	190.95	
	81080	Blade Barstool - Red	161.75	177.95	226.45	
	81081	Blade Barstool - Sky Blue	161.75	177.95	226.45	
	81092	Lucent Barstool - Frosted Acrylic	216.40	238.05	302.95	
	810135	Task Stool - Black Fabric	179.20	197.10	250.90	
	81026	Marina Barstool - Ocean Blue	264.00	290.40	369.60	
	81027	Marina Barstool - Black Vinyl	264.00	290.40	369.60	
	81028	Marina Barstool - Brown Fabric	264.00	290.40	369.60	
	81029	Marina Barstool - Red Fabric	264.00	290.40	369.60	
	81030	Marina Barstool - White Vinyl	264.00	290.40	369.60	
Draped Tables & Counters						
Draped Tables - Tables are 24" wide ☐ Black ☐ Blue ☐ White ☐ Gray ☐ Red						
	124330	Draped Table 3'L x 30"H	107.15	117.85	150.00	
	124430	Draped Table 4'L x 30"H	125.70	138.25	176.00	
	124630	Draped Table 6'L x 30"H	159.25	175.20	222.95	
	124830	Draped Table 8'L x 30"H	177.05	194.75	247.85	
	12404630	4th Side Drape 6'L x 30"H	42.10	46.30	58.95	
	12404830	4th Side Drape 8'L x 30"H	42.10	46.30	58.95	
	124342	Draped Counter 3'L x 42"H	165.60	182.15	231.85	
	124442	Draped Counter 4'L x 42"H	183.60	201.95	257.05	
	124642	Draped Counter 6'L x 42"H	196.20	215.80	274.70	
	124842	Draped Counter 8'L x 42"H	225.70	248.25	316.00	
	12404642	4th Side Drape 6'L x 42"H	50.85	55.95	71.20	
	12404842	4th Side Drape 8'L x 42"H	50.85	55.95	71.20	
Undraped Tables & Counters						
	125330	Undraped Table 3'L x 30"H	55.20	60.70	77.30	
	125430	Undraped Table 4'L x 30"H	60.65	66.70	84.90	
	125630	Undraped Table 6'L x 30"H	74.35	81.80	104.10	
	125830	Undraped Table 8'L x 30"H	88.00	96.80	123.20	
	125342	Undraped Counter 3'L x 42"H	77.05	84.75	107.85	
	125442	Undraped Counter 4'L x 42"H	83.10	91.40	116.35	
	125642	Undraped Counter 6'L x 42"H	100.05	110.05	140.05	
	125842	Undraped Counter 8'L x 42"H	113.65	125.00	159.10	
Table Top Risers - Risers are 8" wide						
	1504100	Black 4'L x 7"H Corrugated Riser	30.15	33.15	42.20	
	1504101	White 4'L x 7"H Corrugated Riser	30.15	33.15	42.20	
	1506100	Black 6'L x 7"H Corrugated Riser	35.30	38.85	49.40	
	1506101	White 6'L x 7"H Corrugated Riser	35.30	38.85	49.40	
	1508100	Black 8'L x 7"H Corrugated Riser	40.70	44.75	57.00	
	1508101	White 8'L x 7"H Corrugated Riser	40.70	44.75	57.00	

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Table Top Risers - Risers are 8" wide (continued)						
	1504200	Black 4'L x 14"H Corrugated Riser	46.10	50.70	64.55	
	1504201	White 4'L x 14"H Corrugated Riser	46.10	50.70	64.55	
	1506200	Black 6'L x 14"H Corrugated Riser	56.40	62.05	78.95	
	1506201	White 6'L x 14"H Corrugated Riser	56.40	62.05	78.95	
	1508200	Black 8'L x 14"H Corrugated Riser	40.70	44.75	57.00	
	1508201	White 8'L x 14"H Corrugated Riser	40.70	44.75	57.00	
Pedestal Tables - Soho Series						
	72069	Black Top Cafe Table - 30"H x 24"W	210.90	232.00	295.25	
	72067	Black Top Cafe Table - 30"H x 36"W	217.45	239.20	304.45	
	72066	Black Top Mini Table - 18"H x 18"W	129.00	141.90	180.60	
	72070	Black Top Bistro Table - 42"H x 24"W	212.00	233.20	296.80	
	72068	Black Top Bistro Table - 42"H x 36"W	228.95	251.85	320.55	
Pedestal Tables - Chelsea Series						
	72063	Butcher Block Top Cafe Table - 30"H x 30"W	210.90	232.00	295.25	
	72064	Butcher Block Top Cafe Table - 30"H x 36"W	210.90	232.00	295.25	
	720163	Butcher Block Top Bistro Table - 42"H x 30"W	210.90	232.00	295.25	
	720164	Butcher Block Top Bistro Table - 42"H x 36"W	210.90	232.00	295.25	
Pedestal Tables						
	8201208	Hydraulic Base Cafe Table - Maple	360.30	396.35	504.40	
	8201207	Hydraulic Base Bar Table - Maple	374.55	412.00	524.35	
	8201209	Hydraulic Base Cafe Table - Graphite	400.65	440.70	560.90	
	8201211	Hydraulic Base Bar Table - Graphite	411.95	453.15	576.75	
	8201206	Hydraulic Base Cafe Table - Maple	389.80	428.80	545.70	
	8201205	Hydraulic Base Bar Table - Maple	388.70	427.55	544.20	
	820126	Hydraulic Base Cafe Table - White Laminate	382.40	420.65	535.35	
	820125	Hydraulic Base Bar Table - White Laminate	416.55	458.20	583.15	
	820241	Madison Hydraulic Base Cafe Table - Gray Acajou.	331.90	365.10	464.65	
	820240	Madison Hydraulic Base Bar Table - Gray Acajou	331.90	365.10	464.65	
	820265	Madison Cafe Table - Gray Acajou	261.95	288.15	366.75	
	820264	Madison Bar Table - Gray Acajou	261.95	288.15	366.75	
	8201220	30" Cafe Table Black Base - White Laminate	261.45	287.60	366.05	
	8201221	30" Bar Table Black Base - White Laminate	279.60	307.55	391.45	
	8201222	30" Bar Table Chrome Base - White Laminate	402.35	442.60	563.30	
	8201223	30" Cafe Table Chrome Base - White Laminate	402.35	442.60	563.30	
	820920	30" Bar Table Chrome Hydraulic Base - Red	311.40	342.55	435.95	
	820921	30" Cafe Table Chrome Hydraulic Base - Red	311.40	342.55	435.95	
	820922	30" Bar Table Chrome Hydraulic Base - Graphite	311.40	342.55	435.95	
	820923	30" Cafe Table Chrome Hydraulic Base - Graphite	311.40	342.55	435.95	
	820930	30" Bar Table w/ Hydraulic Base - Blue	299.40	329.35	419.15	
	820931	30" Bar Table w/ Black Base - Blue	238.25	262.10	333.55	
	820932	30" Bar Table w/ Hydraulic Base - Wood	364.95	401.45	510.95	
	820933	30" Bar Table w/ Black Base - Wood	253.50	278.85	354.90	
	820940	30" Cafe Table w/ Hydraulic Base - Blue	299.40	329.35	419.15	
	820941	30" Cafe Table w/ Black Base - Blue	214.20	235.60	299.90	
	820942	30" Cafe Table w/ Hydraulic Base - Wood	364.95	401.45	510.95	

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Pedestal Tables (continued)						
	820943	30" Cafe Table w/ Black Base - Wood	231.65	254.80	324.30	
	820910	30" Bar Table w/ Hydraulic Base - Gunmetal	370.80	407.90	519.10	
	820911	30" Bar Table w/ Hydraulic Base - Black	370.80	407.90	519.10	
	820912	30" Bar Table w/ Hydraulic Base - Green	370.80	407.90	519.10	
	820913	30" Bar Table w/ Hydraulic Base - Orange	370.80	407.90	519.10	
	820914	30" Bar Table w/ Hydraulic Base - Yellow	370.80	407.90	519.10	
	820915	30" Bar Table w/ Black Base - Gunmetal	259.60	285.55	363.45	
	820916	30" Bar Table w/ Black Base - Black	259.60	285.55	363.45	
	820917	30" Bar Table w/ Black Base - Green	259.60	285.55	363.45	
	820918	30" Bar Table w/ Black Base - Orange	259.60	285.55	363.45	
	820919	30" Bar Table w/ Black Base - Yellow	259.60	285.55	363.45	
	8201230	30" Cafe Table w/ Hydraulic Base - Gunmetal	370.80	407.90	519.10	
	8201231	30" Cafe Table w/ Hydraulic Base - Black	370.80	407.90	519.10	
	8201232	30" Cafe Table w/ Hydraulic Base - Green	370.80	407.90	519.10	
	8201233	30" Cafe Table w/ Hydraulic Base - Orange	370.80	407.90	519.10	
	8201234	30" Cafe Table w/ Hydraulic Base - Yellow	370.80	407.90	519.10	
	8201235	30" Cafe Table w/ Black Base - Gunmetal	370.80	407.90	519.10	
	8201236	30" Cafe Table w/ Black Base - Black	370.80	407.90	519.10	
	8201237	30" Cafe Table w/ Back Base - Green	370.80	407.90	519.10	
	8201238	30" Cafe Table w/ Black Base - Orange	370.80	407.90	519.10	
	8201239	30" Cafe Table w/ Black Base - Yellow	370.80	407.90	519.10	
	8201240	36" Bar Table w/ Hydraulic Base - Black	385.25	423.80	539.35	
	8201241	36" Bar Table w// Black Base - Black	263.70	290.05	369.20	
	8201242	36" Cafe Table w/ Hydraulic Base - Black	366.70	403.35	513.40	
	8201243	36" Cafe Table w// Black Base - Black	282.25	310.50	395.15	
Accent Tables						
	82015	Silverado End Table - Tempered Glass/Painted Steel	281.85	310.05	394.60	
	82014	Silverado Cocktail Table - Tempered Glass/Painted Steel	299.45	329.40	419.25	
	820252	Alondra End Table - Glass/Chrome	242.05	266.25	338.85	
	820250	Alondra Cocktail Table - Glass/Chrome	337.00	370.70	471.80	
	820253	Alondra End Table - Wood/Chrome	242.05	266.25	338.85	
	820251	Alondra Cocktail Table - Wood/Chrome	337.00	370.70	471.80	
	8201224	Atomic 36" Round Table - Glass/Chrome	350.00	385.00	490.00	
	8201225	Atomic 42" Round Table - Glass/Chrome	350.00	385.00	490.00	
	82028	Geo End Table - Wood/Black Steel	285.85	314.45	400.20	
	82027	Geo Cocktail Table - Wood/Black Steel	293.20	322.50	410.50	
	82035	Geo End Table - Glass/Chrome	345.50	380.05	483.70	
	82034	Geo Cocktail Table - Glass/Chrome	423.90	466.30	593.45	
	82054	Sydney End Table - Black Laminate/Brushed Steel	263.10	289.40	368.35	
	82055	Sydney End Table - White Laminate/Brushed Steel	263.10	289.40	368.35	
	82052	Sydney Cocktail Table - Black Laminate/Brushed Steel	316.55	348.20	443.15	
	82053	Sydney Cocktail Table - White Laminate/Brushed Steel	316.55	348.20	443.15	
	82079	Sydney End Table - Blue Laminate/Brushed Steel	233.85	257.25	327.40	
	82080	Sydney End Table - Wood Laminate/Brushed Steel	233.85	257.25	327.40	
	82077	Sydney Cocktail Table - Blue Laminate/Brushed Steel	281.95	310.15	394.75	

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COMPANY NAME: BOOTH #:

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Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Accent Tables (continued)						
	82078	Sydney Cocktail Table - Wood Laminate/Brushed Steel	281.95	310.15	394.75	
	82075	Regis End Table - Brushed Metal	326.75	359.45	457.45	
	82074	Regis Bench Table - Brushed Metal	459.70	505.65	643.60	
	820844	Aura Round Table - White Metal	131.25	144.40	183.75	
	82043	Geo Square-Round Table - Glass/Black Steel	475.05	522.55	665.05	
	82044	Geo Square-Round Table - Glass/Chrome	475.05	522.55	665.05	
	8201226	Rustique Square Metal Bar Table - Gray	422.80	465.10	591.90	
	820130	Mesa Cocktail Table - Black/Bronze	271.95	299.15	380.75	
	820131	Mesa Cocktail Table - Glass/Bronze	271.95	299.15	380.75	
	820132	Mesa Cocktail Table - Wood/Bronze	271.95	299.15	380.75	
	820133	Mesa End Table - Black/Bronze	243.10	267.40	340.35	
	820134	Mesa End Table - Glass/Bronze	243.10	267.40	340.35	
	820135	Mesa End Table - Wood/Bronze	243.10	267.40	340.35	
	820310	Sedona Side Table - Black/Bronze	201.90	222.10	282.65	
	820311	Sedona Side Table - Wood/Bronze	201.90	222.10	282.65	
	820312	Sedona Side Table - White/Bronze	201.90	222.10	282.65	
	820320	Taos Side Table - Black/Bronze	201.90	222.10	282.65	
	820321	Taos Side Table Wood/Bronze	201.90	222.10	282.65	
	820322	Taos Side Table - White/Bronze	201.90	222.10	282.65	
Conference Tables						
	82041	Geo Conference Table - Glass/Black Steel	475.05	522.55	665.05	
	82051	Geo Conference Table - Glass/Chrome	475.05	522.55	665.05	
	820260	Madison Conference Table - Gray Acajou	472.80	520.10	661.90	
	820708	42" Round Conference Table - White Laminate	437.00	480.70	611.80	
	820261	Madison 5' Conference Table - Gray Acajou	542.70	596.95	759.80	
	820262	Madison 8' Conference Table - Gray Acajou	1,083.05	1,191.35	1,516.25	
	820263	Madison 10' Conference Table - Gray Acajou	1,083.05	1,191.35	1,516.25	
	820951	Ventura Bar Table - Maple w/ Grommets	722.85	795.15	1,012.00	
	820952	Ventura Communal Bar Table - Black	745.55	820.10	1,043.75	
	820953	Ventura Bar Table - White w/ Grommets	722.85	795.15	1,012.00	
	820954	Ventura Communal Bar Table - Maple	722.85	795.15	1,012.00	
	820956	Ventura Communal Bar Table - White	722.85	795.15	1,012.00	
	820963	Ventura Communal Cafe Table - Maple	496.10	545.70	694.55	
	820960	Ventura Cafe Table - Maple w/ Grommets	695.00	764.50	973.00	
	820961	Ventura Cafe Table - White w/ Grommets	695.00	764.50	973.00	
	820966	Ventura Communal Cafe Table - White	496.10	545.70	694.55	
	820962	Ventura Communal Cafe Table - Black	496.10	545.70	694.55	
	8201244	42" Round Conference Table - Black Laminate	383.20	421.50	536.50	
	8201	10' Table - Black Laminate	808.00	888.80	1,131.20	
	8203	5' Table - Black Laminate	416.00	457.60	582.40	
	8205	8' Table - Black Laminate	608.00	668.80	851.20	
Office						
	84075	Madison Desk - Gray Acajou	817.10	898.80	1,143.95	
	84078	Madison Bookcase - Gray Acajou	581.30	639.45	813.80	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Computer Desks/Tables						
	820706	Work Desk - White Laminate	376.25	413.90	526.75	
POWERED						
Powered Seating						
	810120	Naples Chair, Powered - Black Vinyl	757.45	833.20	1,060.45	
	830122	Naples Loveseat, Powered - Black Vinyl	976.75	1,074.45	1,367.45	
	830121	Naples Sofa, Powered - Black Vinyl	1,125.10	1,237.60	1,575.15	
Powered Tables						
	820950	Ventura Communal Bar Table, Powered - Black	922.85	1,015.15	1,292.00	
	820955	Ventura Communal Bar Table, Powered - White	838.70	922.55	1,174.20	
	820964	Ventura Communal Cafe Table, Powered - Black	627.25	690.00	878.15	
	820965	Ventura Communal Cafe Table, Powered - White	627.25	690.00	878.15	
	84083	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal	844.40	928.85	1,182.15	
	84084	Tech Desk, Powered - Black Metal	742.70	816.95	1,039.80	
	82076	Sydney Cocktail Table, Powered - Black	575.05	632.55	805.05	
	82073	Sydney Cocktail Table, Powered - White	575.05	632.55	805.05	
	8202	10' Table, Powered - Black Laminate	1,010.00	1,111.00	1,414.00	
	8204	5' Table, Powered - Black Laminate	522.00	574.20	730.80	
	8206	8' Table, Powered - Black Laminate	1,010.00	1,111.00	1,414.00	
Powered Pedestals						
	85060	Powered Locking Pedestal 36" H, Black	554.00	609.40	775.60	
	85061	Powered Locking Pedestal 36" H, White	554.00	609.40	775.60	
	85062	Powered Locking Pedestal 42" H, Black	660.85	726.95	925.20	
	85063	Powered Locking Pedestal 42" H, White	641.55	705.70	898.15	
	820710	Wireless Charging Table, Powered	491.75	540.95	688.45	
Midtown Counters & Bars						
	850103	Midtown Powered Counter Unlighted - Pewter	1,573.55	1,730.90	2,202.95	
	850102	Midtown Powered Counter Lighted w/ Plug-In - Pewter	1,831.45	2,014.60	2,564.05	
	850101	Midtown Bar Unlighted - Pewter	1,409.65	1,550.60	1,973.50	
	850100	Midtown Bar Lighted w/ Plug-In - Pewter	1,674.10	1,841.50	2,343.75	
DISPLAY & ACCESSORIES						
Product Storage						
	84080	3 Door File Cabinet on Castors - Black	581.30	639.45	813.80	
	85020	Posh Shelving w/ Chrome Frame - White	561.35	617.50	785.90	
Refrigerator						
	8503001	Refrigerator - White	872.25	959.50	1,221.15	
Lighting						
	850707	Mason Table Lamp - White/Brushed Silver	171.60	188.75	240.25	
	850708	Mason Floor Lamp - White/Brushed Silver	255.70	281.25	358.00	
Display						
	75030	Display Cube - Black - 12" Small	254.65	280.10	356.50	
	75031	Display Cube - Black - 18" Medium	273.75	301.15	383.25	
	75032	Display Cube - Black - 24" Large	318.05	349.85	445.25	
	72056	Display Counter - Black	410.35	451.40	574.50	
	75079	Orion Computer Kiosk - Black	N/A	N/A	N/A	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Boxwood Hedges						
	85030	7' Boxwood Hedge	640.00	704.00	896.00	
	85035	4' Boxwood Hedge	350.00	385.00	490.00	
Accessories						
	220121	Chrome Stanchion w/ 8' Retractable Belt	129.00	141.90	180.60	
	220118	Chrome Sign Holder	102.20	112.40	143.10	
	750135	Round Literature Rack	237.70	261.45	332.80	
	750136	Flat Literature Rack	204.95	225.45	286.95	
	220109	Chrome Coat Tree	59.00	64.90	82.60	
	220134	Aluminum Easel	57.40	63.15	80.35	
	220110	Chrome Bag Rack	126.80	139.50	177.50	
	10201484	Floor Standing Bulletin Board	230.80	253.90	323.10	
	220106	Corrugated Wastebasket	19.70	21.65	27.60	
	8502	Village Charging Hub	254.00	279.40	355.60	
Special Drape						
☐ Black ☐ Blue ☐ White ☐ Gray ☐ Red						
	12103	Special Drape 3'H (per ft.)	21.85	24.05	30.60	
	12108	Special Drape 8'H (per ft.)	25.70	28.25	36.00	

TOTAL COST

Sub-Total	+	8.25% Tax	=	Total Cost

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

FREEMAN
(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

ONLINE PRICE
DISCOUNT PRICE
DEADLINE DATE
JANUARY 3, 2022

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

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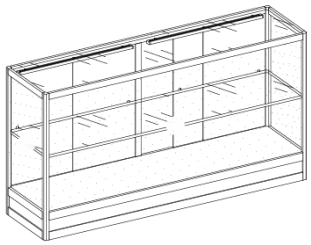
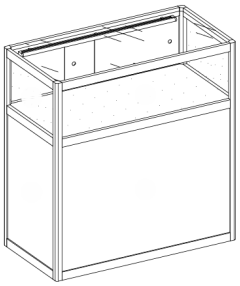
SHOWCASES



FULL VISION

TOWER



JEWELERS

Fluorescent lighting, solid sides, white formica exterior, closed storage, sliding doors with locks (no mirrors).

Electrical service and extension cords are NOT INCLUDED. For electrical services, please refer to the electrical services order forms located in this manual.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
____	101043	4' Full View Fluorescent	$ 474.40	$ 581.85	$ 664.15	$ _____
____	101061	6' Full View Fluorescent	$ 570.65	$ 627.70	$ 798.90	$ _____
____	101041	4' Jewelers Showcase	$ 405.75	$ 446.35	$ 568.05	$ _____
____	101064	6' Jewelers Showcase	$ 457.00	$ 502.70	$ 639.80	$ _____
____	1010200	Tower Showcase	$ 677.05	$ 744.75	$ 947.85	$ _____

QUICK TIPS

- Remember to order in advance to save time and money.
- Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- If you have questions or need assistance with any items not listed, please call.

TOTAL COST

_____ + _____ = $_____
Sub-Total 8.25% Tax Total Cost

FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with 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. Custom options can be ordered and include borders, patterns and logo applications in both our classic and prestige carpeting lines.

Sustainability Tip:

DARKER COLORED CARPETS SUCH AS BLACK AND GRAY AND THE TWO-TONED CARPET ARE MADE OF 20-25% RECYCLED CONTENT. RENTING CARPET FROM FREEMAN MINIMIZES YOUR SHIPPING FOOTPRINT.

- 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
- Renting carpet from Freeman minimizes your shipping footprint.

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. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. 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.

*black**

cardinal

*charcoal**

cream

*gray pearl**

*navy**

toast

wedgewood

*white**

Colors available in both 28 oz. and 40 oz.

Sustainability Tip: Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show.

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

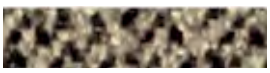
Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.

black

blue

gray

green



latte

midnight blue

plum

red

red pepper

tuxedo

Actual colors may vary slightly

Sustainability Tip: Freeman Classic carpet is reused a minimum of four times before retired from inventory and recycled. Darker colored carpets such as black and gray, as well as the two-toned carpet are made of 20-25% recycled content.

FREEMAN

(888) 508-5054 Fax: (469) 621-5613
ExhibitorSupport@freeman.com

ONLINE PRICE DISCOUNT PRICE DEADLINE DATE
JANUARY 03, 2022

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: _____ BOOTH #: _____

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Take advantage of the Online price by ordering at www.freeman.com/store by the deadline date.

FLOORING

- **Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.**
- **Products or colors with limited availability after the discount deadline are denoted with an *.**
- **All utility lines must be installed before carpet installation. Utilities should be ordered in advance.**
- **Pricing includes delivery, material handling, installation and removal.**
- **All carpet, padding and plastic covering contain recycled content and are recyclable.**
- **Prestige, Custom Cut Classic Carpet, Turf and Vinyl are subject to a 100% Cancellation Charge.**

10' Classic Carpet, Padding & Plastic Covering

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Blue* ☐ Gray ☐ Midnight Blue ☐ Red* ☐ Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet	$ 225.00	$ 247.50	$ 315.00	_____
_____	10' x 20' Classic Carpet	$ 450.00	$ 495.00	$ 630.00	_____
_____	10' x 30' Classic Carpet	$ 675.00	$ 742.50	$ 945.00	_____
_____	10' x 10' Carpet Padding - Single Layer	$ 135.00	$ 148.50	$ 189.00	_____
_____	10' x 20' Carpet Padding - Single Layer	$ 270.00	$ 297.00	$ 378.00	_____
_____	10' x 30' Carpet Padding - Single Layer	$ 405.00	$ 445.50	$ 567.00	_____
_____	10' x 10' Carpet Padding - Double Layer	$ 270.00	$ 297.00	$ 378.00	_____
_____	10' x 20' Carpet Padding - Double Layer	$ 540.00	$ 594.00	$ 756.00	_____
_____	10' x 30' Carpet Padding - Double Layer	$ 810.00	$ 891.00	$ 1,134.00	_____
_____	Plastic Covering (price per sqft)	$ .55	$ .60	$ .75	_____

Custom Cut Classic Carpet

- **Order Custom Cut Classic Carpeting by the sqft if your size is not listed above.**
- **Pricing includes delivery, material handling, installation and removal.**

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Blue* ☐ Gray ☐ Green* ☐ Latte* ☐ Midnight ☐ Red* ☐ Red pepper* ☐ Tuxedo*

		Online Price	Discount Price	Standard Price	Total
16 oz. Carpet Rental - Price per sqft (100 sqft minimum)					
Per sqft	Booth Size: ____ X ____ = _____ sqft	$ 3.85	$ 4.25	$ 5.40	_____

*Vinyl**

- **Pricing includes delivery, material handling, installation and removal.**
- **10' wide standard width**

CHOOSE YOUR VINYL COLOR:

☐ Ash ☐ Birch ☐ Maple ☐ Smoke ☐ Walnut

		Online Price	Discount Price	Standard Price	Total
10' wide Vinyl - Price per sqft (100 sqft minimum)					
Per sqft	Booth Size: ____ X ____ = _____ sqft	$ 6.10	$ 6.70	$ 8.55	_____

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flooring

Prestige Carpet

- **Pricing includes delivery, material handling, installation and removal.**

28 oz Carpet, choose your carpet color:

☐ Black ☐ Cardinal* ☐ Charcoal* ☐ Cream* ☐ Gray Pearl ☐ Navy* ☐ Toast* ☐ Wedgewood* ☐ White*

28 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 4.50	$ 4.95	$ 6.30	_____
Over 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 4.05	$ 4.45	$ 5.65	_____

40 oz Carpet, choose your carpet color:

☐ Black* ☐ Charcoal* ☐ Gray Pearl* ☐ Navy* ☐ White*

40 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 5.15	$ 5.65	$ 7.20	_____
Over 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 4.65	$ 5.10	$ 6.50	_____

Carpet Padding

- **Pricing includes delivery, material handling, installation and removal.**
- **Order Carpet Padding by the sqft if your size is not listed on Page 1.**

Carpet Padding- Price per sqft (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 1.35	$ 1.50	$ 1.90	_____
Over 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 1.20	$ 1.30	$ 1.70	_____

Double Carpet Padding- Price per sqft. (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 2.70	$ 2.95	$ 3.80	_____
Over 700 sqft	Booth Size: ____ x ____ = _____ sqft	$ 2.40	$ 2.65	$ 3.35	_____

Vinyl Flooring Padding - Price per sqft (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size: ____ x ____ = _____ sqft	$ 3.65	$ 4.00	$ 5.10	_____

Turf*

- **Pricing includes delivery, material handling, installation and removal.**

Riviera Turf, choose your color:

☐ Black ☐ Ivy Green

Riviera Turf - Price per sqft (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size: ____ x ____ = _____ sqft	$ 4.25	$ 4.70	$ 5.95	_____

Parkside Turf, choose your color:

☐ Green

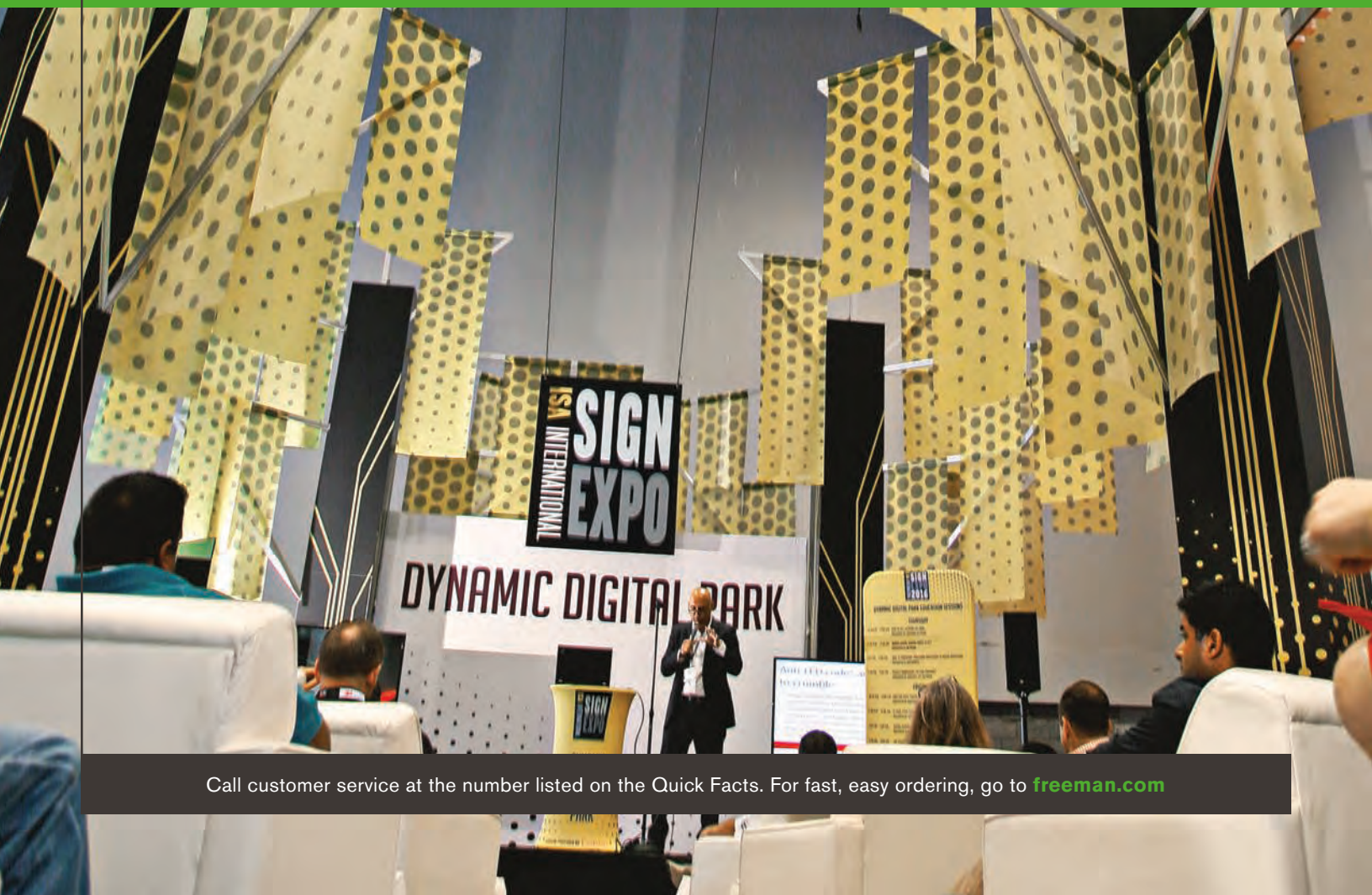
Parkside Turf - Price per sqft (100 sqft minimum)		Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size: ____ x ____ = _____ sqft	$ 9.20	$ 10.10	$ 12.90	_____

_____	+	_____	=	_____
Sub-Total		**8.25% 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
- Extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



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 16' 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.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- 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
- Logo reproduction
- Accent graphic photo panels
- Backlit displays and murals
- Large format signage and banners
- Four-color carpet image printing

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DISCOUNT PRICE DEADLINE DATE JANUARY 03, 2022

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME : PHONE #:

E-MAIL ADDRESS :

For fast, easy ordering, go to www.freeman.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 = _____ sqft

sqft _____ x $ 24.10 or $ 36.15 per sqft discount price per sqft standard price = $ _____

- **Minimum order per graphic 9 sqft (1296 sqin)**
- **Double sqft for double-sided graphics**
- **Round sqft 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 sqft.

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

- ☐ Freeman Foam (Foamcore)
- ☐ Freeman PVC (PVC)
- ☐ Freeman HD Foam (Gatorfoam)
- ☐ Freeman Polyfoam (Ultra Board)
- ☐ Masonite
- ☐ Plexi
- ☐ Freeman Honeycomb (Eco-Board)
- ☐ 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"	_____	56.30	84.45	=	_____
7" x 22"	_____	61.75	92.65	=	_____
7" x 44"	_____	63.95	95.95	=	_____
9" x 44"	_____	77.65	116.50	=	_____
11" x 14"	_____	71.05	106.60	=	_____
14" x 22"	_____	80.90	121.35	=	_____
14" x 44"	_____	84.75	127.15	=	_____
22" x 28"	_____	126.80	190.20	=	_____
28" x 44"	_____	187.45	281.20	=	_____
20" x 60" (white only)	_____	227.85	341.80	=	_____

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 + _____ 8.25 % Tax = _____ Total Cost

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. Artwork must be submitted in the proper resolution and/or file size to produce quality images. Please provide 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

- When placing on order online, your order confirmation will include a link to our secure file sharing library so you may upload your graphic files. If your order is faxed in, or if you are working directly with a Freeman team member, a link will be emailed to you when your order is processed.

UNION JURISDICTIONS FOR THE TEXAS LOCAL UNIONS

THE FOLLOWING GUIDELINES APPLY IN THE TEXAS REGION:

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 that the various unions have, we ask that you read the following:

ELECTRICAL LABOR & PLUMBING

Responsible for the installation and distribution of all electrical outlets, cables and distribution equipment. This includes extension cords installed under carpet or any other type of flooring. Freeman is responsible for any hardwiring of equipment to installed electrical cables or disconnecting devices. Exhibitors are permitted to install their own lights, monitors, and other A/V equipment.

Freeman is responsible for the installation and distribution of all water lines and the filling and draining of all water tanks. Exhibitors are permitted to connect their equipment to the lines installed by Freeman.

MATERIAL HANDLING LOCAL UNION LABOR

The Local Union has jurisdiction for the operation of all material-handling equipment, all unloading and reloading, and the handling of empty containers.

Exhibitors may unload their own personal vehicles provided they do not use any material handling equipment (fork-lifts, flatbeds, dollies, pallet jacks, etc.)

Freeman will control access to the loading docks in order to provide for a safe and orderly move-in/move-out.

INSTALLATION & DISMANTLE LABOR - LOCAL UNION LABOR

The Local Union has jurisdiction for the installation and dismantling of all exhibits including carpet, furniture, and hanging signs. All hired labor must belong to Local Union. Labor can be ordered in advance by returning the enclosed form, or on showsite, at the Freeman Service Desk.

Three options for installation and dismantle labor exist in Texas. Labor may be:

- performed by full-time employees of the exhibiting company; or
- hired through Freeman, the official general service contractor; or
- hired through an exhibitor-appointed contractor.

PLEASE NOTE:

- Please do not tip any employee. Do not give coffee breaks, for union employees have a fifteen minute paid break mid-morning and mid-afternoon. Any attempt by an employee to solicit a gratuity for any service should be reported immediately to Freeman and/or Exhibit Management. Union employees are paid a good wage scale, and tipping is strongly discouraged and is not an accepted policy of any Official Service Supplier.
- If you encounter any difficulty with any laborer, or if you are not satisfied with the work performed, please bring this to the attention of Freeman. Please refrain from voicing

LET US DO THE HEAVY LIFTING

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

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

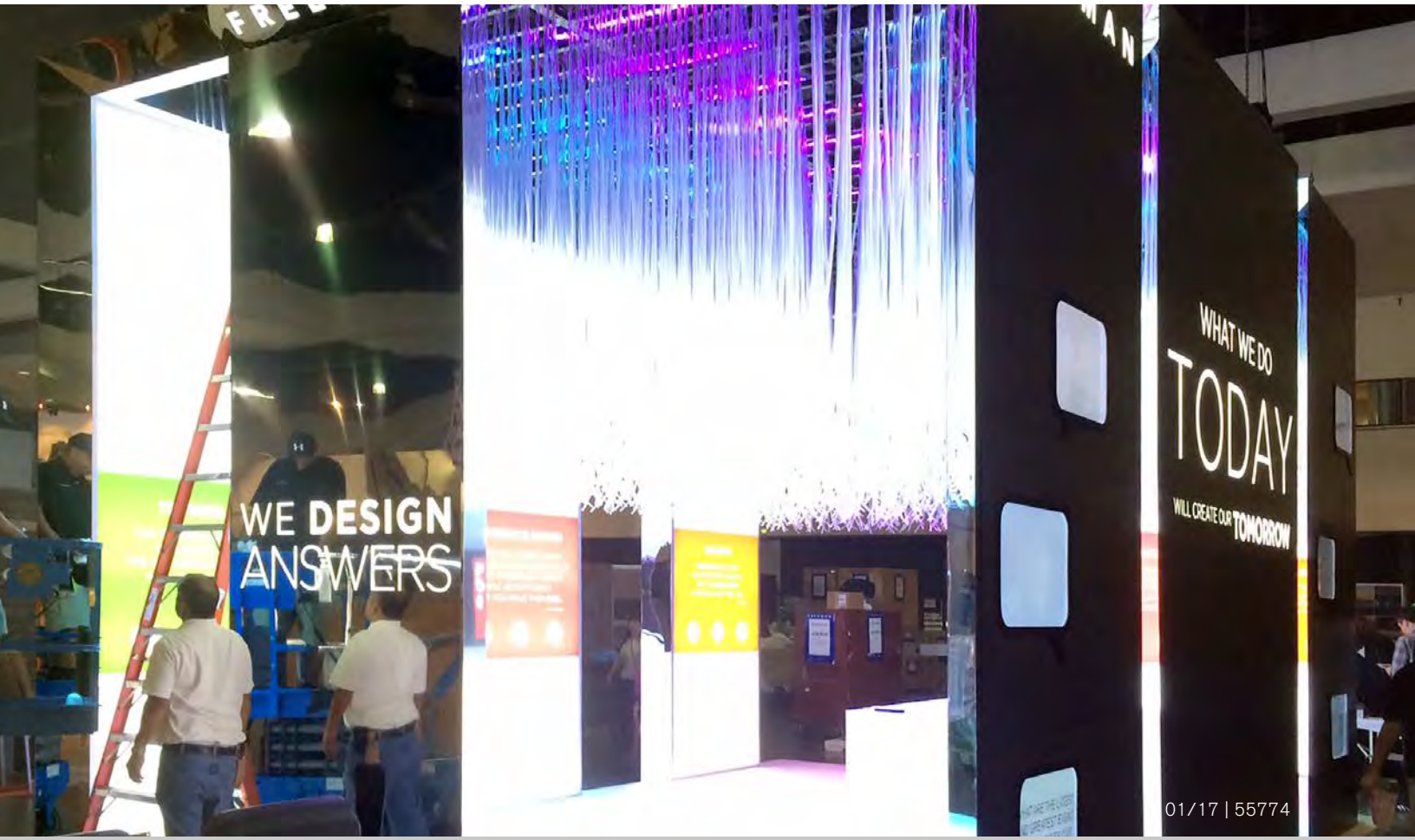
- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations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

ON-SITE SUPERVISION

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

If You Use Freeman Staff

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



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ExhibitorSupport@freeman.com

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

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

INSTALLATION & DISMANTLE LABOR

Description		Advance Price	Show Site Price
Straight Time:	8:00 AM to 4:30 PM Monday through Friday	$110.25	$154.50
Overtime:	6:00 AM to 8:00 AM and 4:30 PM to 12:00 Midnight Monday through Friday	$165.50	$231.75
	6:00 AM to 12:00 Midnight Saturday and Sunday		
Double Time:	12:00 Midnight to 6:00 AM and recognized holidays	$220.50	$308.75

- **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 the Freeman Service Center 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	_____	=	_____	x	_____	= $	_____

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

8.25% 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 the Freeman Service Center 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	_____	=	_____	x	_____	= $	_____

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

8.25% Tax = $ **(N/A)**

Total Dismantle = $ _____

NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

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 Pieces: 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: _____

Select a Carrier:

☐ **Freeman Exhibit Transportation:**
No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.
Freeman will make arrangements for all
Freeman Exhibit Transportation shipments.

☐ **Other Carrier:**
Carrier Name:_____
Carrier Phone:_____
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select Level of Service:

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

Freight Charges:

☐ Same as ship to

Bill To: _____

Select Shipment Options (if apllicable)

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

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

☐ Re-route via Freeman's choice

☐ Deliver back to the warehouse at exhibitor's expense

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

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NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

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

FORKLIFT & RIGGING LABOR

Straight Time: 8:00 AM to 4:30 PM Monday through Friday
Overtime: 6:00 AM to 8:00 AM and 4:30 PM to 12:00 Midnight Monday through Friday, 6:00 AM to 12:00 Midnight Saturday and Sunday
Double Time: 12:00 Midnight to 6:00 AM and recognized holidays

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

Part #	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST	$172.00	$241.00
304051	Forklift w/operator - up to 5,000 lbs - OT	$227.25	$318.25
3040100	Forklift w/operator - up to 10,000 lbs - ST	$185.50	$259.75
3040101	Forklift w/operator - up to 10,000 lbs - OT	$240.75	$337.25
3040150	Forklift w/operator - up to 15,000 lbs - ST	$192.75	$270.00
3040151	Forklift w/operator - up to 15,000 lbs - OT	$248.00	$347.25
304040	Forklift w/operator - 4-Stage - ST	$175.25	$245.50
304041	Forklift w/operator - 4-Stage - OT	$230.50	$322.75
RIGGING LABOR			
3020100	Rigger - ST	$110.25	$154.50
3020101	Rigger - OT	$165.50	$231.75
EQUIPMENT			
3090600	Forklift Cage	$56.75	$79.50
3090700	Forklift Boom	$56.75	$79.50
3090800	Pallet Jack	$56.75	$79.50

INSTALLATION

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____

Sub-Total $ _____
8.25% Tax $ **(N/A)**
Total Installation $ _____

DISMANTLE

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____

Sub-Total $ _____
8.25% Tax $ **(N/A)**
Total Dismantle $ _____

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NAME OF SHOW: **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

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

HANGING SIGN LABOR

INSTRUCTIONS

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

SIGN DESCRIPTION, SIZE & WEIGHT

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

Type: Cloth Banner _____ Metal or Wood _____ Other_____

Shape: Square ____ Triangle ____ Rectangle ____ Other ____

Size: Height _____ Length _____ Width _____

Weight of Sign: _____

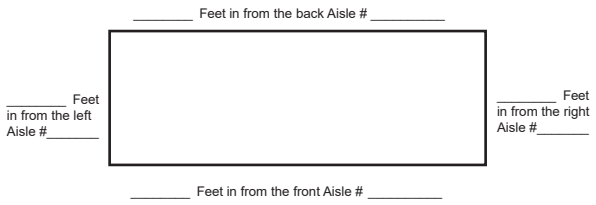
Does Your Sign Require: Electricity _____ Assembly _____

Is Your Sign Designed to Rotate? _____ Yes _____ No

(Initial in the applicable box above)

PLACEMENT DIAGRAM

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



Number of feet from floor to top of sign: _____

STRUCTURAL INTEGRITY STATEMENT MUST ACCOMPANY ORDER

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time
8:00 AM to 4:30 PM, Monday through Friday
Overtime
6:00 AM to 8:00 AM & 4:30 PM to 12:00 AM Monday through Friday, 6:00 AM to 12:00 AM Saturday & Sunday
Double Time
12:00 AM to 6:00 AM and recognized holidays

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

Equipment With Crew

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

	Straight Time	Overtime
Condor/Boom Condor with crew (up to 200 lbs lift capacity)		
Advance Price	$640.75	$769.75
Show Site Price	$897.25	$1077.75
Additional Crew/Assembly Labor (Per person / Per hour)		
Advance Price	$110.25	$165.50
Show Site Price	$154.50	$231.75

Installation Estimate

Approx Hours Hourly Rate Total Estimated Cost

_____ @ _____ = _____

Dismantle Estimate

Approx Hours Hourly Rate Total Estimated Cost

_____ @ _____ = _____

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

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

____ Freeman
____ Exhibitor Personnel
____ Display House

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

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ExhibitorSupport@freeman.com

PLEASE INCLUDE THIS FORM WITH YOUR HANGING SIGN ORDER FORM

STRUCTURAL INTEGRITY STATEMENT
THIS FORM MUST BE RETURNED
FOR ALL SUSPENDED STRUCTURES

_____, the contracted exhibitor at the **AM METEOROLOGICAL SOCIETY ANNUAL MEETING 2022 / JANUARY 24 - 27, 2022** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, GEORGE R BROWN CONVENTION CENTER, FREEMAN,** and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: _____ Booth #:_____

Authorized Signature: _____

Printed Name: _____ Date:_____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Printed Name: _____ Date:_____

E-Mail: _____

FREEMAN structural integrity statement

Save 3% by Ordering Online!

For online ordering AMS 2022 exhibitors will receive an email from Projection including your username and temporary password. You may then follow the link below to order.

projection.boomerecommerce.com

Advance Rate Deadline: 1/10/2021

AMERICAN METEOROLOGICAL SOCIETY

AMS 2022

102nd ANNUAL MEETING | HOUSTON | 23-27 JANUARY

projection

Fax: 301-459-0026 | Phone: 301-459-9011
E-Mail: exhibits@projection.com

As the official A/V, computer, and data display supplier, Projection will be on-site from set-up through dismantle. When on-site, please visit our service desk with questions.

Company Name: _____ On-Site Contact: _____

Booth #: _____ On-Site Contact Cell Phone #: _____

Ordered By: _____ On-Site Contact E-mail: _____

E-Mail Address: _____ Delivery Date: _____ Delivery Time: ☐ 8-10am ☐ 10am-12pm ☐ 1-3pm ☐ 3-5pm

A representative of your company MUST BE PRESENT at the time of delivery for set-up instructions and delivery verification. Please note that equipment will not be left in an unattended booth.

Computer/Video Flat Panel Displays	Qty.	*Advance Rate through 1/10/21	Standard Rate	Total	
32" HD LED Resolution: 1920 X1080 Internal Speakers ***Please Indicate:** ☐ Table Top Stand ☐ Wall Mount ☐ Floor Stand		$515.00	$618.00		
40" HD LED Resolution: 1920 X 1080 Internal Speakers ***Please Indicate:** ☐ Table Top Stand ☐ Wall Mount ☐ Floor Stand		$772.00	$927.00		
40" 4K UHD Ultra High Definition Internal Speakers ***Please Indicate:** ☐ Table Top Stand ☐ Wall Mount ☐ Floor Stand		$875.00	$1,030.00		
46" HD LED Resolution: 1920 X 1080 Internal Speakers ***Please Indicate:** ☐ Table Top Stand ☐ Wall Mount ☐ Floor Stand		$850.00	$1,004.00		
55" HD LED Resolution: 1920 X 1080 Internal Speakers ***Please Indicate:** ☐ Wall Mount ☐ Floor Stand		$927.00	$1,081.00		
65" HD LED Resolution: 1920 X 1080 Internal Speakers ***Please Indicate:** ☐ Wall Mount ☐ Floor Stand		$1,442.00	$1,751.00		
Shelf to be Attached to Floor Stand		$51.00	$67.00		

Computer Only Flat Panel Displays	Qty.			Total	
23" LCD Resolution: 1280 X 1024 (Computer Only - No Internal Sound) ***Please Indicate:** ☐ Table Top Stand ☐ Wall Mount		$283.00	$335.00		

Computers & Accessories	Qty.			Total	
Laptop: Quad Core Processor Win7/Office10, DVD/CD-R, 15.4" Display, Norton Anti-Virus, Wifi, Mouse & Cable Lock		$463.00	$541.00		
CALL for small format Desktop or Mac pricing.					
Computer Speakers		$31.00	$41.00		
Wireless PC Remote Control		$26.00	$36.00		
Wireless PC Keyboard		$26.00	$36.00		
Wireless PC Mouse		$26.00	$36.00		

***Rates published are for the entire length of the event.**

Audio Equipment	Qty.	*Advance Rate through 1/10/21	Standard Rate	Total	
Wireless UHF Mic Kit ***Please Select Type Needed:** ☐ Lavaliere ☐ Handheld		$257.00	$335.00		
Small Exhibit Booth Sound System Includes: 1 Speaker / Mixer / 1 Wired Handheld Microphone ***Please Select Speaker Position:** ☐ Ground ☐ Floor Stand ☐ Wall Mount		$257.00	$335.00		
Large Exhibit Booth Sound System Includes: 2 Speakers / Mixer / 1 Wired Handheld Microphone ***Please Select Speaker Position:** ☐ Ground ☐ Floor Stand ☐ Wall Mount		$360.00	$438.00		

***Rates published are for the entire length of the event.**

Value Add Specialty Items

Please call 301-459-9011 for Equipment and Labor quotes.

LED Video Walls

Stand out from the other booths on the show floor by presenting your message on a video wall.

Key Features:

* Configure to fit your budget and booth
* Higher resolutions and superior brightness

Additional Screen Options

Projection can offer various screen sizes and resolutions for your booth.

Screen Options: LCD & LED: 70" - 90"
Touch Screens: 24" - 80"
4K UHD Monitors: 49" - 98"

Totals:

1) EQUIPMENT TOTAL:	**1)**	
2) SHIPPING & HANDLING - 15% of line 1:	**2)**	
3) EQUIPMENT SET-UP & DISMANTLE - 15% of line 1, or $120.00, whichever is greater:	**3)**	
4) *OPTIONAL DAMAGE WAIVER - 3% of line 1:* *(Covers damage to equipment while on show site. Lost or stolen equipment is not covered)*	**4)**	
5) ORDER SUB TOTAL:	**5)**	
6) SALES TAX - 8.25% of line 1 (equipment only):	**6)**	
7) TOTAL DUE:	**7)**	

Payment Information

Company Name:

Purchaser Name:

Billing Address:

City, State, Zip:

Method of Payment: ◯ Visa ◯ MasterCard ◯ American Express ◯ Check (US Only) ◯ Wire Transfer

Card Number:

Expiration Date

Security Code:

Please include any special notes or instructions pertaining to your exhibit order here:

Remit to:

Projection
5803 Rolling Road, Suite 200
Springfield, VA 22152
Fax All Orders To: 301-459-0026 E-Mail To: exhibits@projection.com

Projection

For additional equipment needs and pricing please call (301) 459-9011

Please read and sign the Rental Agreement terms on the bottom of page 4.

Save 3% by Ordering Online!

For online ordering, AMS 2022 exhibitors will receive an email from Projection including your username and temporary password. You may then follow the link below to order.

projection.boomerecommerce.com

Advance Rate Deadline: 1/10/2022

AMERICAN METEOROLOGICAL SOCIETY

AMS 2022

102nd ANNUAL MEETING | HOUSTON | 23-27 JANUARY

projection

Fax: 301-459-0026 | Phone: 301-459-9011
E-Mail: exhibits@projection.com

As the official A/V, computer, and data display supplier, Projection will be on-site from set-up through dismantle. When on-site, please visit our service desk with questions.

RENTAL AGREEMENT

All equipment rentals are based on Event Rates and apply to event days only. Rental prices do not include labor, delivery, electrical services, or removal of equipment from your booth. It is understood and agreed that EXHIBITOR is renting PROJECTION PRESENTATION TECHNOLOGY equipment for a specified period of time and is responsible for its safe return. EXHIBITOR hereby agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and/or damage to said property. All rental equipment must be returned to PROJECTION PRESENTATION TECHNOLOGY in the same condition as it was in at the time of delivery to EXHIBITOR, reasonable wear and tear excluded. EXHIBITOR will immediately notify PROJECTION PRESENTATION TECHNOLOGY of any damage to the rental equipment, and EXHIBITOR hereby agrees to be billed for any damage to, or loss of, rental equipment damaged while in EXHIBITOR'S care, custody and/or control. In no event shall EXHIBITOR permit any equipment to be used and/or possessed by other exhibiting parties other than the named EXHIBITOR without prior consent of PROJECTION PRESENTATION TECHNOLOGY in each instance.

Cancellation

Cancellation of equipment rental and services must be received **72 hours prior** to delivery date to avoid a 33% charge on equipment. If equipment and services have already been set up and delivered at the time of cancellation, labor and equipment will be charged in full.

PLEASE NOTE: ALL PAYMENT, INCLUDING APPLICABLE TAX, IS DUE AT THE TIME SERVICES ARE ORDERED. PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.

Payment Terms

Full payment, including any applicable tax, is due at the time services are ordered. All payments must be in U.S. dollars. Orders received without advance payment or after the deadline date **1/10/2022** will incur additional charges as indicated on the order form. All materials and equipment are on a rental basis for the duration of the event and remain the property of PROJECTION PRESENTATION TECHNOLOGY except where specifically identified as a sale. It is the EXHIBITOR'S responsibility to advise our Exhibit Service Personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If you are exempt from payment of sales tax, PROJECTION PRESENTATION TECHNOLOGY requires you to forward an exemption certificate for the state in which the services are to be used. Resale certificate are not valid unless EXHIBITOR is re-billing these charges to its customers. For International exhibitors, PROJECTION PRESENTATION TECHNOLOGY requires 100% prepayment of advance orders, and any orders or services placed at show site must be paid at the show.

These payment terms and conditions shall be governed by and construed in accordance with the LAWS OF THE STATE OF VA. In the event of any dispute between the EXHIBITOR and PROJECTION PRESENTATION TECHNOLOGY 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 PROJECTION PRESENTATION TECHNOLOGY for its services, as an offset against the amount of any alleged loss or damage. Any claims against PROJECTION PRESENTATION TECHNOLOGY shall be considered a separate transaction, and shall be resolved on its own merits. PROJECTION PRESENTATION TECHNOLOGY reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that PROJECTION PRESENTATION TECHNOLOGY may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges.

Unpaid Balances

Should there be any pre-approved unpaid balance after the close of the event, terms will be net, due and payable in Springfield, VA 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 prepayment 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 PROJECTION PRESENTATION TECHNOLOGY shall be either applied to reduce the principal unpaid balance or refunded to the payer.

Agreement

☐ Yes, I have read the terms and conditions specified above and I agree to authorize this transaction.

Company Name: _____ Booth Number: _____

Purchaser Name: _____ Date: _____

SPENCER FLORABUNDA LLC
P.O. BOX 88207
HOUSTON, TX 77288-0207
713-222-6666
FAX 713-247-9340
sales@florabundatx.com

AM METEOROLOGICAL SOCIETY
ANNUAL MEETING 2022
JANUARY 24-27, 2022
GEORGE R. BROWN CONVENTION CENTER
HOUSTON, TEXAS

FOR SALE (circle color choice)				Unit Price	Qty	Total
Potted Mum	Yellow	White	Lavender	$25.00		
Kalanchoe	Pink	Yellow	Red	25.00		
Bromeliad	Red	Purple	Orange	40.00		
Orchid	Purple	White		50.00		
Fresh Cut Flowers (circle shape & style)						
Small - Round or One sided / Traditional or Tropical Flowers				70.00		
Large - Round or One sided / Traditional or Tropical Flowers				90.00		
Color Preference?						
RENTAL						
3' green plant				40.00		
4' green plant				50.00		
5' green plant				60.00		
6' green plant				70.00		
8' green plant				95.00		
Fern Large				35.00		
Fern Small				25.00		
Ivy (6" pot)				25.00		
Green plant (6" pot)				25.00		
Note: Decorative pots are black.						
DISCOUNT PACKAGES (circle color choice)						
Package #1	Yellow	White	Lavender	110.00		
Package #2	Yellow	White	Lavender	250.00		
Package #3	Yellow	White	Lavender	500.00		
WHITE LIGHTS for Ficus (additional cost per tree)				45.00		
Note: Customer must provide power and extension cords.						
BUBBLE BOWL (for business cards)				25.00		

NOTE: A 10% fee will be added to all orders placed at the show site.

Sub-total _____

Sales Tax (8.25%) _____

TOTAL _____

DISCOUNT PACKAGES

PACKAGE #1
2 - 3' Green Plants
2 - Mum Plants
$110.00

PACKAGE #2
4 - 4' Green Plants
4 Mum Plants
$250.00

PACKAGE #3
3 - 3' Green Plants
4 - 4' Green Plants
8 Mum Plants
2 Large Fern
$500.00

RENTAL POLICY:

*Rental price includes delivery, pick-up, container, top dressing and service.

*Plants are not intended for use outside.

*All rental items remain the property of Spencer Florabunda Ltd. Missing items will be billed to the customer.

*All prices are for the entire show.

*Call for items not listed.

PAYMENT POLICY: Please include your payment with order to receive pre-show prices. All orders must be paid in full prior to delivery. Sale items are not refundable. Rental items cancelled after the move-in begins will be refunded at 50% off original price.

COMPANY NAME _____ BOOTH # _____
BILLING ADDRESS _____ CITY_____ STATE _____ ZIP _____
TELEPHONE ( ) _____ ORDERED BY _____
CONTACT E-MAIL ADDRESS: _____
( ) CHECK ENCLOSED (PAYABLE TO SPENCER FLORABUNDA LTD.)
( ) VISA ( ) MasterCard ( ) AMEX CARD # _____
EXPIRATION DATE: _____ SECURITY CODE: _____

PRINT NAME ON CARD _____ SIGNATURE _____

Exhibitor Services

Booth Cleaning Services

All rates based on gross booth area per day
100 square foot minimum
8.25% tax applied at checkout

Vacuuming Booth	38¢ per square foot/day
Shampooing Booth Carpet	50¢ square foot/day
Mopping Booth	45¢ square foot/day
Porter Service	Booths up to 1,000 square feet @ $40/day Over 1,000 square feet @ $60/day Continuous porter service during show hours @$18/ hour in addition to regular porter service.

To place an order for booth cleaning,
please visit:

www.GRBBoothCleaning.com

If you have any questions,
please contact:

713-853-8001 or 713-853-8007

GRB-ExhibitorServices@houstonfirst.com

Exhibitor Guidelines

1. All move-in and move-out of exhibits must be done only through designated loading docks, freight doors, and freight elevators. The main lobbies, escalators and passenger elevators are not to be used for this purpose. Exhibitors should verify show security arrangements and times for move-in and move-out with Show Management.

2. Parking at the loading docks, the third level ramp, except for loading and unloading, is prohibited. Parking, loading and unloading on Avenida de las Americas in front of the building, is strictly prohibited. Vehicles in violation of this policy will be towed at owner's expense.

3. All food, alcohol, non-alcoholic beverages, and concessions are operated and controlled exclusively by the George R. Brown Convention Center. Exhibitors must contact Levy for all sampling and catering requests to Kalli Tuma at ktuma@levyrestaurants.com Levy will provide all necessary information and required forms.

4. All decorations, signs, banners, may not be taped, nailed, or otherwise attached to any ceiling, window, painted surface, or wall of the facility. Both the Show Manager and the Convention Services Manager must approve the location and method of installation of any special decorations or signs. The use of helium and helium balloons is prohibited in the facility. Adhesive-backed decals are not permitted to be distributed or used inside the facility, or in the immediate vicinity.

5. Only facility electricians, plumbers, telephone technicians, and engineers may access the utility floor pockets. Exhibitors are not permitted to use water from restroom faucets or janitorial closets for exhibit purposes. To order any of these services, please contact Smart City at 713-853-8900.

6. Fire Prevention Permits are required for vehicles on display, cooking, tents, multilevel booths; for more information please contact Show Management or the GRB Convention Services Department at 713-853-8000.

7. In addition to Fire Prevention Permits, the Houston Fire Code requires any vehicle displayed inside the facility must have the battery cables disconnected. The gas tank must also be taped shut or have a lockable gas cap, and may contain no more than ¼ a tank of fuel before entering the GRB. All exhibit vehicle keys must be in the possession of the Show Manager in case of emergency. A HFD Vehicle Permit is required, please contact Convention Event Services at 713-853-8000 for details.

8. All exit doors must have 10' clearance. All display materials in the booth must be fire proof. The use of hay for display purposes is strictly prohibited. All other Houston Fire Code regulations must be adhered to.

9. No animals or pets are permitted in the facility except as an approved exhibit, activity or performance requiring the use of animals. Service animals are permitted.

Please note: These are Exhibitor Guidelines *only*. The George R. Brown Convention Center has the right to alter and/or amend these guidelines at any time. Please refer to the GRB Rules & Regulations for the complete guidelines of the GRB.

HOUSTON INSPIRED CATERING

EXHIBITOR MENU

BREAKFAST OFFERINGS

CAPPUCCINO EXPRESS
In Booth Barista

Drive attendees to your booth with the smells of Cappuccino Express premium coffee drinks.

1385.00 PER DAY

**Includes 250 (8 oz.) cups minimum per day, no carry over to following days. Includes espresso, cappuccino, lattes and americano.*

Additional Cups **5.50 EA**

Additional Flavors **150.00 PER DAY**
(Mocha, Hazelnut & Vanilla)

One-Time Set Up Fee **180.00**

Cart or tabletop models available. Dimenions and electrical requirements provided upon request.

**Requires attendant.*

BREAKFAST TACOS & SANDWICHES

Served for a minimum of 25 guests.

Breakfast Tacos Choice of one - bacon, barbacoa or homestyle hash potatoes with scrambled eggs and shredded cheddar in flour tortillas served with pico de gallo and salsa verde. **8.50 EA**

Buttermilk Biscuit Sandwich Choice of sausage or bacon, with egg & cheese. **8.50 EA**

BREAKFAST PASTRIES

Priced per dozen, minimum of one dozen required.

Assorted Danishes **56.75 DZ** ●

Assorted Muffins **56.75 DZ** ●

Assorted Breakfast Pastries **56.75 DZ** ●

****Attendant***
225.00 per four-hour shift
+30.00 each additional hour

Delivery / Refresh Fee
25.00 per trip

● Vegetarian ● Vegan ● Avoiding Gluten

ALL DAY BREAKS

FRESH POPCORN
Machine Rental

Draw in guests to your booth by popping fresh popcorn at your booth with our popcorn machine rental option. **250.00 PER DAY**

Popcorn Packs **10.00 EA**
(Paper Bags, Corn Kernels, Butter & Salt)
**Each pack serves 10 people.*

Additional Popcorn Salt Flavors
50.00 PER DAY

Dimenions and electrical requirements provided upon request.
**Requires attendant.*

BY THE POUND

Minimum of 3 pounds required. 1 pound serves approximately 12 people.

Potato Chips & Choice of Dip **48.25 LB** ●●
(Caramelized Onion Dip, Poblano Ranch Dip, Bleu Cheese Dip)

Fresh Fried Tortilla Chips and Salsa Verde & Roja **52.50 LB** ●●●
**Served in 1 oz. individual bags.*

Trail Mix **23.00 LB**
**Served in individual 2 oz. cups.*

Mini Pretzels **19.00 LB**
**Served in individual 2 oz. cups.*

Goldfish Crackers **19.00 LB**
**Served in individual 2 oz. cups.*

Mixed Nuts **29.25 LB** ●●●
**Served in individual 2 oz. cups.*

A LA CARTE

Assorted Whole Fruit **42.00 DZ** ●●●

Assorted Granola Bars **34.50 DZ**

King Size Candy Bars **48.00 DZ**

Bagged Chips **43.00 DZ**

Assorted Bags of Snacks **45.00 DZ**

Chef's Selection Assorted Cookies **53.25 DZ** ●

Brownies **53.50 DZ** ●

Cupcakes **56.75 DZ** ●
(Chocolate Devil's Food Cake with Vanilla Coffee Porter Frosting, Red Velvet with Margarita Cream Cheese Frosting, Vanilla Bean with Cajeta Caramel Frosting)

Fresh Cut Fruit Cups **102.00 DZ** ●●●
(Seasonal Melons & Berries)

****Attendant***
225.00 per four-hour shift
+30.00 each additional hour

Delivery / Refresh Fee
25.00 per trip

● Vegetarian ● Vegan ● Avoiding Gluten

SMALL BITES & BREAKS

OUR SIGNATURE *Bavarian Pretzels*

Choose between our salted traditional pretzel and our sweet coated pretzel. **8.50 EACH** ●

Pretzels come with choice of the dips featured below.

Salted Traditional Bavarian Pretzel - **Includes choice of two dips per order from the following selection:**
(Creole Mustard, White Chile Con Queso, Spicy Tomato & Bacon Jam or Sun Dried Tomato & White Truffle Aioli)

Sweet Coated Bavarian Pretzel - **Includes choice of one dip per order from the following selection:**
(Cream Cheese-Vanilla Bean, Chocolate Fudge or Salted Bourbon Caramel)

LOCAL CHEESE DISPLAY

Chef's selections of local cheeses and local honey, fresh berries, dried fruit garnish, breads and crackers.

14.75 PP

HUMMUS TRIO CUPS

Traditional, roasted bell pepper and kalamata olive hummus'. Served with crispy carrots, cucumbers, celery, crackers, and bagel chips. ●●

10.50 PP

FRESH CRUDITE SHOOTERS

Chef's colorful selection of the freshest market vegetables. Served with crackers, breadsticks and choice of dip.
(Buttermilk Ranch Dip ●●, Traditional Hummus ●●● or Fresh Basil Pesto ●●)

9.50 PP

BITES

50 piece minimum; includes disposable plates, napkins and cutlery if required.

Tandori Chicken Satay with mango salsa. **8.50 EA** ●

Chicken Quesadilla with avocado crema. **7.75 EA**

Beef Satay with thai peanut sauce. **9.50 EA** ●

Texas Brisket Slider **9.00 EA**

Pulled Pork Biscuit **8.50 EA**

Pork Potsticker with soy and sweet chili. **7.75 EA**

Crab Cake with lemon aioli. **10.00 EA**

Seared Sesame Tuna Wonton with seaweed salad and wasabi cream. **9.00 EA**

Vegetable Spring Roll with sweet soy. **7.75 EA**

Brien En Croute with raspberry. **7.75 EA**

Delivery / Refresh Fee
25.00 per trip

● Vegetarian ● Vegan ● Avoiding Gluten

LUNCH OFFERINGS

CHEF'S BEST
Boxed Lunches

Choose from a lineup of chef favorites to build creative lunches featuring mouthwatering gourmet sandwiches or crisp farm-fresh salads with crunchy sides and sweet treats. **31.00 PP**

Box lunches include the choices below.

Drinks sold separately.

Gourmet Sandwich OR Salad - Choose one
Sides - Whole Fruit ●●● & Kettle Chips ●
Dessert - Chocolate Chip Cookie with Pretzel and Butterscotch ●

GOURMET SANDWICHES

Woodlands Turkey with shaved smoked turkey, gouda cheese, vidalia onion and peach chutney on a honey wheat roll.

Grilled Chicken with braised spinach, roasted tomato and avocado aioli on ciabatta.

Roast Beef with gruyère, horseradish and arugula on black pepper challah roll.

Smoked Ham with swiss cheese and mustard butter on pretzel bun.

ZLT Flatbread with zucchini, sundried tomato pesto and pepper jack cheese. ●

Fajita Wrap with grilled pineapple, cumin marinated chicken, grilled peppers, onions, spicy aioli and chihuahua cheese on a sundried tomato wrap.

GOURMET SALADS

Chicken Caesar Salad with cut romaine hearts, herb marinated grilled chicken, shaved asiago cheese and croutons served with caesar dressing.

Vegetable Cobb Salad with mixed greens, cucumber, tomato, feta cheese, boiled egg, diced red onions and roasted peppers served with a balsamic vinaigrette. ●

ADD A DRINK

Assorted Soft Drinks - 12 oz. (Coke, Diet Coke, Sprite, Coke Zero) **3.75 each**
Bottled Water - 12 oz. (Dasani) **3.75 each**

DISPLAY TRAYS

Served for a minimum of 25 guests. Includes plates, napkins and cutlery.

Deli Platter Includes assorted deli meats & cheeses, assorted sliced breads & rolls, potato salad, lettuce, tomatoes, onions, pickles, condiments and assorted cookies. **20.00 PP**

Assorted Mini Sandwiches Includes turkey & provolone, ham & swiss, roast beef & cheddar mini roll and condiments. **6.00 EA**

● Vegetarian ● Vegan ● Avoiding Gluten

ALCOHOL OFFERINGS

LOCAL BEER *Selections*

Experience the taste of Houston with seasonal beer offerings from local breweries. **168.00 PER CASE, PER SELECTION**

Featuring options from the breweries below. Check with your Sales Manager for specific beer offerings.

St. Arnold's
Karbach
8th Wonder
11 Below

PREMIUM BEER

Stella Artois
Corona Extra
Laquinitas IPA
Blue Moon
Shiner Bock

168.00 PER CASE, PER SELECTION
(24 per case)

DOMESTIC BEER

Bud Light
Miller Lite

144.00 PER CASE, PER SELECTION
(24 per case)

PREMIUM BEER KEGS

675.00 EACH
(Not charged on consumption. Cannot be cancelled once ordered.)

DOMESTIC BEER KEGS

475.00 EACH
(Not charged on consumption. Cannot be cancelled once ordered.)

WINE BY THE BOTTLE

Foot Print Chardonnay
Foot Print Cabernet Sauvignon
Wycliff Brut
Wycliff Brut Rosé

28.00 PER BOTTLE

COCKTAILS

Minimum of 50 drinks, on consumption.

Tito's Vodka
Bombay Sapphire
Bacardi Superior
Hornitos Plata
Jim Beam
Jack Daniel's
Dewars White Label

8.00 PER DRINK

ALCOHOL POLICY & DETAILS

Alcohol MUST be served by a Houston Inspired Catering TABC Certified Bartender.

Drinks are served in biodegradable/disposable cups. No glass is permitted in exhibit halls.

Bar front not included. Additional 150.00 rental fee will apply if requested.

***Bartender**
225.00 per four-hour shift
+30.00 each additional hour

***Delivery / Refresh Fee**
25.00 per trip

ALCOHOL PACKAGES

HTX BEER *Package*

Experience the taste of Houston with beer offerings from local breweries.

800.00++ *Serves 120 people*

Package features the beers below.

Karbach Lovestreet
Karbach Rotation
St.Arnold's Amber
St.Arnold's Rotation
8th Wonder Dome Faux'm

TEXAS BEER PACKAGE

Shiner Bock, St.Arnold's Amber, Austin Eastcider, Dallas Blonde and Deep Ellum IPA.

800.00++ *Serves 120 people*

MIMOSA PACKAGE

House Champagne, Orange Juice and Disposable Flutes.

350.00++ *Serves 50 people*

BLOODY MAY PACKAGE

Tito's Handmade Vodka, Zing Zang Original, Bloody Revolution Habanero, Dick's Original Bloody Mary, Tobasco Sauce, Worcestershire Sauce, Salt Rimmer, Tajin Rimmer, Olives, Limes and Celery

975.00++ *Serves 100 people*

HORNITOS TEQUILA PACKAGE

Hornitos Plata Tequila, Stirrings Margarita Mix, Simply Grapefruit, Monin Strawberry, Monin Mango, Ginger Brew, Salt Rimmer, Sugar Rimmer, Tajin Rimmer, Strawberry Garninsh, Lime Garnish and Grapefruit Twist.

975.00++ *Serves 100 people*

DON JULIO TEQUILA PACKAGE

Don Julio Silver, Stirrings Margarita Mix, Simply Grapefruit, Monin Strawberry, Monin Mango, Ginger Brew, Salt Rimmer, Sugar Rimmer, Tajin Rimmer, Strawberry Garninsh and Lime Garnish.

975.00++ *Serves 100 people*

DEEP EDDY PACKAGE

Deep Eddy Vodka, Deep Eddy Lemon, Deep Eddy Ruby Red Grapefruit, Deep Eddy Sweet Tea, Club Soda, Dasani Water, Simply Lemonade, Cranberry, Ginger Brew, Orange Juice, Fresh Mint, Limes, Grapefruit Twist.

1050.00++ *Serves 125 people*

WHISKEY PACKAGE

Bullet Bourbon, Woodford Reserve, Maker's Mark, Blitters, Bitter Flavor, Sweet Vermouth, Simple Syrup, Club Soda, Coke, Diet Coke, Sprite, Ginger Brew and Cherry Orange Slices.

1050.00++ *Serves 100 people*

ALCOHOL POLICY & DETAILS

Alcohol MUST be served by a Houston Inspired Catering TABC Certified Bartender.

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Bar front not included. Additional 150.00 rental fee will apply if requested.

***Bartender**
225.00 per four-hour shift
+30.00 each additional hour

***Delivery / Refresh Fee**
25.00 per trip

BEVERAGE OFFERINGS

OUR SIGNATURE *Fruit Infused Waters*

Our bright refreshing fruit waters showcase unexpectedly delicious flavor combinations that are sure to impress your guests. **62.00 PER GALLON**

Choose between the flavor combinations below.

Strawberry Jalapeño
Cucumber Lemon
Minted Watermelon

COFFEE AND TEA

George R. Brown's Propietary Coffee Blend (Regular or Decaf)
Assorted Hot Teas

68.25 PER GALLON, PER SELECTION

ASSORTED SOFT DRINKS (12 OZ.)

Coke, Diet Coke, Sprite, Coke Zero

90.00 PER CASE, PER SELECTION

(24 per case)

BOTTLED WATER (12 OZ.)

Dasani

90.00 PER CASE

(24 per case)

LOGO BOTTLED WATER BUYOUT FEE

Please contact your Sales Manager for pricing and approval.

PRICE VARIES

KEURIG COFFEE MACHINE RENTAL

Limited quantities available. Includes: 1 gallon water jug, creamers, sugar/sweetner, stirrers, napkins & disposable cups. Client to supply: 120v15 amp - please contact SmartCity at 713 - 853 - 8900.

150.00 PER DAY

ASSORTED COFFEE OR TEA K-CUPS

4.50 EACH

1 GAL WATER JUG & CUPS

Keurig Machine ONLY.

8.00 EACH

MINUTE MAID ASSORTED JUICES (10 OZ.)

Apple, Orange and Mixed Berry

90.00 PER CASE, PER SELECTION

(24 per case)

SWEET ICED TEA

62.00 PER GALLON

LEMONADE

62.00 PER GALLON

WATER COOLER RENTAL

Client to supply: 120v15 amp - please contact SmartCity at 713 - 853 - 8900.

105.00 PER DAY

5 GALLON WATER JUG

47.25 EACH

20 LB BAG OF ICE

20.00 EACH

Delivery / Refresh Fee
25.00 per trip

George R. Brown Convention Center
Exhibitor Catering Order Form & Service Contract

Houston Inspired Catering is the exclusive caterer for the George R. Brown Convention Center. Absolutely no food or beverage is allowed into the GRBCC without prior written approval from a Houston Insipred Catering representative. THIS INCLUDES BOTTLED WATER.

- All prices are subject to a (++) charge, which represents a 21% Administrative Fee, Texas State Sales Tax 8.25% and Texas MB Tax (alcohol) 8.25% (as applicable).
- Food and beverages are provided on compostable disposable ware.
- Exhibitor catering is not charged on consumption. Menu items and prices are subject to change without notice.
- **FOOD PREP**: HIC can provide professional staff to assist you with food preparation. Applicable charges will apply. To arrange for assistance, please contact your sales manager listed at the bottom of the second page.
- **INSURANCE**: Any company serving samples (food or beverage) must submit an insurance certificate of liability with coverage of $1,000,000 per occurrence naming George R. Brown Convention Center, and HIC as additional insured. Be sure to check the **complete insurance requirements**.
- **DELIVERY FEE:** A $25.00+ Delivery/Refresh Fee will apply for each food and beverage delivery.

  HIC DOES NOT supply table and chair equipment, trash removal, or electricity for your booth. You MUST order through your service contractor.
- **ELECTRICAL:** Please contact Smart City at 713.853.8900
- **BOOTH CLEANING & TRASH REMOVAL**: Please contact Exhibitor Services at 713.853.8001

FOOD AND BEVERAGE SAMPLING

- **The food manufacturer's sampling form must be submitted no less than 21 days prior to the show to your sales manager for approval. We will coordinate details and requirements with you following approval.**
- Open flame devices such as sternos, candles, solid alcohol fueled, or other solid fueled type device, are **allowed** for the cooking and hot-holding of food. Each booth using warming/cooking equipment must have at least one 3A40BC fire extinguisher with current inspection date and tag in the booth. Booths exceeding 20' in any dimension must have a minimum of two 3A40BC fire extinguishers with current inspection date and tag in the booth.

FOOD SAMPLING

- Items dispensed are limited to products manufactured by the exhibiting company
- **Any product that is not manufactured by the exhibiting company must be purchased from HIC if you wish to have it available for sampling by attendees. Contact your sales manager to discuss buyout opportunities or HIC purchases.**
- Food items are limited to 'bite size' (3 oz. or less).
- Beverage items may be dispensed in containers holding not more than 4 oz.
- Food and/or beverage items used as traffic promoters (e.g., coffee, popcorn, sodas, bottled water [with or without logo], ice cream, etc.) not manufactured by the exhibiting company MUST be purchased from HIC.
- The City of Houston requires a temporary food permit (daily) for ALL public shows. Food permits MUST be displayed in booths at all times during the show.
- Keep the delivery costs to your booth low – consider ways to safely store as much product in your booth as you will use each day.
- Candy Dishes - A hard candy dish provided complimentary by an exhibitor at their booth may be exempt, as long as the candy is bite sized individually wrapped.

ALCOHOLIC BEVERAGE SAMPLING

- All alcoholic beverages must be purchased through HIC, even if manufactured by the exhibitor.

George R. Brown Convention Center
Exhibitor Catering Order Form & Service Contract

Contact Houston Inspired Catering to purchase any alcoholic beverages you wish to dispense to attendees.
Bartenders to serve the alcoholic beverage must be hired through Houston Inspired Catering.
Houston Inspired Catering will refuse alcoholic beverages to all persons unable to offer proper identification confirming that they are at least twenty-one (21) years of age, or a person who in Houston Inspired Catering's sole judgment appear to be in intoxicated.
Alcohol is not charged on consumption and any remaining will be forfeited. Any remaining alcohol must be consumed onsite and is not allowed to be taken off premise per TABC laws.
Alcohol is not allowed to be brought in from outside under any circumstances. This includes alcohol being used for display purposes & mini bottles for giveaway/promotions.

DEADLINE: All orders must be received a minimum of 21 days prior to the show to ensure availability of food and beverages, and appropriate staffing to prepare, deliver and service your account. A 25% late Fee will apply to all orders received within 21 days of the show.

CHANGES/CANCELLATIONS: Changes/Cancellations must be submitted in writing 3 business days prior to start of event. Full charges will be applied to cancellation of any menu items received within (72) hours, (3 business days), prior to delivery. SPECIAL ORDER ITEMS (e.g., logo cookies, kegs) cannot be canceled once confirmed.

PAYMENT POLICY: All food and beverage orders require 100% payment in advance. We accept American Express, MasterCard, VISA, Discover, check or wire transfer on initial orders. We will require a credit card for any additional services ordered onsite during the show.

SPECIALTY ITEMS: A specialty item refers to any food/beverage item or brand that is not on our most current menu. Requests for specialty items are not guaranteed for approval and all requests must be recieved by HIC a ***minimum*** of (30) days prior to the start of the show. Additionally, specialty order items are not eligible for re-order when you are on-site. Any substitutions/on-site requests will be limited to what is available in inventory and will be subject to applicable fees.

Show Name: _____ Date Order was placed: _____
Booth Number: _____ Booth Name: _____
Company Name (Bill To): _____ Contact Name: _____
Phone Number: _____ On-Site Contact Cell Phone Number: _____
Street Address: _____ Fax Number: _____
City, State, Zip: _____ E-Mail Address: _____

On-Site Contact/Authorized Signatures for Event: _____ _____
(Printed Name) (Signature)

ORDER FORM

Delivery Date	Start Time	End Time	Description of Item	Quantity	Price
			$25 Delivery Charge (charged per trip/per day)		

(Please use additional sheet if needed)

Subtotal: _____
25% Late Fee: _____
(Applied to orders received within 3 weeks of show)
21% Admin Fee: _____
8.25% Sales Tax: _____
Total: _____

Please submit this completed form back to your Sales Manager.
Kalli Tuma ktuma@levyrestaurants.com

By completing this form you are authorizing that you have read and agree to the terms contained within this Exhibitor Catering Order Form & Service Contract. All policies, procedures and cancelations will be upheld by Houston Inspired Catering.

Multi-Level Exhibits

Multi-Level Exhibit drawings submitted for plan review by the Fire Marshal must meet the following requirements:

1. Meet or exceed the requirements of NFPA 101 Life Safety Code 2000 ed.
2. Drawings must bear a current registered design professional's stamp (Architect, Structural Engineer, Fire Protection Engineer, etc.). **Expired licenses are unacceptable**. The professional stamp shall include the state of certification, name of the design professional; his/her license number, signature, registered Engineering firm name and firm number.
3. Measurements must be in inches/feet (not metric).
4. Multi-deck structures exceeding 300 sq. ft of **net** floor area must have two (2) remote exit stairs; occupant load factor is 15 net sq. ft per person per table 7.3.1.2 of NFPA 101 Life Safety Code, 2000 edition.
5. Stairway widths shall be:
   a. A minimum of 36 inches where the occupant load of the upper level is less than 50.
   b. A minimum of 44 inches where the occupant load of the upper level is 50 or more.
   c. Occupant loads shall be stated on the plan.
6. Handrails shall not be less than 34 inches and not more than 38 inches above the surface of the tread.
7. Handrails are required on both sides. A sign must be placed at the bottom of the stairs stating **"Please Use Caution and Hold the Handrail"**.
8. Spiral stairways shall be permitted in accordance with section 7.2.2.2.3.3 of NFPA 101, 2000 ed., such that:
   a. Occupant load does not serve more than 3.
   b. Clear width of stairs is not less than 26 inches.
   c. Handrails shall be provided on both sides.
9. Guards shall:
   a. Not be less than 42 inches high.
   b. Open guards shall have intermediate rails or an ornamental pattern to prevent a 4 inch diameter sphere to pass through any opening up to a height of 34 inches.
10. Battery-operated smoke detectors shall be installed on a smooth surface under the first level ceiling and spaced no more than 30 feet apart if applicable and installed on the upper floor level with a covered ceiling.
11. Hard covered ceilings shall have a smoke detector installed and if fabric/textile is used to cover the upper deck area, it must be flame resistant. Certificate must be submitted with plan.
12. One portable fire extinguisher, minimum 2A:10BC with current inspection tag by a licensed company shall be provided at each level of the exhibit.
13. Any stationary units (container or other units) using the upper areas as a deck must submit plans.

***INCENTIVE RATE APPLIES TO ORDERS RECEIVED WITH PAYMENT 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN**

ELECTRICAL SERVICE CONTRACT

GEORGE R. BROWN CONVENTION CENTER

Exhibitor Company Name:	Booth/Room#:	Show Name:	
Billing Company Name:		Show Start Date:	Show End Date:
Billing Company Address:		INCENTIVE ORDER DEADLINE: 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN	
City, State, Zip:	Country:	On-site Contact Name:	On-site Cell Number:
Contact Name:	Phone Number:	Contact Email:	Cell Number:

ELECTRICAL SERVICES

Includes Labor and Material for Floorplan Location - up to 100 AMPS

	QTY	AMPS	INCENTIVE*	STANDARD	TOTAL
120V		15	$149	$194	$
		20	$177	$230	$
		30	N/A	N/A	$
		60	N/A	N/A	$
		100	N/A	N/A	$
		150	N/A	N/A	$
		200	N/A	N/A	$
	QTY	AMPS	INCENTIVE*	STANDARD	TOTAL
208V 1PHASE		20	$266	$346	$
		30	$361	$469	$
		60	$549	$714	$
		100	$813	$1,057	$
		150	$1,197	$1,556	$
		200	$1,428	$1,856	$
	QTY	AMPS	INCENTIVE*	STANDARD	TOTAL
208V 3PHASE		20	$360	$468	$
		30	$476	$619	$
		60	$813	$1,057	$
		100	$1,239	$1,611	$
		150	$1,733	$2,253	$
		200	$2,301	$2,991	$
	QTY	AMPS	INCENTIVE*	STANDARD	TOTAL
480V 3PHASE		20	$660	$858	$
		30	$844	$1,097	$
		60	$1,879	$2,443	$
		100	$2,972	$3,864	$
		150	$4,380	$5,694	$
		200	$5,770	$7,501	$
				TOTAL	

Power strips, extension cords & NEMA plugs available for an additional fee.

DUPLEX OUTLETS (120 VOLTS UP TO 2000 WATTS)

Includes Labor and Material for each service indicated on the Floorplan

QTY	WATTS	INCENTIVE*	STANDARD	TOTAL
	500	$105	$137	$
	1000	$127	$165	$
	1500	$138	$179	$
	2000	$149	$194	$
			TOTAL	

A separate outlet must be ordered for each location. Additional labor and material apply to connect and disconnect service to equipment.

FLOOD LIGHTS ON A 6FT OR 8FT POLE

Includes Electrical Services and Labor

QTY	CONFIGURATION	INCENTIVE*	STANDARD	TOTAL
	150 Watt - 1 light	$65	$88	$
	150 Watt - 2 light	$70	$95	$
	300 Watt - 1 light	$80	$108	$
	300 Watt - 2 light	$85	$115	$
			TOTAL	

SUBTOTAL	$
12% ESTIMATED TAX	$
GRAND TOTAL	$

PAYMENT IN FULL IS REQUIRED WITH YOUR ORDER BY SHOW MOVE-IN.

IMPORTANT: Orders will be canceled if payment has not been received by the show move-in. All orders that have been canceled and then replaced will not receive discount pricing.

With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions.

ACCEPTANCE OF TERMS AND CONDITIONS AND AUTHORIZATION OF ORDER

Printed Name:	Signature:	Date:
(X)_____	(X)_____	____/____/____

When your order is processed, you will receive an email with a link to Smart City Networks payment portal where you can **PAY VIA CREDIT CARD.**

Make checks payable to **SMART CITY ELECTRIC, INC.**
Send completed orders with payment to: 5795 W. Badura Ave, Ste 110 Las Vegas NV 89118

You may reach us with questions at:
Call (888) 446-6911 • Email: customerservice@smartcitynetworks.com
Order online at: https://orders.smartcitynetworks.com
Or fax order to (702) 943-6001

ORDER NOW

Customer Number:

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***INCENTIVE RATE APPLIES TO ORDERS RECEIVED WITH PAYMENT 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN**

INTERNET SERVICE CONTRACT
GEORGE R. BROWN CONVENTION CENTER

Exhibitor Company Name:	Booth/Room#:	Show Name:	
Billing Company Name:		Show Start Date:	Show End Date:
Billing Company Address:		INCENTIVE ORDER DEADLINE: 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN	
City, State, Zip:	Country:	On-site Contact Name:	On-site Cell Number:
Contact Name:	Phone Number:	Contact Email:	Cell Number:

BASIC INTERNET, NOT FOR STREAMING	QTY	INCENTIVE*	BASE	ON-SITE	TOTAL
Includes: 1 Private IP Address, **Routers PROHIBITED and will not work**					
1.5 Mbps Burstable To 3 Mbps (DHCP), *Intended for light Internet usage*		**$895**	$1,140	$1,368	
Additional Device(s), Per Device Up to 4 [6 or more available online]		**$185**	$220	$255	
DEDICATED INTERNET, FOR STREAMING, GAMING & WEBCAST	**QTY**	**INCENTIVE***	**BASE**	**ON-SITE**	**TOTAL**
Includes: *5 Public IP Addresses,* **Routers SUPPORTED**					
Dedicated 3 Mbps		**$3,495**	$4,370	$5,244	
Dedicated 6 Mbps		**$5,900**	$7,375	$8,850	
Dedicated 10 Mbps		**$7,850**	$9,810	$11,772	
Dedicated 15 Mbps		**$11,700**	$14,630	$17,556	
Dedicated 20 Mbps		**$15,500**	$19,380	$23,256	
Upgrade to 29 Public Static IP Addresses		**$995**	$1,194	$1,433	
Higher bandwidth services available for uhd streaming					
INTERNET EQUIPMENT & LABOR	**QTY**	**INCENTIVE***	**BASE**	**ON-SITE**	**TOTAL**
Switch Rental – up to 24 ports		**$185**	$225	$270	
Patch Cable (up to 100') – Cat5e		**$50**	$62	$74	
Labor / Floor Work – four lines per hour		**$125**	$125	$125	
Distance Fee for each Internet line delivered outside the facility		**$500**	$500	$500	
WIRELESS INTERNET, Full products catalog available online					
SPECIAL QUOTE, Attachment A or Statement of Work (if applicable)					

Upon execution of this document the Customer hereby authorizes Smart City Networks to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions.

SUBTOTAL	
ESTIMATED 10% TAX/FEES	
GRAND TOTAL	

ACCEPTANCE OF TERMS AND CONDITIONS AND AUTHORIZATION OF ORDER

Printed Name:	Signature:	Date:
(X) _____	(X) _____	____/____/____

PAYMENT IN FULL IS REQUIRED PRIOR TO THE EVENT

When your order is processed, you will receive an email with a link to Smart City Networks payment portal where you can **pay via credit card.**

Make checks payable to SMART CITY NETWORKS
Send completed form(s) with payment to: 5795 W. Badura Avenue, Suite 110
Las Vegas, NV 89118

You may reach us with questions at:
Call (888) 446-6911 • Email: customerservice@smartcitynetworks.com
Order online at: https://orders.smartcitynetworks.com
Or fax order to (702) 943-6001

ORDER NOW

Customer Number:

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***INCENTIVE RATE APPLIES TO ORDERS RECEIVED WITH PAYMENT 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN**

AIR, WATER, DRAIN & GAS SERVICE CONTRACT
GEORGE R. BROWN CONVENTION CENTER

Exhibitor Company Name:	Booth/Room#:	Show Name:	
Billing Company Name:		Show Start Date:	Show End Date:
Billing Company Address:		INCENTIVE ORDER DEADLINE: 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN	
City, State, Zip:	Country:	On-site Contact Name:	On-site Cell Number:
Contact Name:	Phone Number:	Contact Email:	Cell Number:

DESCRIPTION	INCENTIVE*	BASE	QTY	TOTAL
COMPRESSED AIR, 90-100 lbs. P.S.I. (Service outlet, ¼" Milton #715 Female Coupler)				
First Connection	**$220**	$270		$
Additional Connections	**$110**	$137		$
Special Connection Size: _____ CFM:_____ PSI:_____(Call)				$
WATER, (Service Outlet ¾") (For equipment only)				
First Connection	**$140**	$180		$
Additional Connections	**$90**	$112		$
Special Connection Size: _____ (Call)				$
NOTE: No guarantee can be made of minimum pressures. If pressure is critical, customer should arrange to have a pressure regulator valve installed.				
DRAINAGE, (3" drain line)(For equipment only) Direct Tie-in				
First Connection	**$125**	$165		$
Additional Connections	**$90**	$120		$
Special Connection Size: _____ (Call)				$
FILL AND DRAIN, (One time only – Labor charge for additional fills)				
1 - 15 Gallons	**$60**	$78		$
16 - 70 Gallons	**$75**	$100		$
71 - 100 Gallons	**$100**	$125		$
101 - 200 Gallons	**$150**	$180		$
201 - 300 Gallons	**$175**	$200		$
301 - 400 Gallons	**$210**	$250		$
401 - 500 Gallons	**$240**	$275		$
501 - 1000 Gallons	**$500**	$550		$
Each additional 500 Gallons	**$95**	$105		$
NATURAL GAS, (Service Outlet ¾") - Call for quote				
LABOR, (Minimum ½ hour)		LABOR		
Monday – Friday (8:00am – 4:30pm)		$60 hr		$
Monday – Friday (4:30pm – 8:00am) Weekends & Holidays		$120 hr		$
SPECIAL QUOTE, Attachment A or Statement of Work (if applicable)				$

PAYMENT IN FULL IS REQUIRED WITH YOUR ORDER BY SHOW MOVE IN.
IMPORTANT: Orders will be canceled if payment has not been received by the show move-in. All orders that have been canceled and then replaced will not receive discount pricing. Labor and materials will be added.
With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions.

SUBTOTAL	$
ESTIMATED 12% TAX/FEES	$
GRAND TOTAL	$

ACCEPTANCE OF TERMS AND CONDITIONS AND AUTHORIZATION OF ORDER

Printed Name:	Signature:	Date:
(X)_____	(X)_____	_____/_____/_____

When your order is processed, you will receive an email with a link to Smart City Networks payment portal where you can **PAY VIA CREDIT CARD.**

Make checks payable to **SMART CITY ELECTRIC, INC.**
Send completed orders with payment to: 5795 W. Badura Ave, Ste 110 Las Vegas NV 89118

ORDER NOW

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Order online at: https://orders.smartcitynetworks.com
Or fax order to (702) 943-6001

Customer Number:

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Houston Fire Department
Vehicle Safety Inspection Checklist
For Indoor Display of Liquid or Gas-Fueled Motorized Vehicles

Date of Inspection: _____ Venue: _____

Name of Event: _____

Booth Number _____ Exhibitor Name _____

Motorized Vehicle Type:

☐ Car ☐ Truck ☐ Boat ☐ Personal Watercraft

☐ Motor-Driven Cycle ☐ Aircraft

☐ Other (specify):_____

In order to comply with the City of Houston Fire Code Regulations, the following requirements must be adhered to:

☐ Fuel in fuel tanks shall not exceed one-fourth (1/4) capacity or 5 gallons, whichever is least. An accurate means of measuring the fuel amount shall be provided. (Pre-requisite to entry into the building.)

☐ Batteries must be disconnected.

☐ Fuel tanks and fill openings shall be closed and sealed to prevent tampering.

☐ Propane cylinders shall be new and unused unless prior written approval has been given by the Fire Marshal. The Vendor or his representative will disconnect piping from the cylinder. Valves will be opened to verify the cylinder is void of propane gas. Any tools required shall be provided be the vendor.

☐ Approved for display.

☐ Rejected for display.

Reason(s) for rejection:_____

_____

Fire Inspector (Print): _____

Signature of Fire Inspector: _____

CONVENTION CENTER

EXHIBITOR ORDERING GUIDE

YOUR ROADMAP TO A SUCCESSFUL EVENT

SmartCity NETWORKS

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EXPERTISE

WE HAVE DESIGNED & INSTALLED MORE NETWORKS FOR MAJOR TRADESHOWS THAN ANY OTHER ORGANIZATION

FIRST CLASS CUSTOMER SERVICE

Leading up to the start of your event, our **customer service team will work with you** to ensure all the required information needed to install services is collected prior to your arrival. These items include; verifying your order, providing all pertinent IP and wireless information, collecting a floor plan, advanced payment, and confirmation of all required signatures. We understand **there are a lot of moving parts** when planning to exhibit at a convention and our mission to make this process as easy as possible.

It's our goal to make our team as accessible as possible. All our events are staffed with local team members for you to utilize, helping **ensure network reliability and the delivery of the services you need.** During move-in and show days, our team is available to assist you with your ordered services.

KNOWLEDGEABLE TECHNICAL SUPPORT

Our experienced technicians are **readily available** to perform troubleshooting, installation of additional services, relocations and much more.

Our team will be available **throughout the entire event** to provide you with the show experience you've always envisioned.

REDUNDANCY OF EQUIPMENT

We always have spares on-hand and are network ready. Smart City always keeps network switches and wireless access points on-hand and connected to the network. If a piece of equipment fails, we can replace it immediately with **little to no downtime**.

24/7 NETWORK MONITORING

All ports on the Smart City network are **polled every minute for network stability**. Certified network engineers are on staff in our Network Operations Center during event hours and on call 24/7.

Order online at:
https://orders.smartcitynetworks.com
or call 888.446.6911

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SmartCity NETWORKS

Is the exclusive provider of the following services:

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Need just a BASIC CONNECTION?

Our **BASIC INTERNET SERVICE**, ideal for **LIGHT INTERNET USAGE** such as web browsing and checking email via a wired connection.

SERVICE	INCENTIVE**	BASE	ON-SITE
Basic Internet	**$895**	$1,140	$1,368
Additional Device	**$185**	$220	$255
EQUIPMENT & LABOR	**INCENTIVE****	**BASE**	**ON-SITE**
Switch Rental	**$185**	$225	$270
Patch Cables	**$50**	$62	$74
Labor (Floor Work)	**$125**	$125	$125

*** NOT FOR STREAMING**

****ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

Basic Internet Includes:

- 1.54 Mbps burstable to 3 Mbps per device
- **Routers are not permitted on this service and will not work**
- Each device includes (1) Private IP Address
- Up to 4 additional IPs [devices] may be purchased separately
- Ethernet RJ45 Hardline drop and is DHCP (plug and play)

To connect multiple devices to this service a Switch Rental, Patch Cables and Floor Work are required. If more than 5 devices are needed, another main drop (Basic Internet w/ 1 Private IP) is required. An additional 4 devices can then be added to your order. A maximum of 10 devices in one location is permitted.

ORDER NOW

SmartCity NETWORKS

Order online at:
https://orders.smartcitynetworks.com
or call 888.446.6911

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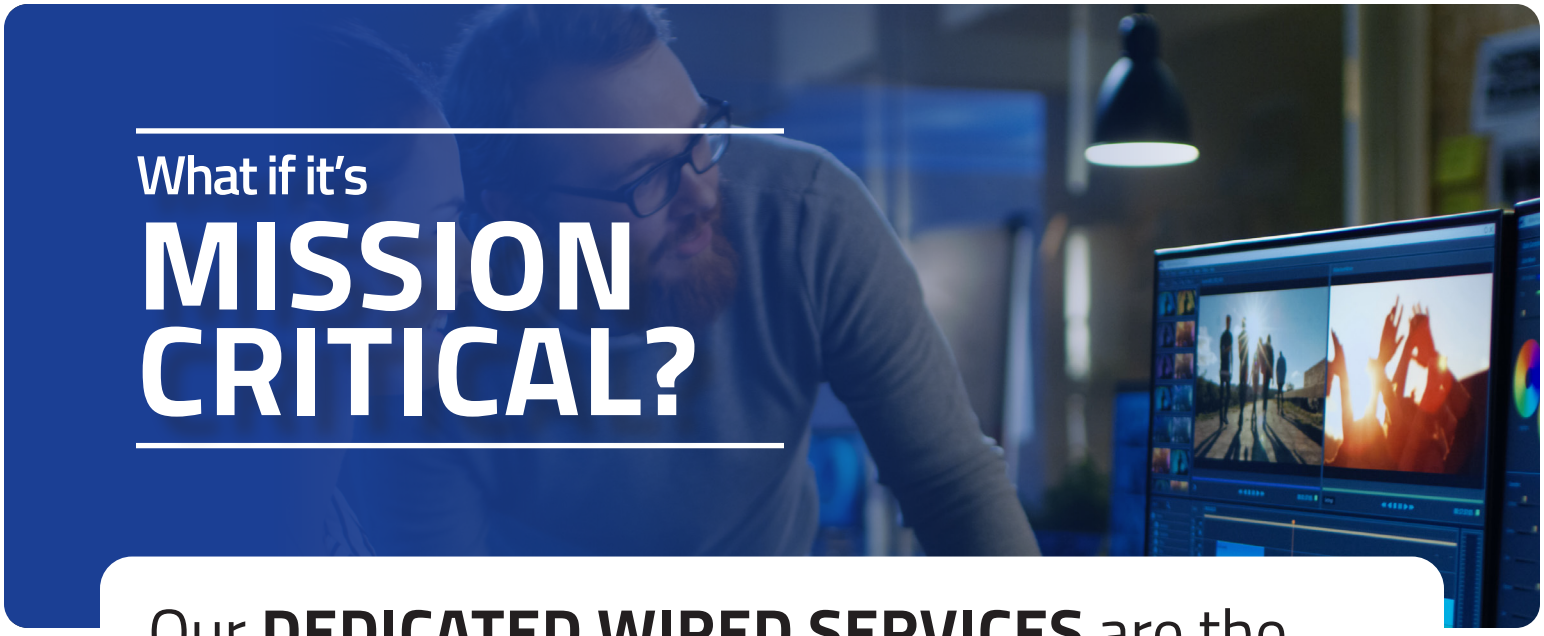

What if it's

MISSION CRITICAL?

Our **DEDICATED WIRED SERVICES** are the **FASTEST AND MOST RELIABLE** way to deliver high quality experiences at your event.

DEDICATED SERVICES	STREAMING SD	or HD	or UHD	INCENTIVE*	BASE	ON-SITE
3 Mbps Dedicated	1	N/A	N/A	**$3,495**	$4,370	$5,244
6 Mbps Dedicated	2	1	N/A	**$5,900**	$7,375	$8,850
10 Mbps Dedicated	3	2	N/A	**$7,850**	$9,810	$11,772
15 Mbps Dedicated	5	3	N/A	**$11,700**	$14,630	$17,556
25 Mbps Dedicated	6	4	1	**$19,250**	$24,060	$28,872

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

Whether you are setting up your own booth Wi-Fi, Webcasting, HD Streaming, Gaming or require Point to Point connectivity, Dedicated Internet is the way to go!

Dedicated Services Include:

- Ethernet (1) RJ45 Hardline drop with VLAN
- **Wireless and Hardline routers are permitted**
- (5) Static Public IP addresses
- Speeds up to 1 Gbps available
- Additional Static IP addresses available for purchase

ORDER NOW

Order online at:
https://orders.smartcitynetworks.com
or call 888.446.6911

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NEED WIRELESS CONNECTIVITY?

Our **STANDARD HOTSPOT** provides

SIMPLE & SECURE WIRELESS

connectivity ideal for checking emails, browsing the web, processing payments, and light website demonstrations.

STANDARD HOTSPOT PROVIDES 1.5 Mbps PER DEVICE*			
DEVICE LIMIT	INCENTIVE**	BASE	ON-SITE
5 Device Limit	**$2,339**	$2,807	$3,368
15 Device Limit	**$4,133**	$4,960	$5,952
30 Device Limit	**$6,762**	$8,114	$9,737
Additional Access Point Rental	**$750**	$750	$750

***NOT FOR STREAMING.**

****ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

ORDER NOW

Order online at:
https://orders.smartcitynetworks.com
or call 888.446.6911

Wi-Fi Splash Page services starting at $250
https://orders.smartcitynetworks.com/wifi-splash-page-design

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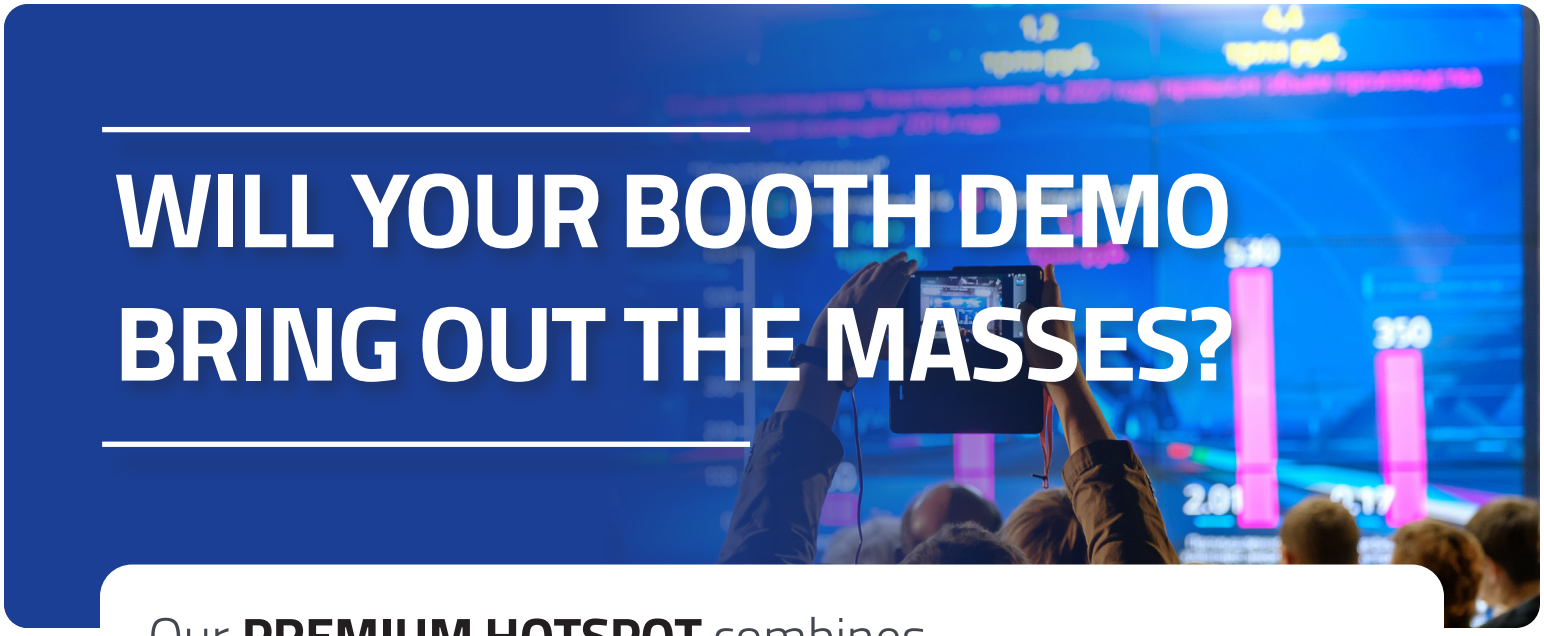

WILL YOUR BOOTH DEMO BRING OUT THE MASSES?

Our **PREMIUM HOTSPOT** combines

HIGH BANDWIDTH WIRELESS

with greater flexibility and customization options that generate smoother product demos, quicker remote connectivity and superior video streaming quality.

PREMIUM HOTSPOTS ARE NOT RATE LIMITED PER DEVICE

BANDWIDTH ALLOCATION	STREAMING SD	or HD	or UHD	**INCENTIVE***	BASE	ON-SITE
10 Mbps	3	N/A	N/A	**$8,800**	$10,560	$12,672
20 Mbps	6	4	N/A	**$16,600**	$19,920	$23,904
30 Mbps	10	6	1	**$24,200**	$29,040	$34,848
40 Mbps	13	8	1	**$31,550**	$37,860	$45,434
50 Mbps	16	10	2	**$39,050**	$46,860	$56,232
Additional Access Point Rental	N/A	N/A	N/A	**$750**	$750	$750

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

ORDER NOW

Order online at:
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Wi-Fi Splash Page services starting at $250
https://orders.smartcitynetworks.com/wifi-splash-page-design

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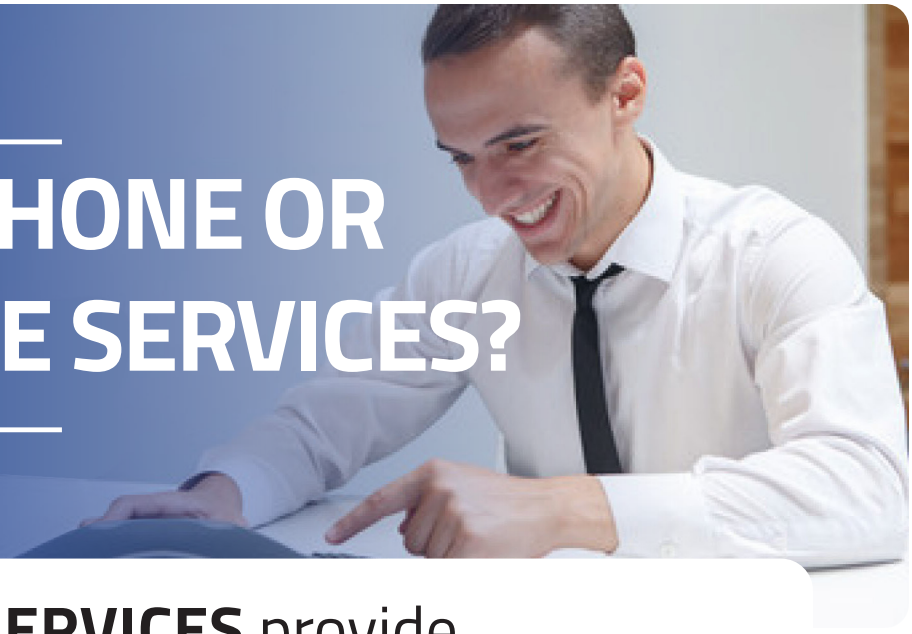
NEED TELEPHONE OR CONFERENCE SERVICES?



Our **TELEPHONE SERVICES** provide reliable **VOICE SERVICE** solutions for Single Line, Multi Line, and Conference calls.

VOICE SERVICES	INCENTIVE*	BASE	ON-SITE
Single Line Telephone - With or Without Device	**$275**	$345	$414
Multi Line Telephone	**$415**	$520	$624
Polycom Speaker Phone	**$465**	$575	$690

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

We have specialized in telephone services for over 30 years. Smart City provides reliable phone services with crystal clear connections. Our telephone services can be used for reception check-in, conference calls in meeting rooms and for credit card processing machines.

Telephone Service Information:

- Multi Line telephones include (1) Main number and (1) rollover line
- Polycom speakerphones require power source, **electrical** services may need to be ordered separately
- Domestic Long Distance is included
- International calling is billed separately

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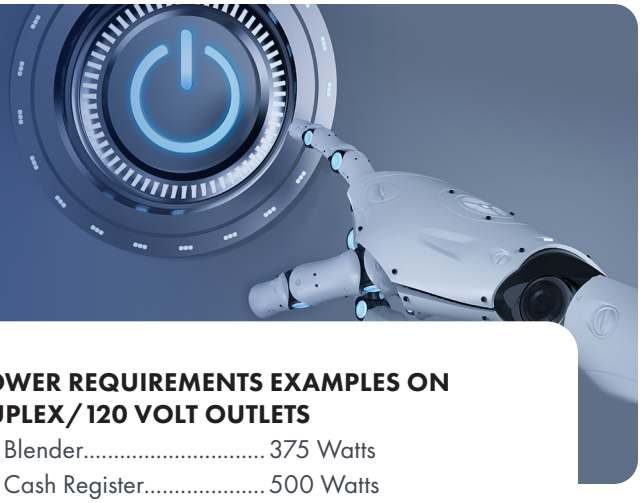
READY TO POWER UP YOUR EXPERIENCE?



DUPLEX OUTLETS	INCENTIVE*	BASE
500 Watts	**$105**	$137
1000 Watts	**$127**	$165
1500 Watts	**$138**	$179
2000 Watts	**$149**	$194
120 VOLT SERVICES	**INCENTIVE***	**BASE**
15 AMP Service	**$149**	$194
20 AMP Service	**$177**	$230
208 VOLT SERVICES	**INCENTIVE***	**BASE**
20 AMP, Single Phase	**$266**	$346
30 AMP, Single Phase	**$361**	$469
60 AMP, Single Phase	**$549**	$714
100 AMP, Single Phase	**$813**	$1,057
150 AMP, Single Phase	**$1,197**	$1,556
200 AMP, Single Phase	**$1,428**	$1,856
208 VOLT SERVICES	**INCENTIVE***	**BASE**
20 AMP, Three Phase	**$360**	$468
30 AMP, Three Phase	**$476**	$619
60 AMP, Three Phase	**$813**	$1,057
100 AMP, Three Phase	**$1,239**	$1,611
150 AMP, Three Phase	**$1,733**	$2,253
200 AMP, Three Phase	**$2,301**	$2,991
408 VOLT SERVICES	**INCENTIVE***	**BASE**
20 AMP, Three Phase	**$660**	$858
30 AMP, Three Phase	**$844**	$1,097
60 AMP, Three Phase	**$1,879**	$2,443
100 AMP, Three Phase	**$2,972**	$3,864
150 AMP, Three Phase	**$4,380**	$5,694
200 AMP, Three Phase	**$5,770**	$7,501

POWER REQUIREMENTS EXAMPLES ON DUPLEX/120 VOLT OUTLETS

Blender..... 375 Watts
Cash Register..... 500 Watts
Coffee Pot, Standard ..... 600-1000 Watts
Coffee Pot, Large ..... 1500-2000 Watts
Computer, Laptop ..... 300-500 Watts
Computer, Desktop ..... 500-750 Watts
Computer Monitor, Reg... 200 Watts
Computer Monitor, Flat ... 250-500 Watts
Crock Pot ..... 1000-1500 Watts
Hotplate, Single Element . 1000 Watts
Hotplate, Dual Element.... 2000 Watts
Lighting, Halogen..... 100-500 Watts, Per Bulb
Lighting, Conventional..... 60-250 Watts, Per Bulb
Popcorn Maker, Small..... 1000 Watts
Popcorn Maker, Large..... 1500-2000 Watts
Printer, Ink Jet..... 750-1000 Watts
Printer, Laser ..... 1500-2000 Watts
Toaster..... 1500 Watts
TV, Standard..... 200-500 Watts
TV, LCD ..... 500-1000 Watts
TV, Plasma ..... 1000-1500 Watts

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

TIPS:

- Rates include bringing services (up to 100 AMPS) to the rear of standard booth or to the nearest floor port inside an island booth. There are additional charges for services greater than 100 AMPS.
- All other work performed within a booth to place services in other locations will be charged on a time and material basis. A connect and disconnect fee will be incurred for all connected service, whether connected direct or otherwise.
- Generators are not permitted.

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SmartCity ELECTRIC

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GRB HOUSTON

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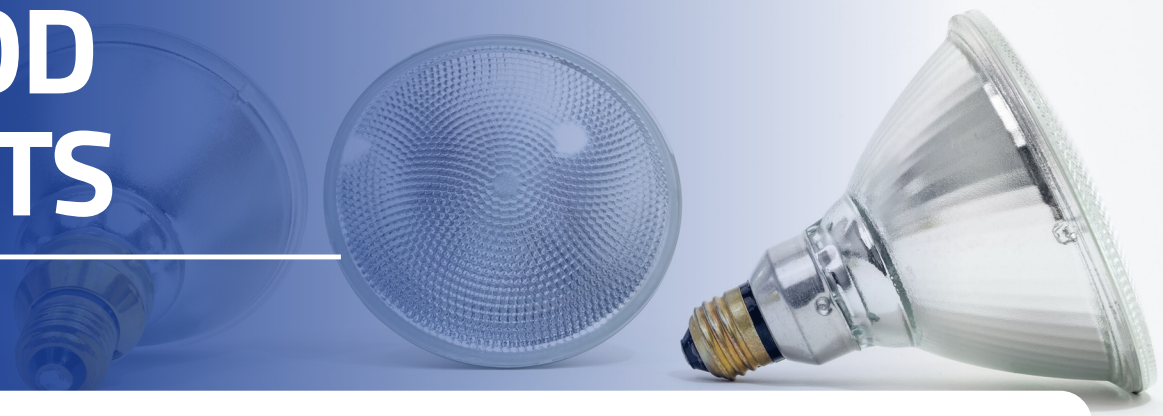
FLOOD LIGHTS



Our **ELECTRICAL SERVICES** provide **FLOOD LIGHTS** to meet your booth lighting enhancement needs.

FLOOD LIGHTS	INCENTIVE*	BASE
150 Watt, Single Light	**$65**	$88
150 Watt, Double Light	**$70**	$95
300 Watt, Single Light	**$80**	$108
300 Watt, Double Light	**$85**	$115
Flood Lights are on a 6ft - 8ft pole and include power.		

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

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ARE PLUMBING SERVICES AVAILABLE?

Our **PLUMBING SERVICES** provide

WATER SERVICES for sinks, pools or spas.

WATER	INCENTIVE*	BASE
3/4" Service Outlet, First Connection	**$140**	$180
3/4" Service Outlet, Additional Connection	**$90**	$112
Direct tie in to equipment only. Water heater rental required for hot water call for quote.		
DRAINAGE	**INCENTIVE***	**BASE**
3" Drain line, First Connection	**$125**	$165
3" Drain line, Additional Connection	**$90**	$120
Direct tie in to equipment only.		
Grease trap not included. If needed please call for quote.		
FILL AND DRAIN	**INCENTIVE**	**BASE**
1-15 Gallons	**$60**	$78
16-70 Gallons	**$75**	$100
71-100 Gallons	**$100**	$125
101-200 Gallons	**$150**	$180
201-300 Gallons	**$175**	$200
301-400 Gallons	**$210**	$250
401-500 Gallons	**$240**	$275
501-1000 Gallons	**$500**	$550
Additional 500 Gallons	**$95**	$105
Fill and Drain one time only, labor charges apply for additional fills.		

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

TIPS:

- Water services come from floor pockets
- If hot water is needed, rental of hot water heater is required
- Pricing includes Labor and Material for each service

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DO WE OFFER COMPRESSED AIR?

Our **PLUMBING SERVICES** provide reliable **COMPRESSED AIR** for Robotics, Pneumatic Tools and Machinery.

COMPRESSED AIR [90-100 PSI]	INCENTIVE*	BASE
1/4" Compressed Air, First Connection	**$220**	$270
1/4" Compressed Air, Additional Connection	**$110**	$135
For any compressed air special requirements please call for quote.		

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

- Labor and Material not included with any plumbing services
- 1/4" Milton #715 Female Coupler

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FAQ Frequently Asked Questions

DOES SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI?

Yes! Smart City Networks provides complimentary Wi-Fi in most designated public areas of the facility, such as the concourse lobbies and food courts. Check with your specific venue for locations. This service is made available to approximately 30 million guests, visitors, and attendees at our convention centers throughout the country. There is no requirement to purchase a Smart City Networks service in order to take advantage of the complimentary Wi-Fi.

WHY DOESN'T SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI IN THE EXHIBIT HALLS?

Exhibit halls are not public areas since this space is typically licensed to a company, government agency, or trade association for a private event. The space license agreement governs the availability of a range of services for the event and the license may or may not call for complimentary Wi-Fi services.

WILL MY PERSONAL HOTSPOT (MI-FI) WORK IN YOUR BUILDING?

Yes – however, the capability of your personal mobile hotspot is limited by your cellular carrier by the spectrum and Internet bandwidth capacity they have made available. Cellular carrier signals penetrate into a facility either from a nearby cellular tower or via an in-building Distributed Antenna System (DAS). It is important to remember that your personal mobile hotspot is obtaining a wireless signal from a shared cellular network, so service may be disrupted or become unreliable due to user density and demand on the carrier's network. In all cases, you have the option to take advantage of the complimentary Wi-Fi throughout the public areas, or if you choose, you can purchase an upgraded package based on your service requirements.

WHAT MUST BE IDENTIFIED ON MY FLOORPLANS?

Floor plans should include the surrounding booth numbers for orientation, measurements and easy identification of all required end location(s). Be sure to distinguish your main distribution line (MDL) and additional patch cables. Please reference Smart City's Communications Floorplan Worksheet.

TIP: Most of our venue's data jacks originate from a floor pocket. Be sure to submit a completed floorplan prior to the first day show move-in to avoid any additional labor charges.

Order online at:
https://orders.smartcitynetworks.com
or call 888.446.6911

DO YOU OFFER INCENTIVE RATES?

Yes! Orders received along with payment by the incentive deadline date will receive our early incentive pricing.

WHY ARE ROUTERS NOT ALLOWED ON A SHARED NETWORK?

Many times, Smart City has found that routers on a shared network are installed incorrectly, which can cause problems for other users of the network. Additionally, an accurate count of the number of devices on the network is required to determine the appropriate network size and bandwidth available to the network. For more information and to request the build-out of a special system to meet your needs, contact our team today for a quote.

CAN I PROVIDE MY OWN SWITCH AND/OR CABLING?

Yes, you can provide your own switch and patch cables for in booth cabling. Unless otherwise mandated by the venue.

Please Note: Connectivity can be guaranteed only to the point where Smart City Networks' services originate in the booth. Smart City Networks cannot guarantee service on customer/exhibitor-provided cable(s) and/or equipment. Any request for trouble diagnosis or problem resolution found not to be the fault of Smart City Networks (such as faulty equipment or damaged cable) may be billed to the exhibitor at the prevailing labor rate.

HOW MUCH BANDWIDTH DO I NEED?

To identify how much bandwidth you should require, please reach out to a technical representative in your organization, review your program specifications listed with any demonstrations or downloads you plan to run.

WHAT DOES SD, HD, AND UHD STAND FOR?

SD, HD, and UHD are the abbreviated names of three video streaming formats. The basic difference between each of the formats is the number of pixels comprising the video image. The greater the pixel count the sharper and more detailed your video will be.

FORMAT	RESOLUTION	BANDWIDTH REQUIRED
Standard Definition **(SD)**	720x480	3.0-5.0 Mbps
High Definition **(HD)**	1280x720 & 1920x1080	5.0-8.0 Mbps
Ultra High Definition **(UHD)**	3840x2160	25 Mbps

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Where TECHNOLOGY Meets HOSPITALITY

Our Promise ★★★★★

Smart City Networks is "Where Technology Meets Hospitality". By anticipating and responding to our clients' needs, we continue to lead the nation in providing quality advanced technology and telecommunication solutions to the trade show and event industry. We work to build personal relationships with our clients because excellent service requires an exceptional and long-lasting commitment.

"IN A HECTIC WORLD, WE PROVIDE PEACE OF MIND."

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