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 black back drape and 3' high black side drape, one 6'x 30" black draped table, two Limerick® chairs by Herman Miller, and one wastebasket. Booths 300 sqft or less will receive a 7" x 44" one-line identification sign. Booths larger than 300 sqft may receive a 7" x 44" one-line identification sign upon request.

ADDITIONAL SERVICES PROVIDED INCLUDE:
One 500 watt electrical outlet provided by GES Electrical. Wireless internet provided by Xpodigital. Note: Wired internet access is not included but can be ordered separately through Xpodigital. Lead retrieval systems are not included but can be ordered separately through Smart Source Rentals. For additional services such as Electrical, Wired Internet, Audio Visual and Lead Retrieval, please refer to the Facility/Other Contractors tab in the Exhibitor Service Kit.

EXHIBIT HALL CARPET
The exhibit area is carpeted.

DISCOUNT PRICE DEADLINE DATE
Order early on FreemanOnline to take advantage of advance order discount rates, place your order by October 17, 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
Monday November 14, 2022 11:00 AM - 2:00 PM

EXHIBIT HOURS
Monday November 14, 2022 3:00 PM - 5:30 PM
Tuesday November 15, 2022 9:00 AM - 12:00 PM
Tuesday November 15, 2022 1:15 PM - 7:00 PM
Wednesday November 16, 2022 8:30 AM - 3:00 PM

EXHIBITOR MOVE-OUT
Wednesday November 16, 2022 3:00 PM - 5:00 PM
Thursday November 17, 2022 8:00 AM - 11:00 AM
EXHIBITOR SERVICE HOURS
Our Exhibitor Services team will be available from 8am - 5pm 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, November 17, 2022 at 11:00 AM.
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, November 17, 2022 at 9:00 AM. In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

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.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
Contact Us

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 October 17, 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.

SHIPPING INFORMATION
Warehouse Shipping Address:
Exhibiting Company Name / Booth # _________
OLC Accelerate 2022
C/O Freeman
10088 General Dr
Orlando, FL 32824
Freeman will accept crated, boxed or skidded materials beginning Monday, October 17, 2022, at the above address. Material arriving after November 07, 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 # _________
OLC Accelerate 2022
C/O Freeman
Walt Disney World Dolphin Resort
1500 Epcot Resorts Blvd
Lake Buena Vista, FL 32830

Freeman will receive shipments at the exhibit facility beginning Monday, November 14, 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 October 17, 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?

**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.**

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.
ON SITE

6

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.

FREEMAN.COM

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 (acrylic) 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

TYPICALLY*

DONATE-ABLE

Furniture: Purchased items
Home furnishing: Decor 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

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shipping out

8

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.
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/512050

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

before event
from your location or previous event

venue dock

during the event
venue venue

your exhibit

venue dock

after event
to your location or next event

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

storage for empty containers
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
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](http://freeman.com).

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

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

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

DESTINATION
☐ I will be shipping to the WAREHOUSE
FREEMAN / Exhibiting Company Name / Booth #
OLC Accelerate 2022
C/O: Freeman
10088 General Dr
Orlando, FL 32824
MUST BE DELIVERED BY NOVEMBER 07, 2022
☐ I will be shipping to SHOW SITE
FREEMAN / Exhibiting Company Name / Booth #
OLC Accelerate 2022
C/O: Freeman
Walt Disney World Dolphin Resort
1500 Epcot Resorts Blvd
Lake Buena Vista, FL 32830
CANNOT BE DELIVERED BEFORE NOVEMBER 14, 2022

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:

FAUX 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 # (512050)
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 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.

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.

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 Handling 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 be rerouted on Freeman’s carrier choice 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
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!
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

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Material Handling</td>
<td>$1.37 per pound</td>
</tr>
<tr>
<td>Rate applies to shipments sent to either the warehouse or directly to show site.</td>
<td></td>
</tr>
<tr>
<td>Material Handling - After Deadline</td>
<td>$1.71 per pound</td>
</tr>
<tr>
<td>Rate applies to shipments arriving at the warehouse after November 07, 2022.</td>
<td></td>
</tr>
<tr>
<td>Material Handling - 10 lbs and under</td>
<td>Free of Charge</td>
</tr>
<tr>
<td>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.</td>
<td></td>
</tr>
</tbody>
</table>

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 October 17, 2022.
- Warehouse address: Exhibiting Company Name / Booth #
  OLC Accelerate 2022
  C/O Freeman
  10088 General Dr
  Orlando, FL 32824
- 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 November 14, 2022.
- Show Site address: Exhibiting Company Name / Booth #
  OLC Accelerate 2022
  C/O Freeman
  Walt Disney World Dolphin Resort
  1500 Epcot Resorts Blvd
  Lake Buena Vista, FL 32830

Outbound:
- Submit your outbound shipping information in advance and we will deliver your paperwork to your booth during the show. If no outbound information is submitted, Freeman reserves the right to return the freight back to the company address on file at the exhibitor’s expense.

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.
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  ☐ Other Carrier

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

**Select a Level of Service:**

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

**Select Shipment Options (if applicable):**

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

**Select Desired Number of Labels:** ____________________________

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. If no outbound information is submitted, Freeman reserves the right to return the freight back to the company address on file at the exhibitor's expense.
TO: _______________________________
EXHIBITOR NAME

C/O: Freeman
10088 General Dr
Orlando, FL 32824

WAREHOUSE
(512050)

EVENT: ____________ OLC Accelerate 2022 ____________

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.
TO: ____________________________

EXHIBITOR NAME

C/O: Freeman
Walt Disney World Dolphin Resort
1500 Epcot Resorts Blvd

Lake Buena Vista, FL 32830

SHOW SITE

(512050)

EVENT: OLC Accelerate 2022

BOOTH NO: ________ NO. _____ OF _____ PCS

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PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
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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.

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
Top Design Tips
for Tradeshow Booths.

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.

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.

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

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

7. Stay Social. Style furnishings to create shareable moments worthy of Instagram.

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

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

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

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

The Showcase 10’x10’ booth package

The Cinematic 10’x20’ booth package

The Gather 10’x10’ booth package

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.
Power Up In Style.

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

NAPLES
830120
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

Power Up In Style.

Use Ventura 6' Bar or Café 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)

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

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.

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.

Powered Pedestals
Denotes Powered Products

POWERED DETAIL

A) 85061 24"L 24"D 36"H
B) 85062 24"L 24"D 42"H
C) 85060 24"L 24"D 36"H
D) 85063 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 Locking Pedestal
Denotes AC and USB charging outlets

Powered Tech Desk
Denotes AC and USB charging outlets

A) 85064 24"L 24"D 42"H (black)
B) 84083 Tech Desk, Powered w/ Drawer File Cabinet (black metal, laminate) 60"L 30"D 30"H
C) 84080 3 Drawer File Cabinet on Castors (black metal, laminate) 18"L 20"D 28"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.

Take Charge.
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.

POWERED DETAIL

A) 85061 24"L 24"D 36"H
B) 85062 24"L 24"D 42"H
C) 85060 24"L 24"D 36"H
D) 85063 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 Locking Pedestal
Denotes AC and USB charging outlets

Powered Tech Desk
Denotes AC and USB charging outlets

A) 85064 24"L 24"D 42"H (black)
B) 84083 Tech Desk, Powered w/ Drawer File Cabinet (black metal, laminate) 60"L 30"D 30"H
C) 84080 3 Drawer File Cabinet on Castors (black metal, laminate) 18"L 20"D 28"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.
Take Charge.

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.

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) 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

Power Poducts

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.

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.

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

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

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

HEDGE
85925
4' Boxwood Hedge
46"L 3"D 47"H

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

Valencia Sofa & Chair 10’x10’ Booth

Soft Seating Collections

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

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

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

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

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

A. B. C.
Soft Seating

Create Engaging Booth Environments

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

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

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

Palm Beach Sofa & Swanson Chairs 10’x10’ Booth

Available in Power

FAIRFAX
A) 830949 Sofa (white vinyl, brushed metal)
   62"L 28"D 30"H
   830949 (Powered)

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

NAPLES
A) 830119 Sofa (black vinyl) 87"L 30"D 33.25"H
   830120 (Powered)

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

ALLEGRO
A) 81019 Chair (blue fabric) 36"L 30"D 33.25"H
B) 83015 Sofa (blue fabric) 73"L 34.5"D 30"H
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!

- **Bowery Swivel Chair**
  - 810594
  - Color: ochre fabric, chrome
  - Measurements: 29.75" L, 31.25" D, 30.5" H

- **Swanson Swivel Chair**
  - 810675
  - Color: white vinyl
  - Measurements: 28" L, 25" D, 30" H

- **La Brea Chair**
  - 810874
  - Color: charcoal gray, fabric
  - Measurements: 36" L, 27" D, 38" H

- **Wentworth Chair**
  - 810845
  - Color: brown vinyl
  - Measurements: 32.1" L, 26" D, 31.5" H

- **Marina Chair**
  - 810164
  - Color: white vinyl

- **Meeting Chair**
  - 810160
  - Color: black vinyl
  - 810161
  - Color: brown fabric

- **Swivel Chairs**

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

- **Bowery Swivel Chair**
  - 81034
  - Color: ochre fabric, chrome
  - Measurements: 29.75" L, 31.25" D, 30.5" H

- **La Brea Chair**
  - 810874
  - Color: charcoal gray, fabric
  - Measurements: 36" L, 27" D, 38" H

- **Wentworth Chair**
  - 810845
  - Color: brown vinyl
  - Measurements: 32.1" L, 26" D, 31.5" H

- **Meeting Chair**
  - 810875
  - Color: white vinyl
  - 810876
  - Color: charcoal gray, fabric
  - 810877
  - Color: brown fabric

- **Meeting & Stage Chairs**

  Meeting & Stage Chairs

  - **Marina Chair**
    - 810164
    - Color: white vinyl

  - **Meeting Chair**
    - 810160
    - Color: black vinyl
    - 810161
    - Color: brown fabric
Accent Chairs

Montreal
81031 Chair
[Blue, Black Metal]
30"L 23.25"D 30"H

81049
Fairfax Chair
[White vinyl, brushed metal]
27"L 26"D 30"H

Lena
81036 Chair
[Gray green leather, bronze]
27"L 25"D 31"H

Madrid
810816 Chair
[White, Chrome]
30"L 30"D 31"H

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]
14"L 26"D 18.5"H

E) 81032
Pasadena Chair
[White molded plastic w/ chrome tower base]
27"L 25"D 32"H

F) 81037
Sterling Chair
[Gray fabric]
33"L 31.5"D 32"H
Group Seating

Lounge

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.

 MALBA
A) 810131 Chair (gray)
B) 810130 Chair (green)

 ZENITH
A) 810051 Chair (white, chrome)
18.25" X 22" X 32" H
B) 810241 Madison Hydraulic Café Table
chrome base, gray acrylic top
30" RND 29" H

LAGUNA
C) 830901 Chair (maple, chrome)
18.1" X 19" X 34.5" H
D) 8201223 Round Café Table
(white laminate top, chrome hydraulic base)
30" RND 29" H

MARINA
A) 810851 Chair (white, chrome)
17.5" X 18.5" X 30.5" H
B) 810560 (black vinyl)
C) 810561 (brown fabric)
D) 810562 (green/blue fabric)
E) 810563 (red fabric)

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

E) 210108 LIMERICK® Chair BY HERMAN MILLER®
(gray) 18"W X 17.75"D X 33" H

Styles & Shapes

A) 810846 Christopher Chair
(white vinyl, chrome)
17" X 19" X 35.5" H
B) 810841 Rustique Chair w/arms
(garnet)
20" X 18" X 31" H
C) 81093 Lucent Chair
(frosted acrylic)
19.5" X 19.75" X 32.5" H
D) 71099 Diamond Side Chair
(brown)
21" X 23" X 32" H
E) 71090 Diamond Arm Chair
(brown)
20" X 21" X 33" H
F) 810837 Razor Armless Chair
(white)
15.38" X 15.5" X 30.5" H
G) 81083 Blade Chair
(sky blue)
20.5" X 19" X 30.5" H
H) 81082 Blade Chair
(red)
20.5" X 19" X 30.5" 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) 81534  (steel blue vinyl)
H) 81533  (silver vinyl)
I) 81519  (red vinyl)
J) 81517  (yellow vinyl)
K) 81518  (blue vinyl)
M) 81525  (orange vinyl)

Beverly Bench Ottomans

Beverly Bench
60”L 20”D 18”H
A) 81556  (white vinyl)
B) 81559  (black vinyl)
C) 81553  (gray fabric)
D) 815595 (red fabric)
E) 81554  (ocean blue fabric)
F) 81553  (brown fabric)
G) 815595 (brown fabric)

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)

Regis Bench
47”L 15.5”D 16”H
E) 82074  (brushed metal)
47”L 11.5”D 16”H
C) 815952 (black)
D) 815953 (white)
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)

Marche Swivel Ottomans

Marche Swivel Ottomans
17” RND 18”H
A) 815150 (white vinyl)  
B) 815154 (red fabric)  
C) 815159 (Ivory Faux Sheep Fur)  
D) 815150 (gray yellow fabric)  
E) 815150 (slim fabric)  
F) 815150 (blue fabric)  
G) 815150 (gray fabric)  
H) 815150 (rose quartz fabric)  
I) 815150 (gray fabric)  
J) 815150 (gray fabric)  
K) 815150 (gray fabric)  
L) 815150 (gray fabric)  
M) 815150 (gray fabric)  
N) 815150 (gray fabric)  
O) 815150 (gray fabric)  
P) 815150 (gray fabric)  
Q) 815150 (gray fabric)  
R) 815150 (gray fabric)  
S) 815150 (gray fabric)  
T) 815150 (gray fabric)  
U) 815150 (gray fabric)  
V) 815150 (gray fabric)  
W) 815150 (gray fabric)  
X) 815150 (gray fabric)  
Y) 815150 (gray fabric)  
Z) 815150 (gray fabric)

Beverly Small Bench Ottomans
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B) 81563 (olive green fabric)  
C) 81569 (white vinyl)  
D) 81560 (black vinyl)  
E) 81561 (ocean blue fabric)  
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Q) 815150 (gray fabric)  
R) 815150 (gray fabric)  
S) 815150 (gray fabric)  
T) 815150 (gray fabric)  
U) 815150 (gray fabric)  
V) 815150 (gray fabric)  
W) 815150 (gray fabric)  
X) 815150 (gray fabric)  
Y) 815150 (gray fabric)  
Z) 815150 (gray fabric)
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 aisles and between meeting spaces; this will help individuals feel comfortable networking.

# MESA

<table>
<thead>
<tr>
<th>A) 820135 End Table</th>
<th>B) 820132 Cocktail Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>20.5”RND 21.25”H (wood top, bronze)</td>
<td>32.25”RND 17.25”H (wood top, bronze)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C) 820134 End Table</th>
<th>D) 820131 Cocktail Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>24”RND 21.25”H (glass top, bronze)</td>
<td>36”RND 17.25”H (glass top, bronze)</td>
</tr>
</tbody>
</table>

# ALONDRA

<table>
<thead>
<tr>
<th>A) 820250 Cocktail Table</th>
<th>B) 820251 End Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>47”L 24”D 16”H (glass, chrome)</td>
<td>20”L 20”D 20”H (wood, chrome)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C) 82027 End Table</th>
<th>D) 82028 Cocktail Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>50”L 22”D 16”H (glass, chrome)</td>
<td>36”L 26”D 20”H (wood, black)</td>
</tr>
</tbody>
</table>

# GEO

<table>
<thead>
<tr>
<th>A) 82034 Cocktail Table</th>
<th>B) 820227 End Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>50”L 22”D 16”H (glass, chrome)</td>
<td>26”L 26”D 20”H (wood, black)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>C) 82035 End Table</th>
<th>D) 82028 Cocktail Table</th>
</tr>
</thead>
<tbody>
<tr>
<td>26”L 26”D 20”H (glass, chrome)</td>
<td>36”L 26”D 20”H (wood, black)</td>
</tr>
</tbody>
</table>
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

SYDNEY
Cocktail Tables
(Brushed steel)
48" L 26" D 18" H
A) 82053
(white)
B) 82073
(bronze)
C) 82093
(black)
D) 82077
(bronze)

End Tables
27.5" L 23.5" D 22" H
E) 82055
(white)
F) 82054
(black)
G) 82075
(blue)
H) 82080
(bronze)

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) 82035
End Table
24" RND 22" H
L) 82034
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) 82084
(white, metal)
15" Round 22" H
Café Tables

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

Mix & Match

Choose from a wide variety of tables and seating options.

Customize and Create

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

Freeman.com/store
Bar Tables

A) 8201221 30" Round Bar Table (white top, chrome hydraulic base) 30" RND 42"H
B) 820915 Zoey Barstool (white, chrome) 15"L 16"D 30-34.75"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 42"H
H) 810848 Christopher Barstool (white vinyl, chrome) 19"L 15"D 41"H
I) 8201222 30" Round Bar Table (red top, chrome hydraulic base) 30" RND 42"H
J) 81080 Blade Barstool (red) 20.5"L 20.125"D 40.5"H

Customize and Create

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

- GRAY
- BROWN
- BLACK
- GREEN
- ORANGE
- BRUSHED YELLOW
- WHITE
- RED
- BLUE
- GOLD
- BRUSHED GUNMETAL
- MADISON/GRAY ACAJOU
- MAPLE
- BRUSHED YELLOW
- WHITE

Style & Design

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

- GRAY
- BROWN
- BLACK
- GREEN
- ORANGE
- BRUSHED YELLOW
- WHITE
- RED
- BLUE
- GOLD
- BRUSHED GUNMETAL
- MADISON/GRAY ACAJOU
- MAPLE
- BRUSHED YELLOW
- WHITE

Bar Tables

Standard Black Base
30" RND 42"H

A) 8201221 (white) also available 820915 (brushed yellow)
B) 820919 (brushed yellow) also available 820264 (Madison/gray acajou)
C) 820910 (brass) also available 820916 (black)
D) 820917 (green) also available 820918 (black)
E) 820919 (orange) also available 820922 (graphite nebula)
F) 820910 (brushed yellow) also available 820916 (black)
G) 820917 (green) also available 820918 (black)
H) 820919 (orange) also available 820922 (graphite nebula)
I) 820910 (brushed yellow) also available 820916 (black)
J) 820917 (green) also available 820918 (black)
K) 820919 (orange) also available 820922 (graphite nebula)

Hydraulic Chrome Base
30" RND 42"H

C) 820920 (red) also available 8201207 (maple)
D) 820922 (graphite nebula) also available 820930 (blue)
E) 820910 (brushed yellow) also available 820916 (black)
F) 820917 (green) also available 820918 (black)
G) 820919 (orange) also available 820922 (graphite nebula)
H) 820910 (brushed yellow) also available 820916 (black)
I) 820917 (green) also available 820918 (black)
J) 820919 (orange) also available 820922 (graphite nebula)

Bar Tables

30" RND 42"H

C) 820920 (red) also available 8201207 (maple)
D) 820922 (graphite nebula) also available 820930 (blue)
E) 820910 (brushed yellow) also available 820916 (black)
F) 820917 (green) also available 820918 (black)
G) 820919 (orange) also available 820922 (graphite nebula)
H) 820910 (brushed yellow) also available 820916 (black)
I) 820917 (green) also available 820918 (black)
J) 820919 (orange) also available 820922 (graphite nebula)
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

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 Zeno Barstool
(white, chrome)
15"L 16"D 30-34 7/8"H

Banana Barstools
D) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 42 5/8"H
E) 810861 Blade Barstool
20.5", 20.125"D 40.5"H
F) 810862 (sky blue)

G) 71088 Black Diamond Stool
(black) 22"W X 18"L X 46"H
H) 810889 Rustique Barstool
(gunmetal) 13"L, 13"D 30"H

Barstools Styles & Shapes

J) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 42 5/8"H

A) 810840 Zeno Barstool
(white, chrome)
15"L 16"D 30-34 7/8"H

Blade Barstool
20.5", 20.125"D 40.5"H

Christopher Barstool
D) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 42 5/8"H

E) 810861 Blade Barstool
20.5", 20.125"D 40.5"H

F) 810862 (sky blue)

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

H) 810889 Rustique Barstool
(gunmetal) 13"L, 13"D 30"H

I) 810810 Blade Barstool
20.5", 20.125"D 40.5"H

J) 810861 (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

210109 LIMESICK™
Stool 97™ HERMAN MILLER®
(white) 18" X 17.75"L X 44"H

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

720164 36" RND 42"H
Conference Tables

42" Round Conference Table

42" RND 29"H
A) 820708 (white laminate)
B) 820280 (hickorygray vegaply)
C) 8201344 (black top, black)

Geo Tables

Geo Rectangular Tables
60"L 36"D 29"H
E) 82041 (glass, black)
F) 82055 (glass, chrome)

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

Geo Tables

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

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 grey acajou)
A) 820261 5' Table
60”L 48”D 29”H
B) 820262 8’ Table
96”L 48”D 29”H
C) 820263 10’ Table
120”L 48”D 29”H

Black Rectangular Conference Table

A) 8203 5’ Table
60”L 48”D 29”H
B) 8205 8’ Table
96”L 48”D 29”H
C) 8201 10’ Table
120”L 48”D 29”H

810170 Genesis Chair
(Black fabric, black)
27.5”L, 27”D, 40-43.5”H Adjustable.

810170 Cupertino Mid Back Chair
(Black vinyl, chrome)
27”L, 31.5”D, 40-43”H Adjustable.
Executive Seating

Pro Executive High Back Chair
29”L 24”D 40”H
A) 810844 (white vinyl)  B) 810845 (black vinyl) Adjustable height

Cupertino Mid Back Chair
A) 810170 (black vinyl, chrome) 27”L 30.5”D 40-43”H Adjustable.
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) 810645 (white vinyl)  B) 810646 (black vinyl) Adjustable height

Pro Executive Guest Chair
24” L 22” D 36” H
810847 (black vinyl)

Task Stool
810835 (black fabric) 27” L 27” D 32.75” - 40.25” H Adjustable height

Communal and Powered Tables

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

Table Top Options

Table Top Options

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

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)  C) 820951 (grommets)  D) 820952 (solid)
White Top
E) 820956 (solid)

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)  D) 820960 (grommets)  E) 820962 (solid)
White Top
F) 820961 (grommets)

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.

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Office Essentials

Tech Powered Desk

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

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.

Lighting & Shelving

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

Please Note: Denotes AC and USB charging outlets

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

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 12”D 72”H
D) 84078 Madison Bookcase (gray acajou) 36”L 12”D 72”H
Show Essentials

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

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

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

Miramar Dividers
(molded plastic)
A) 85040 (white)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
B) 85041 (red)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
C) 85042 (gray)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
D) 85043 (harvest yellow)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
E) 85044 (burgundy)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H

B) 820930
30” Round Bar Table
(Blue top, chrome hydraulic base)
30” RND 45” H
C) 820860 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
B) 85041 (red)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
C) 85042 (gray)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
D) 85043 (harvest yellow)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
E) 85044 (burgundy)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H

Miramar Dividers
(molded plastic)
A) 85040 (white)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
B) 85041 (red)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
C) 85042 (gray)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
D) 85043 (harvest yellow)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
E) 85044 (burgundy)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H

B) 820930
30” Round Bar Table
(Blue top, chrome hydraulic base)
30” RND 45” H
C) 820860 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
B) 85041 (red)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
C) 85042 (gray)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
D) 85043 (harvest yellow)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
E) 85044 (burgundy)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H

B) 820930
30” Round Bar Table
(Blue top, chrome hydraulic base)
30” RND 45” H
C) 820860 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
B) 85041 (red)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
C) 85042 (gray)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
D) 85043 (harvest yellow)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H
E) 85044 (burgundy)
Vertical: 63” L 23” D 83” H
Horizontal: 83” L 23” D 63” H

B) 820930
30” Round Bar Table
(Blue top, chrome hydraulic base)
30” RND 45” H
C) 820860 Laguna Barstool
(Maple, chrome)
18” L 20” D 47” 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

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.

Stanchions & Signage

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

B) 220118
Chrome Sign Holder
(w/sign hold) 22"W X 28"H

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
124530 Tables Draped 5'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 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

750125
Round Literature Rack
(black)
17"W X 17"L X 57"H

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

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

Office Accessories

A) 502014B
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) 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)
6 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.

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

85051 Freestanding Divider (silver, clear) 35”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) 34’1”L 11”W 47.74”H
Also available in opaque and personalization available.

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

85059 Freestanding White Board (silver, clear) 40”L 9”D 72”H
Also available in opaque and personalization available.

85059 Freestanding White Board (silver, clear) 40”L 9”D 72”H
Also available in opaque and personalization available.

85090 Freestanding Divider (silver, clear) 39”L 9”D 72”H
Also available in opaque and personalization available.

Personalize here
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.

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

85030
7’ Boxwood Hedge
36.5”L 12”D 84”H

85035
4’ Boxwood Hedge
46”L 3”D 47”H

85050 Clear Divider Bar Counter
(silver, clear) 46’-70’L 12”W 31.5”H

Also available in opaque and personalization available.

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

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

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

Miramar Dividers
(molded plastic)

- A) 85043 (white)
  Also available 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

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

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"W X 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 22"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.

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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### Barstools

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Take advantage of the Online price by ordering at www.freeman.com/store by OCTOBER 17, 2022.
### Draped Tables & Counters

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### Undraped Tables & Counters

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### Table Top Risers

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**Take advantage of the Online price by ordering at [www.freeman.com/store](http://www.freeman.com/store) by OCTOBER 17, 2022.**
Table Top Risers - Risers are 8" wide (continued)

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Pedestal Tables - Soho Series

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Pedestal Tables - Chelsea Series

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Pedestal Tables

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**Pedestal Tables (continued)**

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**Conference Tables**

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### Powering

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### Display & Accessories

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<td>8503001</td>
<td>Refrigerator - White</td>
<td>1,645.00</td>
<td>1,809.50</td>
<td>2,303.00</td>
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<tr>
<td></td>
<td>8683000</td>
<td>Small Refrigerator</td>
<td>675.00</td>
<td>742.50</td>
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### Lighting

<table>
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<th>Qty</th>
<th>Part #</th>
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<tbody>
<tr>
<td></td>
<td>850707</td>
<td>Mason Table Lamp - White/Brushed Silver</td>
<td>125.00</td>
<td>137.50</td>
<td>175.00</td>
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<tr>
<td></td>
<td>850708</td>
<td>Mason Floor Lamp - White/Brushed Silver</td>
<td>230.00</td>
<td>253.00</td>
<td>322.00</td>
<td></td>
</tr>
</tbody>
</table>

Take advantage of the Online price by ordering at www.freeman.com/store by OCTOBER 17, 2022.
Take advantage of the Online price by ordering at www.freeman.com/store by OCTOBER 17, 2022.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
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<th>Standard Price</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>75030</td>
<td>Display Cube - Black - 12&quot; Small..........................</td>
<td>250.00</td>
<td>275.00</td>
<td>350.00</td>
<td></td>
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<tr>
<td></td>
<td>75031</td>
<td>Display Cube - Black - 18&quot; Medium..........................</td>
<td>265.00</td>
<td>291.50</td>
<td>371.00</td>
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<tr>
<td></td>
<td>75032</td>
<td>Display Cube - Black - 24&quot; Large..........................</td>
<td>285.00</td>
<td>313.50</td>
<td>399.00</td>
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<td></td>
<td>72056</td>
<td>Display Counter - Black........................................</td>
<td>514.45</td>
<td>565.90</td>
<td>720.25</td>
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**Boxwood Hedges**

<table>
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<th>Part #</th>
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<th>Online Price</th>
<th>Discount Price</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>85030</td>
<td>7' Boxwood Hedge................................................</td>
<td>640.00</td>
<td>704.00</td>
<td>896.00</td>
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<tr>
<td></td>
<td>85035</td>
<td>4' Boxwood Hedge................................................</td>
<td>350.00</td>
<td>385.00</td>
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**Accessories**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
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<th>Discount Price</th>
<th>Standard Price</th>
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</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>220112</td>
<td>Chrome Stanchion w/ 8' Retractable Belt.................</td>
<td>115.00</td>
<td>126.50</td>
<td>161.00</td>
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<tr>
<td></td>
<td>220118</td>
<td>Chrome Sign Holder.............................................</td>
<td>115.00</td>
<td>126.50</td>
<td>161.00</td>
<td></td>
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<tr>
<td></td>
<td>750135</td>
<td>Round Literature Rack.........................................</td>
<td>223.65</td>
<td>246.00</td>
<td>313.10</td>
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</tr>
<tr>
<td></td>
<td>750136</td>
<td>Flat Literature Rack..........................................</td>
<td>220.00</td>
<td>242.00</td>
<td>308.00</td>
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</tr>
<tr>
<td></td>
<td>220109</td>
<td>Chrome Coat Tree.................................................</td>
<td>70.00</td>
<td>77.00</td>
<td>98.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>220134</td>
<td>Aluminum Easel...............................................</td>
<td>65.00</td>
<td>71.50</td>
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<tr>
<td></td>
<td>220110</td>
<td>Chrome Bag Rack................................................</td>
<td>130.00</td>
<td>143.00</td>
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<td></td>
<td>10201484</td>
<td>Floor Standing Bulletin Board.................</td>
<td>225.00</td>
<td>247.50</td>
<td>315.00</td>
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<tr>
<td></td>
<td>220106</td>
<td>Corrugated Wastebasket.........................................</td>
<td>23.00</td>
<td>25.30</td>
<td>32.20</td>
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<tr>
<td></td>
<td>8502</td>
<td>Village Charging Hub...........................................</td>
<td>345.00</td>
<td>379.00</td>
<td>483.00</td>
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**Special Drape**

<table>
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<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>12103</td>
<td>Special Drape 3'H (per ft.)...............................</td>
<td>24.25</td>
<td>26.70</td>
<td>33.95</td>
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</tr>
<tr>
<td></td>
<td>12108</td>
<td>Special Drape 8'H (per ft.)...............................</td>
<td>30.05</td>
<td>33.05</td>
<td>42.05</td>
<td></td>
</tr>
</tbody>
</table>

**TOTAL COST**

Total Cost = $

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.
Flooring solutions

Stand out in style.
Your exhibit’s flooring should complement your brand

- The largest selection of exhibit flooring in the industry with a wide choice of colors and sizes
- New vinyl and turf solutions added to broaden your options and freshen your space
- Colorfast carpeting boasts a consistent shade every time
- All carpet and padding is manufactured with 100% recycled material
- Rental prices include delivery, installation, carpet removal and material handling fees
# Most popular flooring options

Freeman offers the widest selection of flooring options, ensuring you can take your booth to the next level. Choose from varying carpet weights to fit your level of comfort and durability or stand out with vinyl and turf. Continue reading for more detail on each flooring option.

### Classic Collection
16oz carpet

### Designer Plus Collection
30oz carpet

### Supreme Collection
45oz carpet

### Expo Flex Collection
10ft vinyl

### Event Flex Collection
12ft vinyl

### Riviera + Parkside Collections
Turf

---

Be sure to order before the discount deadline!

Ordering early gives you access to a wider selection of products at discounted prices, saving you time and money so you can rest at ease.

---

For fast, easy ordering, visit us at freeman.com/find-show

© 2021 Freeman. All Rights Reserved.
Classic Collection

16oz

- Best value and best seller
- Available in 10ft width and in the most common exhibit spaces including 10x10, 10x20, and 10x30
- 100% recyclable
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show
Custom Cut
Classic Collection
16oz

- 10ft width and custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show

\[= \text{Available only before the discount deadline}\]
Designer Plus Collection
30oz

- Step up the comfort and durability with the Designer plus carpet
- 10ft width designed and cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show

= Available only before the discount deadline
Supreme Collection
45oz

- The most plush flooring option with added durability
- 10ft width designed and cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show
Ordering after the discount deadline? Don’t fret.

You can select from these options.

<table>
<thead>
<tr>
<th></th>
<th>Classic Collection</th>
<th></th>
<th>Custom Cut Classic Collection</th>
<th></th>
<th>Designer Plus Collection</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>16oz</td>
<td></td>
<td>16oz</td>
<td></td>
<td>30oz</td>
</tr>
<tr>
<td>Gray</td>
<td>Tuxedo</td>
<td>Black</td>
<td>Gray Pearl</td>
<td>Black</td>
<td>Gray Pearl</td>
</tr>
<tr>
<td>Tuxedo</td>
<td>Black</td>
<td>Midnight</td>
<td>Tuxedo</td>
<td>Gray</td>
<td></td>
</tr>
<tr>
<td>Black</td>
<td>Midnight</td>
<td></td>
<td>Black</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Midnight</td>
<td></td>
<td></td>
<td>Midnight</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

For fast, easy ordering, visit us at freeman.com/find-show
Want to try something other than carpet? We have it!

Now offering vinyl and turf flooring solutions.
Expo Vinyl Collection

- Get the upgraded appearance of wood or tile
- Standard 10ft width and can be custom cut to size
- Great for exhibit spaces in common sizes of 10x10, 10x20 and 10x30
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- For extra comfort, add padding for an additional fee
Event Flex Collection

- Get the look of classic wood, tile, or laminate – with easier installation
- 12ft width designed and cut to size
- Great for island exhibit spaces or aisle flooring designs
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show

NEW

Whitewood
Silverwood
Dark Maple
Blackwood
Barnwood

= Available only before the discount deadline
Turf

- Bring the outdoors to you with these synthetic grass flooring solutions
- Available in many shades of green and durable for both indoor and outdoor use
- Standard 12ft width and can be custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.

For fast, easy ordering, visit us at freeman.com/find-show

Riviera synthetic grass brings an outdoor feel to your event space. Optimized for durability and resistance that is ideal for indoor or outdoor use.

Parkside Parkside high-quality synthetic grass provides the real look and feel of your backyard. Colorfast and UV technology makes this the most durable turf solution for both indoor and outdoor use.

NEW = Available only before the discount deadline
Want to take your flooring to the next level?

Custom flooring options can be ordered for borders, patterns, logos and specific sizes. Contact your Freeman Sales Team member for more information about specialty and custom flooring selections.

Contact solutions@freeman.com
Order before the discount deadline.

Ordering early gives you access to a wider selection of products at discounted prices, saving you time and money so you can rest at ease.

freeman.com/find-show
**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 asterisk (*).
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.
- All carpets, padding and plastic covering contain recycled content and are recyclable.

### 10' Classic Carpet, Padding & Plastic Covering

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>10' x 10' Classic Carpet</td>
<td>$235.00</td>
<td>$258.50</td>
<td>$329.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 20' Classic Carpet</td>
<td>$470.00</td>
<td>$517.00</td>
<td>$658.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 30' Classic Carpet</td>
<td>$705.00</td>
<td>$775.50</td>
<td>$987.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 10' Carpet Padding - Single Layer</td>
<td>$145.00</td>
<td>$159.50</td>
<td>$203.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 20' Carpet Padding - Single Layer</td>
<td>$290.00</td>
<td>$319.00</td>
<td>$406.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 30' Carpet Padding - Single Layer</td>
<td>$435.00</td>
<td>$478.50</td>
<td>$609.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 10' Carpet Padding - Double Layer</td>
<td>$290.00</td>
<td>$319.00</td>
<td>$406.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 20' Carpet Padding - Double Layer</td>
<td>$580.00</td>
<td>$638.00</td>
<td>$812.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10' x 30' Carpet Padding - Double Layer</td>
<td>$870.00</td>
<td>$957.00</td>
<td>$1,218.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Plastic Covering (price per sqft)</td>
<td>$0.80</td>
<td>$0.90</td>
<td>$1.10</td>
<td></td>
</tr>
</tbody>
</table>

### Custom Cut Classic Carpet

- Order Custom Cut Classic Carpeting by the sqft if your size is not listed on the standard size order form.
- Pricing includes plastic covering, delivery, material handling, installation and removal.

#### CHOOSE YOUR CARPET COLOR:

- Black
- Blue*
- Gray
- Midnight Blue
- Red*
- Tuxedo

### 16 oz. Carpet Rental - Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Per sqft</th>
<th>Booth Size: ____ X ____ = _____ sqft</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$4.70</td>
<td>$5.15</td>
<td>$6.60</td>
<td></td>
</tr>
</tbody>
</table>

### Vinyl*

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

#### 10 ft Expo Event Vinyl, choose your flooring color:

- Ash
- Birch
- Dark Maple
- Light Maple
- Smoke

#### 10 ft wide Vinyl - Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Per sqft</th>
<th>Booth Size: ____ X ____ = _____ sqft</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>$7.10</td>
<td>$7.80</td>
<td>$9.95</td>
<td></td>
</tr>
</tbody>
</table>

#### 12 ft Event Flex Vinyl, choose your flooring color:

- Barnwood
- Blackwood
- Dark Maple
- Silverwood
- Whitewood

#### 12 ft wide Vinyl - Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Per sqft</th>
<th>Booth Size: ____ X ____ = _____ sqft</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>$8.90</td>
<td>$9.80</td>
<td>$12.45</td>
<td></td>
</tr>
</tbody>
</table>
### Upgraded Carpet*

- Pricing includes plastic covering, delivery, material handling, installation and removal.

#### 30 oz Designer Plus Carpet, choose your carpet color:

<table>
<thead>
<tr>
<th>Color</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black</td>
<td>7.10</td>
<td>6.35</td>
<td>9.05</td>
</tr>
<tr>
<td>Graphite*</td>
<td>7.05</td>
<td>5.55</td>
<td>8.05</td>
</tr>
<tr>
<td>Gray Pearl</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ivory*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lava Rock*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Navy*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paprika*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Red*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Royal Blue*</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Silky Beige*</td>
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<td></td>
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<tr>
<td>Silver Cloud</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Smoke*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sword*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White*</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

#### 45 oz Supreme Carpet, choose your carpet color:

<table>
<thead>
<tr>
<th>Color</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Black</td>
<td>9.05</td>
<td>8.05</td>
<td></td>
</tr>
<tr>
<td>Charcoal*</td>
<td>8.15</td>
<td>7.05</td>
<td></td>
</tr>
<tr>
<td>Cream*</td>
<td>8.05</td>
<td>7.05</td>
<td></td>
</tr>
<tr>
<td>Cream*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ivory*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lava Rock*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Navy*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Paprika*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Red*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reflex Blue*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Silver Cloud*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Silver Mist*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Smoke*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>White*</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Carpet Padding

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

- Order padding by the sqft if your size is not listed on the standard size order form.

#### Carpet Padding- Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Size</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 - 700 sqft</td>
<td>1.45</td>
<td>1.60</td>
<td>2.05</td>
</tr>
<tr>
<td>Over 700 sqft</td>
<td>1.30</td>
<td>1.45</td>
<td>1.80</td>
</tr>
</tbody>
</table>

#### Double Carpet Padding- Price per sqft. (100 sqft minimum)

<table>
<thead>
<tr>
<th>Size</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 - 700 sqft</td>
<td>2.90</td>
<td>3.20</td>
<td>4.05</td>
<td></td>
</tr>
<tr>
<td>Over 700 sqft</td>
<td>2.60</td>
<td>2.85</td>
<td>3.65</td>
<td></td>
</tr>
</tbody>
</table>

#### Vinyl Flooring Padding - Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Size</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per sqft</td>
<td>4.25</td>
<td>4.70</td>
<td>5.95</td>
<td></td>
</tr>
</tbody>
</table>

### 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)

<table>
<thead>
<tr>
<th>Size</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per sqft</td>
<td>5.15</td>
<td>5.65</td>
<td>7.20</td>
</tr>
</tbody>
</table>

#### Parkside Turf, choose your color:

- Green

#### Parkside Landscape Turf - Price per sqft (100 sqft minimum)

<table>
<thead>
<tr>
<th>Size</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Per sqft</td>
<td>10.70</td>
<td>11.75</td>
<td>15.00</td>
<td></td>
</tr>
</tbody>
</table>

### TOTAL COST

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

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

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

STATE-OF-THE-ART CAPABILITIES

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

SUPERIOR QUALITY CONTROL

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

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
**NAME OF SHOW:** OLC Accelerate 2022 / November 14-16, 2022

**COMPANY NAME:**

**CONTACT NAME:**

**E-MAIL ADDRESS:**

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**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.

- 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

**Backin Material:**

- [ ] Freeman Foam (Foamcore)
- [ ] Freeman PVC (PVC)
- [ ] Freeman HD Foam (Gatorfoam)
- [ ] Freeman Polyfoam (Ultra Board)

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

**STANDARD SIZES**

<table>
<thead>
<tr>
<th>CHOOSE YOUR SIZE:</th>
<th>QTY.</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>7&quot; x 11&quot;</td>
<td>5</td>
<td>72.90</td>
<td>109.35</td>
<td>455.00</td>
</tr>
<tr>
<td>7&quot; x 22&quot;</td>
<td>5</td>
<td>74.70</td>
<td>112.05</td>
<td>560.00</td>
</tr>
<tr>
<td>7&quot; x 44&quot;</td>
<td>5</td>
<td>80.40</td>
<td>120.60</td>
<td>602.00</td>
</tr>
<tr>
<td>9&quot; x 44&quot;</td>
<td>5</td>
<td>89.65</td>
<td>134.50</td>
<td>677.50</td>
</tr>
<tr>
<td>11&quot; x 14&quot;</td>
<td>5</td>
<td>95.25</td>
<td>142.90</td>
<td>714.50</td>
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<tr>
<td>14&quot; x 22&quot;</td>
<td>5</td>
<td>104.65</td>
<td>157.00</td>
<td>785.00</td>
</tr>
<tr>
<td>14&quot; x 44&quot;</td>
<td>5</td>
<td>136.15</td>
<td>204.25</td>
<td>1021.00</td>
</tr>
<tr>
<td>22&quot; x 28&quot;</td>
<td>5</td>
<td>148.45</td>
<td>222.70</td>
<td>1113.50</td>
</tr>
<tr>
<td>28&quot; x 44&quot;</td>
<td>5</td>
<td>210.25</td>
<td>315.40</td>
<td>1576.00</td>
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<tr>
<td>20&quot; x 60&quot;</td>
<td>5</td>
<td>300.90</td>
<td>451.35</td>
<td>1756.50</td>
</tr>
</tbody>
</table>

**INDICATE YOUR SIGN COPY HERE:**

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

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**TOTAL COST**

Total Cost = $

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.
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 Orlando, Florida

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

EXHIBIT INSTALLATION AND DISMANTLING

Currently we have an agreement with the Local IATSE Union to provide labor for display erection and dismantling. Full time employees of the exhibiting companies, however, may set their own exhibits without assistance from this local. Any labor services that may be required beyond what your regular full time employees can provide, may be rendered by the Union. Labor can be ordered in advance by returning the Display Labor form, or at showsite, at the service desk.

MATERIAL HANDLING

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat trucks and other mechanical equipment, however, is not permitted. FREEMAN will control access to the loading docks in order to provide for a safe and orderly move-in/out. Only full time employees of the exhibiting company will be allowed to hand-carry items. Unloading or reloading at the dock of any and all contracted carriers will be handled by FREEMAN.

TIPPING

FREEMAN requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all employees. Any request for such should be brought to the attention of a Freeman representative at the service desk or correspondence may be directed to the attention of the General Manager at the local office address.

SAFETY

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

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com
Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

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

**ON-SITE SUPERVISION**

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

If You Use Freeman Staff

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

Straight Time: 8:00 AM to 4:30 PM Monday through Friday .......................................................... $123.25 $172.75
Overtime: 6:00 AM to 8:00 AM and 4:30 PM to 12:00 AM Monday through Friday ..................... $185.00 $259.00
6:00 AM to 12:00 Midnight Saturday and Sunday .................................................................
Double Time: 12:00 Midnight to 6:00 AM and recognized holidays ........................................... $246.50 $345.25

- 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.
- 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.

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.

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)
Supervisor will be: ____________________________________________________ Phone Number: ________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

Freeman Supervision (30%) = $ __________________
Total Dismantle = $ __________________

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 installation labor bill.

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)
Supervisor will be: ____________________________________________________ Phone Number: ________________

<table>
<thead>
<tr>
<th>Date</th>
<th>Start Time</th>
<th>No. of People</th>
<th>Approx. Hrs. per Person</th>
<th>Total Hrs.</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Freeman Supervision (30%) = $ __________________
Total Installation = $ __________________

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

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.
NAME OF SHOW: OLC Accelerate 2022/ November 14-16, 2022

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: __________________________________________________________________________

☐ Lift gate required
☐ Air ride required
☐ Residential

Select Shipment Options (if applicable)

☐ Have loading dock
☐ Inside delivery
☐ Pad wrap required
☐ Do not stack

In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.
<table>
<thead>
<tr>
<th>NAME OF CONFERENCE</th>
<th>START DATE</th>
<th>END DATE</th>
<th># OF EVENT DAYS</th>
</tr>
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<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>COMPANY NAME</th>
<th>ON-SITE CONTACT NAME &amp; NUMBER</th>
<th>ROOM/ BOOTH NAME/NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BILLING ADDRESS</th>
<th>CITY &amp; STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<table>
<thead>
<tr>
<th>DELIVERY DATE</th>
<th>DELIVERY TIME</th>
<th>PICKUP DATE</th>
<th>PICKUP TIME</th>
</tr>
</thead>
<tbody>
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<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>ORDERED BY</th>
<th>EMAIL</th>
<th>PHONE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

Email completed form to the Encore Representative listed above. Once this request form is submitted, an Encore Representative will contact you for an official order review and signature. Labor charges, sales tax, loss damage waiver, and service charges may apply.

### PROJECTION

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DAILY RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>3000 LUMEN LCD PROJECTOR</td>
<td>$505</td>
</tr>
<tr>
<td>6' TRIPOD SCREEN</td>
<td>$100</td>
</tr>
<tr>
<td>8' TRIPOD SCREEN</td>
<td>$105</td>
</tr>
<tr>
<td>25' HDMI CABLE</td>
<td>$32</td>
</tr>
</tbody>
</table>

### MONITOR

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DAILY RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>32&quot; MONITOR TABLE TOP</td>
<td>$350</td>
</tr>
<tr>
<td>46&quot; MONITOR</td>
<td>$710</td>
</tr>
<tr>
<td>55&quot; MONITOR</td>
<td>$920</td>
</tr>
<tr>
<td>65&quot; MONITOR</td>
<td>$1,065</td>
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<tr>
<td>75&quot; MONITOR</td>
<td>$1,330</td>
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### AUDIO

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DAILY RATE</th>
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</thead>
<tbody>
<tr>
<td>Speaker Package (Includes mixer and Direct Box)</td>
<td>$540</td>
</tr>
<tr>
<td>Wireless Microphone</td>
<td>$220</td>
</tr>
</tbody>
</table>

### MISCELLANEOUS

<table>
<thead>
<tr>
<th>QUANTITY</th>
<th>DAILY RATE</th>
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</thead>
<tbody>
<tr>
<td>LAPTOP</td>
<td>$255</td>
</tr>
<tr>
<td>FLIPCHART PACKAGE</td>
<td>$80</td>
</tr>
<tr>
<td>LED Uplight</td>
<td>$100</td>
</tr>
<tr>
<td>iPoster</td>
<td>$3,240</td>
</tr>
</tbody>
</table>

---

If You Are Experiencing Technical Difficulties On Site
Please Contact Encore At 321-251-0477

©2021 Encore Global LP or its subsidiaries. Proprietary and Confidential Information
Event Location: The Walt Disney World Swan & Dolphin and The Swan Reserve Resort

Event Name: 

Company Name: 
Onsite Contact Name: 

Onsite Contact Email: 
Onsite Phone #: 

An email will be sent to the card holder for online payment

If paying by check, PLEASE CALL for instructions – 407.934.5108.

Card Holder Name: 
Card Holder Email: 

**REQUIRED** Authorized Card Holder Signature Accepting Terms and Conditions on Page 2:

---

### Service Information – REQUIRED (additional spec space below)

<table>
<thead>
<tr>
<th>Install Date</th>
<th>Install Time</th>
<th>AM or PM</th>
</tr>
</thead>
<tbody>
<tr>
<td>Removal Date</td>
<td>Removal Time</td>
<td>AM or PM</td>
</tr>
</tbody>
</table>

**Room Location(s) OR Booth #**

---

### Internet and Networking Services

<table>
<thead>
<tr>
<th>Service Description</th>
<th>QTY</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basic Roaming Wireless Internet Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Day Code (1 access code per device, non-transferable)</td>
<td></td>
<td>$150.00</td>
<td></td>
</tr>
<tr>
<td>Event Length Code (1 access code per device, non-transferable)</td>
<td></td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Event Length Group Code (10 or more devices, 1 code per device)</td>
<td></td>
<td>$150.00 / per device</td>
<td></td>
</tr>
</tbody>
</table>

*Each wireless connection will receive a MAXIMUM speed of up to 5 Mbps. Speed is NOT guaranteed.

*ROAMING ALLOWS FOR ACCESS WITHIN THE CONVENTION SPACE ONLY – DOES NOT INCLUDE GUEST ROOMS.

*25% service delivery fee applies to all services.

<table>
<thead>
<tr>
<th>Service Description</th>
<th>QTY</th>
<th>Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Basic Wired Internet Services</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Day Wired Initial Connection (1 day, per device / IP)</td>
<td></td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>Event Length Wired Initial Connection (up to 5 days, per device / IP)</td>
<td></td>
<td>$835.00</td>
<td></td>
</tr>
<tr>
<td><strong>Additional</strong> Wired Connection (per device / IP)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>$240.00</td>
<td></td>
</tr>
</tbody>
</table>

*Each wired connection will receive a MAXIMUM speed of up to 5 Mbps. Speed is NOT guaranteed.

*No outside networking equipment permitted on basic wired services (i.e. routers, switches or hubs)

*25% service delivery fee applies to all services.

---

### ADVANCED Dedicated Bandwidth Services (call or email for additional custom pricing)

---

Special Instructions / Notes:

- Single Day and Event Basic Services cannot be combined. ALL Event Length services are valid for a maximum of 5 calendar days.
- Prices effective through 2022 and are subject to change without notice. Please call to verify rates.
- After-hours service (before 7 a.m. and after 6 p.m.) will incur a $250.00 per service-hour charge.
- Onsite orders will incur a $200.00 fee.

---

Page 1 of 2
1. No third party Internet providers, circuits or wireless access points shall be installed or utilized at Event Location without the prior written approval of Xpodigital.

2. NO CANCELLATION REFUNDS will be given after install date provided on Page 1 in Service Information.

3. Service problems must be reported to Xpodigital directly. Service problems will not be considered unless filed in writing to dolphin@xpodigital.com by Customer PRIOR to close of show.

4. AFTER-HOURS Service (before 7 a.m. and after 6 p.m.) will incur a $250.00 per service -hour charge.

5. Onsite orders will incur a $200.00 fee.

6. Payment must be received prior to install date provided on Page 1.

7. General. The Order Form on Page 1, together with these terms and conditions, shall form an agreement between the entity named on the Order Form ("Company") and Xpodigital ("Xpodigital") if Company has submitted, and Xpodigital accepted, the Order Form and full payment. Xpodigital will provide the services selected on the Order Form ("Services") at the named event ("Event") solely for use by Company's directors, officers, employees and guests as well as Company's agents while performing services for Company ("Users"). Company will be responsible for providing all hardware, software and other equipment and facilities for Users to utilize the Services.

8. Use of Services. The Services shall be utilized only by Users to access the Internet. Users shall use reasonable efforts to promote efficient use of the networks to minimize network interference. Users shall not disrupt the Services or associated equipment or systems. Xpodigital networks shall not be used to transmit any communication in violation of any applicable law or regulation. Interpretation, application, and enforcement of this Section, including restricting or denying access to the Services, shall be within the sole discretion of Xpodigital.

9. Uptime Guarantee. Should the Event’s Internet connection be unavailable for more than thirty (30) minutes during Event operating hours, Xpodigital will refund all paid amounts and credit all unpaid amounts hereunder.

10. Limited Warranties; Limitation of Liabilities. EXCEPT AS SPECIFICALLY CONTAINED HEREIN, XPODIGITAL DOES NOT MAKE ANY EXPRESS OR IMPLIED WARRANTY OF ANY KIND. SPECIFICALLY, THERE IS NO EXPRESS OR IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE FOR THE SERVICES TO BE PROVIDED HEREUNDER. Xpodigital, Dolphin Hotel Associates, ML Dolphin GP, LLC, ML Dolphin Mezz, LLC, TRC Dolphin GP, LLC, TRC Dolphin Mezz, LLC, Tishman Dolphin Limited Partnership, TRC Dolphin LP, Swan Hotel Associates, ML Swan GP, LLC, ML Swan Mezz, LLC, TRC Swan GP, LLC, TRC Swan Mezz, LLC, Tishman Swan Limited Partnership, TRC Swan LP, Tishman Hotel & Realty LP, Tishman Hotel Corporation, Metropolitan Life Insurance Company, Marriott International, Inc., Sheraton Operating Corporation, Westin Hotel Management, L.P., and The Walt Disney Company and their respective parent companies and/or corporations and their owned, controlled, associated and subsidiary companies and/or corporations and their respective agents, servants, partners and consultants of each (collectively, the “Entities”) will not be responsible for any loss of data from delays, non-deliveries, incorrect deliveries, service interruptions, including those caused by the negligence, errors or omissions of Xpodigital, or other losses or damages. Use of information obtained via the Services is at the sole risk of Company and Users. Company is solely responsible for (a) the accuracy and/or quality of information obtained or data transmitted through the Xpodigital network and (b) assuring that each message Company sends or receives has been received. Entities shall not be liable to Company for any damage arising from any occurrence out of Entities’ control. Neither shall Entities be liable to Company for indirect, special, incidental, exemplary, consequential, or any other form of money damages, including, but not limited to, lost profits, or for the loss of data or information of any kind, however caused, and arising out of or in connection with the performance of Xpodigital, or the provision of Services or performance hereunder, whether based in contract, tort, or any other legal theory, and whether or not any of the Entities has been made aware of the possibility of such damages. In no event shall liability exceed a refund of amounts actually paid to Xpodigital by Company for the Services.

11. Governing Law. This Agreement shall be governed by, and construed in accordance with, the laws of the State of Florida applicable to contracts to be performed entirely within the State. The courts with jurisdiction over Orange County, Florida, United States, shall have sole and exclusive jurisdiction over any dispute arising from or related to this Agreement and its duties, rights and obligations. The parties consent to Orange County, Florida as proper venue and waive any argument of forum non conveniens. THE PARTIES WAIVE ANY RIGHT TO TRIAL BY JURY AND CONSENT TO A BENCH TRIAL FOR ALL DISPUTES.

12. Duration of Network Attachment. The Services shall be made available to Company from install date thru the removal date as set forth on page 1.

13. Entire Agreement. This Agreement represents the complete agreement and understanding of the parties with respect to the subject matter herein, and supersedes any other agreement or understanding, written or oral. The Agreement may only be modified by a writing signed by both parties.
**Booth Diagram Information - Internet**

Please indicate on the grid, the location of your Internet drop(s). If no location is indicated, Internet drop will be placed in the middle back of the booth.

This booth diagram or a detailed floor plan must be submitted with your order.

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Adjacent Booth #________________

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