
SERVICE INFORMATION

EXHIBITOR FREIGHT

Due to storage concerns and lack of material handling services at most hotels in Southern California, we recommend all exhibitor freight be sent directly to the Freeman warehouse.

Warehouse Shipping Address:

Exhibiting Company Name / Booth #
VIDTRANS CONFERENCE 2009
C/O FREEMAN
900 EAST SANTA ANA STREET
ANAHEIM, CA 92805

Freeman will accept crated, boxed or skidded material beginning January 09, 2009 at the above address. Advance pricing will be extended up until February 05, 2009 at 4:00 PM.

Freeman will receive shipments at the exhibit facility beginning February 09, 2009 at 1:00 PM until 4:30 PM. Shipments arriving before this date will most likely be refused by the facility. **Any additional charges incurred by the MARINA DEL REY MARRIOTT for early freight acceptance will be charged directly to the exhibitor.**

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high black back drape, and 36" high black side dividers. Each booth will include the following: 1 - wastebasket, and a 7" x 44" one-line identification sign. The hotel will be providing 1 - 20amp/110VAC electrical outlet.

EXHIBIT HALL CARPET

The exhibit area is carpeted. However, in order to enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form.

DISCOUNT PRICE DEADLINE DATE

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by JANUARY 26, 2009.

Save money by ordering cleaning services and labor in advance. All cleaning orders as well as display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

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

Monday	February 09, 2009	1:00 PM	-	4:30 PM
Tuesday	February 10, 2009	8:00 AM	-	9:30 AM

EXHIBIT HOURS

Tuesday	February 10, 2009	10:00 AM	-	7:00 PM
Wednesday	February 11, 2009	12:00 PM	-	6:00 PM

EXHIBITOR MOVE-OUT

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

Wednesday	February 11, 2009	6:00 PM	-	9:00 PM
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We will begin returning empty containers at the close of the show.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by February 11, 2009 at 9:00 PM. Please arrange with your carrier to pick-up your outbound freight directly from the facility.

MARINA DEL REY MARRIOTT
4100 ADMIRALTY WAY
MARINA DEL REY, CALIFORNIA 90292

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by February 11, 2009 at 7:00 PM.

POST SHOW PAPERWORK AND LABELS

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

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
901 E. South Street
Anaheim, CA 92805
(714) 254-3410 fax (469) 621-5602

FREEMAN AUDIO VISUAL SOLUTIONS, INC.
901 E. South Street
Anaheim, CA 92805
(714) 254-3400 fax (714) 254-8529

FREEMAN EXHIBIT TRANSPORTATION
(800) 995-3579 fax (817) 385-0983

FREEMAN ONLINE®

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman services, view show schedule, or print order forms. Once your show is available online, you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit www.myfreemanonline.com and click on the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (888) 508-5054.

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

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 Labor Desk. Refer to the order form under Display Labor for Straight time and Overtime hours.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 714-254-3410.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Anaheim Exhibitor Services at 714-254-3410 or Freeman's Customer Support Center at 888-508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by JANUARY 26, 2009.

AVOID DELAY

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

SAFETY TIPS

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

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

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

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

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

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

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

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

EXHIBITOR ASSISTANCE

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

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

Call Freeman's Exhibitor Services department at (714) 254-3410 with any questions or needs you may have.

F R E E M A N

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THIS FORM
 WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

PHONE: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

CONTACT'S E-MAIL: _____

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

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

METHOD OF PAYMENT

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

COMPANY CHECK
 Please make check payable to: Freeman
 Checks must be in U.S. funds drawn on a U.S. or Canadian bank ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)
Please reference (227384) on your remittance.

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

AMERICAN EXPRESS **DISCOVER** **MASTER CARD** **VISA** **DINERS CLUB**

BANK TRANSFER
 Bank transfer to Bank of America, N.A.; Dallas, TX
Wire Transfer
 ABA#: 026009593 ACCT 1252039192 Freeman
International Wire Transfer
 Swift Code: BOFAUS3N ACCT# 1252039192 Freeman
ACH Direct Deposit
 ABA#:111000012 ACCT# 1252039192 Freeman
Please reference Name of Show & Booth Number so we can properly credit your account.
Note: Customers are responsible for any bank processing fees.

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	GRAND TOTAL		

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

TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.

<http://feedback.freemanco.com/?227384>

FREEMAN method of payment

F R E E M A N

901 E South St
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009

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

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

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

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

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

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

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

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

THIRD PARTY CREDIT CARD AUTHORIZATION

- AMERICAN EXPRESS MASTERCARD VISA DISCOVER DINERS CLUB

CREDIT CARD ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

07/08 (227384)

FREEMAN third party authorization

FREEMAN

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

FURNISHINGS

Qty	Part #	Description	Discount Price	Standard Price	Total
CHAIRS Pages 1 & 2					

___	N71092	Diva Counter Stool	218.15	283.60	___
___	N71091	Diva Chair.....	195.85	254.60	___
___	N710102	Santana Chair	184.80	240.25	___
___	N71085	Forestdale Chair	100.55	130.70	___
___	N710144	Diplomat Chair	240.45	312.60	___
___	N71038	Cherry Barrel Chair	207.10	269.25	___

Cranberry Taupe

Director Series

Black Blue Bright Green Orange
 Purple Red Royal Blue Yellow

___	N710142	Director Stool	144.90	188.35	___
___	N71042	Director Chair	122.60	159.40	___
___	N710998	Custom Imprinting/Director	Call for Quote		

Pages 3 & 4

___	N71048	Gray Gaslift Stool w/Arms	251.50	326.95	___
___	N71047	Gray Gaslift Stool	240.45	312.60	___
___	N71046	Gray Gaslift Chair w/Arms	229.15	297.90	___
___	N71045	Gray Gaslift Chair	218.15	283.60	___
___	N71044	Executive Chair	251.50	326.95	___
___	N71041	Bugle Base Chair	161.70	210.20	___
<input type="checkbox"/> Black Tweed <input type="checkbox"/> Blue Tweed					
___	N71088	Black Diamond Stool	133.90	174.05	___
___	N71089	Black Diamond Side Chair ..	111.55	145.00	___
___	N71090	Black Diamond Arm Chair....	133.90	174.05	___
___	C210105	Opal Side Chair	78.25	101.75	___
___	C210101	Carson Arm Chair	89.25	116.05	___

Black Blue Gray

___	C210112	Casey Padded Stool	111.55	145.00	___
<input type="checkbox"/> Black <input type="checkbox"/> Gray					

LOUNGE SEATING

Pages 5 & 6

___	N73091	Signature Loveseat	600.10	780.15	___
___	N71093	Signature Chair	449.40	584.20	___

Kennedy Sectional Series

Black Tweed Blue Tweed

___	N730313	Kennedy Sofa - 3 piece	623.20	810.15	___
___	N730213	Kennedy Loveseat - 2 piece	415.55	540.20	___
___	N73013	Kennedy Corner Section	207.90	270.25	___
___	N73014	Kennedy Center Section ...	207.90	270.25	___

Qty	Part #	Description	Discount Price	Standard Price	Total
TABLES Pages 7 & 8					

___	N72026	Cherry Cocktail Table	207.90	270.25	___
___	N72027	Cherry End Table	192.70	250.50	___
___	N72028	Metro Slate Cocktail Table	146.50	190.45	___
___	N72029	Metro Slate End Table	115.50	150.15	___
___	C115103	Studio Black Cocktail Table	99.50	129.35	___
___	C115104	Studio Black End Table	99.50	129.35	___
___	N72015	Glass Conference Table	269.35	350.15	___
<input type="checkbox"/> Black <input type="checkbox"/> Chrome					
___	N72065	Bugle Base Table/White	192.70	250.50	___

Pedestal Tables - SoHo Series

___	N72066	Black-top Mini 18"W x 18"H	102.65	133.45	___
___	N72069	Black-top Cafe 24"W x 30"H ...	145.15	188.70	___
___	N72070	Black-top Bistro 24"W x 42"H	189.25	246.05	___
___	N72067	Black-top Café Table 36"x30"	190.60	247.80	___
___	N72068	Black-top Bistro 36"W x 42"H ..	213.95	278.15	___

Pedestal Tables - Chelsea Series - Butcher Block Top

___	N72063	Café Table 30"W x 30"H	190.60	247.80	___
___	N72064	Café Table 36"W x 30"H	190.60	247.80	___
___	N720163	Bistro Table 30"W x 42"H	213.95	278.15	___
___	N720164	Bistro Table 36"W x 42"H	213.95	278.15	___

OFFICE FURNITURE

Pages 9 & 10

___	N72093	Milano Table/Blonde Top	661.75	860.30	___
___	N72092	Milano Table/Black Top	661.75	860.30	___
___	N72094	Luna Table/Black Top	553.90	720.05	___
___	N720191	Hemingway Writing Table	338.35	439.85	___
___	N74061	Cherry Desk 5'	481.45	625.90	___
___	N74065	Cherry Bookcase	307.65	399.95	___
___	N74064	Cherry Credenza	538.40	699.90	___
___	N74071	Oak Desk 5'	615.55	800.20	___
___	N74075	Oak Bookcase	375.65	488.35	___
___	N74074	Oak Credenza	661.75	860.30	___

OFFICE FURNITURE

Pages 11 & 12

___	N72056	Display Counter	400.05	520.05	___
___	N75079	Orion Computer Kiosk	337.05	438.15	___
___	N75030	Black Display Cube/Small	215.25	279.85	___
___	N75031	Black Display Cube/Medium ...	230.75	300.00	___
___	N75032	Black Display/Large	261.45	339.90	___

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

FURNISHINGS

DISPLAY FURNITURE
Pages 11 & 12 (continued)

Qty	Part #	Description	Discount Price	Standard Price	Total
Display Cylinders					
___	N75020	Black Display Cylinder/Low ...	175.90	228.65	___
___	N75021	Black Display Cylinder/Med	190.60	247.80	___
___	N75022	Black Display Cylinder/Lg	205.00	266.50	___

Draped Tables - Tables are 24" wide
 Black Blue Burgundy Dark Green Gold
 Gray Plum Red Teal White

___	C130330	Draped Table 3'L x 30"H	121.55	158.00	___
___	C130430	Draped Table 4'L x 30"H	121.55	158.00	___
___	C130630	Draped Table 6'L x 30"H	136.25	177.15	___
___	C130830	Draped Table 8'L x 30"H	154.10	200.35	___
___	C12404630	4th Side Drape 6'L x 30"H ..	51.45	66.90	___
___	C12404830	4th Side Drape 8'L x 30"H .	51.45	66.90	___
___	C130342	Draped Counter 3'L x 42"H ...	142.80	185.65	___
___	C130442	Draped Counter 4'L x 42"H ...	142.80	185.65	___
___	C130642	Draped Counter 6'L x 42"H ...	167.20	217.35	___
___	C130842	Draped Counter 8'L x 42"H ...	190.30	247.40	___
___	C12404642	4th Side Drape 6'L x 42"H ..	67.75	88.10	___
___	C12404842	4th Side Drape 8'L x 42"H ..	67.75	88.10	___

Undraped Tables - Tables are 24" wide

___	C131330	Undraped Table 3'L x 30"H .	68.80	89.45	___
___	C131430	Undraped Table 4'L x 30"H .	68.80	89.45	___
___	C131630	Undraped Table 6'L x 30"H.	75.60	98.30	___
___	C131830	Undraped Table 8'L x 30"H .	84.25	109.55	___
___	C131342	Undraped Counter 3'Lx42"H	74.55	96.90	___
___	C131442	Undraped Counter 4'Lx42"H	74.55	96.90	___
___	C131642	Undraped Counter 6'Lx42"H	83.50	108.55	___
___	C131842	Undraped Counter 8'Lx42"H	91.10	118.45	___

Table Top Risers

___	C150410	Single Step Riser 4'L x 7"H	70.10	91.15	___
___	C150610	Single Step Riser 6'L x 7"H	87.95	114.35	___
___	C150810	Single Step Riser 8'L x 7"H	105.80	137.55	___
___	C150414	Single Step Riser 4'L x14"H	70.10	91.15	___
___	C150614	Single Step Riser 6'L x14"H	87.95	114.35	___
___	C150814	Single Step Riser 8'L x14"H	105.80	137.55	___
___	C150420	Double Step Riser 4'L	140.20	182.25	___
___	C150620	Double Step Riser 6'L	175.90	228.65	___
___	C150820	Double Step Riser 8'L	211.60	275.10	___

ACCESSORIES
Pages 13 & 14

Qty	Part #	Description	Discount Price	Standard Price	Total
___	C220121	Chrome Stanchion w/belt	130.75	170.00	___
___	C220118	Chrome Sign Holder	131.80	171.35	___
___	N750135	Round Literature Rack	200.05	260.05	___
___	N750136	Flat Literature Rack	176.95	230.05	___
___	C220109	Chrome Coat Tree	64.30	83.60	___
___	C220134	Chrome Easel	52.50	68.25	___
___	C220110	Chrome Bag Rack	83.50	108.55	___
___	N75053	Black Trash Receptacle	84.55	109.90	___
___	N75054	Aluminum Trash Receptacle .	84.55	109.90	___
___	220107	Wastebasket	29.15	37.90	___
___	220106	Corrugated Wastebasket.....	21.85	28.40	___
___	N75057	Small Refrigerator	369.60	480.50	___
___	N75052	Black Table Lamp	146.50	190.45	___
___	N74082	File Cabinet/2 Drawer	184.80	240.25	___
___	N74081	File Cabinet/4 Drawer	254.10	330.35	___
___	10201484	Bulletin Board	307.65	399.95	___

Special Drape
 Black Blue Burgundy Dark Green Gold
 Gray Plum Red Teal White

___	12103	Special Drape 3'H (per ft.)	17.60	22.90	___
___	12108	Special Drape 8'H (per ft.) ...	18.90	24.55	___

TOTAL COST		
_____	+	_____ = _____
Sub-Total		8.25% Tax Total Cost

FREEMAN furnishing essentials

F R E E M A N

901 E South St
 Anaheim, CA 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

**DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009**

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

FREEMAN accessories

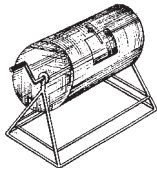

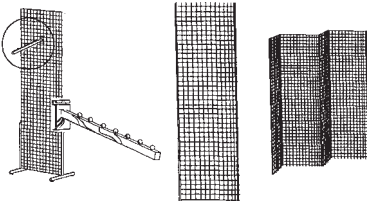
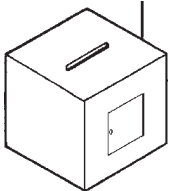

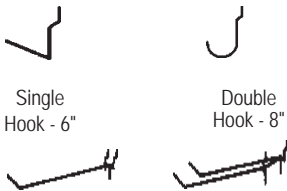

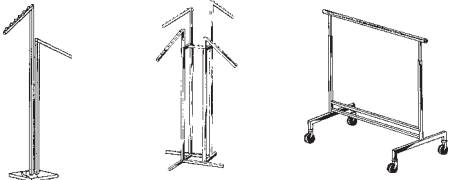
VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009

NAME OF SHOW: _____
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 714-254-3410 to speak with one of our experts.

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

FREEMAN ACCESSORIES

<p>TICKET TUMBLER</p>  <p>Brass finish table top model, 23"H x 20"W x 18"D.</p>	<p>SAFETY CONTAINER</p>  <p>82"H x 44"W x 48"D</p>	<p>GRID PANELS</p>  <p>Chrome 7-way waterfall. Chrome 24" X 96"-Prices are per Panel.</p>																																																																																																													
<p>BALLOT BOX</p>  <p>White Only 12" x 12" Square.</p>	<p>FISH BOWL</p>  <p>Water & Goldfish not included.</p>	<p>PERFBOARD HOOKS</p> <p>Straight Hook - 1 1/4" Looped Hook - 1 1/4" Single Hook - 6" Double Hook - 8"</p> 																																																																																																													
<p>PERFBOARD (push pins cannot be used)</p>  <p>Vertical-1m x 8'H 37" x 86" of usable surface per panel.</p> <p>Vertical-1/2m x 8'H 18" X 86" of usable surface per panel.</p> <p>Horizontal-90"L x 6'H 37" x 86" of usable surface per panel.</p>		<p>GARMENT RACKS</p>  <p>Chrome 2 Arm Waterfall</p> <p>Chrome 4 Arm Waterfall 5'-6"H Adjustable</p> <p>Chrome 4 1/2'-6"H adjustable x 4'w</p>																																																																																																													
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F R E E M A N

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS :

For Assistance, please call (714) 254-3410 to speak with one of our experts.

- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at (714) 254-3410.
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery to and removal from your booth space.
- **Orders received after the deadline or without payment will be charged the Standard Price and are subject to availability.** Prestige and Custom Cut Classic Carpet are subject to a 100% Cancellation Charge.

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

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

- **Guaranteed new, high quality carpet available in a variety of designer colors.**

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

- Black Charcoal Gray Pearl Navy Sea Breeze White

40 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)		Discount	Standard	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 4.20	\$ 5.45	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.95	\$ 5.15	_____

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Baywater Cardinal Gray Pearl Pine Toast
 Black Charcoal Navy Raspberry Wedgewood
 Cabernet Cream Peach Sea Breeze White

28 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)		Discount	Standard	Total
1 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.70	\$ 4.80	_____
701 - 1200 sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 3.40	\$ 4.40	_____

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

- Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of standard colors.

CHOOSE YOUR CARPET COLOR:

- Black Blue Burgundy Gray Green Plum Red Teal Tuxedo

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

16 oz. Carpet Rental		Discount	Standard	Total
Per sq. ft.	Booth Size: _____ x _____ = _____ sq. ft. @	\$ 2.90	\$ 3.75	_____

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

- Our 16 oz. Classic Carpeting is available in a variety of standard colors in the following standard sizes.

CHOOSE YOUR CARPET COLOR:

- Black Blue Burgundy Gray Green Plum Red Teal Tuxedo

Qty	Description	Discount	Standard	Total
_____	9' x 10' Classic Carpet	\$ 168.25	\$ 218.75	_____
_____	9' x 20' Classic Carpet	\$ 336.50	\$ 437.45	_____
_____	9' x 30' Classic Carpet	\$ 504.75	\$ 656.20	_____
_____	9' x 40' Classic Carpet	\$ 673.00	\$ 874.90	_____

CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation and removal

- Price is per sq. ft.

Qty	Description	Discount	Standard	Total
_____	Carpet Padding - 1/2" (90 - 700 sq. ft.).....	\$.85	\$ 1.10	_____
_____	Carpet Padding - 1/2" (Over 700 sq. ft.).....	\$.65	\$.85	_____
_____	Plastic Covering	\$.50	\$.65	_____

TOTAL COST			
_____	+	_____	= _____
Sub- Total		8.25% Tax	Total Cost

****All utility lines must be installed before carpet installation. Utilities should be ordered in advance.****

F R E E M A N

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 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN cleaning

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

CLEANING SERVICES

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

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

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	610100	Booth Vacuuming - One Time42	.55	_____
_____	610200	Booth Vacuuming - 2 Days84	1.10	_____
_____	610300	Booth Vacuuming - 3 Days	N/A	N/A	_____
_____	610400	Booth Vacuuming - 4 Days	N/A	N/A	_____

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

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time74	.95	_____
_____	630200	Shampoo Carpet - 2 Days	1.48	1.90	_____
_____	630300	Shampoo Carpet - 3 Days	N/A	N/A	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
_____	620500	Exhibit Area / Under 500 sq.ft.	69.55	90.40	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.	91.10	118.45	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.	115.25	149.85	_____
_____	6203500	Exhibit Area / Over 2,500 sq.ft.....	Call for Quote		

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

TOTAL COST				
_____	+	N/A %Tax	=	_____
Sub-Total		N/A %Tax		Total Cost

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DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME: _____ PHONE #: _____


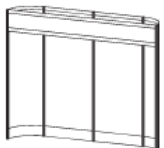
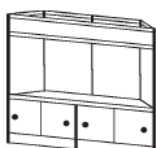
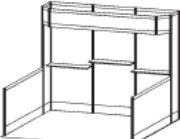
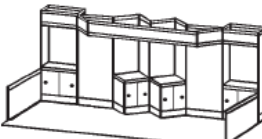

E-MAIL ADDRESS: _____

For Assistance please call (714) 254-3410 to speak with one of our experts.

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

All Exhibits Include: Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Classic Carpet with Nightly Vacuuming
 2 Arm Lights (per 100 sq. ft.)

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

PACKAGES	A. FREE STANDING COUNTER Discount Price: 2,093.45 Standard Price: 2,721.50 <input type="checkbox"/> Part# 1710201 	B. CURVED BACK WALL EXHIBIT Discount Price: 1,375.25 Standard Price: 1,787.85 <input type="checkbox"/> Part# 1710300 	C. BACK WALL COUNTER EXHIBIT Discount Price: 1,965.85 Standard Price: 2,555.60 <input type="checkbox"/> Part# 1710400 
	D. 3 SHELF 10' X 10' EXHIBIT Discount Price: 2,482.20 Standard Price: 3,226.85 <input type="checkbox"/> Part# 1710500 	E. 10' X 20' ANGLED EXHIBIT Discount Price: 5,716.20 Standard Price: 7,431.05 <input type="checkbox"/> Part# 1710600 	F. 20' X 20' ISLAND EXHIBIT Discount Price: 13,987.60 Standard Price: 18,183.90 <input type="checkbox"/> Part# 1710800 

Orders received after the deadline date or without payment will be charged the Standard Rate and are subject to availability. Orders cancelled after production begins are subject to a 100% Cancellation Charge.

CHOOSE YOUR PANEL

- BLUE FABRIC GRAY FABRIC
 BLACK FABRIC WHITE HARDWALL
 WHITE PERFBORD

CARPET

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

- Black Gray Red
 Blue Green Teal
 Burgundy Plum Tuxedo

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

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit). Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.

HEADER IDENTIFICATION SIGN

Check the font style for your header identification sign, and then indicate your color preference.

- CLARENDON MEDIUM ENVR0
 EUROSTILE BOLD HELVETICA BOLD
 TIMES NEW ROMAN

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

Letter color desired: _____

Indicate exactly how you want your company name to appear:

CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- Upgrade Carpet
 Custom Logo Header
 Creating a Custom Exhibit

TOTAL COST

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

FREEMAN exhibit packages

FREEMAN

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance please call (714) 254-3410 to speak with one of our experts.

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

All Exhibits Include: Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Classic Carpet with Nightly Vacuuming
 2 Arm Lights (per 10' unit)

To place your order, please check the appropriate box and complete the reverse side.

	VERSION A	VERSION B	VERSION C
SYSTEM 1 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 1010 3,834.60 10x10 - Part# 1000 2,018.10	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 1030 6,080.80 10x10 - Part# 1020 3,200.40	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 1050 10,252.20 10x10 - Part# 1040 5,395.95
SYSTEM 2 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 2010 3,930.95 10x10 - Part# 2000 2,068.75	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 2030 6,177.15 10x10 - Part# 2020 3,251.05	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 2050 10,573.25 10x10 - Part# 2040 5,564.75
SYSTEM 3 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 3010 4,011.00 10x10 - Part# 3000 2,111.05	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 3030 6,241.45 10x10 - Part# 3020 3,284.95	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 3050 10,573.25 10x10 - Part# 3040 5,564.75
SYSTEM 4 OPTIONS	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 4010 4,155.40 10x10 - Part# 4000 2,187.40	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 4030 6,369.85 10x10 - Part# 4020 3,352.40	<input type="checkbox"/> 10 x 10 <input type="checkbox"/> 10 x 20 10x20 - Part# 4050 10,669.60 10x10 - Part# 4040 5,615.40

CUSTOM EXHIBITS & EXHIBITS LARGER THAN 10 X 20

An Exhibitor Sales Specialist will contact you to assist in creating a unique exhibit
 *Electrical power and labor to install lights must be ordered separately
 *Custom Graphics must be ordered separately

FREEMAN rental exhibits

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

COMPANY NAME:

BOOTH #:

BOOTH SIZE:

X

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

CHOOSE YOUR PANELS

VERSION A

- BLUE FABRIC
- GRAY FABRIC
- BLACK FABRIC
- WHITE HARDWALL

VERSIONS B & C (HARDWALL)

- BEIGE
- NAVY
- FOREST GREEN
- WHITE
- BLACK

CARPET

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

- Black
- Blue
- Burgundy
- Gray
- Green
- Plum
- Red
- Teal
- Tuxedo

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

LIGHTING

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

Note: Electrical power and labor to install lights must be ordered using the electrical order form included in your service manual.

QUICK TIPS

- Please see the **Exhibit Accessories** order form, or contact our Exhibitor Sales Specialist to assist in selecting custom accessories for your exhibit.
- Consider ordering floral accessories to enhance your exhibit on the **Floral Services** order form.
- If you are shipping literature or products, material handling rates will apply.
- Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.**
- **Orders cancelled after production begins are subject to a 100% Cancellation Charge.**

HEADER IDENTIFICATION SIGN

VERSIONS A & B

Circle the font style for your header identification sign, and then indicate your color preference.

- CLARENDON MEDIUM
- EUROSTILE BOLD
- TIMES NEW ROMAN
- ENVR0
- HELVETICA BOLD

Other _____

Indicate color of background:

- Beige
- Black
- Navy
- Forest Green
- White

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

Letter color desired: _____

Indicate exactly how you want your company name to appear:

10' X 20' Rental Exhibits: indicate copy of second header: (*Only applies to units pictured with a second header*)

VERSION C

An Exhibitor Sales Specialist will contact you to assist with your custom graphics.

CONTACT FOR PRICING

Please check any of the following boxes to have an Exhibitor Sales Specialist contact you for pricing:

- Upgrade Carpet
- Custom Logo Header
- Creating a Custom Exhibit

TOTAL COST

	+	=	
Sub-Total		8.25 % Tax	Total Cost

FREEMAN

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

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NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

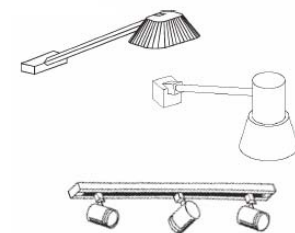
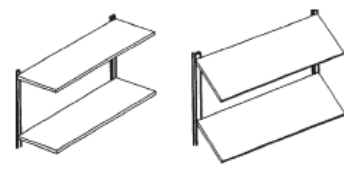
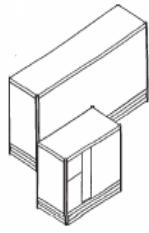
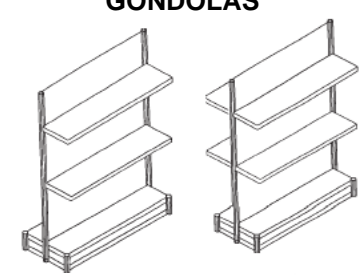

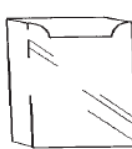
CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

ACCESSORIES FOR RENTAL UNITS

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

Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURES					
(electrical service & labor to install lights not included)					
___	17251	Arm Light (200w)	130.45	169.60	_____
___	172514	4' Tracklight (3 lights)	366.20	476.05	_____
___	17252	Halogen Light	N/A	N/A	_____

CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	476.95	620.05	_____
___	17306	1M x ½M x 42" High.....	476.95	620.05	_____
___	17308	2M x ½M x 36" High.....	654.70	851.10	_____
___	17309	2M x ½M x 42" High.....	654.70	851.10	_____
___	173010	1M Radius x ½M x 36" High.	713.75	927.90	_____
___	173011	1M Radius x ½M x 42" High..	713.75	927.90	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock	28.35	36.85	_____
Inside Shelves Available Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perfbord <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	409.00	531.70	_____
___	174542	Double Sided 1M x 4' High..	710.85	924.10	_____
___	174581	Single Sided 1M x 8' High...	817.95	1,063.35	_____
___	174582	Double Sided 1M x 8' High..	1,421.70	1,848.20	_____

SHELVES					
___	17201	1M Straight (37" x 12")	87.00	113.10	_____
___	17206	1M Angled (37" x 12")	106.85	138.90	_____

LITERATURE POCKETS					
___	174015	For 8½ x 11 Literature	40.95	53.25	_____

TOTAL COST					
_____	+	_____	=	_____	_____
Sub-Total		8.25% Tax		Total Cost	

Don't see what you need?
 Please call an Exhibitor Sales Specialist at (714) 254-3410.

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

FREEMAN

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

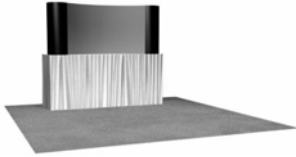
CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

TABLE TOP UNIT



RENTAL		QTY	TOTAL
Size	Price		
40"H x 6'W	835.80	_____	_____
40"H x 8'W	976.50	_____	_____
PURCHASE*			
Size	Price		
40"H x 6'W	1,045.80	_____	_____
40"H x 8'W	1,185.45	_____	_____

*Shipping Not Included

Rental Units Include:
 Draped Table (select color below)
 Classic Carpet 9' X 10' (select color below)
 Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Nightly Vacuuming
 1-200 Watt Halogen Light (Electrical service & labor not included)

Purchase Units Include:
 1-Case
 One Time Installation & Dismantle

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

Fabric Panel Colors for All Units: Black Gray

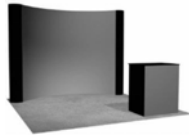
Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

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

9' x 10' Classic Carpet: Black Blue Burgundy
 Green Gray Plum Red Teal Tuxedo

Table Drape:
 Black Blue Burgundy Dark Green Gold
 Gray Plum Red Teal White

FLOOR UNIT



RENTAL		QTY	TOTAL
Size	Price		
8'H x 8'W	1,393.35	_____	_____
8'H x 10'W	1,668.45	_____	_____
PURCHASE*			
Size	Price		
8'H x 8'W	2,371.95	_____	_____
8'H x 10'W	2,784.60	_____	_____

*Shipping Not Included

Rental Units Include:
 Classic Carpet 9' X 10' (select color below)
 Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Nightly Vacuuming
 1-Podium - 8'H X 10;W unit only
 2-200 Watt Halogen Lights (Electrical service & labor not included)

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

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

Fabric Panel Colors for All Units: Black Gray

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

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

9' x 10' Classic Carpet: Black Blue Burgundy
 Green Gray Plum Red Teal Tuxedo

CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.
 Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES		RENTAL		PURCHASE	
Part #	Description	Qty	Price	Qty	Price
1715800	2-200 Watt Halogen Light Kit	_____	174.30	_____	248.85
1715801	1-200 Watt Halogen Light Kit	_____	91.35	_____	181.65
1715802	Straight Shelf	_____	70.35	_____	124.95
1715803	Angled Shelf	_____	70.35	_____	124.95

QUICK TIPS

- * If shipping literature or products, material handling rates will apply.
- * Order in advance to save time, money and ensure availability.
Orders received after the deadline date or without payment will cost an additional 30% over prices indicated.

PURCHASE UNITS TOTAL COST			RENTAL UNITS TOTAL COST		
Sub-Total	+	8.25% Tax	=	Total Cost	
Sub-Total	+	8.25% Tax	=	Total Cost	

F R E E M A N

901 E South St
 Anaheim, Ca 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

GRAPHICS & SIGNS

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

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

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

DIGITAL GRAPHICS

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

_____ L X _____ W = _____ sq.ft.

sq. ft. _____ \$ 14.45 per sq. ft. discount price
 x or = \$ _____
 \$ 21.70 per sq. ft. standard price

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

LARGE DIGITAL GRAPHICS

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

File Information:

Electronic File Name _____

Application _____

PMS Colors _____

Backing Material:

Foamcore Masonite

PVC Plexi

Gatorfoam Other

Vertical Horizontal Use Your Judgment For Sign Layout

Special Instructions

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @ _____	37.80	56.70 =	_____
7" x 22" @ _____	37.80	56.70 =	_____
7" x 44" @ _____	47.50	71.25 =	_____
9" x 44" @ _____	54.35	81.55 =	_____
11" x 14" @ _____	37.80	56.70 =	_____
14" x 22" @ _____	50.15	75.25 =	_____
14" x 44" @ _____	79.55	119.35 =	_____
22" x 28" @ _____	79.55	119.35 =	_____
28" x 44" @ _____	137.05	205.60 =	_____
20" x 60" @ _____	137.05	205.60 =	_____

(white only)

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

INDICATE YOUR SIGN COPY HERE:

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

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST		
Sub-Total	+	8.25 % Tax = Total Cost

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our desire 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. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

Minimum requirements for original artwork, such as logos, when Freeman is providing design and layout:

- 300 dpi resolution at a size of 8 x 10 inches (higher resolution files will result in improved final product)

Minimum requirements for final artwork that Freeman will reproduce exactly as provided:

- 100 dpi resolution at full size of actual finished product

Minimum requirements for both:

- All related PMS and/or CMYK color codes (if submitting CMYK values, please supply accurate color swatches.)
- Accurate color proof print of artwork
- Contact name, phone number and e-mail address of art creator if applicable
- If submitting a "vector" file, include all fonts, or convert fonts to outlines or paths

ACCEPTABLE FILE SOFTWARE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs (listed in order of preference):

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW
- QUARK XPRESS

Files should always be saved in their native format.

ACCEPTABLE FILE TYPES

Files that Freeman **can use** in order of preference, include:

- EPS and AI (especially when submitting logos)
- TIF (especially when submitting photos)
- JPG (provided resolution is high enough for photo images; not recommended for logos)

File types that Freeman **cannot use** to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

WAYS TO SEND ARTWORK

• Artwork files that are of acceptable resolution as listed above will typically be too large to send via e-mail. Files may be saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)

• Files may also be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are required and must be sent via overnight delivery in addition to posting the electronic files. Please call (714) 254-3410 for assistance.

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 Anaheim, CA 92805
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 FreemanAnaheimES@freemanco.com

DEADLINE DATE
JANUARY 26, 2009

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009

NAME OF SHOW: _____
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 714-254-3410 to speak with one of our experts.

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

DISPLAY LABOR (One Hour Minimum per Worker)

Description	Advance Price	Show Site Price
Straight Time- 8:00 A.M. to 4:30 P.M. Monday through Friday.....	\$ 100.50	\$ 130.70
Double Time- 4:30 P.M. to 8:00 A.M. Monday through Friday, ALL DAY on Saturday and Sunday	\$ 180.50	\$ 234.70
Holiday- ALL DAY on Holidays	\$ 231.00	\$ 300.30

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

INSTALLATION LABOR

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

- Exhibitor Supervised Labor** (Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ (N/A)
Total Installation						= \$ _____

DISMANTLE LABOR

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

- Exhibitor Supervised Labor**(Supervisor must check in at Service Desk to pick up labor)

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
_____	_____	_____ x	_____ =	_____	@ \$ _____ = \$ _____	_____
Freeman Supervision (30%/\$45.00)						= \$ _____
Tax						= \$ (N/A)
Total Dismantle						= \$ _____

FREEMAN installation & dismantle

NAME OF SHOW: VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009

COMPANY NAME: _____ BOOTH#: _____

CONTACT NAME: _____ PHONE#: _____

FREEMAN SUPERVISED LABOR

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

INBOUND SHIPPING & SET UP INFORMATION

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

Total No. of: _____ Crates _____ Cartons _____ Fiber Cases _____

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

Carpet: With Exhibit _____ Rented From Freeman _____ Color _____ Size _____

Electrical Placement: _____ Drawing Attached Drawing With Exhibit Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

METHOD OF SHIPMENT

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

FREIGHT CHARGES

- Prepaid Collect
- Bill To: _____
- _____

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

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

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

FREEMAN installation & dismantle

UNION REGULATIONS

To assist you in planning for your participation in the forthcoming convention, we are certain you will appreciate knowing in advance that union labor will 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:

DECORATORS UNION

Members of this union claim jurisdiction over all set-up and dismantling of exhibits including signs and laying of carpet. This does not apply to the unpacking and placement of your merchandise. You may install and/or dismantle your exhibit display if one person, who is a full time employee, can accomplish the task in an hour or less without the use of tools.

If your exhibit preparation, installation or dismantling requires more than 1 hour, you must use union personnel supplied by the Official Decorating Contractor.

As an exhibitor, you will be pleased to know that when union labor is required, you may provide your company personnel to work along with a union installer in Southern California on a one-to-one basis.

TEAMSTERS UNION

This union claims jurisdiction on the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may move the material that is hand carryable by one person in one trip, without the use of dollies, hand trucks or other mechanical equipment.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. The furniture is not engineered to support your standing weight. Freeman is not responsible for injuries caused by improper use of furniture.

TIPPING

Freeman request 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 Freeman employees.

F R E E M A N

1-800-995-3579

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

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call 1-800-995-3579 to speak with one of our experts.

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

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information: 1-800-995-3579

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip)

DESTINATION

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

FREEMAN / Exhibiting Company Name / Booth #

VIDTRANS CONFERENCE 2009

C/O: FREEMAN
900 E SANTA ANA ST
ANAHEIM, CA 92805

MUST BE DELIVERED BY FEBRUARY 05, 2009

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

FREEMAN / Exhibiting Company Name / Booth #

VIDTRANS CONFERENCE 2009

C/O: FREEMAN
MARINA DEL REY MARRIOTT
4100 ADMIRALTY WAY
MARINA DEL REY, CA 90292-6207

CANNOT BE DELIVERED BEFORE FEBRUARY 09, 2009

TYPE OF SERVICE

- 1 Day: Delivery next business day (before 5:00 PM)
 2 Day: Delivery by 5:00 PM second business day
 Deferred: Delivery within 3 - 4 business days
 Declared Value \$ _____

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

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

09/07

SHIPPING INFORMATION

Items to be shipped

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

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

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

OUTBOUND SHIPPING

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

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM TO:
(817) 385-0983

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

SHOW # (227384) _____

FREEMAN exhibit transportation

WHAT ARE FREIGHT SERVICES?

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

How do I ship to the warehouse?

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

How do I ship to show site?

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

What about prepaid or collect shipping charges?

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

How should I label my freight?

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

How do I estimate my Material Handling charges?

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

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

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

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

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

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

What happens to my empty containers during the show?

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

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

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

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

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

Where do I get a forklift?

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

Do I need insurance?

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

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

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

F R E E M A N

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.myfreemanonline.com

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

What is Ground Loading/Unloading?

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

What is Constricted Space Loading/Unloading?

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

What is Designated Piece Loading/Unloading?

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

What are Stacked Shipments?

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

What is Shipment Integrity?

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

What is Alternate Delivery Location?

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

What are Mixed Shipments?

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

What does it mean if I have “No Documentation”?

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

What about carpet only shipments?

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

What is the difference between Crated and Uncrated Shipments?

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

F R E E M A N

901 E South St
 Anaheim, CA 92805
 (714) 254-3410 Fax: (714) 490-0801
 FreemanAnaheimES@freemanco.com

DEADLINE DATE
JANUARY 26, 2009

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

VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009

NAME OF SHOW: _____
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 714-254-3410 to speak with one of our experts.

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

RIGGING EQUIPMENT AND LABOR (One Hour Minimum per Worker)

Straight Time - 8:00 A.M. to 4:30 P.M. Monday through Friday
Overtime - 4:30 P.M. to 8:00 A.M. Monday through Friday
Double Time - ALL DAY on Saturday and Sunday
Holiday - ALL DAY on Holidays

- Show site prices will apply to all orders placed at show site.
- Start time guaranteed only at start of working day.
- Supervisor must check in at Service Desk to pickup labor.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Additional crew, equipment and or larger equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Cable, clamps, shackles, turnbuckles, etc. are additional and will be charged accordingly.

Description	Price/Hour Advance	Price/Hour Show Site
Forklift Labor		
304050 Forklift w/operator up to 5,000 lbs ST	\$ 139.00	\$ 180.70
304051 Forklift w/operator up to 5,000 lbs OT	\$ 185.00	\$ 240.50
304052 Forklift w/operator up to 5,000 lbs DT	\$ 213.00	\$ 276.90
304053 Forklift w/operator up to 5,000 lbs HOL	\$ 259.00	\$ 336.70
3040150 Forklift w/operator up to 15,000 lbs ST	\$ 187.00	\$ 243.10
3040151 Forklift w/operator up to 15,000 lbs OT	\$ 233.00	\$ 302.90
3040152 Forklift w/operator up to 15,000 lbs DT	\$ 261.00	\$ 339.30
3040153 Forklift w/operator up to 15,000 lbs HOL	\$ 307.00	\$ 399.10
304040 Forklift w/operator 4-Stage ST	Quoted on Request	
304041 Forklift w/operator 4-Stage OT	Quoted on Request	
304042 Forklift w/operator 4-Stage DT	Quoted on Request	
304043 Forklift w/operator 4-Stage HOL	Quoted on Request	
Rigging Labor*		
3020200 Rigger Foreman ST	\$ 127.50	\$ 165.80
3020201 Rigger Foreman OT	\$ 191.50	\$ 249.00
3020202 Rigger Foreman DT	\$ 229.50	\$ 298.40
3020203 Rigger Foreman HOL	\$ 293.00	\$ 380.90
3020100 Rigger ST	\$ 115.50	\$ 150.20
3020101 Rigger OT	\$ 173.00	\$ 224.90
3020102 Rigger DT	\$ 207.50	\$ 269.80
3020103 Rigger HOL	\$ 265.00	\$ 344.50
3010100 Material Handler ST	\$ 93.00	\$ 120.90
3010101 Material Handler OT	\$ 139.00	\$ 180.70
3010102 Material Handler DT	\$ 167.00	\$ 217.10
3010103 Material Handler HOL	\$ 213.00	\$ 276.90

*When moving or placing machinery, the applicable rate of a Rigger Foreman will be added to the Forklift charges

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Lift Capacity _____ Height Required _____							Sub-Total	
Describe work to be done: _____							Tax	N/A
							Total	

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Lift Capacity _____ Height Required _____							Sub-Total	
Describe work to be done: _____							Tax	N/A
							Total	

FREEMAN forklift / rigging labor

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY FEBRUARY 05, 2009

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

900 E SANTA ANA ST

ANAHEIM, CA 92805

WAREHOUSE

EVENT: **VIDTRANS CONFERENCE 2009**

BOOTH NO. _____ NO. _____ OF _____ PCS.

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

F R E E M A N

R U S H

DO NOT DELAY

MUST DELIVER BY FEBRUARY 05, 2009

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

900 E SANTA ANA ST

ANAHEIM, CA 92805

WAREHOUSE

EVENT: **VIDTRANS CONFERENCE 2009**

BOOTH NO. _____ NO. _____ OF _____ PCS.

F R E E M A N

901 E South St
Anaheim, Ca 92805
(714) 254-3410 Fax: (714) 490-0801
FreemanAnaheimES@freemanco.com

OUTBOUND MATERIAL HANDLING
AND SHIPPING LABELS

NAME OF SHOW: **VIDTRANS CONFERENCE 2009 / FEBRUARY 10-11, 2009**

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

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

SHIPPING INFORMATION

FROM: SHIPPER/EXHIBITOR NAME: _____

BILLING ADDRESS: _____

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

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

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

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

FREEMAN EXHIBIT TRANSPORTATION

- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 P.M. second business day
- Expedited
- Deferred: Delivery within 3-4 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated, or truckload
- OTHER COMMON CARRIER _____
- OTHER VAN LINE _____
- OTHER AIR FREIGHT _____
 - Next Day
 - 2nd Day
 - Deferred

CARRIER PHONE #: _____

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.

Freeman will make arrangements for all Freeman Exhibit Transportation shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor. During exhibitor move-out, when time permits, Freeman will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

DESIRED NUMBER OF LABELS: _____



January 23, 2009

Dear Exhibitor:

Welcome! We have provided you with this information to assist you in planning for a successful event with VidTrans 2009 for your electrical needs. VidTrans is providing you with one electrical outlet. If you require more from the hotel, please fill out and complete the necessary forms in full. You may fax them or email them to Liz.Alvarez@marriott.com 310-448-4825. Please review the following information carefully. Please be sure to have this information back to us no later than February 1, 2009 so that we can guarantee your requests.

ELECTRICAL REQUIREMENTS

- (____) Extension cords at \$15.00 each, per day
- (____) Power strips at \$15.00 each, per day
- (____) Booth power (20 amp, 120 volts) \$50 per day

Please supply us with as much information as possible to help us determine if you require more than this.

Type of equipment you are providing:

Voltage _____ Amperage _____

Contact Name _____ Booth # (if available) _____ Company _____ _____

Return form via fax: 310-448-4825 Attn Liz Alvarez

All items are 22% service fee and 8.25% tax



Credit Card Authorization Form

Cardholder Information

Name as it appears on the credit card: _____

Card type: Visa MC Amex Diners/CB Discover JCB

Account type: Individual (personal credit card)

Corporate | Company Name: _____

Credit Card Account Number: _____ Exp. date: _____

Address:
(where statement is mailed) _____

City, State and Zip: _____

Phone number: _____ Fax or alternate number: _____

Event Information

Name of Event: _____

Organization Name (if applicable): _____

Phone Number: _____ Fax or alternate number: _____

Event Dates: _____

I certify that all information is complete and accurate. I hereby authorize Marina del Rey Marriott to collect payment for all authorized charges associated with this event by processing a charge to the credit card listed above. I certify that I am the authorized signer of the credit card listed above.

Cardholder name: (Printed)			
Cardholder signature:		Date:	

Please fax the completed form to Liz Alvarez at (310) 448-4825

FREEMAN

901 E. South Street • Anaheim, CA 92805
Ph: 714/254-3400 • Fax: 714/254-8529
ATTN: Audio Visual Exhibitor Services
Job Number: 227384

EARLY ORDER
DEADLINE DATE:

JANUARY 26, 2009

FREEMAN audio visual & computers

NAME OF SHOW: **VIDTRANS CONFERENCE 2009**

SHOW INFORMATION: **February 10-11, 2009 / Marina Del Rey Marriott / Marina Del Rey, CA**

EXHIBITING COMPANY NAME: _____ BOOTH #: _____

EXHIBITING COMPANY ADDRESS: _____

CITY/STATE/ZIP: _____

PRINT NAME: _____ SIGNATURE: _____

EMAIL: _____

PHONE: () (EXT.): FAX: ()

ON-SITE CONTACT: _____ ON-SITE CONTACT CELL #: ()

METHOD OF PAYMENT

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF FREEMAN'S TERMS AND CONDITIONS.

EXHIBITOR AUTHORIZATION

COMPANY CHECK

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

Please reference job # on your remittance.

CREDIT CARD

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

AMERICAN EXPRESS **DISCOVER** **MASTERCARD** **VISA** **DINERS CLUB**

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

THIRD PARTY AUTHORIZATION

FOR USE BY AN EXHIBITOR APPOINTED CONTRACTOR: We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges and agree to be bound by all terms and conditions as described on both sides of this form. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert to the exhibiting company. All invoices are due and payable upon receipt, by either party.

EXHIBITOR NAME: _____

EXHIBITOR SIGNATURE: _____

THIRD PARTY AGENT: _____

CREDIT CARD ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME: _____

AUTHORIZED SIGNATURE: _____

PRINT NAME: _____

COMPANY NAME: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE: () EXT: FAX: ()

E-MAIL: _____

NAME OF SHOW: **VIDTRANS CONFERENCE 2009**

COMPANY NAME:

BOOTH#:

AUDIO/VIDEO EQUIPMENT

Description	Qty.	Early Order Show Rate	Standard Show Rate	Total
FLAT SCREEN DISPLAYS AND ACCESSORIES				
20" LCD Flat Screen w/Wall Mount, Data Only Aspect Ratio 4:3		@ \$ 190.00	@ \$ 247.00	\$
20" LCD Flat Screen w/Wall Mount, Video Only Aspect Ratio 4:3		@ \$ 190.00	@ \$ 247.00	\$
24" LCD Flat Screen w/Wall Mount, 1080P Aspect Ratio 16:9, High Definition		@ \$ 300.00	@ \$ 390.00	\$
32" LCD Flat Screen w/Wall Mount • Aspect Ratio 16:9, High Definition		@ \$ 500.00	@ \$ 650.00	\$
42" Plasma Monitor w/Wall Mount • Aspect Ratio 16:9, High Definition		@ \$ 590.00	@ \$ 767.00	\$
50" Plasma Monitor w/Wall Mount • Aspect Ratio 16:9, High Definition		@ \$ 790.00	@ \$1027.00	\$
61" Plasma Monitor w/Wall Mount Aspect Ratio 16:9, High Definition		@ \$ 1800.00	@ \$2340.00	\$
65" Plasma Monitor w/Wall Mount, 1080P • Aspect Ratio 16:9, High Definition		@ \$ 3000.00	@ \$3900.00	\$
Flat screen display will be used in the following configuration [choose one]		table top (incl'd with 50" monitors and below) wall mount • (see note below) floor stand (see pricing below)		
Single Post Stand, 17", 20", and 24" Flat Screen Monitors Only		@ \$ 100.00	@ \$ 130.00	\$
Dual Post Plasma Stand (also used for 32" LCD Monitor)		@ \$ 150.00	@ \$ 195.00	\$
•NOTE: No Charge for Speakers on designated (•) Flat Screen Monitors.				
Wall or truss mounted Flat Screen Monitors may require additional labor.				
VIDEO PLAYERS RECORDERS				
DVD Player (Consumer Grade)		@ \$ 100.00	@ \$ 130.00	\$
VHS Player w/auto repeat		@ \$ 100.00	@ \$ 130.00	\$
AUDIO EQUIPMENT				
Large High Performance P.A. System (2 Lg. Speakers, 1 mixer/amp)		@ \$ 470.00	@ \$ 611.00	\$
Small High Performance P.A. System (2 Sm. Speakers, 1 mixer/amp)		@ \$ 310.00	@ \$ 403.00	\$
Wired Microphone (handheld)		@ \$ 50.00	@ \$ 65.00	\$
Wired Microphone (headset)		@ \$ 70.00	@ \$ 91.00	\$
Wireless Microphone (hand or headset)		@ \$ 260.00	@ \$ 338.00	\$
Anchor AN1000 Powered Speaker w/Stand		@ \$ 50.00	@ \$ 65.00	\$
PROJECTION EQUIPMENT - PROJECTORS AND SCREENS				
Freeman offers a wide variety of LCD and DLP projectors and screens to meet your specific needs. Please call us for a consultation.				

FREEMAN audio visual & computers

COMPUTER EQUIPMENT

Description	Qty.	Early Order Show Rate	Standard Show Rate	Total
COMPUTERS AND ACCESSORIES				
Desktop Computer, 2GHz or faster w/monitor		@ \$ 325.00	@ \$ 422.50	\$
Desktop Computer, 3GHz or faster w/monitor		@ \$ 375.00	@ \$ 487.50	\$
Laptop - PIV 2GHz/512MB RAM/DVD/Win XP		@ \$ 395.00	@ \$ 513.50	\$
Macintosh G4/512MB RAM/DVD/OS 10.Xxx w/monitor		@ \$ 495.00	@ \$ 643.50	\$
Computer Speakers		@ \$ 30.00	@ \$ 39.00	\$
Wireless Presentation Mouse		@ \$ 40.00	@ \$ 52.00	\$
Keyboard/Mouse Set		@ \$ 50.00	@ \$ 65.00	\$
HP Laser Printer 40PPM		@ \$ 195.00	@ \$ 253.50	\$
NOTE: All computers include Microsoft Office. Additional models, speeds, and configurations are available, customized to your needs.				
ADDITIONAL EQUIPMENT NOT LISTED				
Please call 1-714-254-3400 to inquire about specialty audio visual equipment and services not listed such as model specific equipment, computers, truss, motors, lighting and large format video solutions.				
QUOTED ADDITIONAL EQUIPMENT NOT LISTED ON ORDER FORM				
		@ \$	@ \$	\$
		@ \$	@ \$	\$
		@ \$	@ \$	\$

CALCULATING YOUR ORDER

Equipment Subtotal= \$ _____

Handling Charge **Includes delivery, set up, and dismantle:**

25% of equipment subtotal for **orders \$3000 and under** (\$75.00 minimum).....= \$ _____

****For orders exceeding \$3000, please contact Exhibitor Services at 714-254-3400 for a labor quote based on the hourly rates listed below.**

Hourly Labor Rates:

\$55.00/hr Straight Time (Between 8:00 am - 5:00 pm, Mon. - Fri.)

\$82.50/hr Over Time (Between 5:00 pm - 8:00 am, Mon. - Fri., all day Sat./Sun.)

Additional labor required for wall or truss mounted Flat Screen Monitors (if applicable)

Add calculated Local Tax: N/A %.....= \$ N/A

Total Charges= \$ _____

QUICK TIPS

- Equipment rentals are based on SHOW RATES. Single day rentals are available.
- Orders confirmed before the deadline will receive the early order show rate.
- A representative must be in your booth to sign for delivery of the equipment.
- All payments must be made in advance in U.S. Funds.
- Electrical Services are not included in equipment pricing.
- For equipment not listed or assistance in completing your order, please contact an Exhibitor Services Representative at 1-714-254-3400.
- Items ordered after deadline date are subject to availability and applicable freight charges.
- Cancellation of equipment rental and services must be received by deadline date to avoid a minimum one-day charge on equipment. If equipment and services have already been provided at the time of cancellation, a handling charge and a minimum one-day charge on equipment will be applied.

PAYMENT AND LABOR TERMS & CONDITIONS

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below become a part of the Contract between Freeman and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met: THE METHOD OF PAYMENT FORM IS SIGNED; OR AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR OR WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "Freeman" means Freeman Decorating Services, Inc. ("FDSI"), Freeman Decorating Ltd. Freeman Audio Visual Solutions, Inc., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities. The term "Exhibitor" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

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

LABOR UNDER SUPERVISION OF EXHIBITOR: Exhibitor shall be responsible for the performance of labor provided under this section. It is the responsibility of Exhibitor to supervise labor secured through Freeman in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with Freeman's Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of Exhibitor to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed. **INDEMNIFICATION:** Exhibitor agrees to indemnify, hold harmless, and defend Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out of work performed by labor provided by Freeman but supervised by Exhibitor. Further, the Exhibitor's indemnification of Freeman includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by Freeman to work in a manner that violates any of the above rules, regulations, and/or ordinances.

FIRE DEPARTMENT REGULATIONS FOR TRADE SHOW EXHIBITORS

A. Inherently Fire Retardant or Flame Retardant Treatment

1. All decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table coverings must be flame retardant treated unless they lay flat, with an overhang no greater than 6".
3. Oilcloth, tar paper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited.
4. A Certificate of Flame Resistance shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

B. Vehicles/Internal Combustion Engines on Display

1. Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped.
2. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed five gallons or one-quarter tank, whichever is less.
3. Garden tractors, chain saws, power plants and other gasoline-powered equipment shall be safeguarded in a similar manner.
4. All autos, trucks and vehicles of any kind must show the location on the Fire Department-approved floor plan 14 days prior to the show date.

C. Combustibles

1. Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner.
2. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the backwall drapery (booth) or behind any display.

D. Obstructions

1. Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles.
2. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on floor plan.
3. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.