

*Introducing*

**HCT**

**for Home Care & Senior Living**

*Tomorrow's Technology Today*

Exhibitor Kit

**September 6-8, 2022**

**Gaylord National Resort, MD**

**[HCTExpo.com](http://HCTExpo.com)**



# HCT CONTACT INFORMATION

Please read the below information carefully.

Welcome to HCT 2022! Thank you for your participation. We look forward to making this the most successful trade show of your year. This packet is designed to give you complete information about your exhibit. Please read it carefully. If you have any questions, please direct them as follows:

HCT Contact Information	
<b>Sponsorships</b>	Jim Kovac; VP, Partnerships (203) 644-1728; <a href="mailto:jkovac@lincolnhc.com">jkovac@lincolnhc.com</a>
<b>Exhibit Hall Rules &amp; Regulations</b>	Emily Bracken; Exhibit Manager (203) 644-1707; <a href="mailto:ebracken@lincolnhc.com">ebracken@lincolnhc.com</a>
<b>Registration</b>	Miriam Adams; Registration Manager (203) 644-1734; <a href="mailto:madams@lincolnhc.com">madams@lincolnhc.com</a>
Hotel Room Reservations	
<b>Hotel Reservation Deadline: Friday, August 12, 2022</b>	Gaylord National Resort and Convention Center, National Harbor, MD  \$299.00 per night (plus taxes)  Reserve Online: <a href="#">Hotel Reservations</a>  Reserve by Phone: (877) 491-0468
Exhibit Hall Services - PRIOR TO CONFERENCE	
<b>Furniture &amp; Carpet Rental, Signs &amp; Display Labor</b> Deadline to Order: Tuesday, August 23, 2022	Freeman Exhibitor Support <a href="mailto:ExhibitorSupport@freeman.com">ExhibitorSupport@freeman.com</a> (888) 508-5054
<b>Material Handling and Shipping Information</b>	Freeman Exhibitor Support <a href="mailto:ExhibitorSupport@freeman.com">ExhibitorSupport@freeman.com</a> (888) 508-5054
<b>Catering and Power</b> Deadline to Order: Tuesday, August 23, 2022	Gaylord National Resort and Convention Center <a href="https://gaylordnational.boomerecommerce.com">https://gaylordnational.boomerecommerce.com</a> <a href="mailto:gnexhibits@gaylordhotels.com">gnexhibits@gaylordhotels.com</a> (301) 965-3710
<b>Internet</b> Deadline to Order: Tuesday, August 23, 2022	Aaron Harley, Technology Solutions Manager Gaylord National Resort and Convention Center <a href="mailto:aharley@gaylordhotels.com">aharley@gaylordhotels.com</a>
<b>Rigging</b> Deadline to Order: Tuesday, August 23, 2022	Patrick McDonald, Sr. Encore <a href="mailto:patrick.mcdonaldsr@encoreglobal.com">patrick.mcdonaldsr@encoreglobal.com</a>
<b>Floral Vendor</b> Deadline to Order:	<a href="#">Urban Jungle, Inc.</a> Betsy Lazaroff, President <a href="mailto:betsy@urbanjungleinc.com">betsy@urbanjungleinc.com</a> (703) 241-8545

# DEADLINES – ORDER FORMS AND CERTIFICATE OF INSURANCE (COI)

**Certificate of Insurance (COI): Due Monday, August 8, 2022**

Please submit your COI to Emily Bracken ([ebracken@lincolnhc.com](mailto:ebracken@lincolnhc.com)) including the below information:

Additionally Insured:

1. Lincoln Healthcare Information Company LLC.  
3530 Post Road, Suite 201; Southport, CT 06890
2. Gaylord National Resort & Convention Center  
165 Waterfront Street; National Harbour, MD 20745

Coverage: \$2,000,000 minimum per incident; \$2,000,000 in aggregate; Business Automotive Liability \$1,000,000 minimum per accident including owned, non-owned and hired coverage.

**Catering and Power: Orders due Tuesday, August 23, 2022**

For any food related items, you are welcome to order directly through the Gaylord. To do so, please visit the Gaylord's safe and secure online ordering portal: <https://gaylordnational.boomerecommerce.com>. Then, click on 'Register Now' at the bottom of the page. Afterwards, please click on 'Create a New Company' button to add your company to the website. After entering your contact details, you will receive a temporary password to gain access to the website. Once you have logged in, you should see a list of upcoming events held at the Gaylord, including 'Lincoln Healthcare Leadership Home Care Tech 2022'. From there you may order all of your exhibiting needs for food, electrical and IT.

**Internet: Orders due Tuesday, August 23, 2022**

**Rigging: Orders due Tuesday, August 23, 2022**

*The list above does not include forms for Freeman or other outside vendors.*

# EXHIBIT SHIPPING INFORMATION

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

**Warehouse Shipping Address:**

Exhibiting Company Name/Booth #  
**Home Care Tech Expo**  
C/O Tore Freight/Freeman  
6571 Washington Blvd  
Elkridge, MD 21075

Freeman will receive shipments at the exhibit facility beginning Tuesday, September 6, 2022. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

**Please note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling for charges for the service.**

**Show Site Shipping Address:**

Exhibiting Company Name/Booth #  
**Home Care Tech Expo**  
C/O Freeman  
Gaylord National Resort & Convention Center  
701 Waterfront Street  
National Harbor, MD 20745

# 2022 SCHEDULE

■ Exhibit ■ Education ■ Networking

	Tuesday, September 6	Wednesday, September 7	Thursday, September 8
7 AM		7:00 - 8:00 AM <b>Breakfast</b>	7:00 - 8:00 AM <b>Breakfast</b>
8 AM		8:00 - 8:50 AM <b>Opening General Session</b>	8:00 - 8:45 AM <b>Keynote</b>
9 AM		9:00 - 9:45 AM <b>Panel</b>	8:45 - 9:45 AM <b>General Session</b>
10 AM		9:00 - 9:45 AM <b>Panel</b>	
11 AM		9:50 - 10:35 AM <b>Panel</b>	10:00 AM - 2:00 PM <b>Expo Hall</b>
		9:50 - 10:35 AM <b>Panel</b>	10:00 AM - 2:00 PM <b>Solutions Showcases</b>
12 PM		11:30 AM - 5:30 PM <b>Expo Hall</b>	12:00 - 2:00 PM <b>Lunch</b>
1 PM		12:00 - 2:00 PM <b>Lunch</b>	
2 PM		1:00 - 2:30 PM <b>Speed Meetings</b>	2:00 - 3:00 PM <b>Closing General Session</b>
3 PM		3:00 - 5:00 PM <b>Solutions Showcases</b>	
4 PM			
5 PM	5:00 - 7:00 PM <b>Reception</b>		
6 PM		5:30 - 7:00 PM <b>Reception</b>	
7 PM			

# HCT INFORMATION

## Conference FAQ:

### Dress Code:

All attendees are suggested and encouraged to dress business casual for all event functions.

### Arriving/Departing HCT:

To make the most of your time at HCT, we recommend arriving by Tuesday morning, September 6<sup>th</sup> to join us at our Exhibit Hall. We advise you to depart Thursday, September 8<sup>th</sup> following the Closing General Session at 3:00pm

## Travel Information (Airports & Hotel Parking):

*Prices are approximate and subject to change without notice.*

### Airports:

*Ronald Reagan Washington National Airport (DCA) is approximately 8 miles/20 minutes away.*

- Taxi: \$30.00 (one way approximate)
- Uber/Lyft: \$40.00 (one way approximate)
- Amtrak

*Washington Dulles International Airport (IAD) is approximately 35 miles/45 minutes away*

- Taxi: \$80.00 (one way approximate)
- Uber/Lyft: \$40.00 (one way approximate)
- Amtrak

*Baltimore/Washington International Thurgood Marshall Airport (BWI) is approximately 42 miles/60 minutes away*

- Taxi: \$70.00 (one way approximate)
- Uber/Lyft: \$40.00 (one way approximate)
- Amtrak

### Hotel Parking:

The hotel offers both valet parking and self-parking:

- Valet Parking: \$54.00 Per Day
- Self-Parking: \$16.00 Per Hour/\$33.00 Daily

# REGISTRATION & CANCELLATION POLICIES

## Registration

### Where do I register for HCT?

To register for HCT, please [click here](#)

Your registration fee is covered in the cost of your booth.

Upon registration through CVENT, you will receive a registration confirmation showing your confirmed attendee status and payment balance of \$0.00.

### What does my registration include?

Your registration includes access to all education sessions, exhibit hall, meal functions, mobile app and speed meetings.

### Can I transfer a registration to a colleague?

Please contact Miriam Adams, Registration Manager, at [madams@lincolnhc.com](mailto:madams@lincolnhc.com).

## HCT Attendee Cancellation Policy

*Cancellations on and before August 9, 2022:* You can appoint a substitute executive, carry over your registration to 2023 HCT Expo\*, or receive a refund less a \$100 service fee.

*Cancellations between August 10 and August 30, 2022:* 60% of your registration fee will be carried over to a credit toward the 2023 HCT Expo\*.

*Cancellations on or after August 31, 2022:* Your registration fee will not be carried over and you will not receive a refund.

\*Carry over registrations can only be applied to the 2023 HCT Expo.

## HCT Expo Cancellation Policy

Cancellations within 30 days of signing the Exhibitor Contract shall receive a refund of all fees (deposit, and balance if paid in full) received. Cancellations between 30 days of contract signing and July 1, 2022 shall result in forfeiture of deposit. No refunds shall be issued after July 1, 2022. In the event of exhibitor cancellation, HCT Show Management shall have the right to use said space to suit its own convenience including selling the space to another exhibitor, without any rebate or allowance to the canceled exhibitor. HCT assumes no responsibility for having the name of the canceled exhibitor or description of the exhibitor's products in the show program book, brochures, news releases or other materials. In case the exposition is not, for an reason whatsoever, the rental and lease of space to the exhibitors shall be terminated, in which case the limit of claim for damage and/or compensation by the exhibitor shall be the pro rata amount paid. HCT will not be liable for any other damages, losses or amounts. In the event the exposition is canceled due to an event/reason beyond the control of HCT, space rental fees or deposits will be returned to Exhibitors on a priority basis after all related show expenses incurred by HCT through the date of cancellation have been met.

# HOTEL INFORMATION

## Hotel Accommodations:

### Reserving Your Room:

Please reserve your room online [here](#) or by calling the Gaylord National Resort & Convention Center at (877) 491-0468 and referencing “HCT”. All reservations must be guaranteed with a deposit of one night’s stay. Deposits will be refunded for cancellations made no later than three days prior to arrival.

**Please Note:** Please reserve your room directly through the hotel. **We have not contracted with any organization or hotel/housing management company to handle conference hotel reservations**, nor have we shared any of your information with any external company. Any contact you may receive implying otherwise is fraudulent.

### Hotel Cancellation Policy:

Guests may cancel individual reservations up to three (3) days prior to arrival date with no cancellation fee. Cancellations with 72 hours will forfeit one night’s room and tax.

## Hotel Check-In and Check-Out Times:

Check-In Time: 4:00 PM

Check-Out Time: 11:00 AM

## Hotel Business Center:

FedEx Office Print and Ship Center located on the ballroom level of the hotel between the hotel and convention center is open Monday – Sunday from 7:00 am – 7:00 pm. The business center also offers 24-hour self-service printing and copying to accommodate any last-minute changes you may have.

Phone: (301) 567-0457

## Hotel Address:

Gaylord National Resort & Convention Center  
201 Waterfront Street  
National Harbor, MD 20745  
(301) 965-4000

\*This address is not to be used for shipping Exhibit materials to the hotel. Please reference Freeman’s Quick Facts for Exhibit shipping information.

## **E** Rules & Regulations

### **Contract & Payment for Space**

Exhibit space is defined as the actual area rented by the exhibitor and approved by Home Care Tech Expo (HCT) Show Management with adherence to all restrictions as set out in the Exposition Rules & Regulations, Exhibitor Contract, Display Construction and Limitations, Exhibitor Service Manual and in other notices and correspondence from HCT. The Exhibitor Contract, formal written confirmation of space assignment by HCT Show Management, the required deposit amount as specified in the contract and the full payment of rental charges shall constitute a contract for the right to use the space.

### **Space Assignment**

Exhibit space will be assigned based on the date the signed Exhibitor Contract is received by HCT Show Management, the number of booths requested, the proximity of space to competitors and special exhibit requirements with preference given as outlined in the Exhibitor Prospectus. When possible, HCT Show Management will accommodate the exhibitor's booth choices in order of preference. Notwithstanding the above, HCT Show Management reserves the right to make and/or change location assignments at any time as it may in its sole discretion deem necessary.

### **Payment Terms**

A 50% deposit of the total contracted amount is due within 30 days of the submission of the Exhibitor Contract or space is not guaranteed. Failure to remit the 50% deposit within 30 days shall result in forfeiture of the Exhibitor Contract.

Payment of the balance of the booth rental cost will be invoiced and is due on or before July 1, 2022. Failure to remit full payment by July 1, 2022 shall result in forfeiture of the Exhibitor Contract.

Full payment is required net 30 with any Exhibitor Contract submitted after July 1, 2022, and net 15 with any Exhibitor Contract submitted after August 1, 2022.

HCT Show Management reserves the right to cancel the exhibit booth space in accordance with the cancellation policy outlined below and reassign the booth space.

### **Cancellation Policy**

Cancellations within 30 days of signing of the Exhibitor Contract shall receive a refund of all fees (deposit, and balance if paid in full) received. Cancellations between 30 days of contract signing and July 1, 2022 shall result in forfeiture of deposit. No refunds shall be issued after July 1, 2022. In the event of exhibitor cancellation, HCT Show Management shall have the right to use said space to suit its own convenience including selling the space to another exhibitor, without any rebate or allowance to the canceled exhibitor. HCT assumes no responsibility for having the name of the canceled exhibitor or description of the exhibitor's products in the show program book, brochures, news releases or other materials. In case the exposition is not held, for any reason whatsoever, the rental and lease of space to the exhibitors shall be terminated, in which case the limit of claim for damage and/or compensation by the exhibitor shall be the pro rata amount paid. HCT will not be liable for any other damages, losses or amounts. In the event the exposition is canceled due to an event/reason beyond the control of HCT, space rental fees or deposits will be returned to Exhibitors on a priority basis after all related show expenses incurred by HCT through the date of cancellation have been met.

### **Forfeiture**

If an exhibitor does not follow the rules and regulations set by HCT Show Management, the exhibitor shall forfeit the amount paid for space rental, regardless of whether the exhibit space is subsequently leased or not.

### **Floor Plan**

All dimensions and locations shown on the official floor plan are believed, but not guaranteed, to be accurate. HCT Show Management reserves the right to make such modifications as may be necessary to meet the needs of the exhibitors and the exhibit program.

### **Exhibitor Conduct**

HCT Show Management reserves the right to reject any application, which, in its judgment, does not serve the interests of HCT or will be operated in a way that will detract from other exhibits, the exposition, or the exposition as a whole. Acceptability includes persons, things, conduct, printed and/or matter in any medium, or anything of a character which HCT Show Management determines is objectionable to the exhibition.

HCT Show Management reserves the right to require the immediate withdrawal of any exhibit which is believed to be injurious to the purpose of HCT. In the event of such restriction or eviction, the exhibitor may be evicted on the spot, forfeiting all moneys paid. HCT is not liable for any damages alleged or claimed because of any action taken by HCT hereunder.

### **Use of Display Space**

No exhibits will be permitted that interfere with the use of other exhibits, impede access to them, or impede free use of the aisles. Booth activities that cause people to congregate in the aisles are prohibited. Monitors for videotapes, films or live demonstrations may be utilized if they are placed in the back of the booth to alleviate congestion in the aisles. Apart from the specific display space for which an exhibitor has contracted with HCT, no part of the exhibit hall and its grounds may be used by any organization other than HCT for display purposes of any kind or nature, unless otherwise approved by HCT Show Management.

Due to security and sales tax implications, no firm or organization is permitted to engage in direct sales (cash, check, or credit card) activity within the exhibit area.

Exhibitors are responsible for draping any exposed, unfinished sides of the back of their booth to present an overall attractive exhibit. If this is not done, the decorator will be instructed by HCT Show Management to drape the exposed area at the exhibitor's expense. Exhibitors who have purchased a premium booth package are excluded.

Exhibitors are required to provide carpeting (or comparable flooring) for their entire booth area at their own expense. This includes carpeting (or comparable flooring) for any additional space added to the booth area due to the presence of a column or columns. Exhibitors who have purchased a premium booth package are excluded.

The Exhibitor agrees that all exhibit space will be kept neat and orderly at all times and will be operated in a professional manner and in accordance with HCT policies and all convention center (Gaylord) rules and regulations related to the use of the facility and the exhibit hall space. Exhibitor must keep the exhibit booth open and staffed at all times during show hours. The serving or distribution of alcoholic beverages is not allowed without HCT Show Management approval. The use of handbills, flyers, posters, banners, stickers, etc. by exhibitors in any part of the exhibit hall is forbidden. Exhibiting companies who desire to engage in prize drawings or giveaways must receive permission from HCT Show Management and submit their intention in writing no later than August 5, 2022. The use of live models, performers, and other similar persons, and those other than regular full-time staff members of the exhibiting firm or organization, within the exhibit area for demonstrations, performances, etc., shall be subject to the approval of HCT Show Management. Each of the aforementioned persons is required to wear an identification badge while in the Exhibit Hall. Any additional cost associated with the acquisition of such badges is solely the responsibility of the Exhibitor.

### **Use of Expo Video and Photography by HCT**

By registering for and/or attending the event, exhibitors and all related personnel acknowledge and agree that photographs, video, and other recordings of the event may be taken by HCT or parties acting on behalf of HCT, and that these photographs, video, and other recordings may be used by HCT in any media now known or later invented for any purpose related to HCT's mission, including educational, promotional, and awareness-related uses. Exhibitors and all related personnel give HCT unlimited permission to use their name, likeness, image, statements, and other information given to HCT, whether through registration, at the event, or otherwise, that may be

## **E Rules & Regulations**

necessary for HCT to make use of its rights in the photographs, video, and other recordings.

### **Failure to Occupy Space**

In the event an exhibiting company has not arrived three (3) hours prior to the hall opening on the first day of the expo (September 6, 2022), HCT Show Management reserves the right to re-assign that space as it sees fit with no obligation of a refund. If exhibit material has been delivered to the booth but has not been assembled, HCT Show Management reserves the right to remove the material and place it in storage at the exhibitor's expense. If the exhibitor arrives after the material has been stored and would like the material brought back to the show floor, a drayage fee will be charged by the General Service Contractor (Freeman). Failure to occupy exhibit space does not relieve the Exhibitor from their obligation to pay full booth rental fees.

### **Circularization & Solicitation**

All promotional activity, demonstration, and distribution of promotional materials must be confined to the limits of the exhibitor's display space. Firms or organizations not assigned exhibit space will not be permitted to engage in any activities within the exhibit area.

### **Subletting of Space**

The exhibitor agrees not to assign, sublet, or apportion space or any part thereof allotted to the exhibitor, and not to exhibit, advertise, or offer for sale goods other than manufactured or sold by the exhibitor in the regular course of business, except as permitted by HCT Show Management.

### **Height and Other Structure Restrictions**

*In-line, Canopy and Perimeter Wall Booths:* Maximum height for any structure or décor item placed within the booth area: eight feet (8'). Any booth structure that is eight feet (8') tall cannot be positioned more than three feet (3') forward from the back wall of the booth. Any structure or décor item beyond three feet (3') from the back wall of the booth cannot exceed four feet (4'), the height of the dividing side rails, to avoid sight-line violations.

*End-Cap:* Not available unless authorized by HCT Show Management.

*Island Booths:* Maximum height for any structure that is part of the booth is 20' from the floor. Any structure designed with a second level intended to be occupied must be reviewed and approved by HCT Show Management and the Gaylord a minimum of sixty (60) days prior to the event.

*Covered, Enclosed, and Multi-Level Booths:* All covered booths (e.g., roof, ceiling, tenting, lattice, fabric, plastic) less than 300 ft<sup>2</sup>. must use non-combustible or flame-retardant material for such a cover. Certification of flame-retardant treatment, along with samples of said materials, must be submitted, if requested by the Gaylord. It is recommended to have certifications of flame-retardant treatments available at show site. Covered exhibits with an enclosed ceiling, including, but not limited to, vehicles and similar exhibited products with more than 100 ft<sup>2</sup>. of roofed area must be approved in advance and require a 2A10BC fire extinguisher at such exhibit. Fire watch personnel is required for these types of booths on all show days, at the exhibitor's expense.

All covered booths more than 300 ft<sup>2</sup>. require additional approval from the Gaylord and the Prince George County (PGC) Fire Marshal. Fire watch personnel is required for these types of booths on all show days, at the exhibitor's expense, if determined by the PGC Fire Marshal's Office. One 2A10BC portable, dry chemical fire extinguisher is required in each covered structure of this booth size. Exhibit must have an entrance and exit on opposite sides of each structure with an illuminated fire exit sign at each. It may not contain open flames or propane. Exhibit guy wires, guy ropes and other support members shall not cross a means of egress at a height lower than 8'.

Multi-Level and covered booth plans must be reviewed and approved by HCT Show Management and the Gaylord a minimum of sixty (60) days prior to the first contract day. The plans must include show name, show dates, exhibitor name and assigned booth number.

*Rigging:* All rigging hang points locations must be approved by the Gaylord exclusive rigging company, Presentation Services Audio Visual (Encore).

*Vehicles:* No vehicles are permitted without the approval of HCT Show Management.

An Unmanned Aerial Vehicle/Remotely Piloted Aircraft/Drone is defined as a "powered" aerial vehicle that does not carry a human operator, uses aerodynamic forces to provide vehicle lift and can fly autonomously or be piloted remotely must be approved by HCT Show Management.

### **Noise Restrictions**

HCT Show Management reserves the right to restrict exhibits to a minimum noise level and to suitable methods of operations and display materials so as not to disturb adjacent exhibitors and their patrons.

### **Exhibitor Personnel**

Prior to the exposition opening, each exhibiting firm or organization shall supply HCT Show Management with the name and title of the individual who shall be responsible for the installation, staffing, and removal of said exhibit. Said individual must be authorized to enter into service contracts, when necessary, for which the exhibitor shall be responsible.

### **Badges and Admission to Exhibit Hall**

Badge wearing exhibitors may enter the exhibit hall one hour before show opening and remain in the hall one hour after show closing each day. If further access is required, special permission must be secured from HCT Show Management. Trading of badges with other exhibitors or attendees is strictly prohibited. Each exhibitor must wear the official exhibitor badge at all times while at show site. No distributors or suppliers of an exhibiting company will be allowed into the Exhibit Hall unless an active exhibitor agrees to register them. In this case, badges will note only the name of that exhibiting company. Minors are allowed in the Expo Hall during show hours, but not allowed during show floor installation and dismantle.

### **Hotel Suites and Conflicting Meetings & Activities**

The use of hotel suites and other guest rooms for the purpose of entertaining exposition attendees during the show is subject to HCT Show Management approval. Activities and meetings held during General Sessions and Educational Sessions will not be approved.

### **Freight, Exhibit Installation and Dismantling**

Exhibits or displays, equipment, stock or supplies will not be allowed to enter or leave by way of the front entrances of the Gaylord National Resort & Conference Center.

### **Freight**

Material Handling/Freight Deliveries including but not limited to, small package, overnight, LTL & van line carriers will not be accepted by the Gaylord Exhibit Hall representatives immediately prior to the trade show event, during the event and immediately after the event. Shipments during the event contract dates should be addressed to the attention of the event's official General Service Contractor (Freeman) per the guidelines established in the Exhibitor Service Manual. A Marshalling Yard managed by Freeman will be located near the Gaylord. All delivering carriers must check in at the Marshalling Yard prior to delivering to the facility.

### **Loading Dock Access**

Freeman will manage all Exhibits, displays, and equipment that are to be brought into and taken from the Exhibit Hall via the loading dock only. One individual from each exhibiting company is permitted one trip to hand-carry items into the exhibit facility. The exhibitor use of dollies, hotel baggage carts, flat trucks, and other mechanical equipment is not permitted. Freeman will control access to the trade show floor which includes access from the loading docks and/or all doorways into an exhibit facility. This will help to provide a safe and orderly move-in/move-out. Unloading or reloading of any freight into the exhibit hall by any and all private vehicles and contracted carriers will be handled by Freeman. Freeman shall be the sole authority on all matters in the Dock area. This shall include but not be limited to such items as assignment

## E Rules & Regulations

of dock space and loading or unloading of all materials and equipment. Any conflicts or disagreements regarding the union jurisdictions or interpretations thereof should be resolved with representatives of Freeman and HCT Show Management.

### Exhibit Installation

Installation of exhibits must be completed three (3) hours prior to the opening of the exhibit hall for inspection by HCT Show Management and the PGC Fire Marshal. Noisy or unsightly work in any exhibitor's booth area after the published deadlines for move-in/install is prohibited. Exhibit materials received after the opening of the exposition must be delivered at times other than open exposition hours and must be arranged in advance with HCT Show Management.

### Removal of Materials

Once the exhibit area has opened, exhibit materials (other than exhibit samples) may not be removed from the exhibit area until the official exposition move-out/dismantle has begun, unless otherwise approved by HCT. Failure to observe this rule may jeopardize the exhibitor's space assignment or right to exhibit at future HCT expositions. All exhibit materials must be completely removed from the exhibit area by the established time as designated in the exhibitor service kit. It is the responsibility of the exhibitor to have materials packed, identified, and cleared for shipment, or to make arrangements for such.

HCT Show Management reserves the right, with no liability whatsoever for damage, spoilage, or loss, to dismantle, dispose of, store and clear from the premises any display materials, goods, property, or merchandise of any exhibitor who has failed to comply with the above requirements, or to order such work to be done, at the sole expense of the exhibitor.

### Storage of Materials

Exhibitors will not be permitted to store packing crates and boxes in their booth during the show period. If properly marked, such containers will be stored by the drayage service contractor (Freeman) and returned to the booth area for move-out at the close of the show. It is the exhibitor's responsibility to properly mark and identify empty crates and containers. Crates and containers not properly marked may be destroyed and HCT will have no responsibility for or any liability for such destruction.

### Exclusive Services

Food & Beverage, Catering & Concessions, Security, Telecommunications/Data Services (including voice, data, telephone, fax, broadband and wireless internet), Event Utilities (i.e., Compressed air, Electrical, Plumbing, Water), and Rigging are exclusive services from the Gaylord and its service partners. HCT shall not be responsible for the quality, late installation, or interruption of any of these services.

### Exhibit Services and Exhibitor Appointed Contractors

As a convenience to Exhibitors, HCT will have a General Services Contractor (Freeman) provide labor and equipment at prevailing rates and terms. HCT assumes no liability related to the performance or nonperformance by firms contracted. Contractors may not solicit business in the exhibit hall at any time. All participating exhibitors and contractors must abide by union jurisdictions in force at the time of the exposition. Arrangements for labor should be made with Freeman in advance whenever possible. Official Freeman labor forms will be included in the Exhibitor Service Manual.

Material Handling and Cleaning are exclusive services to Freeman.

Exhibitors requiring the services of independent contractors (Exhibitor Appointed Contractors - EACs) must have prior approval by HCT Show Management and no exceptions will be made that will interfere with the orderly function or security of the exposition, or with the obligations and commitments of HCT. The exhibiting company is solely responsible for the actions of their appointed non-official contractors (EACs) and all Rules and Regulations herein apply to them. All agents or representatives who are performing services, other than the Exhibitor's own employees, must provide HCT Show Management with a Certificate of Insurance, naming Lincoln Healthcare Information Company, LLC. and Gaylord National (Event Venue)

as additional insureds. The Certificate of Insurance must include Commercial General Liability insurance with a minimum of \$2,000,000 per occurrence and a minimum of \$2,000,000 in the aggregate including products and completed operations and contractual liability coverage, and Business Automobile Liability insurance with a minimum of \$1,000,000 per accident including owned, non-owned and hired coverage.

HCT Show Management reserves the right to remove any contractor, or their employees, who does not comply with the Exposition Rules and Regulations. Any objectionable practices by exhibitors or suppliers should be reported to HCT Show Management immediately.

### Food & Beverage Sampling

Gaylord Catering is the exclusive food & beverage services provider for the Expo and must approve all exhibitor sampling requests with written authorization.

### Exhibitor Samples & Food Promotion Requests

Gaylord Catering must approve all samples. All food and beverage samples are limited to two (2) ounces. The serving of generic products (i.e., frozen yogurt, ice cream, popcorn, cookies, coffee, bottled water, etc.) by exhibitors to draw traffic to their booth is permitted only when the product being served is purchased from Gaylord Catering.

A certificate of insurance naming Gaylord National as an additional insured as well as a food waiver are required prior to samples being distributed on the show floor.

If exhibitors want to attract attendees to their respective booth by giving away fresh popcorn, the machine and the popcorn product must be obtained from our exclusive caterer. Exhibitors are permitted to use their own serving vessels (buckets, tubs, bags) to serve the popcorn. For example, an exhibitor can provide serving vessels with their logo on them.

All claims by an exhibitor that the generic product they wish to provide is not offered by our caterer must be verified with the catering sales staff. If it is determined that a product is not available through the caterer, Gaylord Catering will decide whether or not to allow the exhibitor to serve the product.

Distribution of individual pieces of hard candy or chocolate mints from any source is allowed.

Service of any alcoholic beverage must be arranged through our exclusive caterer Gaylord Catering.

Arrangements for the receiving and storing of products approved for sampling must be coordinated through Gaylord Catering.

Requests to serve food and/or beverage samples outside of these parameters must be submitted in writing to the Gaylord and the Events Services Manager. The written request must come from the customer (licensee) and must contain the name of the exhibitor(s) or sponsor(s), and the product(s) to be served (e.g., bottled water, candy, cookies, popcorn, yogurt, soda, coffee, etc.). Gaylord Catering will notify the exhibitor in writing whether the request is or is not approved.

All such requests will be handled on a case-by-case basis. Occasionally, approval may be granted to the exhibitor for a corkage or service fee.

### Alcoholic Beverages

Gaylord Catering is the exclusive provider of food and beverage catering and concessions, including alcohol.

BYOB functions are not permitted in the facilities.

Any concerns regarding alcohol outside of these parameters need to be addressed directly with HCT Show Management and the Gaylord. Any alcoholic beverage sampling must be authorized by HCT Show Management and the Gaylord. Sizes must be of such size as to permit tasting – not to exceed two (2) ounces.

The service or sale of alcohol to minors is prohibited by law. Alcoholic beverages will not be served to any individual less than 21 years of age or without a valid identification as proof of age.

## **E Rules & Regulations**

### **Cooking, Appliances, and Permits**

A Cooking Permit must be obtained through the Gaylord before any cooking activity is permitted within the convention center. Certificates of Insurance are required naming Gaylord National as additionally insured. A signed Food Waiver will be required. Please consult Gaylord Catering, for details and additional rules and regulations.

Food and Beverage items may be sampled only and cannot be sold.

### **Liability and Indemnity**

It is expressed, understood, and agreed by each and every contracting exhibitor, its employees, agents, servants, and representatives that neither HCT, nor its employees and its contractors, shall be liable for loss or damage to the goods or properties of exhibitors. At all times, such goods and properties remain in the sole possession and custody of each exhibitor. On signing the Exhibit Space Application & Contract, the exhibitor agrees to indemnify and hold harmless HCT, its managers, officers, members, sponsors, employees and agents, and each hotel, trade show facility, or other facility connected with the Home Care Tech Expo from any and all liability, including claims, loss, damage to persons or property, governmental charges or fines, and attorney's fees, arising from the breach by exhibitor, its agents, servants, subcontractors or employees of any conditions of these Exposition Rules and Regulations, by reason of any condition, defection or otherwise, of any apparatus, equipment or fixtures furnished by exhibitor in connection with its exhibit, or by any intentional act, negligence, or act of omission of exhibitor, or its agents, employees, and/or subcontractors.

### **Security**

HCT will provide security during the hours the exhibition is not operating, but the furnishing of such services shall not be construed to be any assumption of obligation nor duty with respect to the protection of the property of exhibitors, which shall at all times remain in the sole possession and custody of each exhibitor and shall be the sole responsibility of each exhibitor.

### **Insurance**

The exhibitor shall, at its sole cost and expense, procure and maintain throughout the term of this contract, comprehensive general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased. Such insurance shall include contractual liability and products liability with minimum coverage of \$2,000,000 per incident and \$2,000,000 in the aggregate, and Business Automobile Liability insurance with a minimum of \$1,000,000 per accident, including owned, non-owned and hired coverage. The exhibitor shall, at its sole cost and expense, procure and maintain throughout the term of this contract worker's compensation insurance in full compliance with all federal and state laws and covering all of exhibitor's employees engaged in performance of any work for the exhibitor. Exhibitor shall obtain and shall furnish HCT Show Management with a Certificate of Insurance evidencing the required insurance, naming Lincoln Healthcare Information Company, LLC. and Gaylord National (Event Venue) as additional insureds and shall be endorsed to require not less than thirty (30) days' prior written notice of termination or modification to HCT. All property of the exhibitor is understood to remain under its custody and control in transit to, within, and in transit from the confines of the exhibit hall.

### **Fire Marshal Regulations and Fire Protection**

There is no smoking or vaping (e-cigarettes) permitted in the facility. Open flame devices of any kind are prohibited in all assembly areas. Booth decorations must be flameproof, and all hangings must clear the floor. Electrical wiring must conform with all local and state government requirements and to the National Electrical Code Safety Rules. If inspection indicates that any exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazards, HCT Show Management reserves the right to cancel all, or such part of this exhibit as may be irregular. All installations are subject to approval with all local fire regulations. No combustible materials shall be stored in or around the exhibit booths. Compressed gas cylinders are prohibited unless prior approval is obtained from the PGC Fire Marshal. Helium filled balloons, either for displays or exhibits, are prohibited. Mylar balloons are

not allowed. In accordance with PGC Fire Department, no exhibit, display or drape shall obstruct, impede, or otherwise hinder access to fire strobes, fire speakers, fire department access cabinets, or fire pulls.

Any part of a display that does not comply with all rules, or which presents a fire or safety hazard, may be ordered removed with no liability on the part of HCT.

### **Open Flame, Pyrotechnics, and Special Effects**

The following items may not be used without prior approval of HCT Show Management:

- Use, display or storage of LPG (Propane or Butane)
- Flammable Liquids of Gas
- Barbecue Grills
- Straw, sawdust, or wood shavings
- Welding or cutting equipment for demonstration purposes
- Gas fired appliances for demonstrations or cooking purposes
- Salamander stoves for demonstrations or cooking purposes
- Lit candles and lanterns for demonstration purposes
- Class B or C Fireworks
- Hazers/Fog Machines (fluid used must be water-based)

The use of open flames, burning or smoke-emitting materials as part of an act, display or show is prohibited.

### **Safety and Health Regulations**

The Exhibitor agrees to comply with local, city and state laws, ordinances and regulations and the regulations of the facility covering fire, safety, health, and all other matters. Firearms may not be used as part of an exhibit nor as a giveaway. Exhibitor will not display or bring into the exhibit any animal, bird, fish, or other nonhuman creature without the written permission of HCT Show Management.

### **Repair of Damages**

The Exhibitor must surrender rented space in the same condition it was at commencement of occupation. The Exhibitor or his agents shall not injure or deface any part of the building where the exposition is held, the booths or the equipment or furniture of the booth, or any property of other exhibitors or HCT. When such damage appears, the Exhibitor shall be liable to the owners of the property so damaged.

### **Severability**

Any provision of this agreement that is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof.

### **Counterparts**

This agreement may be executed in any number of counterparts, each of which shall be deemed to be an original but all of which, together, shall constitute the same agreement.

## HEALTH AND SAFETY

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

## BOOTH EQUIPMENT

Standard Booth Package:

Each 10' x 10' booth will be set with 8' high black back drape, 3' high side dividers and a 7" x 44" identification sign. Carpet or Flooring is required but not provided.

Premium Booth Package:

Each 10' x 10' booth will be set with 8' high black back drape, 3' high side dividers, one 6' x 30" black draped table, two Limerick® side chairs by Herman Miller, one wastebasket, booth carpet in Tuxedo, one 5amp, 120v electrical outlet (extension cord and outlet multi-strip) and a 7" x 44" one-line identification sign.

## EXHIBIT HALL CARPET

Aisles will be carpeted in Tuxedo. Carpeting or Flooring is required.(Included in Premium Booth Package, not included in Standard Booth Package.)

## DISCOUNT PRICE DEADLINE DATE

**Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by August 09, 2022.**

## EXHIBITOR FREQUENTLY ASKED QUESTIONS

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

## SHOW SCHEDULE

### EXHIBITOR MOVE-IN

Tuesday September 06, 2022 7:00 AM - 7:00 PM

### EXHIBIT HOURS

Wednesday September 07, 2022 10:30 AM - 5:30 PM

Thursday September 08, 2022 10:00 AM - 2:00 PM

### EXHIBITOR MOVE-OUT

Thursday September 08, 2022 2:00 PM - 7:00 PM

## EXHIBITOR SERVICE HOURS

Our Exhibitor Services team will be available from 8am - 5pm from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

## DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Thursday, September 08, 2022 at 7:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Thursday, September 08, 2022 at 5:00 PM. In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

### **POST SHOW PAPERWORK AND LABELS**

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

### **EXCESSIVE TRASH AND BOOTH ABANDONMENT**

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

## **SERVICE CONTRACTOR CONTACTS / INFORMATION:**

### **FREEMAN**

[Contact Us](#)

### **FREEMAN EXHIBIT TRANSPORTATION**

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

### **FREEMAN ONLINE®**

**Take advantage of discount pricing by ordering online at [FreemanOnline](#) by August 09, 2022.** Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during and after** your show.

To place online orders you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the "**Create an Account**" link. To access Freeman Online without using the email link, visit [FreemanOnline](#).

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

### **SHIPPING INFORMATION**

Warehouse Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**Home Care Tech Expo**

C/O TForce Freight / Freeman

6571 Washington Blvd

Elkridge, MD 21075

Freeman will accept crated, boxed or skidded materials beginning Monday, August 08, 2022, at the above address. Material arriving after August 30, 2022 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:00 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Show Site Shipping Address:

Exhibiting Company Name / Booth # \_\_\_\_\_

**Home Care Tech Expo**

C/O Freeman

Gaylord National Resort & Convention Center

701 Waterfront St

National Harbor, MD 20745

Freeman will receive shipments at the exhibit facility beginning Tuesday, September 06, 2022. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

**Please note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for charges for the service.**

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

## **PURCHASE TERMS**

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

## **LABOR INFORMATION**

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Center. Refer to the order form under Display Labor for Straight time and Overtime hours.

## **ASSISTANCE**

We want you to have a successful show. If we can be of assistance, please call Exhibitor Support at (888) 508-5054.

**WE APPRECIATE YOUR BUSINESS!**

## **FREEMAN GENERAL INFORMATION**

### **TRANSLATION SERVICES**

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three way conversation, but also translate emails from customers. To access this feature you may contact Exhibitor Support at (888) 508-5054 US & Canada or +1(817) 607-5000 Local & International.

### **HELPFUL HINTS**

#### **SAVE MONEY**

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by August 09, 2022.

#### **AVOID DELAY**

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

#### **SAFETY TIPS**

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

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

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

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

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

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

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

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

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

## Interested in going green and saving money?

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



# 1 BEFORE THE SHOW

## booth structure

### Option 1 Multiple Use

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

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

### Option 2 One-time Use

**Rent locally** from nearby Freeman offices to reduce both shipping costs and carbon emissions.

# 2 carpet

### Option 1 Rent

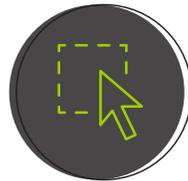
**Rent rather than buy carpet** to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

### Option 2 Color

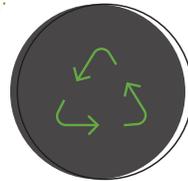
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.



# 3 shipping



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



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



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

# 4 graphics

### Option 1 Multiple Use

Print on a durable substrate **without dates, event names, or locations.**

### Option 2 One-time Use

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

# 5 printing



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



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



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

# 6

## ON SITE

### save energy



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



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



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

# 8

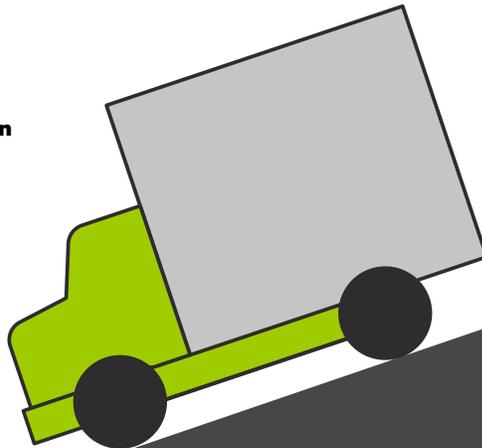
### shipping out

**Pack in, pack out.**

Leave no traces on show site.

**Join a caravan.**

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



# 9

### leftover materials

**Remember to label.**

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

**Donate the rest.**

Ask the Freeman Exhibitors Services desk about local donation programs.

# 7

## MOVE OUT

### train your team

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



**TYPICALLY\* DONATE-ABLE**

**Furniture:** Purchased items  
Home furnishing: Décor staging materials

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

**Flooring:** 100 square feet of flooring. Excludes carpet.

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

**TYPICALLY\* RECYCLABLE**

**Cardboard:** Used for signs or shipping boxes

**Glass:** Green, brown, clear

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

**Metal:** Aluminum cans/ steel banding

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

**Wood:** Non-laminate wood

## PAYMENT INFORMATION

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

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

### 1. Submit your payment information

Proceed to our electronic Freeman Pay site to securely submit your payment information

<https://www.freemanpay.com/508857>

### 2. Submit your order

Upload your order forms through the same link used to submit your payment information

- **Both your order and your payment must be received by the discount price deadline date to guarantee discount pricing.**
- **Orders received without payment or after the discount price deadline date will be charged at the standard price.**
- **Copies of invoices may be picked up from the Freeman Service Center prior to show closing.**

*before event*

*during the event*

*after event*

from your location  
or previous event

to your location  
or next event

event venue

venue  
dock

**your exhibit**

venue  
dock

advance  
warehouse

storage for empty containers



*advance warehouse*

where exhibit materials are stored before an event



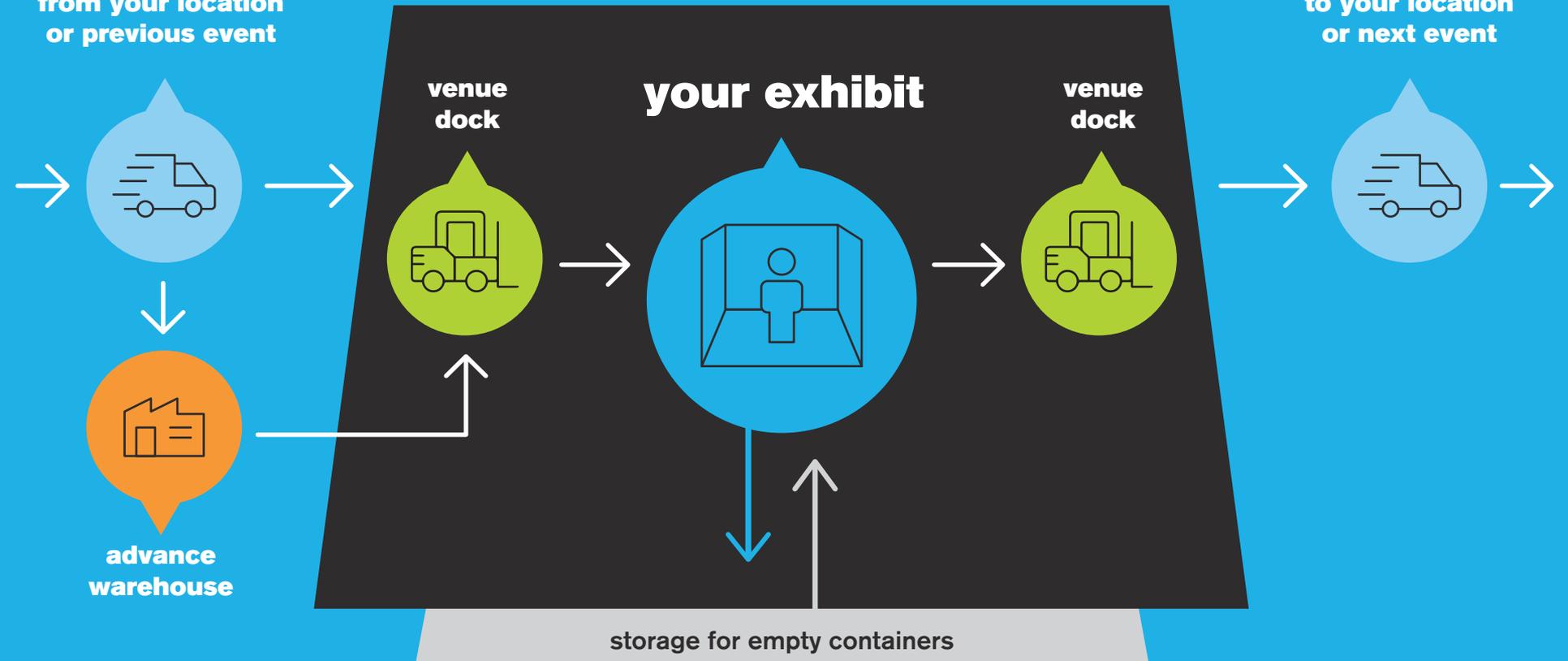
*shipping*

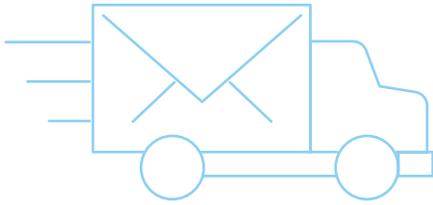
transport to the venue's shipping dock then from the shipping dock to the next event or customer location



*material handling*

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





# TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

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

## The Freeman Exhibit Transportation promise:

- ▮ ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ▮ PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ▮ ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- ▮ RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- ▮ PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

## Benefits:

- ▮ TURNKEY PRICING ENSURES PRECISE BUDGETING
- ▮ NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- ▮ NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- ▮ NO CARRIER WAITING TIME FEES
- ▮ EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- ▮ LTL (LESS THAN TRUCK LOAD) SHIPPING

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



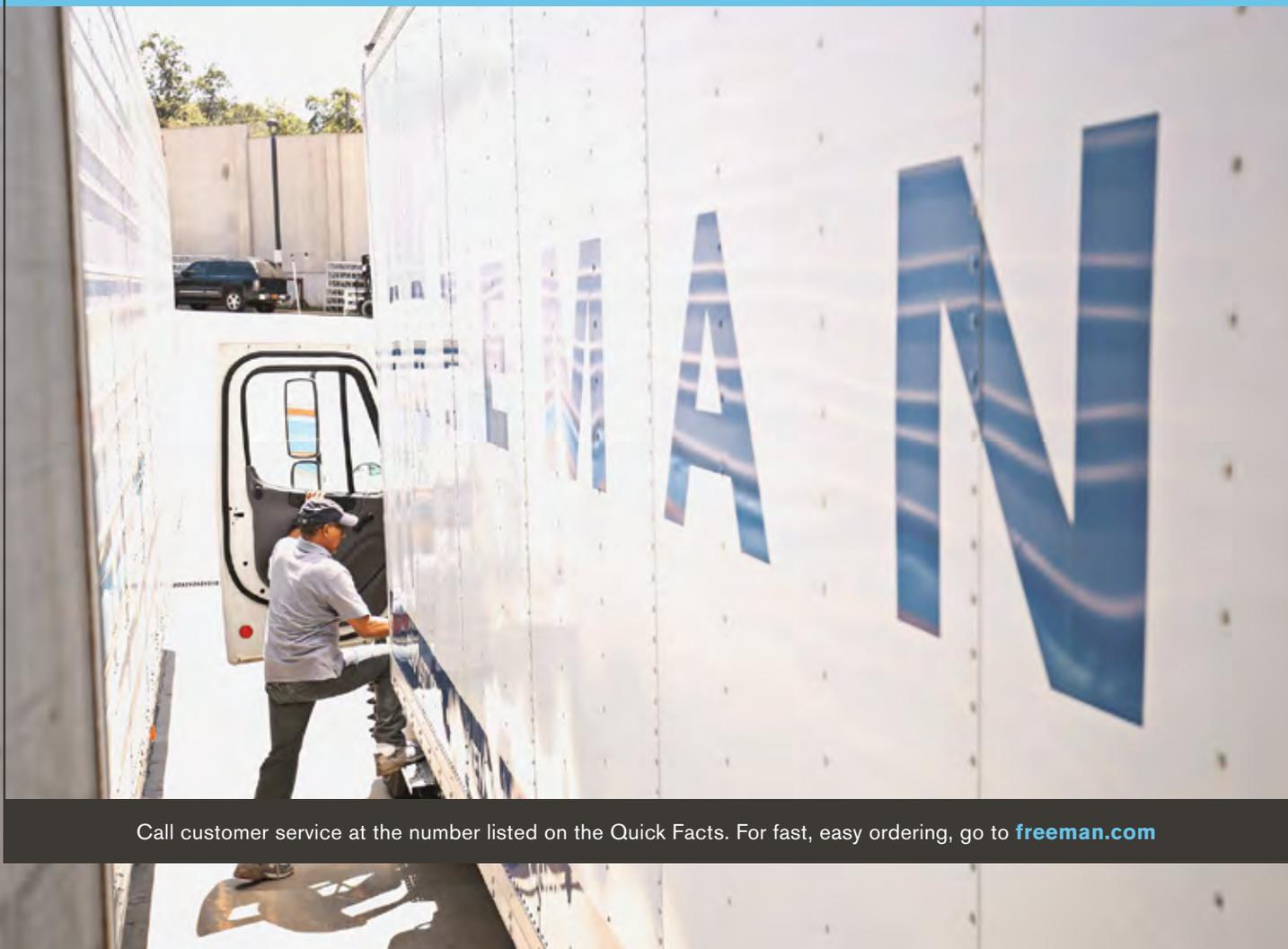
To take advantage, call **1-800-995-3579** or email **[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)** for a quote.

# RESULTS, DELIVERED

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With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## EXHIBIT TRANSPORTATION SERVICES

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

### Freeman Exhibit Transportation promise:

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

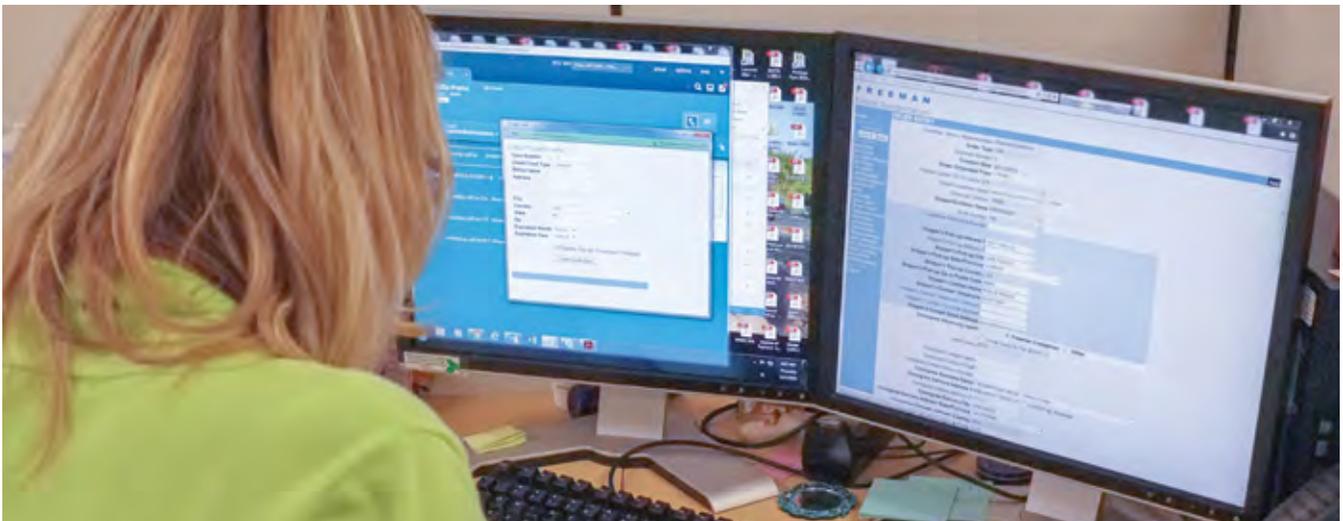
### Questions?

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

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

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

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



NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

For fast, easy ordering, go to [www.freeman.com/store](http://www.freeman.com/store).

## EXHIBIT TRANSPORTATION

### TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:  
(800) 995-3579 Toll Free US & Canada  
(817) 607-5183 Local & International

### COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

#### PICK UP INFORMATION

Requested Pick Up Date: \_\_\_\_\_

SHIPPER NAME \_\_\_\_\_

SHIPPER ADDRESS \_\_\_\_\_

\_\_\_\_\_  
(City) (State) (Zip Code)

#### DESTINATION

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

**FREEMAN / Exhibiting Company Name / Booth #**

**Home Care Tech Expo**

C/O: TForce Freight / Freeman  
6571 Washington Blvd  
Elkridge, MD 21075

**MUST BE DELIVERED BY AUGUST 30, 2022**

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

**FREEMAN / Exhibiting Company Name / Booth #**

**Home Care Tech Expo**

C/O: Freeman  
Gaylord National Resort & Convention Center  
701 Waterfront St  
National Harbor, MD 20745

**CANNOT BE DELIVERED BEFORE SEPTEMBER 06, 2022**

#### TYPE OF SERVICE

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

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

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

### SHIPPING INFORMATION

#### Items to be shipped

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

Size of largest piece: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (L) \_\_\_\_\_

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

#### OUTBOUND SHIPPING

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

Ship to address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Number of Labels : \_\_\_\_\_

#### FAX THIS COMPLETED FORM VIA:

**E-mail:**

**[exhibit.transportation@freeman.com](mailto:exhibit.transportation@freeman.com)**

**or**

**Fax: (469) 621-5810**

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

**SHOW #** (508857) \_\_\_\_\_

# WHAT ARE FREIGHT SERVICES?

---

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

## HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

## HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

## WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

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

## HOW SHOULD I LABEL MY FREIGHT?

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

## HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually. All shipments are subject to reweigh.
- On the Material Handling Form, locate the rate that applies to your shipment and multiply that rate by the weight of your shipment in pounds.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

## WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

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

## HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

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

## HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.
- After materials are packed, labeled and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times, and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will be rerouted on Freeman's carrier choice at the exhibitor's expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

## WHERE DO I GET A FORKLIFT?

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

## DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at [www.freeman.com](http://www.freeman.com).

## OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

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

FREEMAN®

# material handling simplified

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

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

**It's just easier!**



**MATERIAL HANDLING**

Freeman is the exclusive provider of material handling services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. You have two options for shipping your advance freight - either to the warehouse or directly to show site. Material handling charges will automatically be applied to your account upon receipt of each shipment. It is not necessary to return this form to receive material handling services.

**RATES**

<b>Material Handling</b> .....	<b>\$ 2.90 per pound</b>
Rate applies to shipments sent to either the warehouse or directly to show site.	
<b>Material Handling - After Deadline</b> .....	<b>\$ 3.63 per pound</b>
Rate applies to shipments arriving at the warehouse after <b>August 30, 2022</b> .	
<b>Material Handling - 10 lbs and under</b> .....	<b>Free of Charge</b>
This rate is per shipment. A qualifying shipment totals any number of pieces delivered to the same booth, by the same carrier, from the same shipper, on the same day, weighing 10 pounds or less.	

**IMPORTANT SHIPPING INFORMATION**

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

**Warehouse:**

- Avoid wait times at show site; ship to our warehouse!
- Warehouse receiving begins on **August 8, 2022**.
- Warehouse address: **Exhibiting Company Name / Booth #  
Home Care Tech Expo  
C/O TForce Freight / Freeman  
6571 Washington Blvd  
Elkridge, MD 21075**
- Please note that the Freeman warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigeration or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108"H x 93"W.

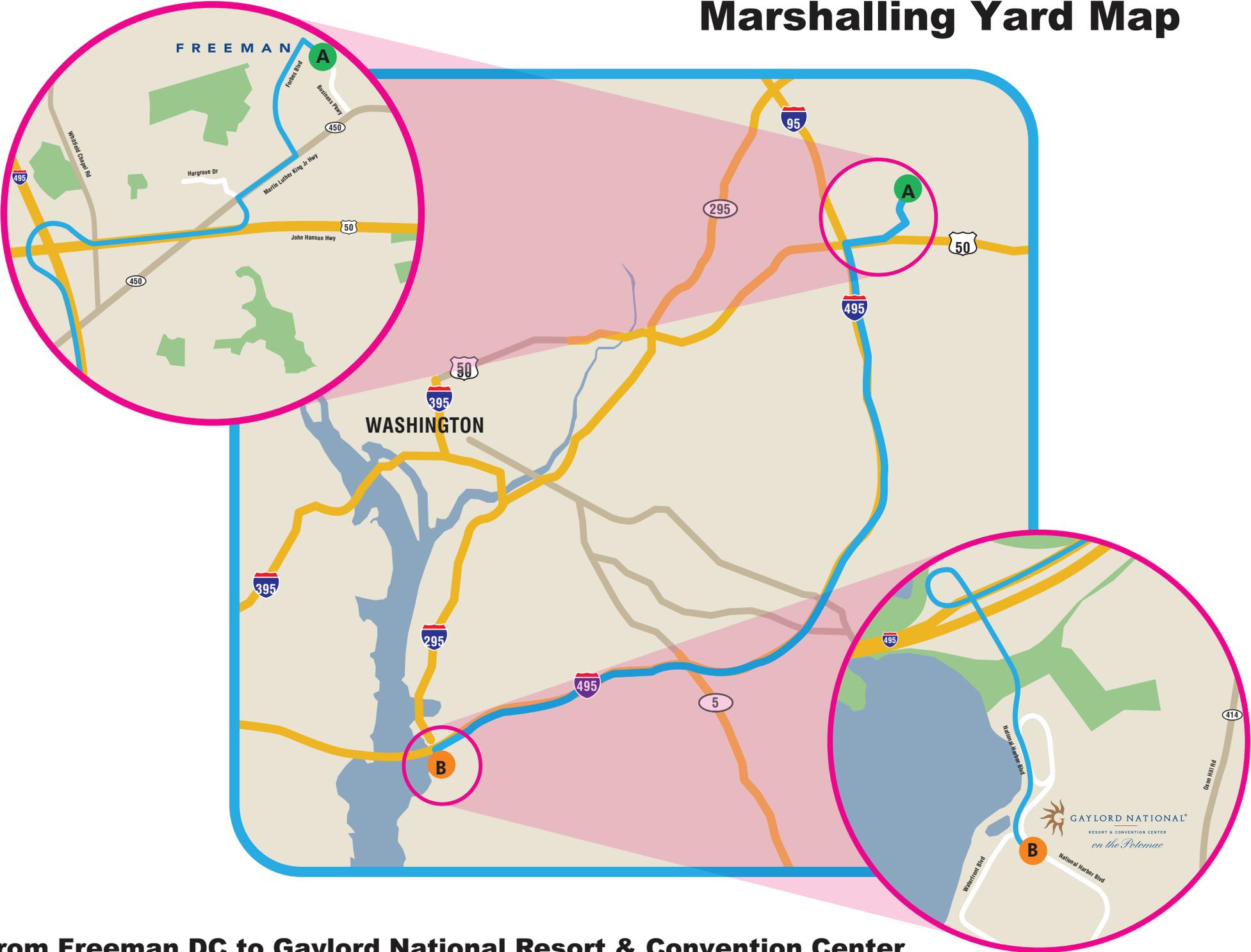
**Show Site:**

- Show site receiving begins on **September 6, 2022**.
- Show Site address: **Exhibiting Company Name / Booth #  
Home Care Tech Expo  
Gaylord National Resort & Convention Center  
C/O Freeman  
701 Waterfront St  
National Harbor, MD 20745**

**Outbound:**

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

# Marshalling Yard Map



**From Freeman DC to Gaylord National Resort & Convention Center**

# Directions from Freeman DC Marshalling Yard to Gaylord National Resort & Convention Center

**A** From Freeman, head southeast on Business Pkwy toward MD-704

Turn right at MD-704

Turn left at Hargrove Dr

Take the ramp onto US-50 W

Take exit 7A to merge onto I-495 S/I-95 S toward Richmond

Take exit 2A to merge onto National Harbor Blvd

Slight right to stay on National Harbor Blvd

**B** At the traffic circle, take the 2nd exit and stay on National Harbor Blvd until reaching the rear side of the building. Convention Center docks are on the right after the Hotel docks.

## **FREEMAN**

9900 Business Parkway  
Lanham, MD 20706

## **GAYLORD NATIONAL**

701 Waterfront Street  
National Harbor, MD 20745



(888) 508-5054  
Fax: (469) 621-5609

Place your order online at [www.freeman.com/store](http://www.freeman.com/store)

Submit order forms [here](#)

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_



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

**SHIPPING INFORMATION**

SHIP TO: COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

PHONE#: \_\_\_\_\_ ATTN: \_\_\_\_\_

SPECIAL INSTRUCTIONS: \_\_\_\_\_

**BILL TO:**  Same as Ship to:

COMPANY NAME: \_\_\_\_\_

DELIVERY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE/ PROVINCE: \_\_\_\_\_ ZIP/ POSTAL CODE: \_\_\_\_\_

**METHOD OF SHIPMENT**

**Select a Carrier:**

- Freeman Exhibit Transportation**       **Other Carrier**

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

Carrier Name: \_\_\_\_\_

Carrier Phone: \_\_\_\_\_

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

**Select a Level of Service:**

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

**Select Shipment Options (if applicable)**

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

**Select Desired Number of Labels:** \_\_\_\_\_

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

outbound shipping

**Freeman<sup>1</sup>**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: AUGUST 08, 2022**

**DEADLINE DATE IS: AUGUST 30, 2022**

**TO:** \_\_\_\_\_

*EXHIBITOR NAME*

**C/O:** TForce Freight / Freeman  
6571 Washington Blvd  
Elkridge, MD 21075

**WAREHOUSE**

(508857)

**EVENT:** Home Care Tech Expo

**BOOTH NO:** \_\_\_\_\_ **NO.** \_\_\_\_\_ **OF** \_\_\_\_\_ **PCS**

**Freeman<sup>1</sup>**

**R U S H**

**DO NOT DELAY**

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**C/O:** TForce Freight / Freeman  
6571 Washington Blvd  
Elkridge, MD 21075

**WAREHOUSE**

(508857)

**EVENT:** Home Care Tech Expo

**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.

**Freeman**

**R U S H**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE SEPTEMBER 06, 2022**

TO:

EXHIBITOR NAME

C/O: Freeman

Gaylord National Resort & Convention Center

701 Waterfront St

National Harbor, MD 20745

**SHOW SITE**

(508857)

EVENT: *Home Care Tech Expo*

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

**Freeman**

**R U S H**

**DO NOT DELAY**

**CANNOT DELIVER BEFORE SEPTEMBER 06, 2022**

TO:

EXHIBITOR NAME

C/O: Freeman

Gaylord National Resort & Convention Center

701 Waterfront St

National Harbor, MD 20745

**SHOW SITE**

(508857)

EVENT: *Home Care Tech Expo*

BOOTH NO: \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.  
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.  
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**Freeman<sup>1</sup>**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: AUGUST 08, 2022**

**DEADLINE DATE IS: AUGUST 30, 2022**

**TO:** \_\_\_\_\_

*EXHIBITOR NAME*

**C/O:** TForce Freight / Freeman  
6571 Washington Blvd  
Elkridge, MD 21075

**HANGING SIGN**

(508857)

**EVENT:** Home Care Tech Expo

**BOOTH NO:** \_\_\_\_\_ **NO.** \_\_\_\_\_ **OF** \_\_\_\_\_ **PCS**

**Freeman<sup>1</sup>**

**R U S H**

**DO NOT DELAY**

**RECEIVING DATE BEGINS: AUGUST 08, 2022**

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**TO:** \_\_\_\_\_

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**HANGING SIGN**

(508857)

**EVENT:** Home Care Tech Expo

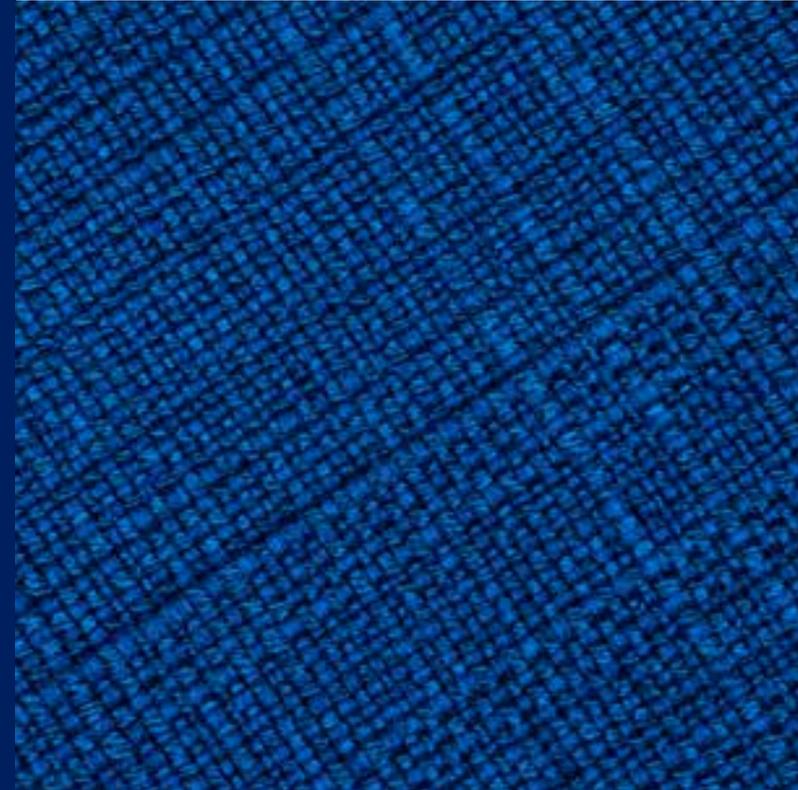
**BOOTH NO:** \_\_\_\_\_ **NO.** \_\_\_\_\_ **OF** \_\_\_\_\_ **PCS**

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.

## **Exhibitor support**

Visit us at [freeman.com](http://freeman.com) or call 1.888.508.5054 to speak to our award winning exhibitor support team.

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



## **Furnishings Brochure**



# Comfortable and Safe Networking

## Meaningful engagement doesn't have to be complicated.

Networking and connecting with peers face-to-face is a key objective of attending in-person events. Delivering environments which facilitate both ad-hoc and in-depth networking is important in accommodating attendee needs and will allow attendees to connect with peers effectively, comfortably, and safely.

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

Learn more about Freeman SafeConnect at [Freeman.com](https://freeman.com)



## Bowery Swivel Chairs & Sedona C-Tables

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

# Top Design Tips

for Tradeshow Booths.

10.

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



1.

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

2.

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



9.

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



8.

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



3.

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

4.

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



7.

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



6.

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



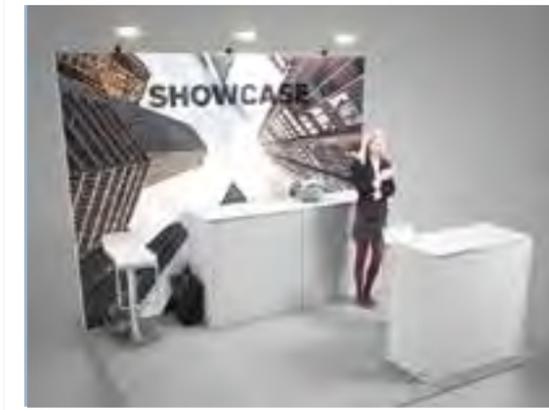
5.

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



## Complete The Look Of Your Exhibit Space

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



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

Shown here with **Zoey Barstools**

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

Shown here with **Banana Barstools**



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

Shown here with **Baja Chairs and Sydney Power Cocktail Table**

# Power Up In Style.

Denotes Powered Products 

## Powered Seating

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



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



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



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



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



## Powered Tables

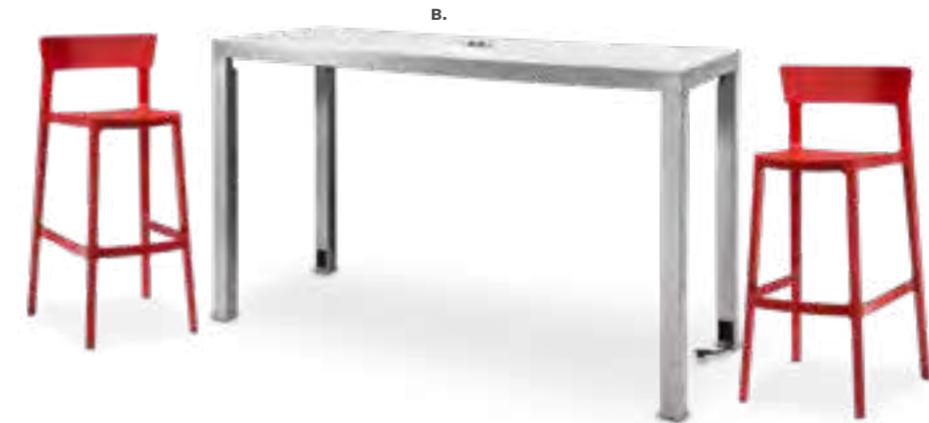
Use  
**Ventura 6'**  
**Bar or Café Tables**  
in your design to  
facilitate conversations  
while social  
distancing.



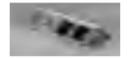
  
**Ventura Powered  
Bar Tables**  
72.25"L 26.25"D 42"H  
(silver frame)  
A) 820950 (black top)  
B) 820955 (white top)



POWERED  
DETAIL



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



POWERED  
DETAIL



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

# Take Charge.

Denotes Powered Products 

## Powered Tables

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

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



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

## Powered Pedestals

Denotes AC and USB charging outlets 



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

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

## Powered Tech Desk



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

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

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

# Take Charge.

Denotes Powered Products 

## Powered Tech Tablet Chair

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



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



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

## Powered Products

Denotes AC and USB charging outlets 

## Wireless Charging Table



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



## Village Charging Hub

-  **8502 Village Charging Hub**  
(cream)  
12"L 12"D 28.25"H



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

# Soft Seating

Create Engaging Booth Environments

## VALENCIA

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

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



Valencia Sofa & Chair 10'x10' Booth

## HEDGE

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

## Soft Seating Collections



## BAJA

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

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

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



## STERLING

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

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



## VALENCIA

**A) 810180 Chair**  
(spice orange velvet)  
28"L 30.5"D 31"H

**B) 83045 Sofa**  
(coffee brown velvet)  
63"L 30.5"D 31"H



## KEY LARGO

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

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

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

# Soft Seating

Denotes Powered Products 

## Create Engaging Booth Environments

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

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

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



Palm Beach Sofa & Swanson Chairs 10'x10' Booth



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

## Soft Seating Collections

Available in Power 



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



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



**NAPLES**   
A) 810119 Chair  
(black vinyl)  
36"L 30"D 33.25"H  
810120 (Powered)  
B) 830119 Sofa  
(black vinyl)  
87"L 30"D 33.25"H  
830121 (Powered)  
C) 830120 Loveseat  
(black vinyl)  
62"L 30"D 33.25"H  
830122 (Powered)

# Accent Chairs

## Create Space

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



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



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



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



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

# Meeting & Stage Chairs



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



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

# Accent Chairs

## Accent Chair Styles



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



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



Accent Tables | pg 26



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



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



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

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

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

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

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

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



A.



B.



D.



E.



F.

# Group Seating

## Lounges

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

### ZENITH

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

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



### LAGUNA

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

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



### MALBA

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

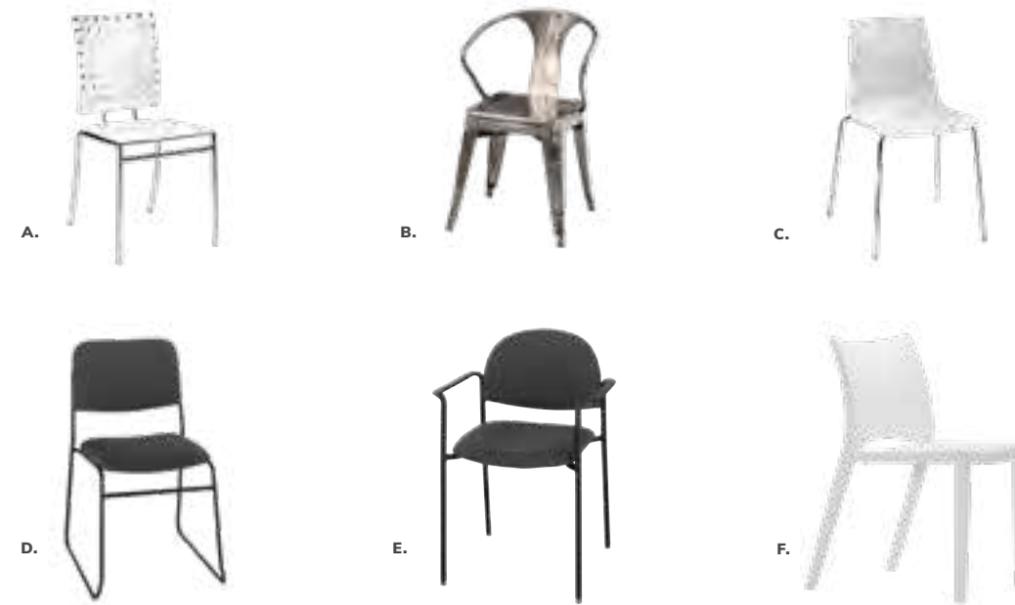


### MARINA

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



## Styles & Shapes



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

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

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

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

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

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

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

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



## Mix & Match

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

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

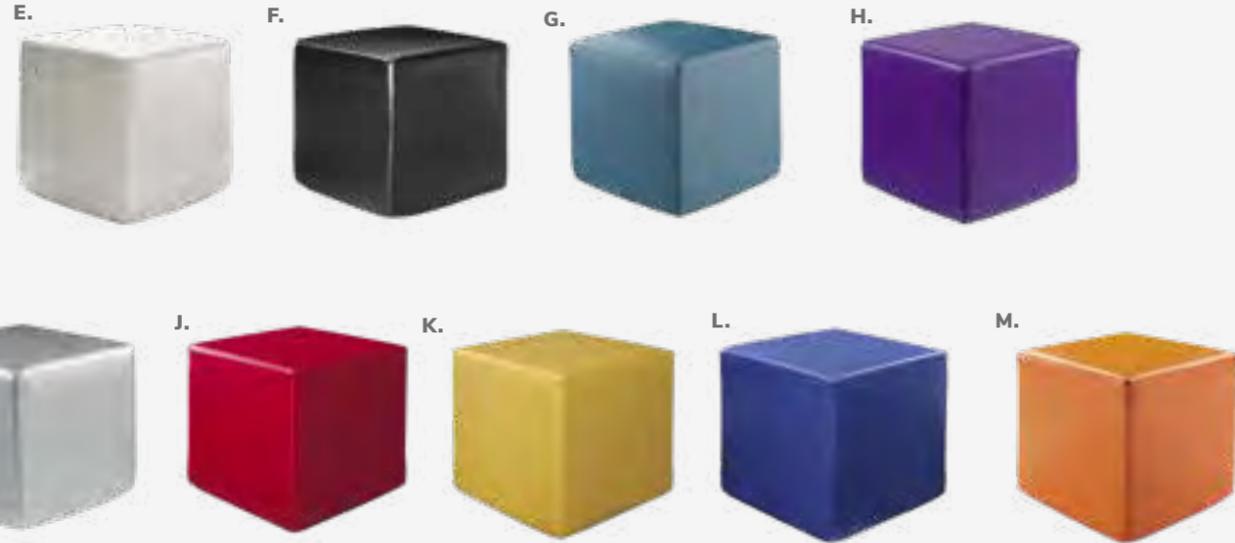


# Ottomans

## Vibe Cube

18"L 18"D 18"H

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



## Beverly Bench Ottomans



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

## Styles & Shapes



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

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



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

# Ottomans

## Beverly Small Bench Ottomans

30"L 20"D 18"H

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



## Marche Swivel Ottomans



### Marche Swivel Ottomans

17" RND 18"H

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

# Accent Tables

## Tables and Meeting Rooms

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



MESA

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

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

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

## Styles & Shapes



## ALONDRA

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

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

## GEO

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

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

# Accent Tables

## Tables and Meeting Rooms

### TAOS SIDE TABLES

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



### SEDONA SIDE TABLE

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



## Styles & Shapes

Available in Power



### SYDNEY

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

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

### REGIS

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

### SILVERADO

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

### WIRELESS

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

### AURA

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

# Café Tables



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



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

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



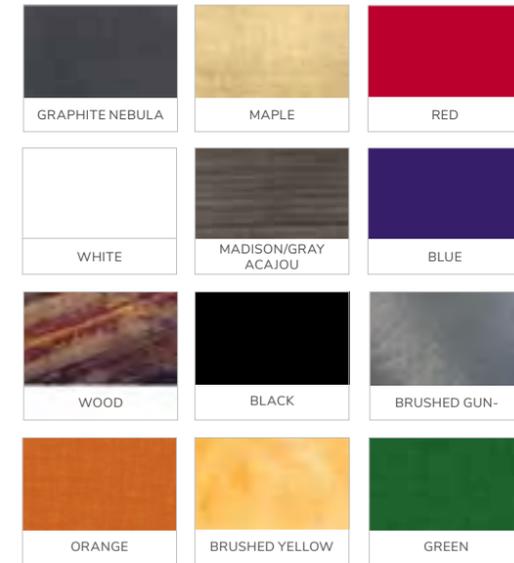
**30" Round Café Table**  
**A) 820941 Standard Black Base** (blue top) 30" RND 29"H  
**B) 81093 Lucent Chair** (frosted, acrylic) 19.5"L 19.75"D 32.5"H



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

## Customize and Create

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



### Café Tables Standard Black Base 30" RND 29"H

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

36" RND 29"H  
**8201243** (black)

### Café Tables Hydraulic Chrome Base 30" RND 29"H

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

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

## Mix & Match

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



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

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

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

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



# Bar Tables

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



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



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

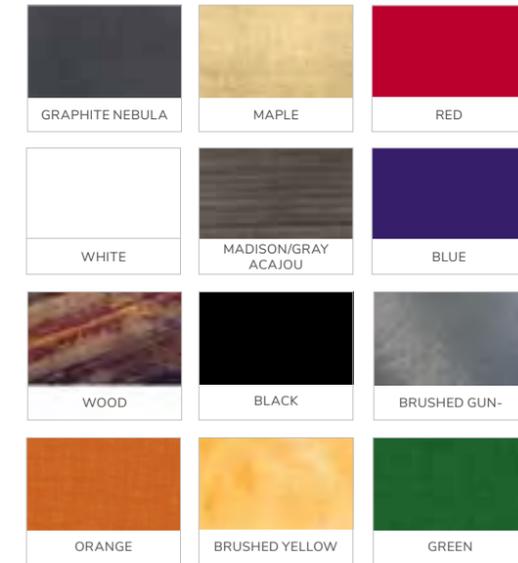


**G) 820240 30" Round Bar Table w/ Hydraulic Chrome Base**  
(Madison/gray acajou) 30" RND 45"H  
**H) 810848 Christopher Barstool** (white vinyl, chrome) 19"L 15"D 41"H



## Customize and Create

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



### Bar Tables Standard Black Base 30" RND 42"H

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

36" RND 42"H  
**8201241** (black)

### Bar Tables Hydraulic Chrome Base 30" RND 45"H

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

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

## Style & Design

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



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

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

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

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



# Barstools

## LIFT Barstools

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



## Marina Barstools



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

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

All frames brushed metal.

# Barstools

## Mix & Match

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

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

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

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

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

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

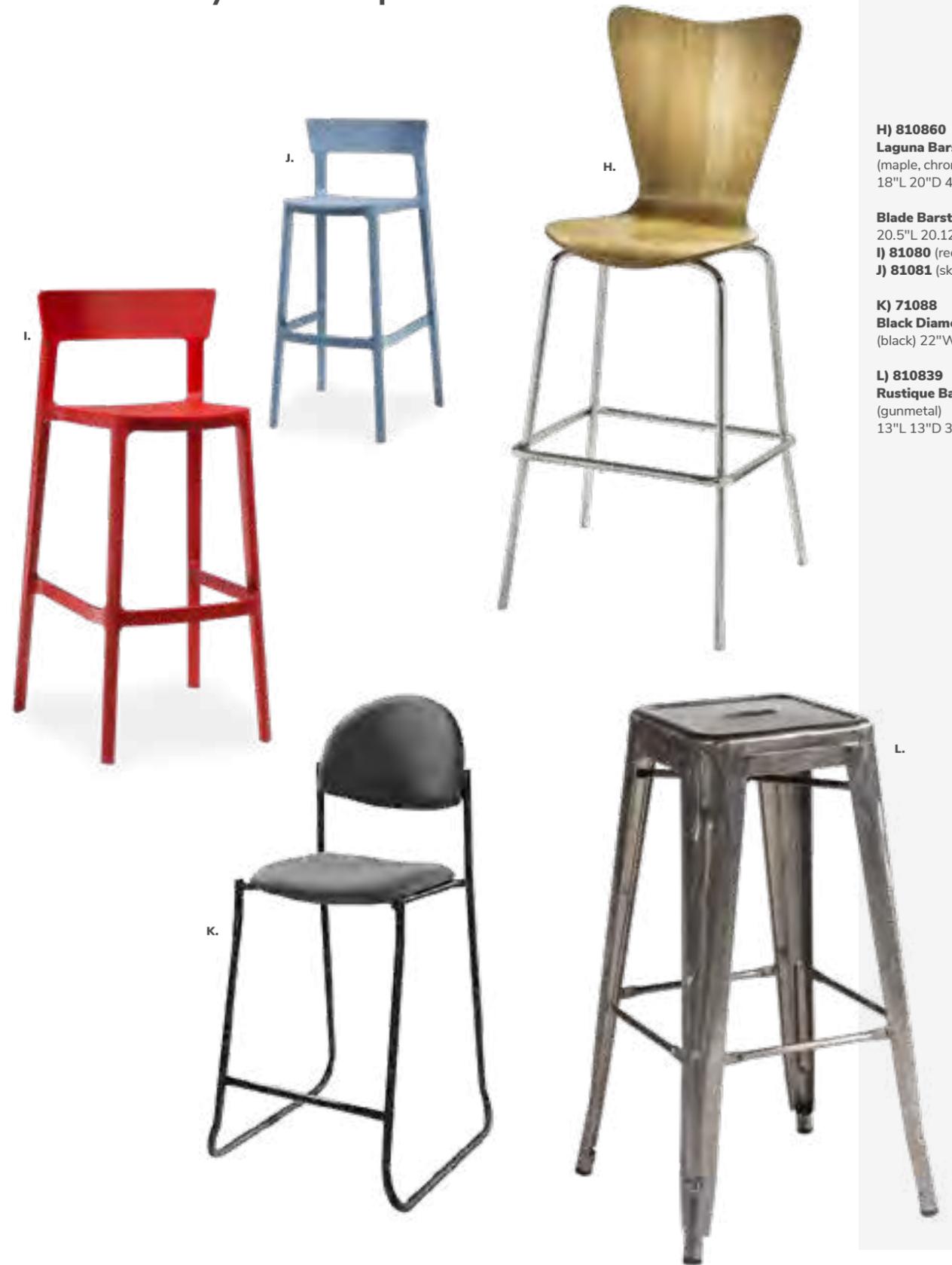


**210109 LIMERICK®**  
**Stool BY HERMAN MILLER™**  
 (white) 18" X 17.75"L X 44"H



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

## Barstools Styles & Shapes



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

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

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

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

# Conference Tables

## 42" Round Conference Table

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



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

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



## Geo Tables



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

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

## Work Space



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

# Conference Tables

## Madison

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

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

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



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

## Black Rectangular Conference Table



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

**Black Rectangular Conference Table**  
(black top, silver)

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

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

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

# Executive Seating

## Pro Executive High Back Chair

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



## Cupertino Mid Back Chair

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

## Genesis Chair

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

## Pro Executive Mid Back Chair

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



## Pro Executive Guest Chair

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



## Task Stool

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



# Communal and Powered Tables

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

## Table Top Options



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

Denotes AC and USB charging outlets

POWERED DETAIL

## Bar Tables



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

## Ventura Powered Bar Tables

(silver frame)  
 72.25"L 26.25"D 42"H

**A) 820950** (black top)  
**B) 820955** (white top)

## Ventura Communal Bar Tables

(silver frame)  
 72.25"L 26.25"D 42"H

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

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

Black Top  
**820952** (solid)

## Café Tables



## Ventura Powered Café Tables

(silver frame)  
 72.25"L 26.25"D 30"H

**A) 820964** (black top)  
**B) 820965** (white top)

## Ventura Communal Café Tables

(silver frame)  
 72.25"L 26.25"D 30"H

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

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

Black Top  
**E) 820962** (solid)

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

# Office Essentials



A.  
DESK BACK

B.



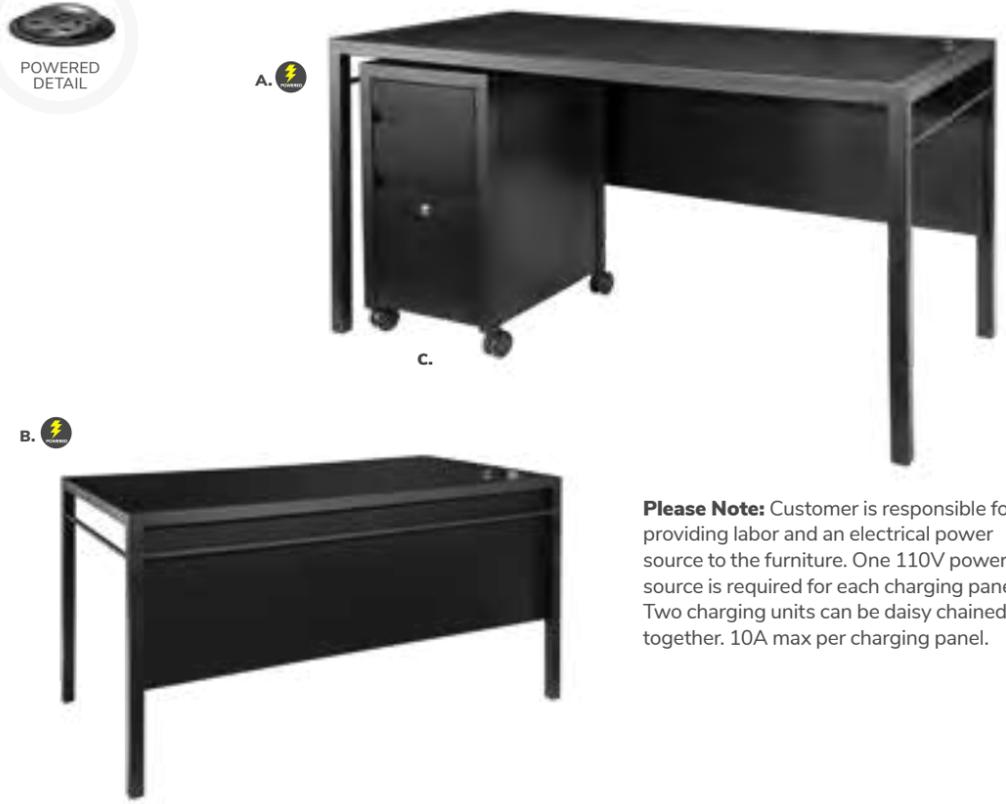
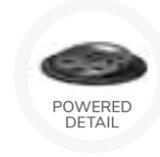
DESK FRONT

## MADISON

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

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

## Tech Powered Desk



A.

B.

C.

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

Denotes AC and USB charging outlets

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

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

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

## Lighting & Shelving



A.

B.

C.

D.

## ACCENT LAMPS

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

## SHELVING

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

# Show Essentials

Denotes AC and USB charging outlets 

## Midtown Powered Counter

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

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



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



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

## Midtown Bar

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

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

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



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

## Product Display Counter



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

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

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

# Show Essentials

## Greenery and Dividers

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

### HEDGE

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



## Miramar Dividers



A.

B.

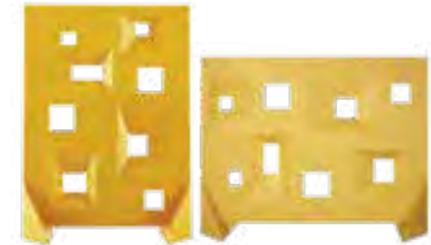
C.



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

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

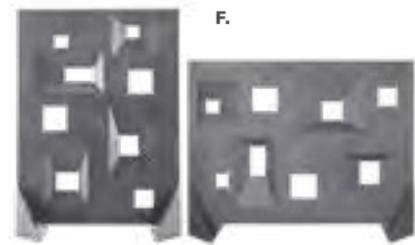
D.



E.



F.



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

# Show Essentials

## Product Kiosk & Display

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

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

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



## Stanchions & Signage

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

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



# Draped or Undraped Tables & Counters

## Table Drape Colors



Visit us at [freeman.com/store](http://freeman.com/store) to view full product line and place order.



## Sizing Chart\*

### 24"D X 30"H | Tables Draped

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

### 24"D X 42"H | Counter Draped

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

### 24"D X 30"H | Tables Undraped

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

### 24"D X 42"H | Counter Undraped

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

### 4th Side | Table Draped 30"

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

### 4th Side | Table Draped 42"

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

# Show Essentials

## Storage



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



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

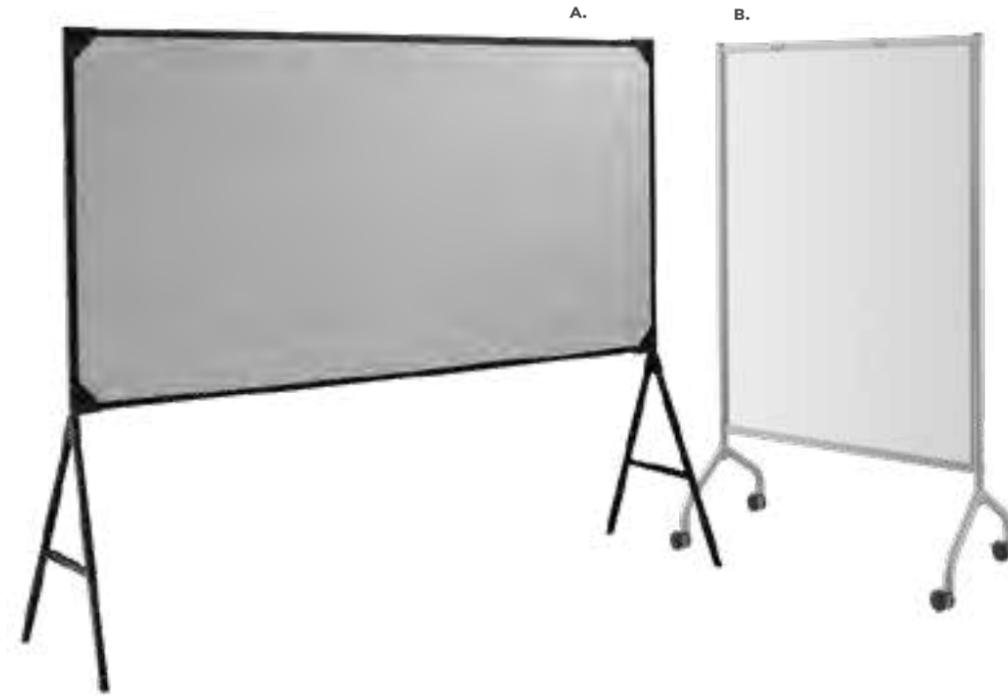
**8503001**  
**Large Refrigerator**  
(white) 14.0 cubic feet  
28"W X 28"L X 64"H



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



## Office Accessories



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

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



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

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

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

**F) 220106**  
**Corrugated Wastebasket**  
(black)

# Strategic planning with health & safety in mind

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

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

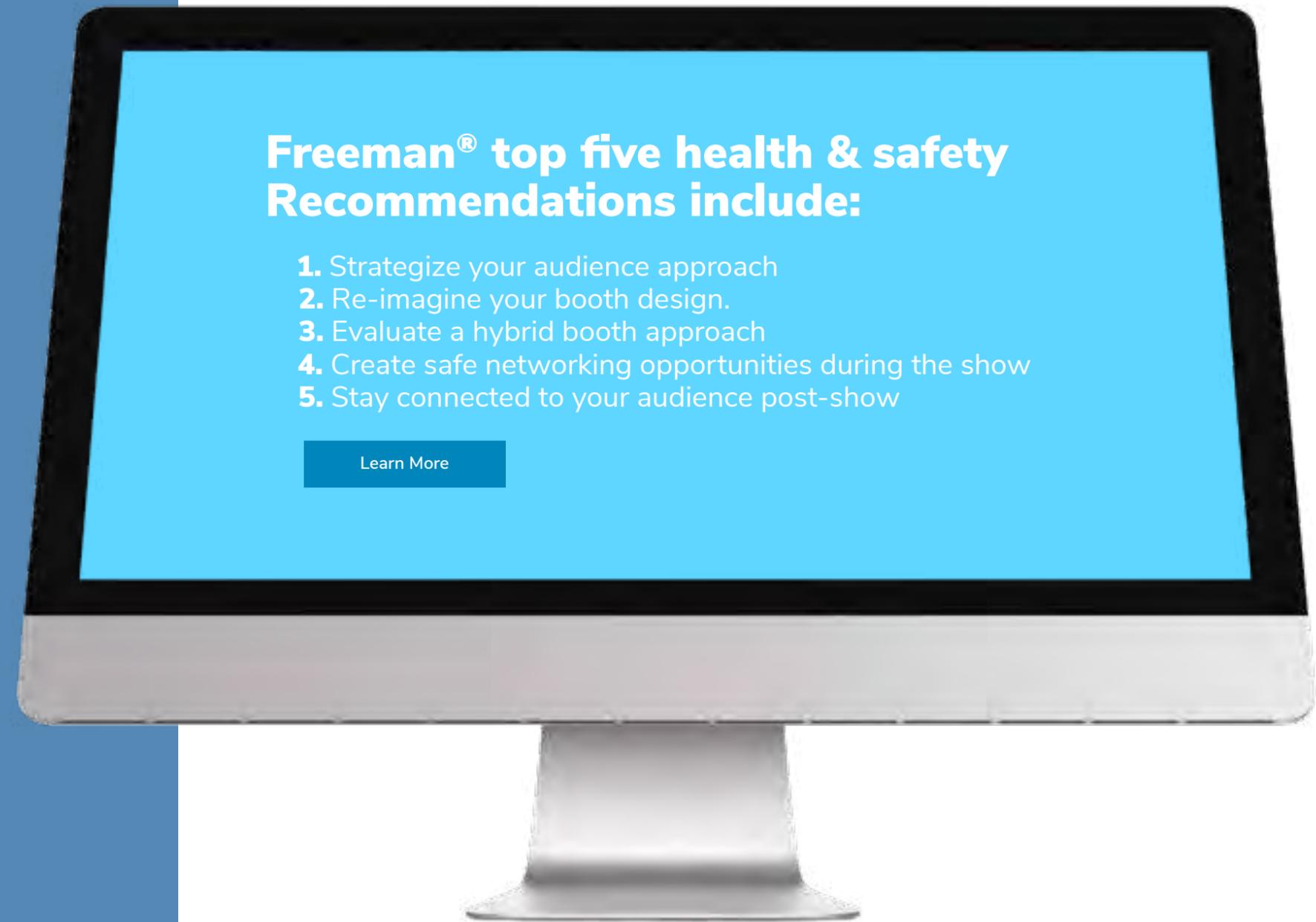
In all cases, we've put considerable thought into them.

[Click to learn more detailed, interactive, printable checklist.](#)

## Freeman® top five health & safety Recommendations include:

1. Strategize your audience approach
2. Re-imagine your booth design.
3. Evaluate a hybrid booth approach
4. Create safe networking opportunities during the show
5. Stay connected to your audience post-show

[Learn More](#)



# Health & Safety

## Safety Dividers

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

Personalize here

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

Also available in opaque and personalization available.

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



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

Also available in opaque and personalization available.



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

Also available in opaque and personalization available.

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

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

Also available in opaque and personalization available.



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

Also available in opaque and personalization available.



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

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

### Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available.

View those options [here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)

# Health & Safety

## Greenery and Dividers

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

### 20'x20' Midtown, Greenery Booth

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



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

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



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

*Also available in opaque and personalization available.*

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



Personalize here

### Please Note:

Safety dividers also available in opaque finish. Graphics and branding options also available.

View those options [Here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)



A.

B.

C.



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

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

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

# Health & Safety

## Stanchions & Booth Design

## Stanchions & Booth Design

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



**10'x10' - Beverly  
Demonstration Booth**

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



**10'x10' - Atherton Conversation Booth**

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



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



**10'x20' - Wireless Charging  
Engagement Booth**

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

# Health & Safety

## Safety & Directional Signage

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



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

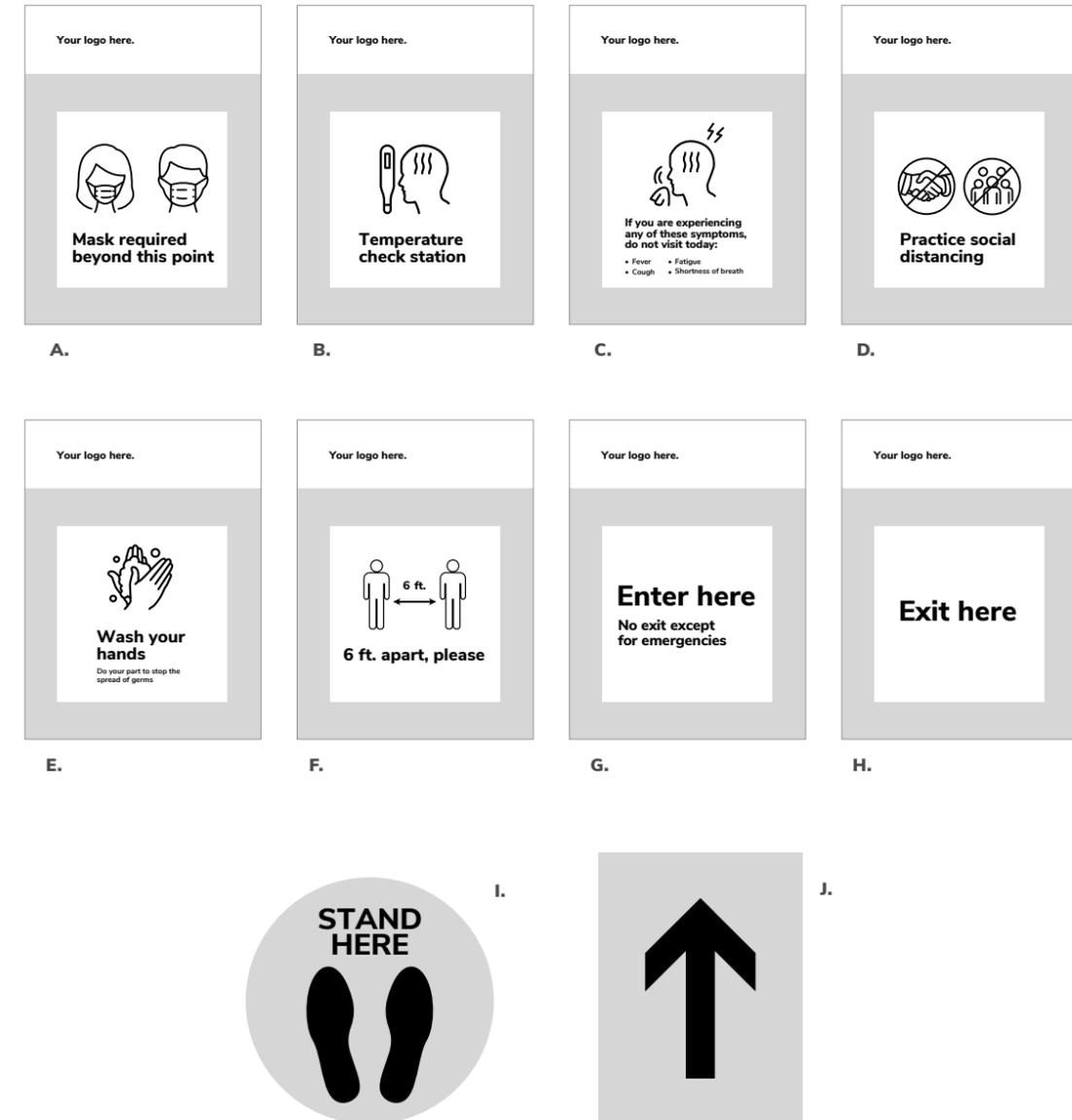
### 10'x10' - Atherton Conversation Booth

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



## Safety & Directional Signage

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



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

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

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

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

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

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

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

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

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

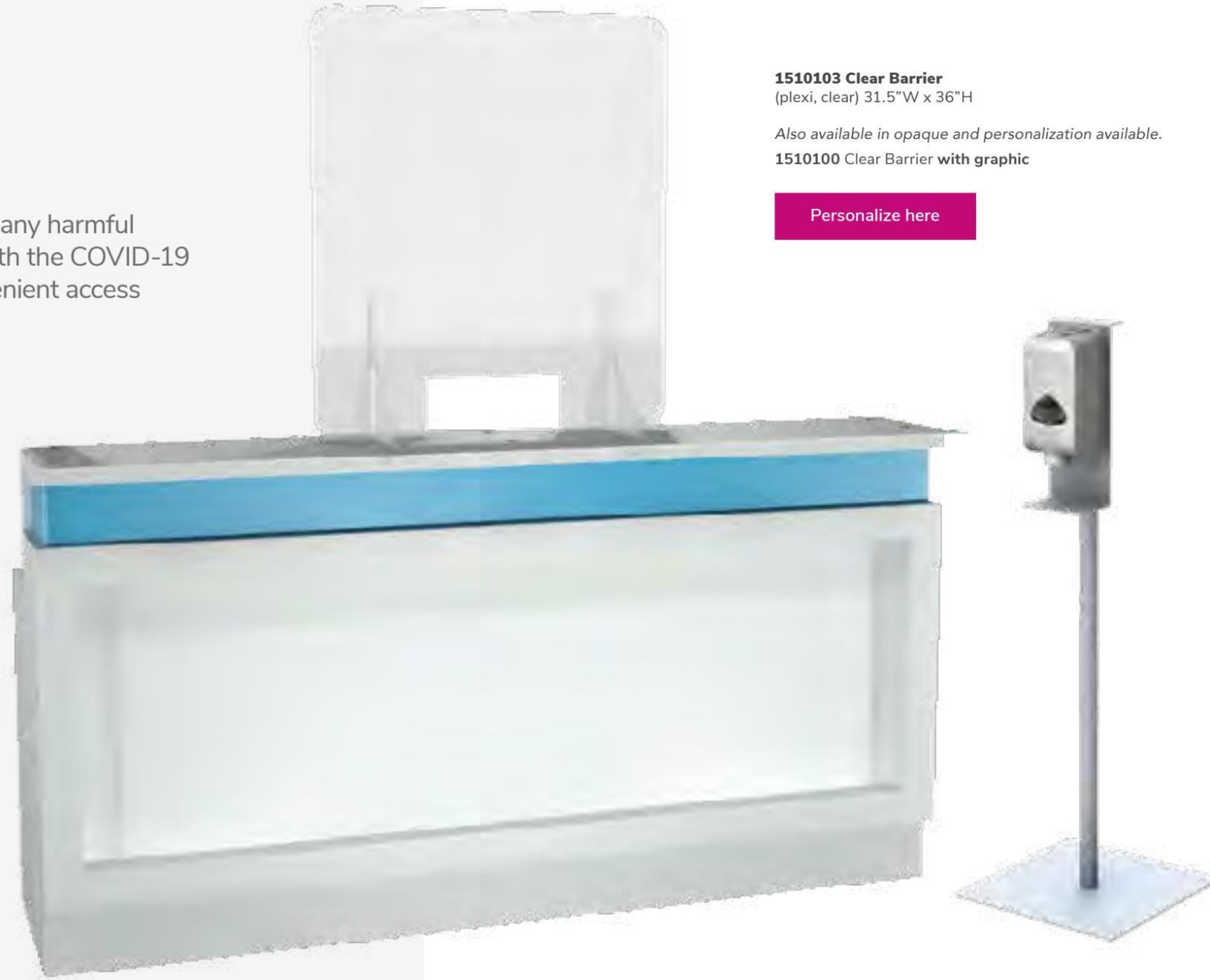
**J) Directional Arrow Floor Decal**  
**20303018** 18"W X 24"H

# Health & Safety

## Sanitization Product & Services

### Hand Sanitizing Stations

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



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

*Also available in opaque and personalization available.*

**1510100 Clear Barrier with graphic**

Personalize here

### Please Note:

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



(888) 508-5054  
 Fax: (469) 621-5609

Place your order online at  
[www.freeman.com/store](http://www.freeman.com/store)

Submit order forms [here](#).

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

Take advantage of the Online price by ordering at [www.freeman.com/store](http://www.freeman.com/store) by AUGUST 09, 2022.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>SOFT SEATING</b>						
<b>Naples Group - Black Vinyl</b>						
_____	810119	Chair.....	625.00	687.50	875.00	_____
_____	830120	Loveseat.....	725.00	797.50	1,015.00	_____
_____	830119	Sofa.....	825.00	907.50	1,155.00	_____
<b>Munich Group - Gray Fabric</b>						
_____	810151	Armless Chair.....	400.00	440.00	560.00	_____
<b>Baja Group - White Vinyl</b>						
_____	81050	Chair.....	625.00	687.50	875.00	_____
_____	83020	Loveseat.....	725.00	797.50	1,015.00	_____
_____	83019	Sofa.....	825.00	907.50	1,155.00	_____
<b>Valencia - Velvet</b>						
_____	810180	Chair - Spice Orange.....	500.00	550.00	700.00	_____
_____	83045	Sofa - Coffee Brown.....	650.00	715.00	910.00	_____
<b>Key Largo Group - Black Fabric</b>						
_____	830950	Loveseat.....	600.00	660.00	840.00	_____
_____	830951	Sofa.....	700.00	770.00	980.00	_____
_____	810950	Chair.....	500.00	550.00	700.00	_____
<b>Allegro Group - Blue Fabric</b>						
_____	81019	Chair.....	500.00	550.00	700.00	_____
_____	83015	Sofa.....	700.00	770.00	980.00	_____
<b>Fairfax Group - White Vinyl</b>						
_____	810949	Chair.....	400.00	440.00	560.00	_____
_____	830949	Sofa.....	600.00	660.00	840.00	_____
<b>Palm Beach - White Vinyl</b>						
_____	83040	Sofa.....	725.00	797.50	1,015.00	_____
<b>Sterling Group - Gray Fabric</b>						
_____	81037	Chair.....	725.00	797.50	1,015.00	_____
_____	8309	Sofa.....	975.00	1,072.50	1,365.00	_____
<b>Cordoba Group - Taupe/Black</b>						
_____	81048	Chair.....	N/A	N/A	N/A	_____
_____	83013	Loveseat.....	N/A	N/A	N/A	_____

**CASUAL SEATING**

<b>Ottomans</b>						
_____	815122	Endless Square - White Vinyl.....	410.00	451.00	574.00	_____
_____	815123	Endless Square - Black Vinyl.....	410.00	451.00	574.00	_____
_____	815953	Endless Curve - White Vinyl.....	435.00	478.50	609.00	_____
_____	815952	Endless Curve - Black Vinyl.....	435.00	478.50	609.00	_____
_____	81518	Vibe Cube - Blue Vinyl.....	150.00	165.00	210.00	_____
_____	81519	Vibe Cube - Red Vinyl.....	150.00	165.00	210.00	_____
_____	81525	Vibe Cube - Orange Vinyl.....	150.00	165.00	210.00	_____
_____	81517	Vibe Cube - Yellow Vinyl.....	150.00	165.00	210.00	_____
_____	81530	Vibe Cube - Black Vinyl.....	150.00	165.00	210.00	_____
_____	81531	Vibe Cube - White Vinyl.....	150.00	165.00	210.00	_____

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME:

BOOTH #:

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

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furnishings

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Ottomans (continued)</b>						
	81532	Vibe Cube - Steel Blue Vinyl.....	150.00	165.00	210.00	
	81533	Vibe Cube - Silver Vinyl.....	150.00	165.00	210.00	
	81534	Vibe Cube - Purple Vinyl.....	150.00	165.00	210.00	
	81535	Vibe Cube -Citrus Green Vinyl.....	150.00	165.00	210.00	
	81536	Vibe Cube - Taupe Vinyl.....	150.00	165.00	210.00	
	81537	Vibe Cube - Spice Orange Vinyl.....	150.00	165.00	210.00	
	81538	Vibe Cube - Desert Rose Vinyl.....	150.00	165.00	210.00	
	815151	Marche Swivel - Gray Fabric.....	210.00	231.00	294.00	
	815154	Marche Swivel - Red Fabric.....	210.00	231.00	294.00	
	815159	Marche Swivel - Blue Fabric.....	210.00	231.00	294.00	
	815152	Marche Swivel - Linen Fabric.....	210.00	231.00	294.00	
	815157	Marche Swivel - Meadow Green Fabric.....	210.00	231.00	294.00	
	815158	Marche Swivel - Pear Yellow Fabric.....	210.00	231.00	294.00	
	815156	Marche Swivel - Plum Fabric.....	210.00	231.00	294.00	
	815153	Marche Swivel - Raspberry Fabric.....	210.00	231.00	294.00	
	815155	Marche Swivel - Rose Quartz Fabric.....	210.00	231.00	294.00	
	815150	Marche Swivel - White Vinyl.....	210.00	231.00	294.00	
	815160	Marche Swivel - Orange Fabric.....	210.00	231.00	294.00	
	81540	Marche Swivel - Forest Green Vinyl.....	210.00	231.00	294.00	
	81541	Marche Swivel - Teal Velvet.....	210.00	231.00	294.00	
	81542	Marche Swivel - Distressed Brown Vinyl.....	210.00	231.00	294.00	
	81543	Marche Swivel - Black Vinyl.....	210.00	231.00	294.00	
	81539	Marche Swivel - Ivory Faux Sheep Fur.....	210.00	231.00	294.00	
<b>Beverly Bench Ottomans</b>						
	81550	Black Vinyl.....	410.00	451.00	574.00	
	81551	Brown Fabric.....	410.00	451.00	574.00	
	81552	Gray Fabric.....	410.00	451.00	574.00	
	81553	Linen Fabric.....	410.00	451.00	574.00	
	81554	Ocean Blue Fabric.....	410.00	451.00	574.00	
	81555	Red Fabric.....	410.00	451.00	574.00	
	81556	White Vinyl.....	410.00	451.00	574.00	
<b>Beverly Small Bench Ottomans</b>						
	81560	Black Vinyl.....	310.00	341.00	434.00	
	81561	Blue Fabric.....	310.00	341.00	434.00	
	81562	Brown Fabric.....	310.00	341.00	434.00	
	81563	Green Fabric.....	310.00	341.00	434.00	
	81565	Linen Fabric.....	310.00	341.00	434.00	
	81568	Red Fabric.....	310.00	341.00	434.00	
	81569	White Vinyl.....	310.00	341.00	434.00	
	81566	Lavender Fabric.....	310.00	341.00	434.00	
	81567	Orange Fabric.....	310.00	341.00	434.00	
	81564	Gray Fabric.....	310.00	341.00	434.00	
	81570	Yellow Fabric.....	310.00	341.00	434.00	
<b>Accent Chairs</b>						
	71089	Black Diamond Side Chair.....	135.00	148.50	189.00	
	71090	Black Diamond Arm Chair.....	150.00	165.00	210.00	
	810861	Laguna Chair - Maple/Chrome.....	160.00	176.00	224.00	

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Accent Chairs (continued)</b>						
	210108	Limerick® Chair by Herman Miller.....	90.00	99.00	126.00	
	810816	Madrid Chair - White Vinyl/Chrome.....	625.00	687.50	875.00	
	810948	Meeting Chair - White Vinyl.....	325.00	357.50	455.00	
	810164	Marina Chair - White Vinyl.....	180.00	198.00	252.00	
	810160	Marina Chair - Black Vinyl.....	180.00	198.00	252.00	
	810161	Marina Chair - Brown Fabric.....	180.00	198.00	252.00	
	810162	Marina Chair - Ocean Blue Fabric.....	180.00	198.00	252.00	
	810163	Marina Chair - Red Fabric.....	180.00	198.00	252.00	
	810131	Malba Chair - Gray Molded Plastic.....	115.00	126.50	161.00	
	810130	Malba Chair - Green Molded Plastic.....	115.00	126.50	161.00	
	810846	Christopher Chair - White Vinyl/Chrome.....	150.00	165.00	210.00	
	810851	Zenith Chair - White/Chrome.....	160.00	176.00	224.00	
	810841	Rustique Chair - Gunmetal.....	150.00	165.00	210.00	
	810837	Razor Armless Chair - White High Density Plastic.....	110.00	121.00	154.00	
	810875	Swanson Swivel Chair - White Vinyl.....	325.00	357.50	455.00	
	81083	Blade Chair - Sky Blue.....	110.00	121.00	154.00	
	81082	Blade Chair - Red.....	110.00	121.00	154.00	
	81093	Lucent Chair - Frosted Acrylic.....	200.00	220.00	280.00	
	810145	Wentworth Chair - Brown Vinyl.....	325.00	357.50	455.00	
	81024	Atherton Chair - Brown Leather.....	725.00	797.50	1,015.00	
	81034	Bowery Chair - Yellow Fabric.....	500.00	550.00	700.00	
	81035	Century Chair - Gray Velvet.....	500.00	550.00	700.00	
	81036	Lena Chair - Green Leather.....	500.00	550.00	700.00	
	81031	Montreal Chair - Blue Fabric.....	625.00	687.50	875.00	
	81032	Pasadena Chair - White Plastic.....	315.00	346.50	441.00	
	81038	Tech Chair - Gray Vinyl.....	625.00	687.50	875.00	
	81039	Tech Tablet Chair - Gray Vinyl.....	625.00	687.50	875.00	
	81046	Brooklyn Swivel Meeting Chair - White/Oak.....	N/A	N/A	N/A	
	81047	Brooklyn Swivel Meeting Chair - White/Black.....	N/A	N/A	N/A	
<b>Executive Seating</b>						
	71045	Gray Gaslift Chair Without Arms.....	240.00	264.00	336.00	
	810874	La Brea Swivel Chair - Charcoal Gray Fabric.....	400.00	440.00	560.00	
	810175	Genesis Chair - Black.....	250.00	275.00	350.00	
	810844	Pro Executive High Back Chair - White Vinyl.....	350.00	385.00	490.00	
	810946	Pro Executive High Back Chair - Black Vinyl.....	350.00	385.00	490.00	
	810945	Pro Executive Mid Back Chair - White Vinyl.....	350.00	385.00	490.00	
	810944	Pro Executive Mid Back Chair - Black Vinyl.....	350.00	385.00	490.00	
	810947	Pro Executive Guest Chair - Black Vinyl.....	350.00	385.00	490.00	
	810170	Cupertino Mid Back Chair - Black Vinyl.....	450.00	495.00	630.00	
<b>Barstools</b>						
	71088	Black Diamond Stool.....	195.00	214.50	273.00	
	71047	Gray Gaslift Stool without Arms.....	295.00	324.50	413.00	
	810860	Laguna Barstool - Maple/Chrome.....	210.00	231.00	294.00	
	210109	Limerick® Stool by Herman Miller.....	140.00	154.00	196.00	
	810872	Lift Barstool - Gray Vinyl/Chrome.....	195.00	214.50	273.00	
	810873	Lift Barstool - Red Vinyl/Chrome.....	195.00	214.50	273.00	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Barstools (continued)</b>						
_____	810871	Lift Barstool - Black Vinyl/Chrome.....	195.00	214.50	273.00	_____
_____	810870	Lift Barstool - White Vinyl/Chrome.....	195.00	214.50	273.00	_____
_____	810103	Banana Barstool - White Vinyl/Chrome.....	220.00	242.00	308.00	_____
_____	810104	Banana Barstool - Black Vinyl/Chrome.....	220.00	242.00	308.00	_____
_____	810850	Zenith Barstool - White/Chrome.....	210.00	231.00	294.00	_____
_____	810840	Zoey Barstool - White Vinyl/Chrome.....	340.00	374.00	476.00	_____
_____	810848	Christopher Barstool - White Vinyl/Chrome.....	210.00	231.00	294.00	_____
_____	810202	Shark Swivel Barstool - White Plastic/Chrome.....	350.00	385.00	490.00	_____
_____	810839	Rustique Barstool - Gunmetal.....	150.00	165.00	210.00	_____
_____	81080	Blade Barstool - Red.....	160.00	176.00	224.00	_____
_____	81081	Blade Barstool - Sky Blue.....	160.00	176.00	224.00	_____
_____	81092	Lucent Barstool - Frosted Acrylic.....	260.00	286.00	364.00	_____
_____	810135	Task Stool - Black Fabric.....	305.00	335.50	427.00	_____
_____	81026	Marina Barstool - Ocean Blue.....	240.00	264.00	336.00	_____
_____	81027	Marina Barstool - Black Vinyl.....	240.00	264.00	336.00	_____
_____	81028	Marina Barstool - Brown Fabric.....	240.00	264.00	336.00	_____
_____	81029	Marina Barstool - Red Fabric.....	240.00	264.00	336.00	_____
_____	81030	Marina Barstool - White Vinyl.....	240.00	264.00	336.00	_____

**Draped Tables & Counters**

**Draped Tables** - Tables are 24" wide  
 Black  Blue  White  Gray  Red

_____	124330	Draped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	124430	Draped Table 4'L x 30"H.....	175.00	192.50	245.00	_____
_____	124630	Draped Table 6'L x 30"H.....	210.00	231.00	294.00	_____
_____	124830	Draped Table 8'L x 30"H.....	225.00	247.50	315.00	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	50.00	55.00	70.00	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	50.00	55.00	70.00	_____
_____	124342	Draped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	124442	Draped Counter 4'L x 42"H.....	210.00	231.00	294.00	_____
_____	124642	Draped Counter 6'L x 42"H.....	230.00	253.00	322.00	_____
_____	124842	Draped Counter 8'L x 42"H.....	260.00	286.00	364.00	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	60.00	66.00	84.00	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	60.00	66.00	84.00	_____

**Undraped Tables & Counters**

_____	125330	Undraped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	125430	Undraped Table 4'L x 30"H.....	125.00	137.50	175.00	_____
_____	125630	Undraped Table 6'L x 30"H.....	160.00	176.00	224.00	_____
_____	125830	Undraped Table 8'L x 30"H.....	175.00	192.50	245.00	_____
_____	125342	Undraped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	125442	Undraped Counter 4'L x 42"H.....	150.00	165.00	210.00	_____
_____	125642	Undraped Counter 6'L x 42"H.....	170.00	187.00	238.00	_____
_____	125842	Undraped Counter 8'L x 42"H.....	200.00	220.00	280.00	_____

**Table Top Risers** - Risers are 8" wide

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Table Top Risers - Risers are 8" wide (continued)</b>						
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
<b>Pedestal Tables - Soho Series</b>						
_____	72069	Black Top Cafe Table - 30"H x 24"W.....	250.00	275.00	350.00	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	265.00	291.50	371.00	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	233.65	257.00	327.10	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	250.00	275.00	350.00	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	265.00	291.50	371.00	_____
<b>Pedestal Tables - Chelsea Series</b>						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	250.00	275.00	350.00	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	265.00	291.50	371.00	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	250.00	275.00	350.00	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	265.00	291.50	371.00	_____
<b>Pedestal Tables</b>						
_____	8201208	Hydraulic Base Cafe Table - Maple.....	395.00	434.50	553.00	_____
_____	8201207	Hydraulic Base Bar Table - Maple.....	395.00	434.50	553.00	_____
_____	8201209	Hydraulic Base Cafe Table - Graphite.....	410.00	451.00	574.00	_____
_____	8201211	Hydraulic Base Bar Table - Graphite.....	410.00	451.00	574.00	_____
_____	8201206	Hydraulic Base Cafe Table - Maple.....	410.00	451.00	574.00	_____
_____	8201205	Hydraulic Base Bar Table - Maple.....	410.00	451.00	574.00	_____
_____	820126	Hydraulic Base Cafe Table - White Laminate.....	410.00	451.00	574.00	_____
_____	820125	Hydraulic Base Bar Table - White Laminate.....	410.00	451.00	574.00	_____
_____	820241	Madison Hydraulic Base Cafe Table - Gray Acajou.	395.00	434.50	553.00	_____
_____	820240	Madison Hydraulic Base Bar Table - Gray Acajou...	395.00	434.50	553.00	_____
_____	820265	Madison Cafe Table - Gray Acajou.....	295.00	324.50	413.00	_____
_____	820264	Madison Bar Table - Gray Acajou.....	295.00	324.50	413.00	_____
_____	8201220	30" Cafe Table Black Base - White Laminate.....	295.00	324.50	413.00	_____
_____	8201221	30" Bar Table Black Base - White Laminate.....	295.00	324.50	413.00	_____
_____	8201222	30" Bar Table Chrome Base - White Laminate.....	395.00	434.50	553.00	_____
_____	8201223	30" Cafe Table Chrome Base - White Laminate.....	395.00	434.50	553.00	_____
_____	820920	30" Bar Table Chrome Hydraulic Base - Red.....	395.00	434.50	553.00	_____
_____	820921	30" Cafe Table Chrome Hydraulic Base - Red.....	395.00	434.50	553.00	_____
_____	820922	30" Bar Table Chrome Hydraulic Base - Graphite....	395.00	434.50	553.00	_____
_____	820923	30" Cafe Table Chrome Hydraulic Base - Graphite....	395.00	434.50	553.00	_____
_____	820930	30" Bar Table w/ Hydraulic Base - Blue.....	395.00	434.50	553.00	_____
_____	820931	30" Bar Table w/ Black Base - Blue.....	295.00	324.50	413.00	_____
_____	820932	30" Bar Table w/ Hydraulic Base - Wood.....	395.00	434.50	553.00	_____
_____	820933	30" Bar Table w/ Black Base - Wood.....	295.00	324.50	413.00	_____
_____	820940	30" Cafe Table w/ Hydraulic Base - Blue.....	395.00	434.50	553.00	_____
_____	820941	30" Cafe Table w/ Black Base - Blue.....	295.00	324.50	413.00	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Pedestal Tables (continued)</b>						
_____	820942	30" Cafe Table w/ Hydraulic Base - Wood.....	395.00	434.50	553.00	_____
_____	820943	30" Cafe Table w/ Black Base - Wood.....	295.00	324.50	413.00	_____
_____	820910	30" Bar Table w/ Hydraulic Base - Gunmetal.....	395.00	434.50	553.00	_____
_____	820911	30" Bar Table w/ Hydraulic Base - Black.....	395.00	434.50	553.00	_____
_____	820912	30" Bar Table w/ Hydraulic Base - Green.....	395.00	434.50	553.00	_____
_____	820913	30" Bar Table w/ Hydraulic Base - Orange.....	395.00	434.50	553.00	_____
_____	820268	30" Bar Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	820914	30" Bar Table w/ Hydraulic Base - Yellow.....	395.00	434.50	553.00	_____
_____	820915	30" Bar Table w/ Black Base - Gunmetal.....	295.00	324.50	413.00	_____
_____	820916	30" Bar Table w/ Black Base - Black.....	295.00	324.50	413.00	_____
_____	820917	30" Bar Table w/ Black Base - Green.....	295.00	324.50	413.00	_____
_____	820918	30" Bar Table w/ Black Base - Orange.....	295.00	324.50	413.00	_____
_____	820919	30" Bar Table w/ Black Base - Yellow.....	295.00	324.50	413.00	_____
_____	820269	30" Bar Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	8201230	30" Cafe Table w/ Hydraulic Base - Gunmetal.....	395.00	434.50	553.00	_____
_____	8201231	30" Cafe Table w/ Hydraulic Base - Black.....	395.00	434.50	553.00	_____
_____	8201232	30" Cafe Table w/ Hydraulic Base - Green.....	395.00	434.50	553.00	_____
_____	8201233	30" Cafe Table w/ Hydraulic Base - Orange.....	395.00	434.50	553.00	_____
_____	8201234	30" Cafe Table w/ Hydraulic Base - Yellow.....	395.00	434.50	553.00	_____
_____	820270	30" Cafe Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	8201235	30" Cafe Table w/ Black Base - Gunmetal.....	295.00	324.50	413.00	_____
_____	8201236	30" Cafe Table w/ Black Base - Black.....	295.00	324.50	413.00	_____
_____	8201237	30" Cafe Table w/ Back Base - Green.....	295.00	324.50	413.00	_____
_____	8201238	30" Cafe Table w/ Black Base - Orange.....	295.00	324.50	413.00	_____
_____	8201239	30" Cafe Table w/ Black Base - Yellow.....	295.00	324.50	413.00	_____
_____	820271	30" Cafe Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	8201240	36" Bar Table w/ Hydraulic Base - Black.....	410.00	451.00	574.00	_____
_____	8201241	36" Bar Table w// Black Base - Black.....	325.00	357.50	455.00	_____
_____	8201242	36" Cafe Table w/ Hydraulic Base - Black.....	410.00	451.00	574.00	_____
_____	8201243	36" Cafe Table w/ Black Base - Black.....	325.00	357.50	455.00	_____
_____	820273	36" Bar Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	820272	36" Bar Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	820267	36" Cafe Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	_____
_____	820274	36" Cafe Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	_____

**Accent Tables**

_____	82015	Silverado End Table - Tempered Glass/Painted Steel.....	295.00	324.50	413.00	_____
_____	82014	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	375.00	412.50	525.00	_____
_____	820252	Alondra End Table - Glass/Chrome.....	295.00	324.50	413.00	_____
_____	820250	Alondra Cocktail Table - Glass/Chrome.....	375.00	412.50	525.00	_____
_____	820253	Alondra End Table - Wood/Chrome.....	295.00	324.50	413.00	_____
_____	820251	Alondra Cocktail Table - Wood/Chrome.....	375.00	412.50	525.00	_____
_____	8201224	Atomic 36" Round Table - Glass/Chrome.....	380.00	418.00	532.00	_____
_____	8201225	Atomic 42" Round Table - Glass/Chrome.....	395.00	434.50	553.00	_____
_____	82028	Geo End Table - Wood/Black Steel.....	250.00	275.00	350.00	_____
_____	82027	Geo Cocktail Table - Wood/Black Steel.....	325.00	357.50	455.00	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	82035	Geo End Table - Glass/Chrome.....	250.00	275.00	350.00	
	82034	Geo Cocktail Table - Glass/Chrome.....	325.00	357.50	455.00	
	82054	Sydney End Table - Black Laminate/Brushed Steel..	250.00	275.00	350.00	
	82055	Sydney End Table - White Laminate/Brushed Steel..	250.00	275.00	350.00	
	82052	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	325.00	357.50	455.00	
	82053	Sydney Cocktail Table - White Laminate/Brushed Steel.....	325.00	357.50	455.00	
	82079	Sydney End Table - Blue Laminate/Brushed Steel....	250.00	275.00	350.00	
	82080	Sydney End Table - Wood Laminate/Brushed Steel..	250.00	275.00	350.00	
	82077	Sydney Cocktail Table - Blue Laminate/Brushed Steel.....	325.00	357.50	455.00	
	82078	Sydney Cocktail Table - Wood Laminate/Brushed Steel.....	325.00	357.50	455.00	
	82075	Regis End Table - Brushed Metal.....	295.00	324.50	413.00	
	82074	Regis Bench Table - Brushed Metal.....	375.00	412.50	525.00	
	820844	Aura Round Table - White Metal.....	175.00	192.50	245.00	
	82043	Geo Square-Round Table - Glass/Black Steel.....	395.00	434.50	553.00	
	82044	Geo Square-Round Table - Glass/Chrome.....	395.00	434.50	553.00	
	8201226	Rustique Square Metal Bar Table - Gray.....	350.00	385.00	490.00	
	820130	Mesa Cocktail Table - Black/Bronze.....	325.00	357.50	455.00	
	820131	Mesa Cocktail Table - Glass/Bronze.....	325.00	357.50	455.00	
	820132	Mesa Cocktail Table - Wood/Bronze.....	325.00	357.50	455.00	
	820133	Mesa End Table - Black/Bronze.....	250.00	275.00	350.00	
	820134	Mesa End Table - Glass/Bronze.....	250.00	275.00	350.00	
	820135	Mesa End Table - Wood/Bronze.....	250.00	275.00	350.00	
	820310	Sedona Side Table - Black/Bronze.....	175.00	192.50	245.00	
	820311	Sedona Side Table - Wood/Bronze.....	175.00	192.50	245.00	
	820312	Sedona Side Table - White/Bronze.....	175.00	192.50	245.00	
	820320	Taos Side Table - Black/Bronze.....	175.00	192.50	245.00	
	820321	Taos Side Table Wood/Bronze.....	175.00	192.50	245.00	
	820322	Taos Side Table - White/Bronze.....	175.00	192.50	245.00	
<b>Conference Tables</b>						
	82041	Geo Conference Table - Glass/Black Steel.....	495.00	544.50	693.00	
	82051	Geo Conference Table - Glass/Chrome.....	495.00	544.50	693.00	
	820260	Madison Conference Table - Gray Acajou.....	450.00	495.00	630.00	
	820708	42" Round Conference Table - White Laminate.....	450.00	495.00	630.00	
	820261	Madison 5' Conference Table - Gray Acajou.....	595.00	654.50	833.00	
	820262	Madison 8' Conference Table - Gray Acajou.....	1,050.00	1,155.00	1,470.00	
	820263	Madison 10' Conference Table - Gray Acajou.....	1,050.00	1,155.00	1,470.00	
	820951	Ventura Bar Table - Maple w/ Grommets.....	700.00	770.00	980.00	
	820952	Ventura Communal Bar Table - Black.....	700.00	770.00	980.00	
	820953	Ventura Bar Table - White w/ Grommets.....	700.00	770.00	980.00	
	820954	Ventura Communal Bar Table - Maple.....	700.00	770.00	980.00	
	820956	Ventura Communal Bar Table - White.....	700.00	770.00	980.00	
	820963	Ventura Communal Cafe Table - Maple.....	600.00	660.00	840.00	
	820960	Ventura Cafe Table - Maple w/ Grommets.....	600.00	660.00	840.00	
	820961	Ventura Cafe Table - White w/ Grommets.....	600.00	660.00	840.00	

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	820966	Ventura Communal Cafe Table - White.....	600.00	660.00	840.00	
	820962	Ventura Communal Cafe Table - Black.....	600.00	660.00	840.00	
	8201244	42" Round Conference Table - Black Laminate.....	450.00	495.00	630.00	
	8201	10' Table - Black Laminate.....	1,050.00	1,155.00	1,470.00	
	8203	5' Table - Black Laminate.....	595.00	654.50	833.00	
	8205	8' Table - Black Laminate.....	1,050.00	1,155.00	1,470.00	
<b>Office</b>						
	84075	Madison Desk - Gray Acajou.....	654.50	719.95	916.30	
	84078	Madison Bookcase - Gray Acajou.....	396.90	436.60	555.65	
<b>Computer Desks/Tables</b>						
	820706	Work Desk - White Laminate.....	395.00	434.50	553.00	

**POWERED**

<b>Powered Seating</b>						
	810120	Naples Chair, Powered - Black Vinyl.....	725.00	797.50	1,015.00	
	830122	Naples Loveseat, Powered - Black Vinyl.....	825.00	907.50	1,155.00	
	830121	Naples Sofa, Powered - Black Vinyl.....	925.00	1,017.50	1,295.00	

<b>Powered Tables</b>						
	820950	Ventura Communal Bar Table, Powered - Black.....	800.00	880.00	1,120.00	
	820955	Ventura Communal Bar Table, Powered - White.....	800.00	880.00	1,120.00	
	820964	Ventura Communal Cafe Table, Powered - Black.....	700.00	770.00	980.00	
	820965	Ventura Communal Cafe Table, Powered - White.....	700.00	770.00	980.00	
	84083	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	798.80	878.70	1,118.30	
	84084	Tech Desk, Powered - Black Metal.....	594.00	653.40	831.60	
	82076	Sydney Cocktail Table, Powered - Black.....	425.00	467.50	595.00	
	82073	Sydney Cocktail Table, Powered - White.....	425.00	467.50	595.00	
	8202	10' Table, Powered - Black Laminate.....	1,150.00	1,265.00	1,610.00	
	8204	5' Table, Powered - Black Laminate.....	695.00	764.50	973.00	
	8206	8' Table, Powered - Black Laminate.....	1,150.00	1,265.00	1,610.00	

<b>Powered Pedestals</b>						
	85060	Powered Locking Pedestal 36" H, Black.....	561.00	617.10	785.40	
	85061	Powered Locking Pedestal 36" H, White.....	561.00	617.10	785.40	
	85062	Powered Locking Pedestal 42" H, Black.....	671.00	738.10	939.40	
	85063	Powered Locking Pedestal 42" H, White.....	671.00	738.10	939.40	
	820710	Wireless Charging Table, Powered.....	395.00	434.50	553.00	

<b>Midtown Counters &amp; Bars</b>						
	850103	Midtown Powered Counter Unlighted - Pewter.....	1,647.25	1,812.00	2,306.15	
	850102	Midtown Powered Counter Lighted w/ Plug-In - Pewter.....	1,922.25	2,114.50	2,691.15	
	850101	Midtown Bar Unlighted - Pewter.....	1,482.25	1,630.50	2,075.15	
	850100	Midtown Bar Lighted w/ Plug-In - Pewter.....	1,757.25	1,933.00	2,460.15	

**DISPLAY & ACCESSORIES**

<b>Product Storage</b>						
	84080	3 Door File Cabinet on Castors - Black .....	206.25	226.90	288.75	
	85020	Posh Shelving w/ Chrome Frame - White.....	613.25	674.60	858.55	

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

Take advantage of the Online price by ordering at [www.freeman.com/store](http://www.freeman.com/store) by **AUGUST 09, 2022.**

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
<b>Refrigerator</b>						
_____	8503001	Refrigerator - White.....	1,787.50	1,966.25	2,502.50	_____
_____	8983000	Small Refrigerator.....	N/A	N/A	N/A	_____
<b>Lighting</b>						
_____	850707	Mason Table Lamp - White/Brushed Silver.....	170.50	187.55	238.70	_____
_____	850708	Mason Floor Lamp - White/Brushed Silver.....	255.75	281.35	358.05	_____
<b>Display</b>						
_____	75030	Display Cube - Black - 12" Small.....	315.85	347.45	442.20	_____
_____	75031	Display Cube - Black - 18" Medium.....	352.45	387.70	493.45	_____
_____	75032	Display Cube - Black - 24" Large.....	385.35	423.90	539.50	_____
_____	72056	Display Counter - Black.....	571.65	628.80	800.30	_____
<b>Boxwood Hedges</b>						
_____	85030	7' Boxwood Hedge.....	586.00	644.60	820.40	_____
_____	85035	4' Boxwood Hedge.....	304.00	334.40	425.60	_____
<b>Accessories</b>						
_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	186.55	205.20	261.15	_____
_____	220118	Chrome Sign Holder.....	127.00	139.70	177.80	_____
_____	750135	Round Literature Rack.....	247.30	272.05	346.20	_____
_____	750136	Flat Literature Rack.....	181.30	199.45	253.80	_____
_____	220109	Chrome Coat Tree.....	72.30	79.55	101.20	_____
_____	220134	Aluminum Easel.....	60.10	66.10	84.15	_____
_____	220110	Chrome Bag Rack.....	115.40	126.95	161.55	_____
_____	10201484	Floor Standing Bulletin Board.....	250.85	275.95	351.20	_____
_____	220106	Corrugated Wastebasket.....	25.00	27.50	35.00	_____
_____	8502	Village Charging Hub.....	266.75	293.45	373.45	_____
<b>Special Drape</b>						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Gray <input type="checkbox"/> Red						
_____	12103	Special Drape 3'H (per ft.).....	21.40	23.55	29.95	_____
_____	12108	Special Drape 8'H (per ft.).....	27.85	30.65	39.00	_____

TOTAL COST	
Total Cost = \$ _____	
Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.	

Freeman<sup>1</sup>

# Flooring solutions

Stand out in style.

Visit us at [freeman.com](http://freeman.com)



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## Your exhibit's flooring should complement your brand

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

# Most popular flooring options

Freeman offers the widest selection of flooring options, ensuring you can take your booth to the next level.

Choose from varying carpet weights to fit your level of comfort and durability or stand out with vinyl and turf.

Continue reading for more detail on each flooring option.

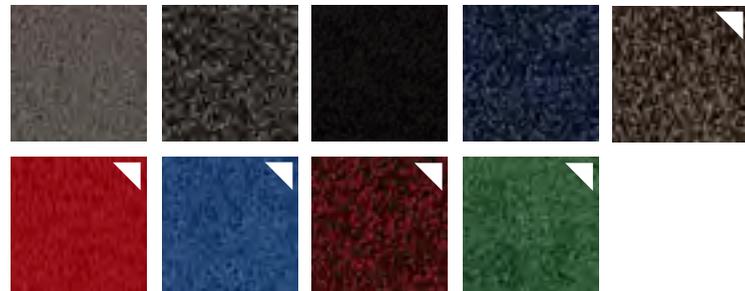
**Be sure to order before the discount deadline!**

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

▼ = Available only before the discount deadline

## Classic Collection

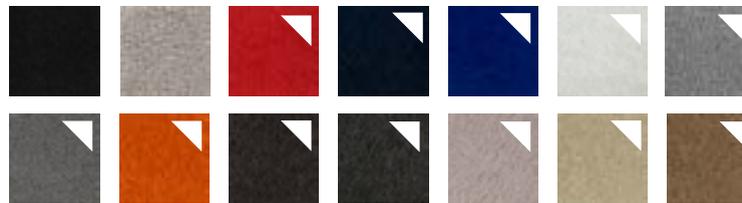
16oz carpet



## Designer Plus Collection

30oz carpet

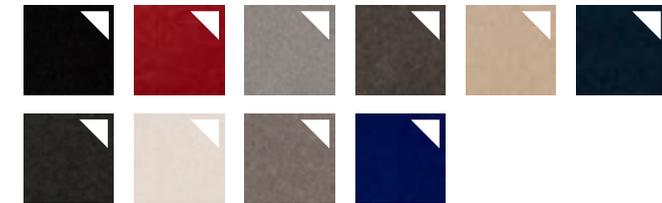
NEW



## Supreme Collection

45oz carpet

NEW



## Expo Flex Collection

10ft vinyl

NEW



## Event Flex Collection

12ft vinyl

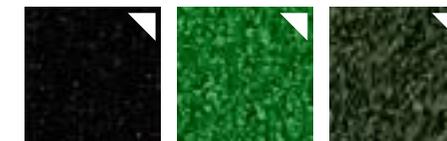
NEW



## Riviera + Parkside Collections

Turf

NEW



# Classic Collection

16oz

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

For fast, easy ordering, visit us at [freeman.com/find-show](https://freeman.com/find-show)



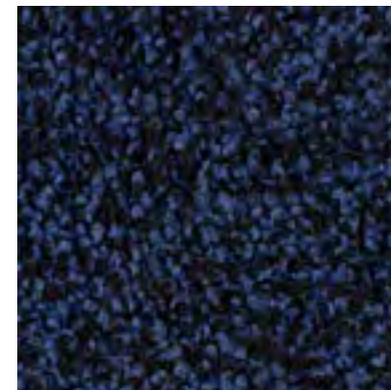
**Gray**



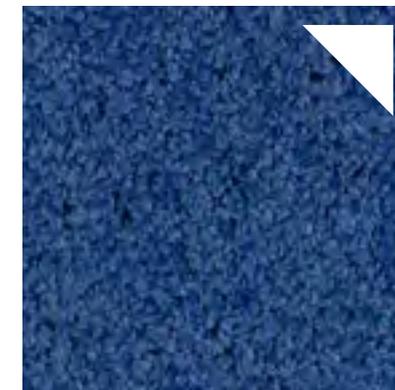
**Tuxedo**



**Black**



**Midnight**



**Blue**



**Red**

▽ = Available only before the discount deadline

# Custom Cut Classic Collection

16oz

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



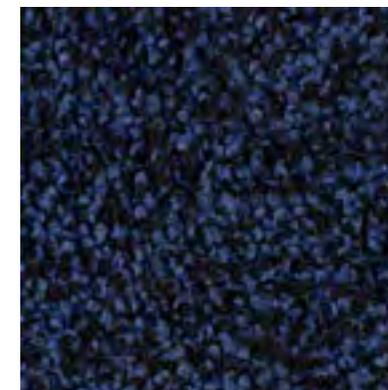
**Gray**



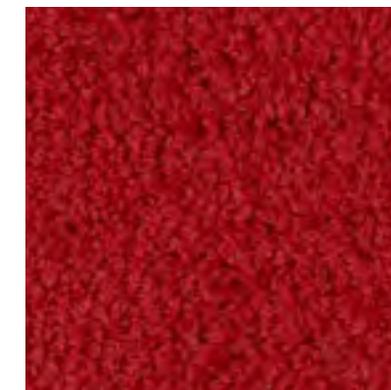
**Tuxedo**



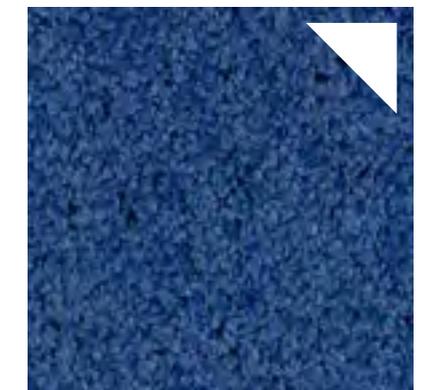
**Black**



**Midnight**



**Red**



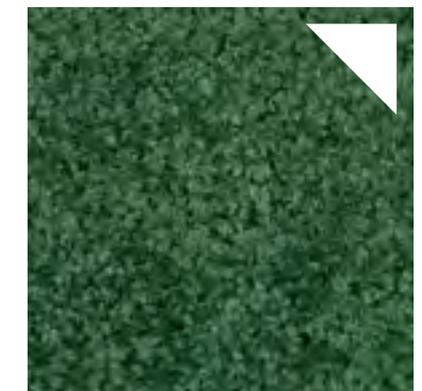
**Blue**



**Latte**



**Red Pepper**



**Green**

▼ = Available only before the discount deadline

NEW

# Designer Plus Collection

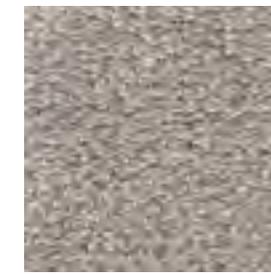
30oz

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

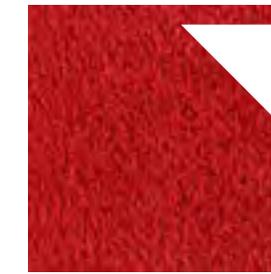
For fast, easy ordering, visit us at [freeman.com/find-show](http://freeman.com/find-show)



**Black**



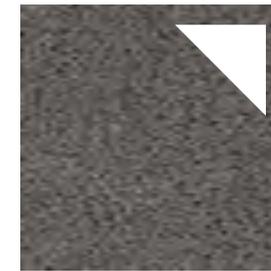
**Grey Pearl**



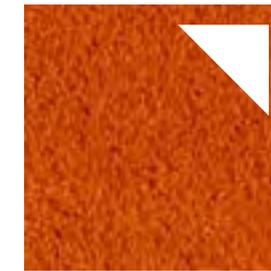
**Red**



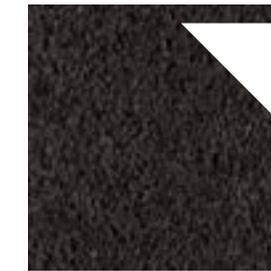
**Navy**



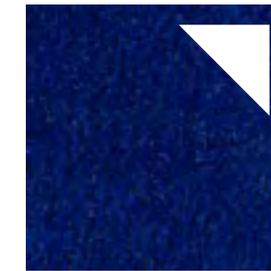
**Lava Rock**



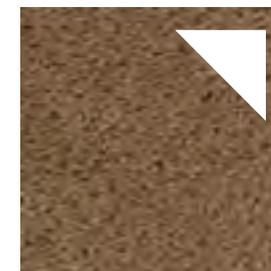
**Paprika**



**Graphite**



**Royal Blue**



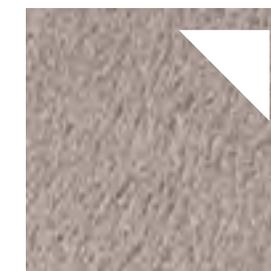
**Silky Beige**



**Ivory**



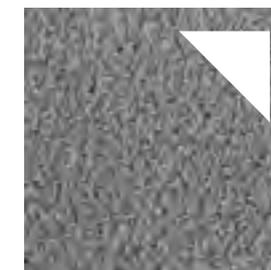
**Smoke**



**Sword**



**White**



**Silver Cloud**

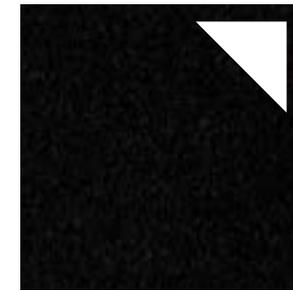
▼ = Available only before the discount deadline

NEW

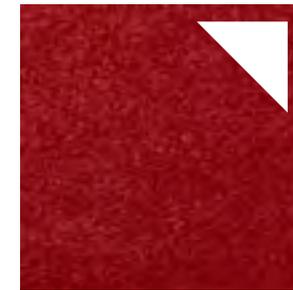
# Supreme Collection

## 45oz

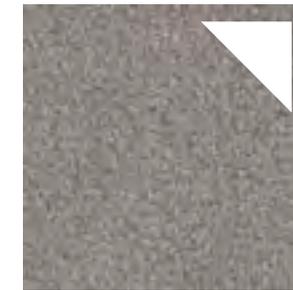
- The most plush flooring option with added durability
- 10ft width designed and cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee



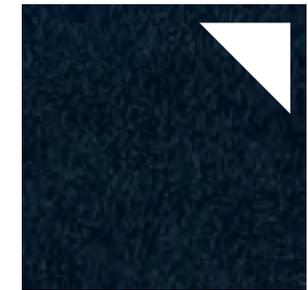
**Black**



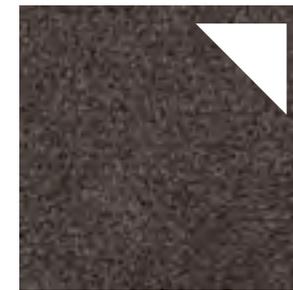
**Red**



**Silver Cloud**



**Navy**



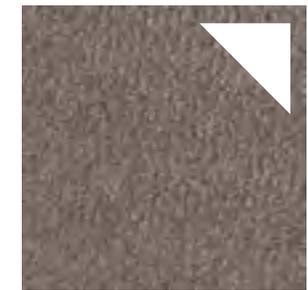
**Charcoal**



**Reflex Blue**



**Cream**



**Silver Mist**



**Smoke**



**White**

▼ = Available only before the discount deadline

# Ordering after the discount deadline? Don't fret.

You can select from these options.

For fast, easy ordering, visit us at [freeman.com/find-show](https://freeman.com/find-show)

## Classic Collection

16oz



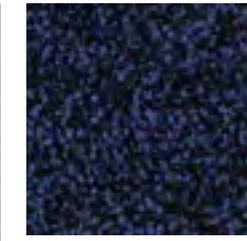
Gray



Tuxedo



Black



Midnight

## Custom Cut Classic Collection

16oz



Gray



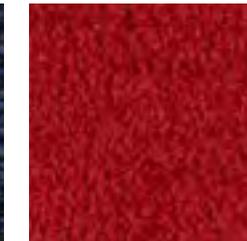
Tuxedo



Black



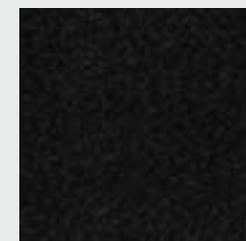
Midnight



Red

## Designer Plus Collection

30oz



Black



Gray Pearl



# Want to try something other than carpet? We have it!

Now offering vinyl and turf flooring solutions.

NEW

# Expo Vinyl Collection

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



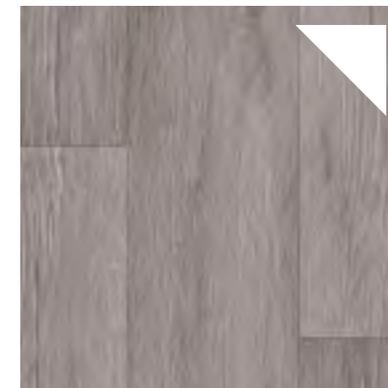
**Birch**



**Light Maple**



**Dark Maple**



**Ash**



**Smoke**

▼ = Available only before the discount deadline

NEW

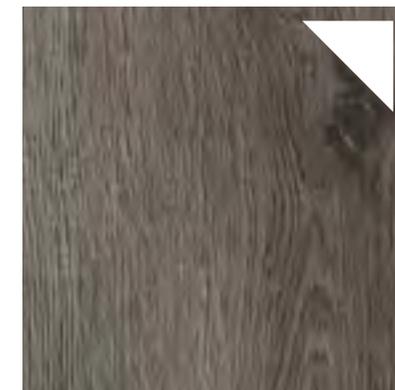
# Event Flex Collection

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

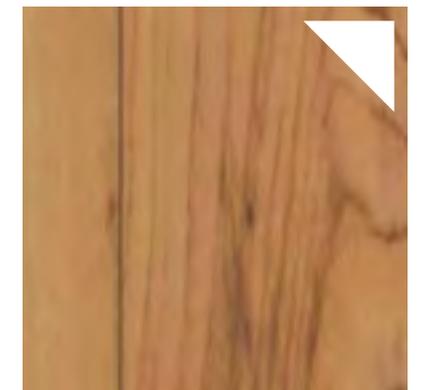
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**Whitewood**



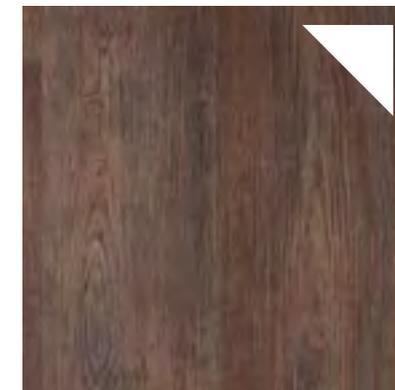
**Silverwood**



**Dark Maple**



**Blackwood**



**Barnwood**

▼ = Available only before the discount deadline

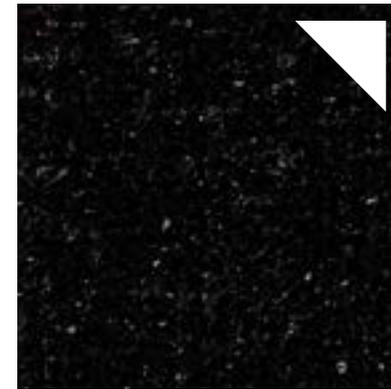
NEW

# Turf

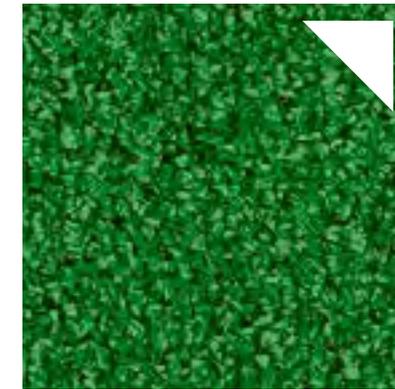
- Bring the outdoors to you with these synthetic grass flooring solutions
- Available in many shades of green and durable for both indoor and outdoor use
- Standard 12ft width and can be custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.

For fast, easy ordering, visit us at [freeman.com/find-show](https://freeman.com/find-show)

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

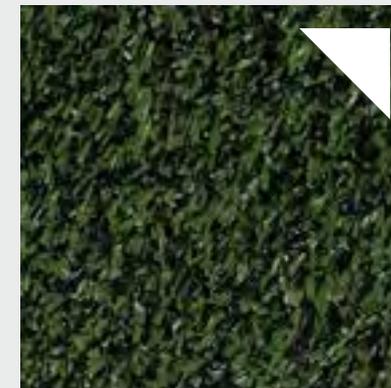


**Riviera Black**



**Riviera Green**

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



**Parkside Green**

▼ = Available only before the discount deadline

# Want to take your flooring to the next level?

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

Contact [solutions@freeman.com](mailto:solutions@freeman.com)



Freeman<sup>1</sup>

# Order before the discount deadline.

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

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Visit us at [freeman.com](https://freeman.com) or contact us at [freeman.com/contact](https://freeman.com/contact)



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NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_

Take advantage of the Online Price by ordering at [www.freeman.com/store](http://www.freeman.com/store) by AUGUST 09, 2022.

## FLOORING

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Products or colors with limited availability after the discount deadline are denoted with an asterisk \*
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.
- All carpets, padding and plastic covering contain recycled content and are recyclable.

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

**CHOOSE YOUR CARPET COLOR:**

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

Qty	Description	Online Price	Discount Price	Standard Price	Total
_____	10' x 10' Classic Carpet .....	\$ 260.00	\$ 286.00	\$ 364.00	_____
_____	10' x 20' Classic Carpet .....	\$ 520.00	\$ 572.00	\$ 728.00	_____
_____	10' x 30' Classic Carpet .....	\$ 780.00	\$ 858.00	\$ 1,092.00	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 160.00	\$ 176.00	\$ 224.00	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 320.00	\$ 352.00	\$ 448.00	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 480.00	\$ 528.00	\$ 672.00	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 320.00	\$ 352.00	\$ 448.00	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 640.00	\$ 704.00	\$ 896.00	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 960.00	\$ 1,056.00	\$ 1,344.00	_____
_____	Plastic Covering (price per sqft).....	\$ .90	\$ 1.00	\$ 1.25	_____

### Custom Cut Classic Carpet

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

**CHOOSE YOUR CARPET COLOR:**

- Black  Blue\*  Gray  Green\*  Latte\*  Midnight  Red\*  Red pepper\*  Tuxedo

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

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 5.20	\$ 5.70	\$ 7.30	_____

### Vinyl\*

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

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

- Ash  Birch  Dark Maple  Light Maple  Smoke

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

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 7.80	\$ 8.60	\$ 10.90	_____

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

- Barnwood  Blackwood  Dark Maple  Silverwood  Whitewood

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

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 9.75	\$ 10.75	\$ 13.65	_____

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS : \_\_\_\_\_



**Upgraded Carpet\***

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

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

- Black 
  Graphite\* 
  Gray Pearl 
  Ivory\* 
  Lava Rock\* 
  Navy\* 
  Paprika\* 
  Red\* 
  Royal Blue\* 
  Silky Beige\*  
 Silver Cloud 
  Smoke\* 
  Sword\* 
  White\*

**30 oz. Carpet Rental** - Price per sq. ft. (100 sqft minimum)

				Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>6.20</b>	\$ <b>6.80</b>	\$ <b>8.70</b>	_____
<b>Over 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>5.60</b>	\$ <b>6.15</b>	\$ <b>7.85</b>	_____

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

- Black\* 
  Charcoal\* 
  Cream\* 
  Navy\* 
  Red\* 
  Reflex Blue\* 
  Silver Cloud\* 
  Silver Mist\* 
  Smoke\* 
  White\*

**45 oz. Carpet Rental** - Price per sq. ft. (100 sqft minimum)

				Online Price	Discount Price	Standard Price	Total
<b>1 - 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>7.10</b>	\$ <b>7.80</b>	\$ <b>9.95</b>	_____
<b>Over 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>6.40</b>	\$ <b>7.05</b>	\$ <b>8.95</b>	_____



**Carpet Padding**

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

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

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

				Online Price	Discount Price	Standard Price	Total
<b>100 - 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>1.60</b>	\$ <b>1.75</b>	\$ <b>2.25</b>	_____
<b>Over 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>1.45</b>	\$ <b>1.60</b>	\$ <b>2.05</b>	_____

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

				Online Price	Discount Price	Standard Price	Total
<b>100 - 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>3.20</b>	\$ <b>3.50</b>	\$ <b>4.50</b>	_____
<b>Over 700 sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>2.90</b>	\$ <b>3.20</b>	\$ <b>4.05</b>	_____

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

				Online Price	Discount Price	Standard Price	Total
<b>Per sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>4.70</b>	\$ <b>5.15</b>	\$ <b>6.60</b>	_____

**Turf\***

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

**Riviera Turf, choose your color:**

- Black 
  Ivy Green

**Riviera Turf** - Price per sqft (100 sqft minimum)

				Online Price	Discount Price	Standard Price	Total
<b>Per sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>5.70</b>	\$ <b>6.25</b>	\$ <b>8.00</b>	_____

**Parkside Turf, choose your color:**

- Green

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

				Online Price	Discount Price	Standard Price	Total
<b>Per sqft</b>	Booth Size: _____ x _____ = _____ sqft			\$ <b>11.70</b>	\$ <b>12.85</b>	\$ <b>16.40</b>	_____

**TOTAL COST**

Total Cost = \$ \_\_\_\_\_

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



(888) 508-5054  
 Fax: (469) 621-5609

Place your order online at  
[www.freeman.com/store](http://www.freeman.com/store)

Submit order forms [here](#).

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

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COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

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CONTACT NAME : \_\_\_\_\_ PHONE #: \_\_\_\_\_

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E-MAIL ADDRESS : \_\_\_\_\_

**CLEANING SERVICES**

- **Cleaning is an exclusive service. This includes all floor services and trash removal.**
- Prices are based on total square footage of booth regardless of area to be cleaned.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

**VACUUMING (per sqft - 100 sqft minimum)**

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
• Includes emptying of your booth's wastebasket(s) at the time of vacuuming.					
_____	610100	Booth Vacuuming - One Time .....	.73	1.00	_____
_____	610200	Booth Vacuuming - 2 Days .....	1.46	2.05	_____

**SHAMPOOING (per sqft - 100 sqft minimum)**

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
_____	630100	Shampoo Carpet - One Time .....	1.41	1.95	_____
_____	630200	Shampoo Carpet - 2 Days .....	2.82	3.95	_____

**PORTER SERVICE (per day)**

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
• Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.					
_____	620500	Exhibit Area / Under 500 sqft.....	290.60	406.85	_____
_____	6201500	Exhibit Area / 501 - 1,500 sqft.....	327.90	459.05	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sqft.....	365.35	511.50	_____

**TOTAL COST**

Total Cost = \$ \_\_\_\_\_

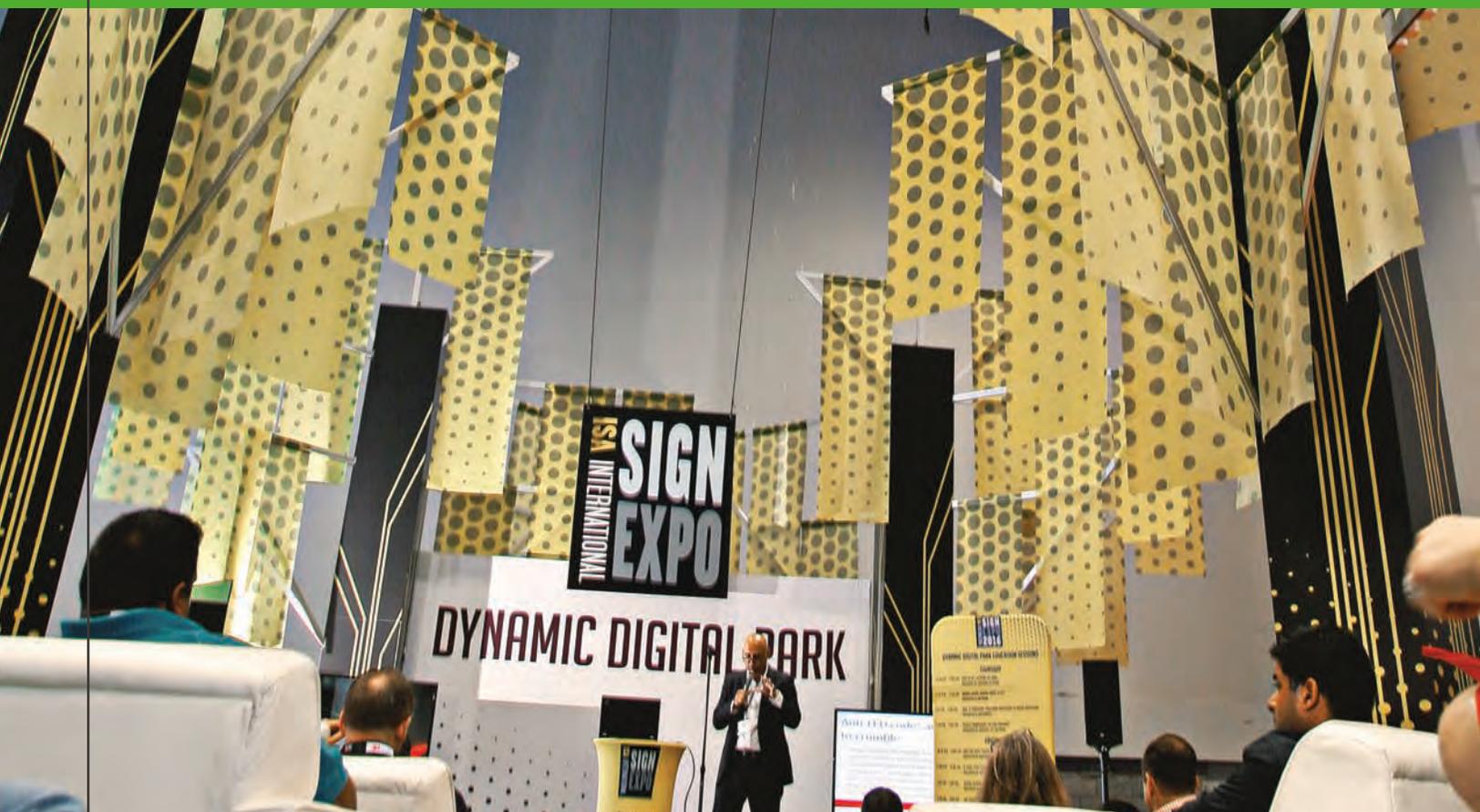
Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

# SEEING IS BELIEVING

.....

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

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)

## CREATING VISUAL EXCITEMENT

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

## STATE-OF-THE-ART CAPABILITIES

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

## SUPERIOR QUALITY CONTROL

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

## DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

## REPRODUCTION AND INSTALLATION

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



NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

---

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

---

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

---

E-MAIL ADDRESS: \_\_\_\_\_

Take advantage of the Discount Price by ordering at [www.freeman.com/store](http://www.freeman.com/store) by **AUGUST 09, 2022**.

## GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.  
 Please see artwork guidelines for electronic files on page 2 of this form.

### DIGITAL GRAPHICS

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

\_\_\_\_\_ L X \_\_\_\_\_ W = \_\_\_\_\_ sqft

\_\_\_\_\_ sqft      \$ 25.85 per sqft discount price  
 \_\_\_\_\_ x or \_\_\_\_\_ = \$ \_\_\_\_\_  
 \$ 38.80 per sqft standard price

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

### LARGE DIGITAL GRAPHICS

**Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sqft.**

File Information:  
 Electronic File Name \_\_\_\_\_

Application \_\_\_\_\_

PMS Colors \_\_\_\_\_

#### Backing Material:

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

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

Vertical      Horizontal      Use Your Judgment For Sign Layout

**Special Instructions** \_\_\_\_\_

### STANDARD SIZES

#### CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" _____	58.15	87.25 =	_____
7" x 22" _____	58.15	87.25 =	_____
7" x 44" _____	58.15	87.25 =	_____
9" x 44" _____	71.05	106.60 =	_____
11" x 14" _____	58.15	87.25 =	_____
14" x 22" _____	58.15	87.25 =	_____
14" x 44" _____	110.35	165.55 =	_____
22" x 28" _____	110.35	165.55 =	_____
28" x 44" _____	220.95	331.45 =	_____
20" x 60" _____	214.75	322.15 =	_____

(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

Total Cost = \$ \_\_\_\_\_

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

## CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

*Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Artwork must be submitted in the proper resolution and/or file size to produce quality images. Please provide proper color matching information and proofs to ensure accurate color reproduction.*

### PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

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

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

**VECTOR ART:**

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

**FONTS and LINKS**

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

**COLOR**

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

**ARTWORK IN THE STRUCTURE**

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

### ACCEPTABLE FILE SOFTWARE

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

Always provide the following:

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

### ACCEPTABLE FILE TYPES and SUPPORT FILES

**NATIVE FILES:**

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

**PRINT FILES:**

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

**RASTER OR BITMAP ART:**

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

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

### WAYS TO SEND ARTWORK

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

# F R E E M A N

## *BALTIMORE/WASHINGTON AREA UNION REGULATIONS*

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

### *EXHIBIT INSTALLATION AND DISMANTLING*

The installation and dismantling of prefabricated displays comes under the jurisdiction of the carpenters' union. However, two (2) full-time exhibiting company employees may work without Carpenter Labor for one (1) hour on the installation (move-in) and one (1) hour on the dismantle (move-out) without union labor on booths that are larger than 10' x 10'. Exhibitors may work in booths 10' x 10' or smaller without the use of union labor.

Exhibitors are not permitted to use POWER TOOLS (electric drills, power saws, etc.) on booths of any size. Manual tools such as hammers, screwdrivers, ratchets, pry bars, etc. are allowable for exhibitor use within size and time limitations. Exhibitors may not borrow tools, ladders or other equipment from the exhibit facility and/or Freeman.

### *MATERIAL HANDLING*

One individual from each exhibiting company is permitted one trip to hand-carry items into the exhibit facility. The exhibitor use of dollies, hotel baggage carts, flat trucks and other mechanical equipment, is *not* permitted. Freeman will control access to the trade show floor which includes access from the loading docks and/or all doorways into an exhibit facility. This will help to provide a safe and orderly move-in/move-out. Unloading or reloading of any freight into the exhibit hall by any and all private vehicles and contracted carriers will be handled by Freeman. Rates for material handling services are enclosed in this exhibitor service manual.

Freeman shall be the sole authority on all matters in the DOCK area. This shall include but not be limited to such items as assignment of dock space and loading or unloading of all materials and equipment.

Any conflicts or disagreements regarding the union jurisdictions or interpretations thereof should be resolved with representatives of Freeman and Show Management.

### *SAFETY*

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Freeman cannot be responsible for injuries or falls caused by the improper use of rental furniture. Please assist in our efforts to provide a SAFE WORKING ENVIRONMENT for everyone.

### *TIPPING*

Freeman requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Freeman employees.

# LET US DO THE HEAVY LIFTING

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



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)

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

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

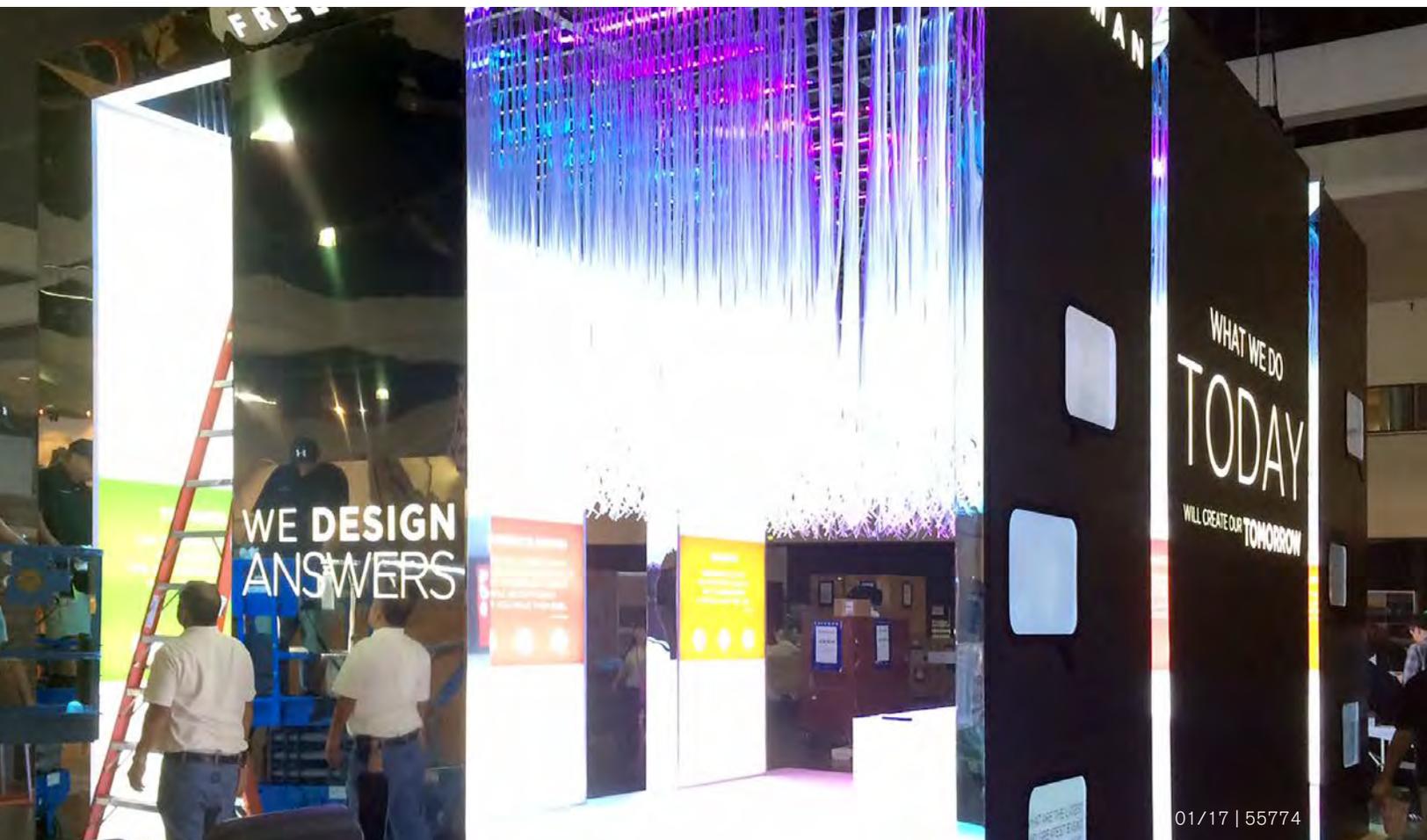
## ON-SITE SUPERVISION

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

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### If You Use Freeman Staff

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



01/17 | 55774

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For fast, easy ordering, go to [www.freeman.com/store](http://www.freeman.com/store).

## INSTALLATION & DISMANTLE LABOR

Description	Advance Price	Show Site Price
<b>Display Labor (Per person / Per hour)</b>		
<b>Straight Time:</b> 8:00 AM to 4:30 PM Monday through Friday.....	\$116.50	\$163.25
<b>Overtime:</b> 4:30 PM to 8:00 AM Monday through Friday and all day Saturday and Sunday.....	\$174.75	\$244.75
<b>Double Time:</b> All recognized holidays .....	\$232.75	\$326.00
<b>For Display Work Only (Not to hang sign)</b>		
<b>Scissorlift with crew (up to 20' high and 350 lbs lift capacity)</b>		
<b>Straight Time:</b> 8:00 AM to 5:00 PM Monday through Friday.....	\$380.50	\$532.75
<b>Overtime:</b> 5:00 PM to 8:00 AM Monday through Friday and all day Saturday and Sunday.....	\$535.75	\$750.25
<b>Double Time:</b> All recognized holidays .....	\$700.50	\$980.75

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

### INSTALLATION LABOR

**Freeman Supervised Labor - Please complete the reverse side of this form.**

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Exhibitor Supervised Labor** (Supervisor must check in at the Freeman Service Center to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

### DISMANTLE LABOR

**Freeman Supervised Labor - Please complete the reverse side of this form.**

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.

Emergency contact: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Exhibitor Supervised Labor** (Supervisor must check in at the Freeman Service Center to pick up labor)

Supervisor will be: \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

installation & dismantle labor

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

**FREEMAN SUPERVISED LABOR**

**IN ORDER TO BETTER SERVE YOU - Please complete the following information if your display is to be set-up and/or dismantled by Freeman I&D and you will not be present to supervise the installation and/or dismantle.**

**INBOUND SHIPPING & SET-UP INFORMATION**

Freight will be shipped to: Warehouse \_\_\_\_\_ Show Site \_\_\_\_\_ Date Shipped \_\_\_\_\_

Total No. of Pieces: Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Fiber Cases \_\_\_\_\_

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

Carpet: With Exhibit \_\_\_\_\_ Rented From Freeman \_\_\_\_\_ Color \_\_\_\_\_ Size \_\_\_\_\_

Electrical Placement: Drawing Attached \_\_\_\_\_ Drawing With Exhibit \_\_\_\_\_ Electrical Under Carpet \_\_\_\_\_

Comments: \_\_\_\_\_

Graphics: With Exhibit \_\_\_\_\_ Shipped Separately \_\_\_\_\_

Comments: \_\_\_\_\_

Special Tools/Hardware Required: \_\_\_\_\_

**OUTBOUND SHIPPING INFORMATION**

SHIP TO: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Select a Carrier:**

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

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

**Select Level of Service:**

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

**Freight Charges:**

Same as ship to

Bill To: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Select Shipment Options (if applicable)**

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

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

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

installation & dismantle labor



(888) 508-5054  
 Fax: (469) 621-5609

Place your order online at  
[www.freeman.com/store](http://www.freeman.com/store)

Submit order forms [here](#).

NAME OF SHOW: **Home Care Tech Expo / September 7 - 8, 2022**

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For fast, easy ordering, go to [www.freeman.com/store](http://www.freeman.com/store).

## FORKLIFT & RIGGING LABOR

**Straight Time:** 8:00 AM to 4:30 PM Monday through Friday  
**Overtime:** 4:30 PM to 8:00 AM Monday through Friday; all day Saturday  
**Double Time:** Sunday and recognized holidays

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

Part #	Description	Advance Price	Show Site Price
<b>FORKLIFT LABOR</b>			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$348.25	\$487.75
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$402.75	\$564.00
304052	Forklift w/operator - up to 5,000 lbs - DT.....	\$457.50	\$640.50
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$452.00	\$633.00
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$506.50	\$709.25
3040102	Forklift w/operator - up to 10,000 lbs - DT.....	\$561.50	\$786.25
304040	Forklift w/operator - 4-Stage - ST.....	\$363.25	\$508.75
304041	Forklift w/operator - 4-Stage - OT.....	\$417.50	\$584.50
304042	Forklift w/operator - 4-Stage - DT.....	\$479.75	\$671.75
<b>RIGGING LABOR</b>			
3020100	Rigger - ST.....	\$116.50	\$163.25
3020101	Rigger - OT.....	\$174.75	\$244.75
3020102	Rigger - DT.....	\$232.75	\$326.00
<b>EQUIPMENT</b>			
3090600	Forklift Cage.....	\$144.25	
3090700	Forklift Boom .....	\$165.25	
3090800	Pallet Jack.....	\$73.25	

**INSTALLATION**

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

Describe work to be done: \_\_\_\_\_ **Total Installation** \$ \_\_\_\_\_

**DISMANTLE**

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

Describe work to be done: \_\_\_\_\_ **Total Dismantle** \$ \_\_\_\_\_

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

forklift & rigging labor

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME		ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

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

PROJECTION	QUANTITY	DAILY RATE
LCD PROJECTOR		\$560.00
TRIPOD SCREEN		\$110.00
25' HDMI CABLE		\$32.00

MONITOR	QUANTITY	SHOW RATE
32" MONITOR TABLETOP		\$341.00
46" MONITOR		\$646.00
55" MONITOR		\$881.00
70" MONITOR		\$1,270.00
FLOOR STAND		\$95.00

AUDIO	QUANTITY	DAILY RATE
SPEAKER SYSTEM		\$735.00
WIRELESS MICROPHONE		\$255.00
WIRED MICROPHONE		\$90.00

LIGHTING	QUANTITY	SHOW RATE
BOOTH LIGHTING		\$75.00
LED UPLIGHTS		\$110.00

MISCELLANEOUS	QUANTITY	DAILY RATE
WHITE BOARD		\$100.00
FLIPCHART PACKAGE		\$85.00

If You Are Experiencing Technical Difficulties On Site  
 Please Contact Encore At **443-909-3929**


**GAYLORD NATIONAL**<sup>®</sup>

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To request exhibitor Rigging, please submit a request at <https://encoreglobal.com/rigging-portal/>

**ENCORE WILL CONTACT YOU DIRECTLY TO PROVIDE A DETAILED PROPOSAL AND PAYMENT INFORMATION.**

PROJECTION	QTY.	DAILY RATE
HANG POINT		\$71.00
MOTOR & POINT		\$231.00
TRUSS – 12”X12” – 10’		\$80.00
TRUSS – 12”X12” – 5’		\$45.00
TRUSS – 12” Corner		\$50.00
<i>Additional Truss sizes available on request</i>		
HOUSE LIFT		\$100.00

LABOR	QTY.	PRICE/HOUR
CAD SAFETY REVIEW		\$275.00
RIGGER		\$130.00
RIGGING TECH		\$115.00

OVERTIME CONDITIONS	QTY.	DAILY RATE
LESS THAN 10 HOURS		STRAIGHT TIME
10-12 HOURS		OVER TIME
OVER 12 HOURS		DOUBLE TIME
HOLIDAYS – ALL DAY		DOUBLE TIME

- Encore will review all rigging request and will determine if your request requires motors/ truss or additional items based on the location of your booth.
- Encore must make all attachments to the rigging system, ceiling, and supporting structure of the building.
- Orders must be received 21 days prior to delivery to avoid penalty rate, and guarantee equipment and crew availability.
- All rigging must conform to Show Management regulations.
- Signs must include necessary harnesses. Encore can build custom harnesses with adequate notice and at an additional charge.
- Electrical signs must be in good working order and conform to the National Electrical Code.
- Electrical service must be ordered through Gaylord National Exhibits Department: 301.965.3710 or [GNExhibits@gaylordhotels.com](mailto:GNExhibits@gaylordhotels.com)
- All overhead signs and banners must be assembled prior to the rigging call time.
- Riggers work in minimum teams of 3. Clients cannot be used as a substitute for riggers.
- Encore will not “ dead hang ” items over 100 lbs or 15’ in length. Chain hoists may be used for these items.
- Maximum rigging height in the hall is 20’ without any obstructions.
- Show Management and Gaylord National Conference Services must approve banner placement in advance.
- Encore does not build exhibit signs. All signs must be built prior to scheduled rigging time.
- A service charge of 25% on equipment will be added to the subtotal before tax. Please include applicable sales tax on equipment rental.
- TAX EXEMPT STATUS - If you are exempt from sales tax payment, we require a State of Maryland exemption certificate

*Power and Internet must be ordered from the hotel*

Gaylord National Exhibits  
301.965.3710  
[gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com)

If your show has multi-day setup, labor may apply. All rigging calls require 3 Riggers and a 3-hour minimum for setting and 2 hour for striking. We will provide an estimate for equipment and labor based upon our experience. Actual hours will be billed.

**Upon receiving a rigging request, an Encore representative will send over an order based on your request with pricing and payment information.**

If You Need On Site Rigging Support, Please Contact Encore At **202-439-4828**



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