# SERVICE INFORMATION

## EXHIBIT SPACE
We recognize that many sponsors and partners provide booth identification as part of their booth structure. If you would like additional booth identification signage, please refer to the Event Graphics Order Form. Please note that electrical service is not included with your booth equipment but to accommodate possible power requirements, electrical outlets will be installed in every inline booth. An audit will be conducted by electricians and on-site charges will apply if the electrical service is utilized without an order on file.

## SUNDAY EXPO DEMOS - MEETING ROOMS #101 AND #102
Each space in the DEMO area will receive 1 - 6' table draped black, 2 - side chairs, 1 - wastebasket, 1 - 4' x 8' bulletin board and 1 - 500 watt electrical outlet. Refer to the Material Handling page for assistance with shipping.

## EXHIBIT HALL CARPET
The exhibit area is not carpeted. To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form. The Sunday EXPO DEMO area in the Meeting Rooms are carpeted.

## DISCOUNT PRICE DEADLINE DATE
Order early to take advantage of advance order discount rates, place your order by MAY 17, 2019.

## SHOW SCHEDULE

### EXHIBITOR MOVE-IN
For more information and helpful hints on pre-show procedures and move-in, please go to [http://www.freeman.com/PreShowFAQ](http://www.freeman.com/PreShowFAQ)

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<tbody>
<tr>
<td>Saturday</td>
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<tr>
<td>Sunday</td>
<td>June 9, 2019</td>
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### EXHIBIT HOURS (Show hours are subject to change)

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### EXHIBITOR MOVE-OUT
For more information and helpful hints on post-show procedures and move-out, please go to [http://www.freeman.com/PostShowFAQ](http://www.freeman.com/PostShowFAQ)

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The DEMO area must be cleared by 7:30 PM on Sunday, June 9th.

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

For your convenience, the rates listed on the Material Handling Order Form includes all inbound shipments overtime charges. In addition, outbound show site shipments on Wednesday, June 12th will be assessed overtime charges. Please refer to all labor forms for applicable Overtime/Doubletime charges.

## DISMANTLE AND MOVE-OUT INFORMATION
All exhibitor materials must be removed from the exhibit facility by Thursday, June 13, 2019 at 4:00 PM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by Thursday, June 13, 2019 at 2:00 PM.
POST SHOW PAPERWORK AND LABELS
Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

EXCESSIVE TRASH AND BOOTH ABANDONMENT
Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift/Rigging Labor, and/or Dumpster Fee. Please call our Exhibitor Services Department at (714) 254-3410 for a quote.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
2170 S. Towne Centre Place, Ste 100
Anaheim, CA 92806
(714) 254-3410 fax (469) 621-5602
FreemanAnaheimES@freeman.com

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

FREEMANONLINE®
Take advantage of discount pricing by ordering online at www.freeman.com by MAY 17, 2019. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you’ve come to expect — before, during and after your show. Additionally, you can now access FreemanOnline from any device — desktop, laptop, tablet or via our new FreemanOnline Mobile App.

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

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

SHIPPING INFORMATION
For International Freight Forwarding assistance, please see the Official Freight Forwarder form, page XX in the Complete Service Kit.

Warehouse Shipping Address:
Exhibiting Company Name / Booth #
36TH INTERNATIONAL CONFERENCE ON MACHINE LEARNING
C/O FREEMAN
3456 E. MIRALOMA AVE.
ANAHEIM, CA 92806

Freeman will accept crated, boxed or skidded materials beginning MAY 9, 2019 at the above address. Material arriving after JUNE 3, 2019 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108” H x 93” W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. If required, provide your carrier with this phone number: (714) 254-3410. The warehouse will be closed on May 27, 2019 in observance of Memorial Day.
Freeman will receive shipments at the exhibit facility beginning **JUNE 8, 2019**. 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: **(714) 254-3410**.

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

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.

**LABOR INFORMATION**

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

**ASSISTANCE**

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

**WE APPRECIATE YOUR BUSINESS!**
FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE
Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this feature you may contact Freeman Exhibitor Services at (714) 254-3410 or Freeman’s Customer Support Center at (888) 508-5054 US & Canada or +1 (512) 982-4186 Local & International.

HELPFUL HINTS

SAVE MONEY
Order early to take advantage of advance order discount rates, place your order by MAY 17, 2019.

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 (EAC’s). Thank you for your cooperation.

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to http://www.freeman.com/PreShowFAQ

For more information and helpful hints on postshow procedures and move-out, please go to http://www.freeman.com/PostShowFAQ

Call Freeman’s Exhibitor Services department at (714) 254-3410 with any questions or needs you may have.
Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors
Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

Supplies and Ordering
• Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
• Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
• Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
• Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

Printing, Recycling and Waste Management
• Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
• If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
• Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
• Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

Shipping and Transportation
• If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
• Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
• Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
• If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

Personnel and Best Practices
• Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
• Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact goinggreen@freemanco.com.
FIRE DEPARTMENT REGULATIONS
FOR TRADE SHOW EXHIBITORS

A. Inherently Fire Retardant or Flame Retardant Treatment

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

B. Vehicles/Internal Combustion Engines on Display

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

C. Combustibles

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

D. Obstructions

1. Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth constructions shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth areas into aisles.
2. All aisles must be maintained at a minimum of 10 feet in width or unless otherwise approved on floor plan.
3. All fire prevention and fire fighting equipment in all public assembly areas shall have easy and unobstructed accessibility.
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

COMPANY NAME: 
BOOTH #: 

ADDRESS: 
BOOTH SIZE: 

CITY/STATE/ZIP: 

PHONE: 
EXT.: 
FAX #: 

SIGNATURE: 
PRINT NAME: 

CONTACT’S E-MAIL: 

E-MAIL FOR INVOICE: 

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

METHOD OF PAYMENT
BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

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

Please reference (479911) on your remittance.

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

☐ AMERICAN EXPRESS ☐ MASTER CARD ☐ VISA

ACCOUNT NO.: 
EXP. DATE: 

CARDHOLDER NAME (PRINT): 
SIGNATURE: 

CARDHOLDER BILLING ADDRESS: 

CITY/STATE/ZIP: 

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<td>FURNISHINGS &amp; ACCESSORIES</td>
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<td>MATERIAL HANDLING</td>
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• Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freeman.com.

• Orders received after the deadline or without payment will be charged the Standard price.

• Copies of invoices may be picked up from the Freeman Service Center prior to show closing.

• If you have questions or need assistance with any items not listed, please call and ask for Exhibitor Sales.
In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

**EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING**

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

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

**EXHIBITOR NAME:** (PLEASE PRINT)  
**EXHIBITOR SIGNATURE:** (PLEASE PRINT)  
**DATE:**

**EXHIBITING COMPANY INFORMATION**

**EXHIBITING COMPANY NAME:**  
**EXHIBITING COMPANY ADDRESS:**  
**CITY/STATE/ZIP:**  
**PHONE:**  
**EXT.:**  
**FAX:**  
**CONTACT’S E-MAIL:**

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

- [ ] ALL FREEMAN SERVICES
- [ ] I&D LABOR/SUPERVISION
- [ ] MATERIAL HANDLING/IN & OUT
- [ ] UTILITIES
- [ ] FREEMAN EXHIBIT TRANSPORTATION
- [ ] RENTAL FURNITURE/ CARPET/ SIGNS
- [ ] BOOTH CLEANING
- [ ] OTHER

**THIRD PARTY COMPANY INFORMATION**

**THIRD PARTY COMPANY NAME:**

**CONTACT NAME:**

**THIRD PARTY BILLING ADDRESS:**

**CITY/STATE/ZIP:**

**PHONE:**  
**EXT.:**  
**FAX:**

**CONTACT’S E-MAIL:**

**E-MAIL FOR INVOICE:**

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

**THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION**

- [ ] AMERICAN EXPRESS
- [ ] MASTERCARD
- [ ] VISA

We do not accept credit card information via email.

**ACCOUNT NO:**

**EXP. DATE:**

**CARDHOLDER NAME:** (PLEASE PRINT)  
**CARD TYPE:**

**AUTHORIZED SIGNATURE:**

**CARDHOLDER BILLING ADDRESS:**

**CITY/STATE/ZIP:**
PAYMENT & LABOR

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

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

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

DEFINITIONS


PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. secure funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR’S booth. Rental prices on Audio Visual equipment and computers do not include labor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour “per person, per hour” charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of reasons beyond FREEMAN’S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR’S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR’S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or service placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show, terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR’S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR’S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR’S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

If FREEMAN provides electrical services, claims will not be considered, or adjustments made unless filed in writing, by EXHIBITOR, prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control and EXHIBITOR agrees to hold FREEMAN, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, its directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys’ fees) arising out of or in any way connected with EXHIBITOR’S actions or omissions under this Agreement. Please note that electrical services are NOT automatically included in Audio Visual rentals and must be ordered separately from the designated electrical provider.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN’S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not have its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

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

IMPORTANT

PLEASE REFER TO FREEMAN’S “MATERIAL HANDLING TERMS & CONDITIONS” AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE “SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT” AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.
1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term “Exhibitor” means the Exhibitor, its employees, agents, and representatives.

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

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All empty labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. Freeman will not be liable for loss or damage to crates and containers or their contents while same are in empty container storage.

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. Freeman is not responsible or liable for any loss, damage, theft, or disappearance of Exhibitor’s materials after they have been delivered to Exhibitor’s booth at show site or before they have been picked up for reloading at the conclusion of the event. Freeman recommends investing in security services from Facility or Sho-Mark Management. All MAH’s submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth. Exhibitor materials are not accepted in the Material Handling Agreement without Freeman’s authority. Freeman’s employees are not authorized to sign for orders for Exhibitor’s materials by Exhibitor or any agent of Exhibitor. Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor’s shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, delay, theft, or disappearance of Exhibitor’s materials after same have been delivered to Exhibitor’s appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman has no control over the material handling and/or supervision of any labor secured through Freeman; Exhibitor’s negligence, willful misconduct, or other charges including business center charges arising from delivery or pickup of Exhibitor’s materials.

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

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

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

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

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman’s sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor’s sole and exclusive remedy is limited to $5.00 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

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

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the selected Carrier Only, and are in no way an extension of Freeman’s maximum liability stated herein. Freeman does not accept any crate or packaging is not bearing the name of any manifest list or other charges including business center charges arising from delivery or pickup of Exhibitor’s materials.

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

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman and from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorney’s fees and costs), losses, and other charges including business center charges arising from delivery or pickup of Exhibitor’s materials.

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

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

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

For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term “Exhibitor” means the Exhibitor, its employees, agents, and representatives.
1. DEFINITIONS. In this Contract, “Freeman” means Freeman Global Logistics Services, Inc., and its respective employees, officers, directors, agents, affiliated companies, and any contractors appointed by Freeman, including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom or on whose behalf the property is consigned. The parties have specified in this two-page Contract (including the Air Cargo Service Request Freeman. “Property” is all objects of any type received from the Shipper for transport by Freeman as described herein. “Consignment” means the property consigned for transport.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange forShipper’s payments and Freeman’s services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions Contract), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations. The parties have agreed to the following terms and conditions.

3. Freeman’s RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of any services which it directly provides under this Contract. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work stoppage or slowdown, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or civil disorders. All claims for loss or damage to Property must be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. The term “Shipper” means the person or business for whom or on whose behalf the property is consigned. The parties have specified in this two-page Contract (including the Air Cargo Service Request Freeman. “Property” is all objects of any type received from the Shipper for transport by Freeman as described herein. “Consignment” means the property consigned for transport.

4. PACKAGING AND CRATES: Shipper’s property must be well-packaged and safe and securely handled, stored, and shipped. The property, including any packaging, shall be shipped in such manner and at the Shipper’s expense as to make it reasonably suitable for the handling and transportation as required. Shipper warrants the accuracy of the weight and dimension data furnished in this Contract.

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

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

(b) Storage charges, based on Freeman’s applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman’s option, in any location that Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper’s expense.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman’s attempt to initial notification, Freeman shall be authorized to do one of the following: (a) return the property to the Shipper; (b) store the property in a secure location; (c) return the property to its original source; or (d) dispose of the property as Freeman, in its sole judgment, deems appropriate. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at auction and Freeman has the right to offer the sale of real property for storage. Freeman shall not have the obligation to inspect any storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the property. The proceeds of the sale shall be applied to the balance of the property, and the balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

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

6. LIMITATION ON SHIPPER’S RECOVERABLE DAMAGES:

(a) Shipper shall assume the risk of loss or damage from the time the property is placed in the possession of the Consignee or the Consignee’s designated agent. If any claim is made of this Consignment, by a carrier, carrier’s receiver, or any other entity, the property shall be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

(b) Freeman’s RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of any services which it directly provides under this Contract. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work stoppage or slowdown, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or civil disorders. All claims for loss or damage to Property must be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. The term “Shipper” means the person or business for whom or on whose behalf the property is consigned. The parties have specified in this two-page Contract (including the Air Cargo Service Request Freeman. “Property” is all objects of any type received from the Shipper for transport by Freeman as described herein. “Consignment” means the property consigned for transport.

7. SHIPPER’S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all claims, losses, damages (including incidental and consequential damages), judgments, and expenses (including but not limited to reasonable attorneys’ fees and investigation costs) on account of Shipper’s or its employees’ or agents’ willful or negligent acts or omissions.

(b) Shipper shall assume the risk of loss or damage, beyond its reasonable control, whether or not caused by Shipper’s or its employees’ or agents’ willful or negligent acts or omissions.

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

1. DEFINITIONS. In this Contract, “Freeman” means Freeman Expositions, Inc., and its respective employ- ees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom the property is being transported, and includes any person or business who as a result of the terms and conditions of this Contract becomes a party to this Contract. The term “Freeman” means the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and only then by an authorized representative of Freeman.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper’s payments and Freeman’s services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper’s property. The provisions of this Contract shall be exclusive of all others and shall prevail over any other agreement, past or present, oral or written, to the contrary. This Contract is the complete and final agreement between the parties and supersedes all other agreements, oral or written, regarding the transportation of the property described herein. The parties acknowledge and agree that the terms of this Contract are reasonable and fair, and that they are entering into this Contract voluntarily and without any duress.

3. FREEMAN’S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for events or circumstances and in such manner as may be authorized by law. Nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

4. PACKAGING AND CRATES. Shipper’s property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptance of any package or procedure for shipment that may not suit its property. Freeman shall not be responsible for damage to loose or unsecured materials, padshocked or shrink-wrapped materials, or materials packed or labeled incorrectly. Crates and packaging should be of a design to adequately protect contents for handling by for-hire or otherwise similarly equipped trailer. This may be subject to additional charges. Shipper is responsible for or bringing the property to marketable condition with all室友, including but not limited to, physical possession of Freeman for the goods to be sent and does not impair the quality of the goods. Shipper shall give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer was dispatched. The temperature recorded in the trailer may be due to improper stowage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by and before the trailer is received by Freeman. Freeman is not responsible for physical deterioration caused by inherent vice, defects in the merchandise or the quality of the goods. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or by causing or attempting to cause accidental destruction of vehicles or equipment, or for any loss or damage to property shipped that may result from storage to transport by any particular schedule, means, vehicle or otherwise or other than with reasonable dispatch.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trucks without environmental or room temperature, once the goods have been committed to the National Motor Freight Classification, published by the National Motor Freight Traffic Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper’s expense.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of a change in the Class or Rate Classification of the property, the charges shall be deemed to be in accordance with the Class or Rate Classification in effect as of the date of acceptance of the property by the shipper. All shipments containing the following items of extraordinary value are limited to a maximum declared value of $50,000.00 (USD): (a) Antiques and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, fans, and furnished clothing; air conditioners, refrigeration units, paper and/or paper products, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. (c) For other unmarked, unlabeled, or improperly packaged television monitors, the maximum liability is the lesser of $3.00 (USD) per pound or the actual invoice price.

Any declared value in excess of the maximum allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximum does not constitute a waiver of the foregoing limitation.

In any event, (excluding small package program shipments) Freeman’s MAXIMUM LIABILITY WILL NEVER BE MORE THAN $1,000,000 PER SHIPMENT. Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential or incidental damages, loss of income, loss of profits, damages, special damages, general damages, incidental damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of breach of contract damages, fraud, false statements, false promises, misrepresentation of the property or whatever the claimed loss or damage may be, (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM THE NEGLIGENCE OF FREEMAN, PRODUCTS LIABILITY, STRICT LIABILITY, CONTRACT, NEGLIGENCE, BREACH OF WARRANTY, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR NOTIFIED OR THE POSSIBILITY OF SUCH DAMAGES.
Transportation Service, Fully Loaded.

Our convenient, affordable package puts productivity in overdrive.

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

The Freeman Exhibit Transportation promise:

- All-inclusive pricing with no additional fees for pickups and deliveries, including weekend and night service
- Pick-up and transportation from point of origin to your choice of either advance warehouse or show site
- On-site transportation experts are available before, during and after the show
- Reliable customer service seven days a week, offering complete shipment visibility and expert supervision
- Pre-printed shipping labels and outbound paperwork

Benefits:

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

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

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

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

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease. Freeman Exhibit Transportation is an EPA Smartway Partner dedicated to supporting efforts and partners that are focused on improving fuel efficiency, and reducing greenhouse gas and air pollution from the transportation supply chain.

The Freeman Exhibit Transportation promise:

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

Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit 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 TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.
OFFICIAL FREIGHT FORWARDER FOR
36th International Conference on Machine Learning

As the official service contractor, we can make it easier for you to transport your exhibit to the show and on to its next destination. Freeman provides you with reliable, flexible cost-effective solutions that deliver your show product where it needs to be, when it needs to be there. Anytime, Anywhere, with none of the headaches. Take a look at the services we offer and you will see why we are the best in the business.

• 24/7 contact information and tracking capabilities
• Experienced on-site personnel to assist with any of your shipping needs
• One convenient invoice with all your show services pre-quoted

Freeman can help you with your exhibit material movement across the world. We are proud to offer the following services:

• Local pickup and delivery of exhibit materials in your country
• Storage
• Global transportation of exhibit goods/materials
• Import customs clearance
• Outbound customs clearance

So choose the reliable and dependable services of Freeman Exhibit Transportation and avoid the uncertainty of others. Trust FREEMAN, your trade show specialists!

questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering, terms and conditions of our service offerings, please contact us via email international.freight@freemanco.com

Or Call our exhibit transportation experts at +1.817.607.5183

The Official Freight Forwarder For:
36th International Conference on Machine Learning
For Assistance, please call applicable number listed above to speak with one of our experts.

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

**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

**SHIPPING INFORMATION**

<table>
<thead>
<tr>
<th>Items to be shipped</th>
<th>Est. Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crates (wooden)</td>
<td></td>
</tr>
<tr>
<td>Cartons (cardboard)</td>
<td></td>
</tr>
<tr>
<td>Cases/Trunks (fiber) (color ______)</td>
<td></td>
</tr>
<tr>
<td>Skids/Pallets</td>
<td></td>
</tr>
<tr>
<td>Carpet (color ____________________)</td>
<td></td>
</tr>
<tr>
<td>Other ( _________________________ )</td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td></td>
</tr>
</tbody>
</table>

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

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

**DESTINATION**

- I will be shipping to the **WAREHOUSE**
  
  FREEMAN / Exhibiting Company Name / Booth #

  36th International Conference on Machine Learning
  
  C/O: FREEMAN
  
  3456 E MIRALOMA AVE
  
  ANAHEIM, CA 92806

  MUST BE DELIVERED BY JUNE 03, 2019

- I will be shipping to **SHOW SITE**
  
  FREEMAN / Exhibiting Company Name / Booth #

  36th International Conference on Machine Learning
  
  C/O: FREEMAN
  
  LONG BEACH CONVENTION CENTER
  
  300 E OCEAN BLVD
  
  LONG BEACH, CA 90802

  CANNOT BE DELIVERED BEFORE JUNE 08, 2019

**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: ______________________

**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

**FAX THIS COMPLETED FORM VIA:**

- E-mail: exhibit.transportation@freeman.com
- Fax: (469) 621-5810

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

**SHOW # (479911)**

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07/17
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.

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 and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
• On the Material Handling Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
• Next, select the rate for the freight category that best describes your shipment. There are four categories of freight:
  - **Crated:** material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
  - **Special Handling:** material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.
**FREIGHT SERVICES**

- **Uncrated:** material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.
- **Carpet and/or Pad Only:** shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
- All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.
- Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

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

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

**OTHER AVAILABLE FREIGHT SERVICES**
(may not be available in all locations)
- Cranes
- Accessible storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

**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.

**Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com**
MATERIAL HANDLING SERVICES

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

SPECIAL HANDLING: Material delivered in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, no documentation and shipments that require additional time, equipment or labor to unload. Federal Express, UPS & DHL are included in this category due to their delivery procedures.

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

CARPET AND/OR PAD ONLY: Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

STRAIGHT TIME: 8:00 A.M. to 4:30 P.M. Monday through Friday, all day Saturday, Sunday, and Holidays.

OVERTIME: (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

For your convenience, the below rates include all inbound overtime charges.

The warehouse will be closed on May 27, 2019 in observance of Memorial Day.

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>200 lb Minimum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Shipment Delivered on or Before JUNE 3, 2019 (200 lb. minimum) (Includes Inbound Overtime Charges)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$132.00</td>
<td>264.00</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$172.00</td>
<td>344.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$198.75</td>
<td>396.50</td>
</tr>
<tr>
<td>Show Site Shipment Cannot be Delivered Before JUNE 8, 2019 (200 lb. minimum) (Includes Inbound Overtime Charges)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$126.25</td>
<td>252.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$164.50</td>
<td>329.00</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$189.50</td>
<td>379.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$189.50</td>
<td>379.00</td>
</tr>
<tr>
<td>Small Package - Maximum weight is 30 lbs per shipment*</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Per Shipment</td>
<td>$45.00</td>
<td></td>
</tr>
</tbody>
</table>
| F* A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by the same carrier.

ADDITIONAL SURCHARGES:

<table>
<thead>
<tr>
<th>Description</th>
<th>Price Per CWT</th>
<th>Estimated Total Cost (200 lb. Min.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Shipment after JUNE 3, 2019</td>
<td>$26.75</td>
<td>53.50</td>
</tr>
<tr>
<td>Show Site Shipment after Show Opening</td>
<td>$25.25</td>
<td>50.50</td>
</tr>
<tr>
<td>Overtime Charge - Inbound (in addition to above rates)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Crated or Skidded Shipment</td>
<td>$25.25</td>
<td>50.50</td>
</tr>
<tr>
<td>Special Handling Shipment</td>
<td>$33.00</td>
<td>66.00</td>
</tr>
<tr>
<td>Uncrated or Pad Wrapped Shipment</td>
<td>$38.00</td>
<td>76.00</td>
</tr>
<tr>
<td>Carpet and/or Pad Only Shipment</td>
<td>$38.00</td>
<td>76.00</td>
</tr>
<tr>
<td>Mobile Unit Spotting Fee</td>
<td>$396.25</td>
<td></td>
</tr>
</tbody>
</table>
Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

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

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

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

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

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

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

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

What does it mean if I have “No Documentation”?
Shipments arrive from a small package carrier (including, among others, Federal Express, UPS & DHL) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

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

What about carpet only shipments?
Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.
LONG BEACH CONVENTION & ENTERTAINMENT CENTER PARKING

Total spaces 6120

= Landmark
= Over-flow parking lot

Map not to scale
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.

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

### SHIPPING INFORMATION

<table>
<thead>
<tr>
<th>SHIP TO: COMPANY NAME:</th>
<th>DELIVERY ADDRESS:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY:</td>
<td>STATE/PROVINCE:</td>
</tr>
<tr>
<td>PHONE#:</td>
<td>ZIP/POSTAL CODE:</td>
</tr>
<tr>
<td>SPECIAL INSTRUCTIONS:</td>
<td></td>
</tr>
<tr>
<td>BILL TO: Same as Ship to:</td>
<td>COMPANY NAME:</td>
</tr>
<tr>
<td>DELIVERY ADDRESS:</td>
<td></td>
</tr>
<tr>
<td>CITY:</td>
<td>STATE/PROVINCE:</td>
</tr>
<tr>
<td>PHONE#:</td>
<td>ZIP/POSTAL CODE:</td>
</tr>
</tbody>
</table>

### METHOD OF SHIPMENT

**Select a Carrier:**

- □ Freeman Exhibit Transportation
- □ Other Carrier

For 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.

For Other Carrier:
- Carrier Name: ___________________________
- Carrier Phone: _________________________

**Select a Level of Service:**

- □ 1 Day: Delivery next business day
- □ 2 Day: Delivery by 5:00 PM second business day
- □ Deferred: Delivery within 3-5 business days
- □ Standard Ground
- □ Specialized: Pad wrapped, uncrated, or truckload
- □ Lift gate required
- □ Air ride required
- □ Residential
- □ Have loading dock
- □ Inside delivery
- □ Pad wrap required
- □ 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. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.
MAY 09, 2019

DEADLINE DATE IS: JUNE 03, 2019

RECEIVING DATE BEGINS: MAY 09, 2019

DEADLINE DATE IS: JUNE 03, 2019

TO: ____________________________
EXHIBITOR NAME

C/O: FREEMAN
3456 E MIRALOMA AVE
ANAHEIM, CA 92806

WAREHOUSE

36th International Conference on Machine Learning

NO. ____ OF ____ PCS

TO: ____________________________
EXHIBITOR NAME

C/O: FREEMAN
3456 E MIRALOMA AVE
ANAHEIM, CA 92806

WAREHOUSE

36th International Conference on Machine Learning

NO. ____ OF ____ PCS

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

C/O: FREEMAN
LONG BEACH CONVENTION CENTER
300 E OCEAN BLVD
LONG BEACH, CA 90802

SHOW SITE

36th International Conference on Machine Learning

EVENT: ___________________________

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 sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required. Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees
SUPERIOR SEATING

Sit back and relax — your search for comfortable seating is over. Choose from a sleek selection of sofas, loveseats and chairs that are sure to take your exhibit design to the next level.

ITEMS PICTURED BELOW

- Swanson Swivel Chair | 810875 | Page 12
- Silverado Cocktail Table | 82014 | Page 21
- Powered Locking Pedestal, 42" | 85063 | Page 31
SEATING

Naples

CHAIR  black vinyl 810119
36"L  30"D  33"H
Powered options available

LOVESEAT  black vinyl 830120
62"L  30"D  33"H
Powered options available

SOFA  black vinyl 830119
67"L  30"D  33"H
Powered options available

Munich

CORNER CHAIR  gray 810150
26"L  27"D  28.5"H

ARMLESS CHAIR  gray 810151
22.5"L  27"D  28.5"H

ARMLESS LOVESEAT  gray 830200
45"L  27"D  28.5"H

SECTIONAL - 3 PIECE  gray 830201
93.5"L  27"D  28.5"H

Baja

CHAIR  white vinyl 81050
36"L  30.5"D  28"H

LOVESEAT  white vinyl 83020
61"L  30.5"D  28"H

See pages 30 and 31 for all Powered options.

*Electrical power must be ordered separately
SEATING

South Beach

**SOFA**
platinum suede 8301
- 69”L
- 29”D
- 33”H

**OTTOMAN**
platinum suede 8151
- 25”L
- 31”D
- 18”H

possible configurations

Key Largo

**LOVESEAT**
black fabric 830950
- 57”L
- 35”D
- 34”H

**SOFA**
black fabric 830951
- 79”L
- 35”D
- 34”H

**CHAIR**
black fabric 810950
- 36”L
- 35”D
- 34”H

Allegro

**CHAIR**
blue fabric 81019
- 30”L
- 34.5”D
- 30”H

**SOFA**
blue fabric 83015
- 78”L
- 34.5”D
- 30”H
SEATING

Fairfax

CHAIR  SELECT
white vinyl/brushed metal 810949
27"L  26"D  30"H

SOFA  SELECT
white vinyl/brushed metal 830949
52"L  26"D  30"H

Hopi

CHAIR  SELECT
gray linen 810140
21"L  25"D  34"H

LOVESEAT  SELECT
gray linen 830150
48"L  25"D  34"H

Tangiers

CHAIR  SELECT
ivory/cream/beige fabric 810118
34"L  37"D  36"H

LOVESEAT  SELECT
ivory/cream/beige fabric 830220
57.5"L  37"D  37"H

SOFA  SELECT
ivory/cream/beige fabric 830118
78"L  37"D  36"H

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

Look no further for a great variety of informal, modern seating options. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

OTTOMANS

ENDLESS SQUARE OTTOMAN
- white vinyl 815122
- black vinyl 815123
- 34”L * 34”D * 15”H

ENDLESS CURVE OTTOMAN
- white vinyl 815953
- black vinyl 815952
- 60.5”L * 37.5”D * 15”H

ITEMS PICTURED BELOW

- Roma Sofa, Powered | 83017 | Page 30
- Regis Bench/Table | 82074 | Page 23
- Swanson Swivel Chair | 810875 | Page 12
- Regis End Table | 82075 | Page 23
OTTOMANS

HALF BENCH OTTOMAN
white vinyl 815119
39”L 23”D 18”H

VIBE CUBE OTTOMAN
blue vinyl 81518
red vinyl 81519
orange vinyl 81525
pink vinyl 81520
yellow vinyl 81517
black vinyl 81530
white vinyl 81531
steel blue vinyl 81532
silver vinyl 81533
purple vinyl 81534
18”L 18”D 18”H

MARCHÉ SWIVEL OTTOMAN
gray fabric 815151
red fabric 815154
blue fabric 815159
linen fabric 815152
meadow green fabric 815157
pear yellow fabric 815158
plum fabric 815156
raspberry fabric 815153
rose quartz fabric 815155
white vinyl 815150
17” Round 18”H

EDGE LED CUBE OTTOMAN
high-density plastic 81526
20”L 20”D 20”H

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

CENTER CONE  SELECT
8506
38” Round  51”H
Powered
Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

QUARTER CURVE OTTOMAN  SELECT
8507
53”L  22”D  18”H
possible configurations

(4) quarter curve ottoman
72” Round  18”H

(1) center cone
(4) quarter curve ottomans
72” Round  51”H

See pages 30 and 31 for all Powered options.
*Electrical power must be ordered separately
OTTOMANS

BEVERLY BENCH OTTOMAN  
black vinyl 81550  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
brown fabric 81551  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
gray fabric 81552  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
linen fabric 81553  
ivory/cream/beige  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
ocean blue fabric 81554  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
red fabric 81555  
60"L  20"D  18"H

BEVERLY BENCH OTTOMAN  
white vinyl 81556  
60"L  20"D  18"H

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

BLACK DIAMOND SIDE CHAIR  ESSENTIALS  71089
21"W  23"L  32"H

BLACK DIAMOND ARMCHAIR  ESSENTIALS  71090
20"W  21"L  33"H

LAGUNA CHAIR  SELECT  maple/chrome  810861
18"L  19"D  34"H

LIMERICK® CHAIR  ESSENTIALS  BY HERMAN MILLER
grey 210108
18"W  17.75"L  33"H

MADRID CHAIR  SELECT
black vinyl/chrome  8102
white vinyl/chrome  810816
30"L  30"D  31"H

ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | Page 31
White Vibe Cube Ottoman | 81531 | Page 7
OCCASIONAL CHAIRS

MEETING CHAIR [SELECT]
white vinyl 810948
espresso vinyl 810835
taupe microfiber 810836
25.5"L 23.5"D 34"H

KEY WEST CHAIR [SELECT]
black fabric 8103
31"L 31"D 31"H

MADDEN CHAIR [SELECT]
light gray vinyl 810843
27"L 32"D 33"H

MALBA CHAIR [SELECT]
grey molded plastic 810131
green molded plastic 810130
20"L 20"D 32"H
OCCASIONAL CHAIRS

CHRISTOPHER CHAIR  SELECT
white vinyl/chrome 810846
17"L  19"D  35"H

ZENITH CHAIR  SELECT
white/chrome 810851
19"L  22"D  32"H

RUSTIQUE CHAIR  SELECT
gunmetal 810841
20"L  18"D  31"H

RAZOR ARMLESS CHAIR  SELECT
white high-density plastic 810837
15.38"L  15.5"D  30.5"H

SWANSON SWIVEL CHAIR  SELECT
white vinyl 810875
28"L  25"D  30"H

BERLIN STACK CHAIR  SELECT
white & red plastic/chrome 810811
white & black plastic/chrome 810810
18"L  22"D  32"H

WENDY CHAIR  SELECT
clear acrylic 810847
15"L  20"D  36"H
CONFERENCE CHAIRS

GRAY GASLIFT CHAIR  **ESSENTIALS**
with arms 71046
without arms 71045
26"W  20"L  36"H  Adjustable

LA BREA SWIVEL CHAIR  **SELECT**
charcoal gray fabric 810874
35"L  27"D  40"H

ALTURA GUEST CHAIR  **SELECT**
black fabric/black steel 81063
25"L  20"D  34"H

PRO EXECUTIVE
HIGH BACK CHAIR  **SELECT**
white vinyl 810844
black vinyl 810946
25"L  24"D  48"H  Adjustable

PRO EXECUTIVE
MID BACK CHAIR  **SELECT**
white vinyl 810945
black vinyl 810944
24"L  22"D  40"H  Adjustable

PRO EXECUTIVE
GUEST CHAIR  **SELECT**
black vinyl 810947
24"L  22"D  36"H

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
BARS & BARSTOOLS

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

67"L 22"D 45"H

possible configurations

BLACK DIAMOND STOOL  ESSENTIALS
71088

22"W 18"L 46"H

GRAY GASLIFT STOOL  ESSENTIALS
with arms 71048
without arms 71047

24"W 20"L 46"H Adjustable

LAGUNA BARSTOOL  SELECT
maple/chrome 810860

18"L 20"D 47"H

LIMERICK® STOOL  BY HERMAN MILLER  ESSENTIALS
gray 210109

18"W 17.75"L 44"H

LIFT BARSTOOL  SELECT
gray vinyl/chrome 810872
red vinyl/chrome 810873
black vinyl/chrome 810871
white vinyl/chrome 810870

15" Round 29-33.5"H Adjustable

APEX BARSTOOL  SELECT
black vinyl 810951
blue ultra suede 810952
red vinyl 810953
white vinyl 810954

21"L 21"D 33"H
BARS & BARSTOOLS

**BANANA BARSTOOL**  **SELECT**
white vinyl/chrome 810103  
black vinyl/chrome 810104  
21”L  22”D  41”H

**ZENITH BARSTOOL**  **SELECT**
white/chrome 810850  
19”L  20”D  44”H

**ZOY BARSTOOL**  **SELECT**
white vinyl/chrome 810840  
black vinyl/chrome 810834  
15”L  16”D  26-30.5”H  Adjustable

**CHRISTOPHER BARSTOOL**  **SELECT**
white 810848  
19”L  15”D  41”H

**SHARK BARSTOOL**  **SELECT**
white plastic/chrome 810202  
22”L  19”D  34-44”H  Adjustable

**RUSTIQUE BARSTOOL**  **SELECT**
gunmetal 810839  
13”L  13”D  30”H

**OSLO BARSTOOL**  **SELECT**
blue plastic/chrome 810200  
white plastic/chrome 810201  
17”L  20”D  45”H
TURN THE TABLES IN YOUR FAVOR

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

ITEMS PICTURED BELOW

Endless Square Ottoman | 815122 | Page 6
Geo End Table | 82035 | Page 22
### DRAPED OR UNDRAPED TABLES & COUNTERS

**ESSENTIALS**

**TABLES**

<table>
<thead>
<tr>
<th>24&quot;D</th>
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*Table and counter widths available in select cities

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
## Pedestal Tables

### Soho Series
- **Black-Top Café**
  - 72069 24" Round 30"H
  - 72067 36" Round 30"H
- **Black-Top Mini**
  - 72066 18" Round 18"H

### Chelsea Series
- **Butcher Block-Top Café**
  - 72063 30" Round 30"H
  - 72064 36" Round 30"H
- **Butcher Block-Top Bistro**
  - 720163 30" Round 42"H
  - 720164 36" Round 42"H

### Additional Options
- **Hydraulic Base Café Table**
  - Maple 8201208 30" Round 20"H
- **Hydraulic Base Bar Table**
  - Maple 8201207 30" Round 45"H
- **Standard Base Café Table**
  - Blue Steel 8201203 30" Round 20"H
- **Standard Base Bar Table**
  - Blue Steel 8201204 30" Round 42"H

*Actual Color*
**PEDESTAL TABLES**

<table>
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<th>HYDRAULIC BASE CAFÉ TABLE</th>
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Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com).
PEDESTAL TABLES

30" CAFE TABLE W/ BLACK BASE - WHITE TOP  
white laminate 8201220  
30" Round 29"H

30" BAR TABLE W/ BLACK BASE - WHITE TOP  
white laminate 8201221  
30" Round 42"H

30" BAR TABLE W/ HYDRAULIC BASE - WHITE TOP  
white laminate 8201222  
30" Round 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - WHITE TOP  
white laminate 8201223  
30" Round 29"H

30" BAR TABLE W/ HYDRAULIC BASE - RED  
red laminate 820920  
30" Round 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - RED  
red laminate 820921  
30" Round 29"H

30" BAR TABLE W/ HYDRAULIC BASE - GRAPHITE  
grey laminate 820922  
30" Round 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - GRAPHITE  
grey laminate 820923  
30" Round 29"H

30" BAR TABLE W/ HYDRAULIC BASE - SILVER  
silver 820924  
30" Round 45"H

30" CAFE TABLE W/ HYDRAULIC BASE - SILVER  
silver 820925  
30" Round 29"H
# OCCASIONAL, END & COCKTAIL TABLES

## Silverado

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## Alondra

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## Atomic

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</tbody>
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Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [freeman.com](http://freeman.com)
**OCCASIONAL, END & COCKTAIL TABLES**

**Geo**

**END TABLE**
- **Material:** wood/black steel 82028
- **Dimensions:** 20"L 20"D 21"H

**COCKTAIL TABLE**
- **Material:** wood/black steel 82027
- **Dimensions:** 47"L 24"D 17"H

**END TABLE**
- **Material:** glass/chrome 82035
- **Dimensions:** 26"L 26"D 20"H

**COCKTAIL TABLE**
- **Material:** glass/chrome 82034
- **Dimensions:** 50"L 22"D 16"H

**Sydney**

**END TABLE**
- **Material:** black laminate/brushed steel 82054
- **Material:** white laminate/brushed steel 82055
- **Dimensions:** 27"L 23"D 22"H

**COCKTAIL TABLE**
- **Material:** black laminate/brushed steel 82052
- **Material:** white laminate/brushed steel 82053
- **Dimensions:** 48"L 26"D 18"H

*Powered options available*

*See pages 30 and 31 for all Powered options.*

*Electrical power must be ordered separately*
OCCASIONAL, END & COCKTAIL TABLES

**Regis**

- **END TABLE**
  - SELECT
  - brushed metal
  - **82075**
  - 16”L 15.5”D 16.5”H

- **BENCH/TABLE**
  - SELECT
  - brushed metal
  - **82074**
  - 47”L 15.5”D 16”H

**AURA**

- **ROUND TABLE**
  - SELECT
  - white metal
  - **820844**
  - 15” Round 22”H

- **EDGE LED CUBE TABLE**
  - SELECT
  - white plastic/clear acrylic top
  - **82057**
  - 20”L 20”D 20”H

**GEO SQUARE-ROUND TABLE**

- SELECT
  - glass/black steel
  - **82043**
  - 42”L 42”D 29”H

  - glass/chrome
  - **82044**
  - 42”L 42”D 29”H
OCCASIONAL, END & COCKTAIL TABLES

Oliver
END TABLE SELECT
walnut finish 82088
22" Round 22"H
TABLE SELECT
walnut finish 82087
47"L 27"D 19"H

Rustique
SQUARE METAL BAR TABLE SELECT
gray finish 8201226
23.75"L 23.75"D 41.25"H

ITEMS PICTURED BELOW
Endless Curve Ottoman | 815953 | Page 6
Silverado Cocktail Table | 82014 | Page 21
CONFERENCE TABLES

GEO CONFERENCE TABLE
- Select
- Glass/black steel 82041
- Glass/chrome 82051
- 60”L 36”D 29”H

MADISON CONFERENCE TABLE
- Select
- Gray acajou 820260
- 42” Round 29”H

42” ROUND WHITE CONFERENCE TABLE
- Select
- White laminate 820708
- 42” Round 29”H

6’ OVAL CONFERENCE TABLE
- Select
- Granite nebula 820203
- 72”L 42”D 29”H

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

MADISON 5’ TABLE
gray acajou 820261
60”L  48”D  29”H

MADISON 8’ TABLE
gray acajou 820262
96”L  60”D  29”H

MADISON 10’ TABLE
gray acajou 820263
120”L  48”D  29”H

G30 CAFÉ TABLE
(MAPLE W/ GROMMETS)  SELECT
laminate/metal  82058
72”L  26”D  30”H

G30 CAFÉ TABLE
(SOLID MAPLE TOP)  SELECT
laminate/metal  82067
72”L  26”D  30”H

G30 CAFÉ TABLE
(SOLID WHITE TOP)  SELECT
laminate/metal  82063
72”L  26”D  30”H
CONFERENCE TABLES

VENTURA BAR TABLE
W/ GROMMET HOLES
maple 820951
72.25”L  26.25”D  42”H

VENTURA COMMUNAL BAR TABLE
black 820952
72.25”L  26.25”D  42”H

VENTURA BAR TABLE
W/ GROMMET HOLES
white 820953
72.25”L  26.25”D  42”H

VENTURA COMMUNAL BAR TABLE
maple 820954
72.25”L  26.25”D  42”H

VENTURA COMMUNAL BAR TABLE
white 820956
72.25”L  26.25”D  42”H
OFFICE

MADISON DESK  SELECT
gray acajou 84075
60"L  30"D  29"H

MADISON CREDENZA  SELECT
gray acajou 84077
60"L  20"D  29"H

MADISON BOOKCASE  SELECT
gray acajou 84078
36"L  12"D  72"H
COMPUTER DESK / TABLE

WORK DESK SELECT
white laminate 820706
48"L 24"D 30"H

MERLIN TABLE SELECT
gray laminate 820707
46"L 29"D 30"H

ITEMS PICTURED BELOW
Key Largo Sofa | 830951 | Page 4
Key Largo Chair | 810950 | Page 4
Sydney Table, Powered | 82076 | Page 31
Aura Round Table | 820844 | Page 23
Black Diamond Stool | 71088 | Page 14
Soho Black Top Bistro | 36" Round - 72068 | Page 18

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

Powered options do not include charging adapters with rental and will need to be supplied by the exhibitor if needed.

**POWERED SEATING**

**NAPLES CHAIR, POWERED**
- *SELECT*
- Black vinyl / 810120
- 36"L × 30"D × 33"H

**NAPLES LOVESEAT, POWERED**
- *SELECT*
- Black vinyl / 830122
- 62"L × 30"D × 33"H

**NAPLES SOFA, POWERED**
- *SELECT*
- Black vinyl / 830121
- 87"L × 30"D × 33"H

**ROMA CHAIR, POWERED**
- *SELECT*
- White vinyl / 81021
- 37"L × 31"D × 33"H

**ROMA SOFA, POWERED**
- *SELECT*
- White vinyl / 83017
- 78"L × 31"D × 33"H

*Electrical power must be ordered separately*
POWERED TABLES

VENTURA COMMUNAL BAR TABLE POWERED* SELECT
black 820950
72.25"L × 26.25"D × 42"H

VENTURA COMMUNAL BAR TABLE POWERED* SELECT
white 820955
72.25"L × 26.25"D × 42"H

G30 CAFÉ TABLE, POWERED* SELECT
white top 82071
72"L × 26"D × 30"H

G30 CAFÉ TABLE, W/ GROMMETS POWERED* SELECT
white top 82069
72"L × 26"D × 30"H

TECH DESK WITH 3 DRAWER FILE CABINET, POWERED* SELECT
black metal 84083
desk only 84084
60"L × 30"D × 30"H

SYDNEY COCKTAIL TABLE, POWERED* SELECT
black laminate/brushed steel 82076
white laminate/brushed steel 82073
48"L × 26"D × 18"H

POWERED PRODUCT PEDESTALS

POWERED* LOCKING PEDESTAL, 36" SELECT
black 85060
white 85061
24"L × 24"D × 36"H

POWERED* LOCKING PEDESTAL, 42" SELECT
black 85062
white 85063
24"L × 24"D × 42"H

BANQUETTE

CENTER CONE SELECT
8506
26" Round × 31"H
Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

*Electrical power must be ordered separately

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

3 DRAWER FILE CABINET ON CASTORS 84080

FILE CABINET WITH LOCK ESSENTIALS standard size

TWO-DRAWER 74082

FOUR-DRAWER 74081

POSHP SHELVING W/ CHROME FRAME ESSENTIALS white 85020

REFRIGERATOR

SMALL REFRIGERATOR* ESSENTIALS 75057

REFRIGERATOR* SELECT white · 14.0 cubic feet 8503001

MASON TABLE LAMP* SELECT white/brushed silver 850707

MASON FLOOR LAMP* SELECT white/brushed silver 850708

LIGHTING

*Electrical power must be ordered separately
DISPLAY

Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That’s why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped tables and counters, to ensure your show space will be both attractive and interactive.

DISPLAY CYLINDERS
black
low 75020
30"W 15"H
medium 75021
18"W 20"H
high 75022
24"W 36"H
Available in rectangular sizes.

DISPLAY CUBES
black
12" small 75030
12"W 12"L 42"H
18" medium 75031
18"W 18"L 36"H
24" large 75032
24"W 24"L 42"H

ORION COMPUTER KIOSK
black 75079
28"L 28"D 40.5"H
Computer not included.

DISPLAY COUNTER
black 72056
24"W 49"L 42"H
ACCESSORIES

We know that every exhibit is different and requires certain pieces that may be hard to find. That’s why we offer an assortment of accessories that will meet your needs, from literature racks to bulletin boards to refrigerators and file cabinets. No matter the requirement, your exhibit will always stand out with these striking and functional pieces.

TABLET STAND

MOBILE TABLET STAND

white 850714
black 850715

14"L 13"D 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75”x 9.75” but not larger than 8.5”x 2.5”, including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.

TABLET STAND ACCESSORIES

BROCHURE HOLDER*

black 850711

8.625"L 1.1"D 11.325"H

WIRELESS PRINTER HOLDER*

black 850712

3.3"L 1.9"D 5.28"H

CHARGING SHELF*

black 850713

14.85"L 7.17"D 1"H

*To be ordered with the tablet stand
ACCESSORIES

CHROME STANCHION WITH 8' RETRACTABLE BELT
220121
42"H

CHROME SIGN HOLDER
220118
Holds 22" x 66" sign

ROUND LITERATURE RACK
750135
17"W 17"L 57"H
Revolving black display holds printed materials for easy access from 20 pockets.

FLAT LITERATURE RACK
750136
10"W 66"H
Forward-facing black display presents printed materials in six pockets.

CHROME COAT TREE
220109
8 1/4"W (21"W at the base) x 69 1/2"H

BRUSHED ALUMINUM EASEL
220134
When open 5 1/4" (W) x 64 1/4" (H) x 26"W x 62"H

CHROME BAG RACK
220110
1"W (3" at center) x 41" H x 26"W

SPECIAL DRAPING (not pictured)
Special drape is available in a variety of colors. Refer to the order form for details.

FLOOR-STANDING BULLETIN BOARD
10201484
48"W 96"L 78"H

CORRUGATED WASTEBASKET
220106

WASTEBASKET
220107
wastebasket color may vary.

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

COMPANY NAME:  

CONTACT NAME:  

E-MAIL ADDRESS:  

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

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

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NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

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**NAME OF SHOW:** 36th International Conference on Machine Learning / June 9 - 12, 2019

**COMPANY NAME:**

**BOOTH #:**

**BOOTH SIZE:**

**CONTACT NAME :**

**PHONE #:**

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

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NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

COMPANY NAME:  

BOOTH #:  

BOOTH SIZE:  X  

CONTACT NAME :  

PHONE #:  

E-MAIL ADDRESS :  

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**Powered Seating**

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<td>Display Cube - Black - 24&quot; Large</td>
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<td>850714*</td>
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<td>Tablet Stand Accessories</td>
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<td>850711*</td>
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<td>850713*</td>
<td>Charging Shelf - Black</td>
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<td></td>
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<td>Chrome Stanchion w/ 8 Retractable Belt</td>
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<td>Round Literature Rack</td>
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NAME OF SHOW: **36th International Conference on Machine Learning / June 9 - 12, 2019**

COMPANY NAME:  
BOOTH #:  
BOOTH SIZE:  

CONTACT NAME:  
PHONE #:  

E-MAIL ADDRESS:  

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

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

<table>
<thead>
<tr>
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<th>Part #</th>
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**Special Drape**

- Black
- Blue
- Brown
- Green
- Flax
- Gold
- Gray
- Plum
- Red
- White

|     | 12103  | Special Drape 3'H (per ft.)   | 22.25        | 24.50          | 31.15          |        |
|     | 12108  | Special Drape 8'H (per ft.)   | 22.25        | 26.20          | 33.30          |        |

**TOTAL COST**

<table>
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<tr>
<th>Sub-Total</th>
<th>10.25% Tax</th>
<th>Total Cost</th>
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**Taxes:** Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

*Asterisk indicates item is a Freeman Select furnishing*
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 13, 2019

COMPANY NAME:

CONTACT NAME:

E-MAIL ADDRESS:

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

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ACCESSORIES

TICKET TUMBLER
Brass finish table top model
23"h x 20"w x 18"d

SAFETY CONTAINER
Chrome 7-way waterfall.
24"x96"-Prices are per Panel

GRID PANELS
Chrome 2 Arm Waterfall
5'-6' h
Adjustable

BALLOT BOX
White Only
12" x 12" Square

FISH BOWL
Water & Goldfish not included

PERFBOARD HOOKS
- Single Hook - 6"
- Double Hook - 8"

PERFBOARD
(push pins cannot be used)

GARMENT RACKS
Chrome 4 Arm Waterfall
5'-6' h adjustable

MISCELLANEOUS

<table>
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<td></td>
<td>159020</td>
<td>Balloon Box</td>
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<td>112.25</td>
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Don’t see what you need?
Please call an Exhibitor Sales Specialist at (714) 254-3410.

TOTAL COST

Sub-Total + Tax (10.25%) = TOTAL
### STANDARD WHITE LINE (FLUORESCENT)

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<td>101043</td>
<td>Full View 4'</td>
<td>606.30</td>
<td>606.30</td>
<td>666.95</td>
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<tr>
<td></td>
<td>101051</td>
<td>Full View 5'</td>
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<td>666.95</td>
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<tr>
<td></td>
<td>101061</td>
<td>Full View 6'</td>
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<td>848.80</td>
</tr>
<tr>
<td></td>
<td>101042</td>
<td>Half View 4'</td>
<td>606.30</td>
<td>606.30</td>
<td>666.95</td>
<td>848.80</td>
</tr>
<tr>
<td></td>
<td>101050</td>
<td>Half View 5'</td>
<td>606.30</td>
<td>606.30</td>
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</tr>
<tr>
<td></td>
<td>101060</td>
<td>Half View 6'</td>
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<td>848.80</td>
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<tr>
<td></td>
<td>101090</td>
<td>Half View 34&quot; Corner</td>
<td>660.65</td>
<td>726.70</td>
<td>924.90</td>
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<tr>
<td></td>
<td>101044</td>
<td>Quarter View 4'</td>
<td>606.30</td>
<td>606.30</td>
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<td>101062</td>
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<tr>
<td></td>
<td>101092</td>
<td>Quarter View 34&quot; Corner</td>
<td>660.65</td>
<td>726.70</td>
<td>924.90</td>
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</tr>
</tbody>
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### WALL DISPLAY SHOWCASES

**Fluorescent Lighting. Solid Sides (1/2 & 1/4 view). White formica exterior. Closed storage. Sliding Doors with locks (no mirrors).**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Part #</th>
<th>Description</th>
<th>Online Price</th>
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<tr>
<td></td>
<td>1010203</td>
<td>Wall (Front View)</td>
<td>727.95</td>
<td>800.75</td>
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<td>Wall (See Through)</td>
<td>727.95</td>
<td>800.75</td>
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Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space.

### DESIGNER LINE (FLUORESCENT)


<table>
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<td></td>
<td>1012601</td>
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<td>747.60</td>
<td>951.50</td>
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<tr>
<td></td>
<td>101212</td>
<td>Half View 34&quot; Corner</td>
<td>727.95</td>
<td>800.75</td>
<td>1,019.15</td>
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<tr>
<td></td>
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<td>Quarter View 4'</td>
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<td>1012500</td>
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<td>1012600</td>
<td>Quarter View 6'</td>
<td>679.65</td>
<td>747.60</td>
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<td></td>
<td>101214</td>
<td>Quarter View 34&quot; Corner</td>
<td>727.95</td>
<td>800.75</td>
<td>1,019.15</td>
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</tbody>
</table>

Please use diagram below to indicate the placement of showcase(s) within your booth space.

**Adjacent Aisle or Booth #**

### TOTAL COST

Sub-Total + Tax (10.25%) = TOTAL

---

Remember to order in advance to save time, money and ensure availability. Rental prices are for the duration of the show and include delivery to and removal from your booth space.

---

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

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

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

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

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PRESTIGE CARPET

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

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Prestige carpet is one time use. The carpet for your booth will be brand new and recycled at the end of the show. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

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

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

CLASSIC CARPET

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

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

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

Actual colors may vary slightly
For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

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

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Online Price</th>
<th>Discount Price</th>
<th>Standard Price</th>
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<td>Plastic Covering (price per sq. ft.)</td>
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<td>$1.20</td>
<td>$1.55</td>
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</tr>
</tbody>
</table>

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

Take advantage of the Online price by ordering at www.freeman.com before MAY 17, 2019
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

<table>
<thead>
<tr>
<th>COMPANY NAME:</th>
<th>BOOTH #:</th>
<th>BOOTH SIZE:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CONTACT NAME:</th>
<th>PHONE #:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

E-MAIL ADDRESS:

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

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

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

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

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

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

Sample:

| Booth Size: | 10 x 25 = 250 sq. ft. | $ 3.70 |

CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:

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

| Per sq. ft. | Booth Size: | 4.05 | $ 3.70 |

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

- Choose your Carpet Color - 28 oz. Carpet:

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

<table>
<thead>
<tr>
<th>1 - 700 sq. ft.</th>
<th>Booth Size:</th>
<th>4.95</th>
<th>$ 4.45</th>
</tr>
</thead>
<tbody>
<tr>
<td>Over 700 sq. ft.</td>
<td>Booth Size:</td>
<td>4.45</td>
<td>$ 4.90</td>
</tr>
</tbody>
</table>

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

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

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

<table>
<thead>
<tr>
<th>1 - 700 sq. ft.</th>
<th>Booth Size:</th>
<th>5.70</th>
<th>$ 5.25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Over 700 sq. ft.</td>
<td>Booth Size:</td>
<td>5.25</td>
<td>$ 5.80</td>
</tr>
</tbody>
</table>

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

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

| Sample: | Booth Size: 10 x 25 = 250 sq. ft. | $ 2.00 |

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Price per sq. ft. (90 sq. ft. minimum)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Carpet Padding -1/2&quot; (90 - 700 sq. ft.)</td>
<td>$ 2.00 $ 2.20 $ 2.80</td>
</tr>
<tr>
<td></td>
<td>Carpet Padding-1/2&quot; (Over 700 sq. ft.)</td>
<td>$ 1.70 $ 1.85 $ 2.40</td>
</tr>
<tr>
<td></td>
<td>Double Carpet Padding - 1/2&quot; (90 - 700 sq. ft.)</td>
<td>$ 4.00 $ 4.40 $ 5.60</td>
</tr>
<tr>
<td></td>
<td>Double Carpet Padding -1/2&quot; (Over 700 sq. ft.)</td>
<td>$ 3.40 $ 3.75 $ 4.75</td>
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</table>

TOTAL COST

Sub- Total + 10.25% Tax = Total Cost
**NAME OF SHOW:** 36th International Conference on Machine Learning / June 9 - 12, 2019

**COMPANY NAME:**

**CONTACT NAME:**

**E-MAIL ADDRESS:**

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

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

---

**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 sq. ft. - 100 sq. ft. minimum)*

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>610100</td>
<td>Booth Vacuuming - One Time</td>
<td>.75</td>
<td>1.05</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610200</td>
<td>Booth Vacuuming - 2 Days</td>
<td>1.50</td>
<td>2.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610300</td>
<td>Booth Vacuuming - 3 Days</td>
<td>2.25</td>
<td>3.15</td>
<td></td>
</tr>
<tr>
<td></td>
<td>610400</td>
<td>Booth Vacuuming - 4 Days</td>
<td>3.00</td>
<td>4.20</td>
<td></td>
</tr>
</tbody>
</table>

---

### SHAMPOOING *(per sq ft - 100 sq ft minimum)*

<table>
<thead>
<tr>
<th>Qty (sq. ft.)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>630100</td>
<td>Shampoo Carpet - One Time</td>
<td>1.10</td>
<td>1.55</td>
<td></td>
</tr>
<tr>
<td></td>
<td>630200</td>
<td>Shampoo Carpet - 2 Days</td>
<td>2.20</td>
<td>3.10</td>
<td></td>
</tr>
<tr>
<td></td>
<td>630300</td>
<td>Shampoo Carpet - 3 Days</td>
<td>3.30</td>
<td>4.60</td>
<td></td>
</tr>
</tbody>
</table>

---

### PORTER SERVICE *(per day)*

<table>
<thead>
<tr>
<th>Qty (# days)</th>
<th>Part #</th>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>620500</td>
<td>Exhibit Area / Under 500 sq.ft.</td>
<td>93.30</td>
<td>130.60</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6201500</td>
<td>Exhibit Area / 501 - 1,500 sq. ft.</td>
<td>122.50</td>
<td>171.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6202500</td>
<td>Exhibit Area / 1,501 - 2,500 sq. ft.</td>
<td>155.35</td>
<td>217.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>6203500</td>
<td>Exhibit Area / Over 2,500 sq.ft.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

**TOTAL COST**

- Sub-Total
- N/A % Tax
- Total Cost

---

01/18 8530
FIT TO PRINT

SmartFabric® is a triple-layered fabric made of 100 percent polyester that’s ideal for printed graphics. It’s an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards. This lightweight material provides an easy way to make a big impact and has a small shipping footprint to reduce your shipping cost and carbon emissions.

* Client to provide print-ready artwork, or Freeman can design artwork for an additional fee.
SMARTFABRIC® RENTAL EXHIBITS

RENTAL EXHIBITS INCLUDE:
- Custom Fabric Graphic* with zippered carrying case (fabric graphic purchased to keep)
- Rental Frame, a 100% recyclable structure
- 9’ x 10’ or 9’ x 20’ Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10’ Booth
- 6 Arm Lights per 20’ Booth
- Power for lights only

FRAME ONLY UNIT

If you rented a SmartFabric booth previously, you own the graphic. For subsequent shows, all you need to do is rent the frame. We will install your fabric graphic over the frame.**

RENTAL EXHIBITS INCLUDE:
- Rental Frame
- 9’ x 10’ or 9’ x 20’ Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 3 Arm Lights per 10’ Booth
- 6 Arm Lights per 20’ Booth
- Power for lights only

*Client to provide print-ready artwork, or Freeman can design artwork for an additional fee. **Only Freeman SmartFabric will be installed on the frame.
CLASSIC CARPET

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

9' x 10' or 9' x 20' (16 oz.) – Color Options Included with Rental Package Options

- black
- blue
- gray
- green
- latte
- midnight blue
- plum
- red
- red pepper
- tuxedo

9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

PRESTIGE CARPET

Prestige carpet is for one time use. The carpet for your booth will be brand new and recycled at the end of the show. Renting carpet from Freeman minimizes your shipping footprint.

(28 oz.) – Available Upgrade Color Options

- black*
- cardinal
- charcoal*
- cream
- gray pearl*
- navy*
- toast
- wedgewood
- white*

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

OPTIONAL ACCESSORIES

SMARTFABRIC® ZIPPERED CARRYING CASE

20"W 8"H 16"D

One SmartFabric zipper bag is included with purchase.

CLEAR ACRYLIC SHELF

36"W .25"H 12"D

(holds up to 15 lbs each)

CUSTOM GRAPHICS

An exhibitor sales specialist will contact you to review the process for providing your own graphic files or options for using our graphic design services to design your back wall.

FREEMAN SUSTAINABILITY FOCUS

This solution is a clean footprint booth. This rental unit includes a 100 percent recyclable aluminum frame. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused or recycled.

For fast, easy ordering, go to freeman.com
# Quick Tips

Discount Price Deadline Date
May 17, 2019

Include the Freeman Method of Payment Form with Your Order

---

**Smartfabric Exhibit**

SmartFabric Exhibits provide a custom printed fabric graphic to keep and reuse on future events.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10’ x 10’ SmartFabric Exhibit</td>
<td>$2,155.00</td>
<td>$3,017.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>10’ x 20’ SmartFabric Exhibit</td>
<td>$4,155.00</td>
<td>$5,817.00</td>
<td></td>
</tr>
</tbody>
</table>

**Smartfabric Rental Exhibit Includes:**

- 116.5” X 92.5” Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9’ X 10’ or 9’ X 20’ (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

**Classic Carpet:**

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

---

**Frame Only Unit**

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for reuse. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>10’ x 10’ Frame Only Unit</td>
<td>$1,410.00</td>
<td>$1,974.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>10’ x 20’ Frame Only Unit</td>
<td>$2,350.00</td>
<td>$3,290.00</td>
<td></td>
</tr>
</tbody>
</table>

**Frame Only Unit Includes:**

- Classic Carpet 9’ X 10’ or 9’ X 20’ (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 3-Arm Lights (per 10 ft.)
- Power for LIGHTS only

**Classic Carpet:**

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

---

**Accessories**

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>Discount</th>
<th>Standard</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>SmartFabric Arm Light</td>
<td>$65.00</td>
<td>$91.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SmartFabric Acrylic Shelf (supports up to 15 lbs)</td>
<td>$150.00</td>
<td>$210.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>SmartFabric Carrying Case (purchase)</td>
<td>$20.00</td>
<td>$28.00</td>
<td></td>
</tr>
</tbody>
</table>

**Quick Tips**

- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.

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

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

---

**Total Cost**

<table>
<thead>
<tr>
<th></th>
<th>+</th>
<th>=</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub-Total</td>
<td>10.25 % Tax</td>
<td>Total Cost</td>
</tr>
</tbody>
</table>

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

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

PACKAGE 1

10 X 10

PACKAGE 1 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

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

PACKAGE 2

PACKAGE 3

PACKAGE 4
PACKAGE 2 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 3 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 4 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10
PACKAGE 5

10 X 20

10 X 10

PACKAGE 6

10 X 20

10 X 10
PACKAGE 5 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10

PACKAGE 6 UPGRADE OPTIONS
With Graphics and Cabinet

10 X 10
There are upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.
Booth Panel Options – Color Options Included with Rental Package

black fabric  blue fabric  gray fabric  white  white perffboard

Classic Carpet (16 oz.) – Color Options Included with Rental Package Options. Darker colored Classic carpet is made of 25-50% recycled content.

black  blue  gray  green  latte
midnight blue  plum  red  red pepper  tuxedo

9’ carpet is laid toward the front edge, leaving 1’ at the back of the booth for utility port access. Actual colors may vary slightly.

Prestige Carpet (28 oz.) – Available Upgrade Color Options

black*  cardinal  charcoal*  cream  gray pearl*
navy*  toast  wedgewood  white*

*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10’ Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

questions?

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

“CLEAN FOOTPRINT” MATERIALS

When you select “Clean Footprint” materials for your booth we will use only materials that can be reused or recycled. All flooring, lighting, furniture, and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be printed on reusable and 100% recyclable substrate such as Freeman honeycomb, converd board and reboard. Using a Freeman rental unit includes 100% recyclable aluminum in the structure and virtually eliminates your shipping footprint and carbon emissions.
For Assistance, please call (714) 254-3410 to speak with one of our experts.

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

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

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

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### RENTAL EXHIBITS

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Package 1</td>
<td>10’ x 10’</td>
<td>3,481.10</td>
<td>4,873.55</td>
<td>10’ x 20’</td>
</tr>
<tr>
<td>Package 2</td>
<td>10’ x 10’</td>
<td>2,034.15</td>
<td>2,847.80</td>
<td>10’ x 20’</td>
</tr>
<tr>
<td>Package 3</td>
<td>10’ x 10’</td>
<td>2,740.35</td>
<td>3,836.50</td>
<td>10’ x 20’</td>
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<tr>
<td>Package 4</td>
<td>10’ x 10’</td>
<td>2,908.10</td>
<td>4,071.35</td>
<td>10’ x 20’</td>
</tr>
<tr>
<td>Package 5</td>
<td>10’ x 10’</td>
<td>2,569.45</td>
<td>3,597.25</td>
<td>10’ x 20’</td>
</tr>
<tr>
<td>Package 6</td>
<td>10’ x 10’</td>
<td>2,679.90</td>
<td>3,751.85</td>
<td>10’ x 20’</td>
</tr>
</tbody>
</table>

### CHOSE YOUR PANEL

- Black Fabric
- Blue Fabric
- Gray Fabric
- White Hardwall
- White Perfboard

### CARPET

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

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

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

### LIGHTING

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

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

Additional power must be ordered separately.

### HEADER IDENTIFICATION SIGN

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

- Black
- Blue
- Brown
- Burgundy
- PMS Color
- Font Type

Indicate exactly how you want your company name to appear:

**ENHANCE YOUR EXHIBIT**

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

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

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

**TOTAL COST**

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>10.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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01/19 (479911) 8530
**FREEMAN**
2170 S. Towne Centre Place, Ste 100
Anaheim, CA 92806
(714) 254-3410  Fax: (469) 621-5602

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**DISCOUNT PRICE DEADLINE DATE**
**MAY 17, 2019**

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

---

**NAME OF SHOW:** 36th International Conference on Machine Learning / June 9 - 12, 2019

**COMPANY NAME:**

**CONTACT NAME:**

**E-MAIL ADDRESS:**

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

---

**ACCESSORIES FOR RENTAL UNITS**

**LIGHTS** (use only on rentals)

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arm Light</td>
<td>184.00</td>
<td>257.60</td>
</tr>
<tr>
<td>4’ Tracklight (3 lights)</td>
<td>493.15</td>
<td>690.40</td>
</tr>
<tr>
<td>Halogen Light</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

**SHELVES** (use only on rentals)

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1M Straight (37” x 12”)</td>
<td>111.25</td>
<td>155.75</td>
</tr>
<tr>
<td>1M Angled (37” x 12”)</td>
<td>138.40</td>
<td>193.75</td>
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</table>

**CABINETS**

**GONDOLAS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Sided 1M x 4’ High</td>
<td>528.15</td>
<td>739.40</td>
</tr>
<tr>
<td>Double Sided 1M x 4’ High</td>
<td>918.40</td>
<td>1,285.75</td>
</tr>
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</table>

**RADIUS CABINET** (does not have doors)

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Sided 1M x 8’ High</td>
<td>1,056.30</td>
<td>1,478.80</td>
</tr>
<tr>
<td>Double Sided 1M x 8’ High</td>
<td>1,836.70</td>
<td>2,571.40</td>
</tr>
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</table>

**LITERATURE POCKETS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>For 8½ x 11 Literature</td>
<td>53.00</td>
<td>74.20</td>
</tr>
</tbody>
</table>

---

**CABINETS & LOCKS**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1M x ½M x 36” High</td>
<td>615.50</td>
<td>861.70</td>
</tr>
<tr>
<td>1M x ½M x 42” High</td>
<td>615.50</td>
<td>861.70</td>
</tr>
<tr>
<td>2M x ½M x 36” High</td>
<td>845.60</td>
<td>1,183.85</td>
</tr>
<tr>
<td>2M x ½M x 42” High</td>
<td>845.60</td>
<td>1,183.85</td>
</tr>
<tr>
<td>1M Radius x ½M x 36” High</td>
<td>922.25</td>
<td>1,291.15</td>
</tr>
<tr>
<td>1M Radius x ½M x 42” High</td>
<td>922.25</td>
<td>1,291.15</td>
</tr>
<tr>
<td>Inside Shelves Available</td>
<td>36.55</td>
<td>51.15</td>
</tr>
</tbody>
</table>

(Radius Cabinets do not have doors)

---

**TOTAL COST**

<table>
<thead>
<tr>
<th>Description</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sub-Total</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10.25% Tax</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Cost</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

*Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*
FLEXING TO FIT YOUR NEEDS

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

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

*Graphic design elements are priced separately and not included with TotalFlex® order.
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

CONTACT NAME: [Blank]  PHONE #: [Blank]

E-MAIL ADDRESS: [Blank]

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

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

TABLETOP UNIT

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

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

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray

Table Drape:
- Black
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo

FLOOR UNIT

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

Purchase Units Include:
- 2-Cases
- 1-Podium - 8'H X 10'W unit only
- 1-Podium - 8'H X 10'W unit only
- 2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

Fabric Panel Colors for All Units:
- Black
- Gray
- Blue

9' x 10' Classic Carpet:
- Black
- Blue
- Green
- Gray

Table Drape:
- Black
- Midnight Blue
- Plum
- Red
- Red Pepper
- Tuxedo

CUSTOM GRAPHIC / PHOTO PANELS

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

OPTIONAL ACCESSORIES

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Qty</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
<th>Qty</th>
<th>Discount Price</th>
<th>Standard Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1715800</td>
<td>2-200 Watt Halogen Light Kit</td>
<td></td>
<td>272.40</td>
<td>318.35</td>
<td></td>
<td></td>
<td>323.90</td>
<td>453.45</td>
<td></td>
</tr>
<tr>
<td>1715801</td>
<td>1-200 Watt Halogen Light Kit</td>
<td></td>
<td>117.50</td>
<td>164.50</td>
<td></td>
<td></td>
<td>236.50</td>
<td>331.10</td>
<td></td>
</tr>
<tr>
<td>1715802</td>
<td>Straight Shelf</td>
<td></td>
<td>90.35</td>
<td>126.50</td>
<td></td>
<td></td>
<td>164.30</td>
<td>230.00</td>
<td></td>
</tr>
<tr>
<td>1715803</td>
<td>Angled Shelf</td>
<td></td>
<td>90.35</td>
<td>126.50</td>
<td></td>
<td></td>
<td>164.30</td>
<td>230.00</td>
<td></td>
</tr>
</tbody>
</table>

QUICK TIPS

- If shipping literature or products, material handling rates will apply.
- Orders in advance to save time, money and ensure availability. Orders received after the deadline date or without payment will be charged the Standard Price.

_PURCHASE_ TOTAL COST

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>10.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

_RENTAL_ TOTAL COST

<table>
<thead>
<tr>
<th>Sub-Total</th>
<th>10.25% Tax</th>
<th>Total Cost</th>
</tr>
</thead>
</table>

FREEMAN totalflex
SEEING IS BELIEVING

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

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

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

STATE-OF-THE-ART CAPABILITIES

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

SUPERIOR QUALITY CONTROL

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

DEPTH OF RESOURCES

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

REPRODUCTION AND INSTALLATION

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

COMPANY NAME: ____________________________

CONTACT NAME: ____________________________

E-MAIL ADDRESS: ____________________________

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

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

DIGITAL GRAPHICS

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

L x W = sq. ft.

$ 19.95 per sq. ft. discount price

$ 28.60 per sq. ft. standard price

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

LARGE DIGITAL GRAPHICS

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

File Information:

Electronic File Name ____________________________

Application ____________________________

PMS Colors ____________________________

Back­ing Material:

☐ Freeman Foam (Foamcore)
☐ Freeman PVC (PVC)
☐ Freeman HD Foam (Gatorfoam)
☐ Freeman Polyfoam (Ultra Board)
☐ Other

☐ Masonite
☐ Plexi
☐ Freeman Honeycomb (Eco-Board)
☐ Other

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

STANDARD SIZES

Please choose your size of graphics:

<table>
<thead>
<tr>
<th>SIZE</th>
<th>QTY</th>
<th>Discount Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>7&quot; x 11&quot;</td>
<td></td>
<td>53.95</td>
<td>80.95</td>
</tr>
<tr>
<td>7&quot; x 22&quot;</td>
<td></td>
<td>53.95</td>
<td>80.95</td>
</tr>
<tr>
<td>7&quot; x 44&quot;</td>
<td></td>
<td>68.10</td>
<td>102.15</td>
</tr>
<tr>
<td>9&quot; x 44&quot;</td>
<td></td>
<td>78.50</td>
<td>117.75</td>
</tr>
<tr>
<td>11&quot; x 14&quot;</td>
<td></td>
<td>53.95</td>
<td>80.95</td>
</tr>
<tr>
<td>14&quot; x 22&quot;</td>
<td></td>
<td>72.35</td>
<td>108.55</td>
</tr>
<tr>
<td>14&quot; x 44&quot;</td>
<td></td>
<td>114.75</td>
<td>172.15</td>
</tr>
<tr>
<td>22&quot; x 28&quot;</td>
<td></td>
<td>114.75</td>
<td>172.15</td>
</tr>
<tr>
<td>28&quot; x 44&quot;</td>
<td></td>
<td>294.75</td>
<td>294.75</td>
</tr>
<tr>
<td>20&quot; x 60&quot;</td>
<td></td>
<td>196.50</td>
<td>294.75</td>
</tr>
</tbody>
</table>

Total Cost

| Sub-Total | 10.25% Tax | Total Cost |

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

- Files below 10 MB can be delivered via email. Larger files may be posted to Freeman’s FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (714) 254-3410 for assistance.
UNION REGULATIONS

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

DECORATORS UNION

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

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

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

TEAMSTERS UNION

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

ELECTRICAL UNION

IBEW Electricians jurisdiction covers all electrical labor for each booth including but not limited to, cable distribution under your carpet or flooring, and throughout the booth structure. Included are connections & hardwiring of all electrical equipment, (e.g. 208volt & higher services, panels, motors, and audio visual equipment), installation of all lighting hung from truss or beams & distribution of all cabling throughout the booth & truss structures. All stage hand labor used in the exhibit area will be supplied through Freeman with exception of their company representative/supervisor. Unless contracted directly with the in-house AV / Internet provider, all data and coaxial cable run within the booth, overhead or on the floor will be installed by our electricians. Electrical services are provided on a time and material basis and cannot be performed by other unions, I&D houses or Exhibitors.

SAFETY

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

TIPPING

Freeman request that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status and we feel that tipping is not necessary. This applies to all Freeman employees.
LET US DO THE HEAVY LIFTING

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

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

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

**ON-SITE SUPERVISION**

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

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

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to [www.freeman.com](http://www.freeman.com)
NAME OF SHOW: 36th International Conference on Machine Learning / June 9 - 12, 2019

COMPANY NAME: 

CONTACT NAME: 

E-MAIL ADDRESS: 

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

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

---

DISPLAY LABOR (One Hour Minimum per Worker)

<table>
<thead>
<tr>
<th>Description</th>
<th>Advance Price</th>
<th>Show Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Straight Time-</td>
<td>8:00 A.M. to 4:30 P.M. Monday through Friday</td>
<td>$134.00</td>
</tr>
<tr>
<td>Double Time-</td>
<td>4:30 P.M. to 8:00 A.M. Monday through Friday, ALL DAY on Saturday and Sunday</td>
<td>$241.25</td>
</tr>
<tr>
<td>Holiday</td>
<td>ALL DAY on recognized Holidays</td>
<td>$308.25</td>
</tr>
</tbody>
</table>

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

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

Emergancy contact: ______________________ Phone Number: ______________________

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

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

Freeman Supervision (30%/$45.00): $__________

Tax: $__________ (N/A)

Total Installation: $__________

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

Emergency contact: ______________________ Phone Number: ______________________

Exhibitor Supervised Labor (Supervisor must check in at Service Center to pick up labor)

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

Freeman Supervision (30%/$45.00): $__________

Tax: $__________ (N/A)

Total Dismantle: $__________
**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

<table>
<thead>
<tr>
<th>Freight will be shipped to Warehouse</th>
<th>Show Site</th>
<th>Date Shipped</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crates</td>
<td>Cartons</td>
<td>Fiber Cases</td>
</tr>
<tr>
<td>Setup Plan/Photo: Attached</td>
<td>To Be Sent With Exhibit</td>
<td>In Crate No.</td>
</tr>
<tr>
<td>Carpet: With Exhibit</td>
<td>Rented From Freeman</td>
<td>Color</td>
</tr>
<tr>
<td>Electrical Placement: Drawing Attached</td>
<td>Drawing With Exhibit</td>
<td>Electrical Under Carpet</td>
</tr>
<tr>
<td>Comments:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Graphics: With Exhibit | Shipped Separately |
| Comments: | |

**Special Tools/Hardware Required:**

## OUTBOUND SHIPPING INFORMATION

<table>
<thead>
<tr>
<th>SHIP TO:</th>
</tr>
</thead>
<tbody>
<tr>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>-----------------------------------------------</td>
</tr>
</tbody>
</table>

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:_________________

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
- [ ] Lift gate required
- [ ] Inside delivery
- [ ] Air ride required
- [ ] Pad wrap required
- [ ] Residential
- [ ] Do not stack
- [ ] No need to schedule your outbound shipment.

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

- [ ] Re-route via Freeman’s choice
- [ ] Deliver back to the warehouse at exhibitor’s expense

**PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.**
When ALL DAY on Saturday and Sunday
Additional crew, equipment and or larger equipment will be used if the supervisor deems it necessary to safely complete
Quoted on Request
When moving or placing machinery, the applicable rate of a Rigger will be added to the Forklift charges.
Height Required
Quoted on Request
Show site prices will apply to all orders placed at show site.
Quoted on Request
Supervisor must check in at Service Center to pickup labor.

### FORKLIFT RIGGING EQUIPMENT AND LABOR (One Hour Minimum per Worker)

<table>
<thead>
<tr>
<th>Description</th>
<th>Price/Hour Advance</th>
<th>Price/Hour Site</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FORKLIFT LABOR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>304050   Forklift w/operator up to 5,000 lbs ST</td>
<td>205.25</td>
<td>$287.50</td>
</tr>
<tr>
<td>304051   Forklift w/operator up to 5,000 lbs OT</td>
<td>273.50</td>
<td>$383.00</td>
</tr>
<tr>
<td>304052   Forklift w/operator up to 5,000 lbs DT</td>
<td>314.50</td>
<td>$440.50</td>
</tr>
<tr>
<td>304053   Forklift w/operator up to 5,000 lbs HOL</td>
<td>382.75</td>
<td>$536.00</td>
</tr>
<tr>
<td>3040150  Forklift w/operator up to 15,000 lbs ST</td>
<td>267.00</td>
<td>$374.00</td>
</tr>
<tr>
<td>3040151  Forklift w/operator up to 15,000 lbs OT</td>
<td>335.25</td>
<td>$469.50</td>
</tr>
<tr>
<td>3040152  Forklift w/operator up to 15,000 lbs DT</td>
<td>376.25</td>
<td>$526.75</td>
</tr>
<tr>
<td>3040153  Forklift w/operator up to 15,000 lbs HOL</td>
<td>444.50</td>
<td>$622.50</td>
</tr>
<tr>
<td>304040   Forklift w/operator 4-Stage ST</td>
<td>Quote on Request</td>
<td></td>
</tr>
<tr>
<td>304041   Forklift w/operator 4-Stage OT</td>
<td>Quote on Request</td>
<td></td>
</tr>
<tr>
<td>304042   Forklift w/operator 4-Stage DT</td>
<td>Quote on Request</td>
<td></td>
</tr>
<tr>
<td>304043   Forklift w/operator 4-Stage HOL</td>
<td>Quote on Request</td>
<td></td>
</tr>
<tr>
<td><strong>RIGGING LABOR</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3020100  Rigger ST</td>
<td>$168.00</td>
<td>$235.25</td>
</tr>
<tr>
<td>3020101  Rigger OT</td>
<td>$252.00</td>
<td>$353.00</td>
</tr>
<tr>
<td>3020102  Rigger DT</td>
<td>$386.50</td>
<td>$541.25</td>
</tr>
<tr>
<td>3020103  Rigger HOL</td>
<td>$386.50</td>
<td>$541.25</td>
</tr>
<tr>
<td>3010100  Material Handler ST</td>
<td>$136.50</td>
<td>$191.25</td>
</tr>
<tr>
<td>3010101  Material Handler OT</td>
<td>$204.75</td>
<td>$286.75</td>
</tr>
<tr>
<td>3010102  Material Handler DT</td>
<td>$245.75</td>
<td>$344.25</td>
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<tr>
<td>3010103  Material Handler HOL</td>
<td>$314.00</td>
<td>$439.75</td>
</tr>
<tr>
<td><strong>EQUIPMENT</strong></td>
<td></td>
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</tr>
<tr>
<td>3006000  Forklift Cage</td>
<td>$28.25</td>
<td></td>
</tr>
<tr>
<td>3007000  Forklift Boom</td>
<td>$28.25</td>
<td></td>
</tr>
<tr>
<td>3008000  Pallet Jack</td>
<td>$28.25</td>
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</table>

### INSTALLATION

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Date</th>
<th>Start Time</th>
<th># of Equip/ Person</th>
<th>Approx Hrs per Person</th>
<th>Total Hours</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
</table>

### DISMANTLE

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Date</th>
<th>Start Time</th>
<th># of Equip/ Person</th>
<th>Approx Hrs per Person</th>
<th>Total Hours</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
</table>

Lift Capacity ____________________ Height Required ____________________

Describe work to be done: ____________________

**Sub-Total**

<table>
<thead>
<tr>
<th>Part #</th>
<th>Description</th>
<th>Date</th>
<th>Start Time</th>
<th># of Equip/ Person</th>
<th>Approx Hrs per Person</th>
<th>Total Hours</th>
<th>Hourly Rate</th>
<th>Estimated Total Cost</th>
</tr>
</thead>
</table>

Lift Capacity ____________________ Height Required ____________________

Describe work to be done: ____________________

**Sub-Total**

**Total**
When it comes to promoting your exhibit, let our technology do the talking. Freeman offers the most extensive inventory of audio visual products available, ensuring a custom experience that excites the senses and breathes life into your booth, giving it the appeal to draw in customers.

• Our audio visual experts can assist with a wide range of technology solutions for custom rental exhibit programs that fit any size or budget

• Full service resources include digital services, flat screen technology, intelligent LED light displays, seamless plasma and LED panel solutions and immersive audio experiences

• Schedule deliveries with advance confirmation to meet your timeline specifications

• Preshow consultation, installation, operation, and comprehensive invoice services provide a streamlined solution for all your rental needs
Freeman Audio Visual offers the widest array of audio visual products in our expansive network throughout North America. Our exhibit specialists can assist with a full range of audio visual equipment for portable, modular and custom rental exhibit programs to fit any size or budget. Full service resources include digital services, lighting, flat screen technology, computer equipment and LED displays.

Freeman Audio Visual establishes the right combination of equipment and services that will command attention while communicating your company's message. Whatever your needs, our dedicated service and technical on-site support teams will be available to ensure your exhibit program's success. With more than 3,500 full-time audio visual experts and $100 million in inventory, you can always count on Freeman Audio Visual to recommend the perfect combination of audio visual solutions to enhance your company's brand.

- PRESHOW CONSULTATION REGARDING EQUIPMENT SPECIFICATIONS AND BUDGETING
- ONE SEAMLESS SOURCE FOR ALL YOUR TECHNOLOGY SOLUTIONS, INCLUDING A COMPLETE RANGE OF AUDIO VISUAL AND COMPUTER EQUIPMENT AND INSTALLATION SERVICES
- INTELLIGENT LIGHTING DESIGN, INSTALLATION AND OPERATION
- SCHEDULED DELIVERIES WITH ADVANCE CONFIRMATION TO MEET YOUR TIMELINES
- AUDIO VISUAL EXPERTS THAT OFFER PERSONALIZED, DEDICATED SERVICE
Exhibiting Company Name: Booth #:  

<table>
<thead>
<tr>
<th>Packages</th>
<th>QTY. Early Order</th>
<th>Show Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>iPad with Floor Stand - White</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Flat Screen Accessory</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mounting Bracket - (32&quot;-80&quot; Flat Screen) *Only required if providing your own Flat Screen</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Single Post Stand - (up to 24&quot; Flat Screen; Mounting Bracket Required - Charges May Apply)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dual Post Stand - (32&quot;-80&quot; Flat Screen; Mounting Bracket Required - Charges May Apply)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Touchscreen Displays</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>32&quot; Touchscreen - Choose One: Table Top -or- Wall Mounted</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>46&quot; Touchscreen - Choose One: Table Top -or- Wall Mounted</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Desktop Computer with Monitor (3.2 GHz or faster)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Laptop Computer (Core i5/2.5ghz/4GB/300GBHDD/DVD)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>iPad</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>iPad Floor Stand - White</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple 21.5&quot; iMac (Intel Core 2 Duo/3.66 GHz)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple 15&quot; MacBook Pro (2.3 GHz Quad Core with Thunderbolt)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Apple 17&quot; MacBook Pro (2.3 GHz Quad Core with Thunderbolt)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Additional Equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>USB Media Player</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choose: Blu-ray -or- DVD Player</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sound Bar - 2.1 Full Range, with Built-in Subwoofer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Small High Performance PA System (2 speakers, 1 Mixer/Amp)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wireless Microphone - Choose One: Handheld -or- Headset -or- Lavalier</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Please note for Monitor Stand & Mount Rentals: Additional labor may be required to mount client provided monitors**

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**Contact Your Freeman Representative**

**ERIC DE LA OSSA**  
eric delaossa@freeman.com  
Phone: 714.448.2182  
Fax: 469.621.5602  
Online at: www.freeman.com

Don't see what you are looking for? Please call to discuss the options!
**Please Fill in All Information Below Before Submitting Your Order**

### Contact Information

<table>
<thead>
<tr>
<th>Your Name:</th>
<th>Booth Number:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Exhibiting Company Name:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Company Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City / State:</th>
<th>Zip Code:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone:</th>
<th>Fax:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Third Party (If Applicable):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Signature:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

### Delivery Information

*A representative must be in your booth at the time of delivery unless alternate arrangements are made.*  
*Delivery subject to readiness of the booth structure and set-up. Please call us at 714.448.2182 with questions.*

<table>
<thead>
<tr>
<th>On-Site Contact Person:</th>
<th>Cell Phone:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Please Select Your Preferred Date and Time of Delivery (Choose One):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saturday, June 8, 2019</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>If You Have a Special Delivery Request, Please Note it Here:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

### Payment Information

**Method of Payment (Choose One):**

- [ ] Credit Card *In an effort to maximize the security of customer payments, a Freeman representative will include a link to our secure portal to provide credit card payment, with your order confirmation.*
- [ ] Check *Checks must be in U.S. funds drawn on a U.S. or Canadian bank. "U.S. Funds" must be pre-printed on Canadian checks.*
- [ ] Key Account *Key Account customers have been pre-approved with net 30 terms.*
- [ ] Bank Transfer *Please reference the Show Name and Booth Number so we may properly credit your account.*
  
  **Wire Transfer:** Bank Transfer to Bank of America, N.A.; Dallas, TX  
  ABA#: 026-009-593, ACCT #: 4426831545 Freeman Audio Visual, Inc.  
  Physical address routing identifiers: 100 West 33rd Street, New York, NY

  **International Wire Transfer**  
  Swift Code: BOFAUS3N ACCT #: 4426831545 Freeman Audio Visual, Inc.  
  CHIPS address: 0959 Freeman Audio Visual, Inc.  
  Physical address for international routing identifiers: 100 West 33rd Street, New York, NY

  **ACH Direct Deposit**  
  ABA#: 111-000-012 ACCT #: 4426831545 Freeman Audio Visual, Inc.  
  ABA routing transit number physical bank address: 901 Main Street, Dallas, TX

  **Note:** Customers assume responsibility for any bank processing fees.

**For your convenience, Freeman will use your authorization to charge your credit card account for advanced and on site orders placed by your company representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of the Exhibitor including without limitation, any shipping charges.**

**All payments must be made in advance in US funds.**

**Full payment, including any applicable tax, is due at the time the order is placed.**

**Cancellation Policy:** Any cancellation must be received within 7 days of show open to avoid being charged one day’s rental rate. Cancellations after delivery will result in a day’s charge and labor incurred.
PAYMENT & LABOR

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

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

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

DEFINITIONS

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

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. secure funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR'S booth. Rental prices on Audio Visual equipment and computers do not include labor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour “per person” charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of reasons beyond FREEMAN’S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR’S responsibility to advise FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR’S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is billing these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show, terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be submitted in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN’S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not have its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and to direct them to work in a manner that is in compliance with FREEMAN’S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. If any labor secured through Freeman is conducting overhead work, the Exhibitor is responsible for ensuring that everyone in the area of overhead work is wearing a hard hat. If the Exhibitor does not have its own hard hats, Freeman can assist with obtaining them. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

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

IMPORTANT

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

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions shall be evidenced by the following conditions are met: This Material Handling Agreement does not apply to: (1) services from Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

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

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

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

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR’S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR’S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth. Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor’s shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.

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

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

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

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman’s sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor’s sole and exclusive remedy is limited to $5.00 (USD) per pound per article with a maximum liability of $100.00 (USD) per item, or $1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

c. LIMITATION OF LIABILITY. IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENT, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES RESULT FROM THE NEGLIGENCE OF EXHIBITOR OR SUBSEQUENT TO, OR ARE ALLEGED TO BE A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR TORT, OR FOR ANY LOSS, DAMAGE, OR CLAIM RESULTING FROM THE NEGLIGENCE OR OTHER LEGAL LIABILITY OF EXHIBITOR.

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the select Carrier only, and are in no way an extension of Freeman’s maximum liability stated herein. Freeman does not accept any carrier or packaging not bearing the Name and Address of the Carrier or the Carrier’s Declared Value Instructions. Declared Values will be extended to the Carrier’s insurance and/or the Carrier’s Financial Surety. FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

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

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorney’s fees) incurred by Freeman in connection with the Exhibitor’s Liabilities, and its related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes.

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

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

14. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES, YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY; YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.
1. DEFINITIONS. In this Contract, “Freeman” means Freeman Air Freight Services, Inc., and its respective officers, employees, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only any person or entity identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: commodities, loss of use damages, loss of profits damages, business interruption damages, damages for delay, special damages, collateral damages, exemplary damages, or contribution to cost of repairs, or loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages for work of any kind or nature. Freeman warrants and ensures that its property is inert, and contains no hazardous materials, Hazardous Materials, Chemicals, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons and animals in general. Such goods may be warehoused at warehouse’s risk and expense or destroyed without compensation.

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

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

(b) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman’s option, in any location that Freeman reserves the right to improve packaging at shipper’s expense.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman’s attempt to provide notice, it shall, at its option, decide how and whether to dispose of the property. Such notice shall advise that if Freeman does not receive disposition instructions within ten (10) days of that notification, Freeman may offer the shipment for sale at public auction and Freeman has the right to release the shipper’s property for public sale. At that time, Freeman receives no responsibility for storage and other lawful charges. Shipper will be responsible for the balance of charges not covered in the sale of the property. Freeman reserves the right to periodically check on the condition of the property worldwide due to circumstances that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper’s expense.

6. LIMITATION ON SHIPPER’S RECOVERABLE DAMAGES: Freeman’s Liability for DAMAGES on DOMESTIC SHIPMENTS, INCLUDING, BUT NOT LIMITED TO DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY, OR DELAYS OR DELAYS, OR THE INCLUSION OF ANY DANGEROUS SUBSTANCES IN THE PROPERTY, SHALL BE LIMITED TO THE AMOUNT OF THE DECLARED VALUE OF THE SHIPMENT, SUBJECT TO THE AMOUNTS STATED IN THE FOLLOWING TABLE:

(a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;

(b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;

(c) and other inherently fragile or unique items, including prototypes, etc.

Freeman reserves the right to improve packaging at shipper’s expense. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were when in damage was discovered. Receipt of the shipment by the Consignee or the shipper’s agent without notice on the delivery receipt and/or delivery manifest releases Freeman from liability for any claim of damage or loss that was reasonable to detect at the time of delivery. Freeman reserves the right to periodically check on the condition of the property worldwide due to circumstances that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper’s expense.

9. DISPUTES: This Agreement, and all disputes arising from or related thereto, shall be governed by the internal laws of the State of Texas, and shall be construed, interpreted, and enforced in accordance with the internal laws of the State of Texas, without giving effect to the choice of law provisions of any other jurisdiction of the United States or any other country.

In all cases of “catastrophic” damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established based on the provision or original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract.

Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Agreement, Shipper shall have no control over the property until it is delivered pursuant to the instructions in this Agreement, and that Shipper will have no control over the property after it is delivered pursuant to the instructions in this Agreement for that shipment to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the delivery and any related to the payment for the shipment.

Freeman REV 07/17
This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm in writing that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, “Freeman” means Freeman Expositions, Inc., and its respective empl oyees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term “Shipper” means the person or business for whom the property is being transported, and includes the person or business to whom the property is to be delivered, and all other persons or businesses who have in any manner agreed to or assumed responsibility for the property.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper’s payments and Freeman’s services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper’s property. The Contract includes the following terms that are specific to the transportation of Shipper’s property and is the property has been placed in the possession of the Consignee or the Consignee’s designee.

3. FREEMAN’S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, factory failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, acts of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman.

4. PACKAGING AND CRATES. Shipper’s property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptance of self-packaged or self-crated property or any property shipped by the Shipper. (a) Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any other cause or cause beyond shipper’s control that prevents Freeman from transporting the property to its destination. (b) Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any other cause or cause beyond shipper’s control that prevents Freeman from transporting the property to its destination.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trailers without environmental, refrigeration, or atmospheric control or other special services unless Shipper states on the face of the “Service Request and Shipping Instructions” if the goods were at that temperature when loaded into the container. (a) The maximum liability of Freeman for shipment of perishable property (including meats, cheese, dairy products, flowers, fruits, vegetables, plants, fish and shellfish, fresh flowers, and especially those items which are of immediate, perishable nature) is the lesser of $3.00 (USD) per pound or the actual invoice price.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or Freeman is instructed to refuse it, either by unloading the property from the container or by claiming it to be refused, the property shall then be considered as being in the possession of the Shipper. Notice shall be given to the Shipper on the face of the “Service Request and Shipping Instructions” that the goods were at that temperature when loaded into the container and if the same is not properly set when the container was loaded, the property shall be promptly returned to the shipper.

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

8. LIMITATION ON SHIPPER’S RECOVERABLE DAMAGES. Shipper understands that even if shipper’s property is lost or damaged, and even if Freeman is determined to be responsible, Freeman’s maximum liability shall not exceed the amount of proven actual value not exceeding the lower of fair market value.

9. SHIPPER’S RESPONSIBILITIES AND INDEMNIFICATION. Shipper shall be responsible for the full amount of charges for transportation, storage, and other lawful charges. Shipper shall pay all freight charges in advance. (a) Shipper shall arrange for proper security of the property in the possession of Freeman while in the possession of Freeman. (b) Shipper shall be responsible for the full amount of charges for transportation, storage, and other lawful charges. Shipper shall pay all freight charges in advance.

10. CLAIMS. Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to deliver must be filed within nine (9) months after a reasonable time for delivery has elapsed. Shipper shall not be liable for loss, damage, or delay if the service is performed by another carrier. (a) If Shipper wishes to claim against Freeman for loss or damage, the claim must be filed within four (4) years from the date of delivery to the consignee or the date when the property was last delivered to the shipper. The amount of damage shall be determined by Freeman in its reasonable discretion. (b) If the property is declared to be at Fair Market Value, the property will be disposed of without liability to Freeman.

11. CHOICE OF FORUM / ARBITRATION. This CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ANY ACTION Brought AGAINST Freeman FOR ANY CAUSE WHATSOEVER SHALL BE IN THE STATE OF TEXAS, DALLAS COUNTY, TEXAS. Any arbitration pursuant to this Agreement, or any claim or controversy arising out of or relating to this Agreement, shall be governed by the Arbitration Rules and Procedures of the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; if it is subsequently determined that the weight or measurements furnished by Shipper are incorrect, Shipper agrees to reimburse Freeman for all extra charges incurred by Freeman in packing the shipment to the size requested by Shipper, and additionally agrees to reimburse Freeman for all expenses incurred in connection therewith, including, but not limited to, attorneys fees, court costs, and the like. (b) Shipper agrees to reimburse Freeman for any costs, charges, or expenses incurred in connection with any claims for payment and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final determination of their weights, dimensions, and values.

13. SMALL PACKAGE PROGRAM. If items shipped via Freeman’s Small Packages program are lost, damaged or otherwise not delivered in accordance with the rates specified in Freeman’s Small Package Rates Manual, Freeman shall pay the lesser of the declared value, the actual value, or the applicable carrier’s maximum liability for that class of service. Freeman’s maximum liability shall be the amount of proven actual value not exceeding the lower of fair market value.

Freeman REV 07/17
ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We’ve answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it’s an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as “load”) (100 watts = 1 amp) of each piece of equipment at it’s location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.
Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

• The equipment must be 3 wire, 14 gauge minimum with a ground.
• The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
• All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show’s electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

• A completed electrical order form.
• A valid and authorized credit card to be kept on file for the company.
• An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 7 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don’t underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a “will call” order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you’ll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.myfreemanonline.com.
ELECTRICAL SERVICES USAGE GUIDE

The following wattages are approximate and are provided to help you estimate your power usage. To assist in estimating we recommend that you refer to the name plate or stamp usually located on the back or bottom of any electrical apparatus and order the corresponding outlet for each piece of equipment to avoid tripping/power outages during the event.

The formula for wattage is voltage x amperage (120 volt x 1 amp = 120 watts), 5 - 100 watt light bulbs = (5x100 = 500 watts)

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<thead>
<tr>
<th>Equipment</th>
<th>WATTAGE</th>
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<tbody>
<tr>
<td>Blender</td>
<td>475-1000</td>
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<tr>
<td>Can Opener</td>
<td>500</td>
</tr>
<tr>
<td>Card Reader (credit) / Lead Retrieval</td>
<td>100</td>
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<tr>
<td>Cash Register</td>
<td>100-200</td>
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<tr>
<td>Coffee Pot - Household Size</td>
<td>600-1200</td>
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<tr>
<td>Coffee Pot - Large Brewer</td>
<td>1500-2000</td>
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<td>Computer - Monitor (independent)</td>
<td>120-200</td>
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<tr>
<td>Computer - Desktop (monitor &amp; CPU)</td>
<td>200-900</td>
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<tr>
<td>Computer - Laptop</td>
<td>100-300</td>
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<td>Computer Printer - Dot Matrix</td>
<td>100-500</td>
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<td>Computer Printer - Laser</td>
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<td>Crock Pot</td>
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<td>DVD Player</td>
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<td>Electric Frying Pan</td>
<td>1200-2000</td>
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<td>Fax Machine</td>
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<td>Flat Screen TV - 32” to 50”</td>
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<td>Food Processor</td>
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<td>Glue Gun</td>
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<td>Griddle</td>
<td>1500-2000</td>
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<td>Hair Dryer</td>
<td>1000-2000</td>
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<tr>
<td>Heat Lamps (per lamp)</td>
<td>250</td>
</tr>
<tr>
<td>Heater (portable)</td>
<td>1500-2000</td>
</tr>
<tr>
<td>Hot Plate Single</td>
<td>1000</td>
</tr>
<tr>
<td>Hot Plate Double</td>
<td>1500-2000</td>
</tr>
<tr>
<td>Hot Water Heater</td>
<td>30amp/208 volt/Single Phase</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Equipment</th>
<th>WATTAGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Imprinter for T-Shirts</td>
<td>2000</td>
</tr>
<tr>
<td>Iron</td>
<td>700-1100</td>
</tr>
<tr>
<td>Juicer - Single</td>
<td>500</td>
</tr>
<tr>
<td>Juicer - Double</td>
<td>1000</td>
</tr>
<tr>
<td>Laminator</td>
<td>2000</td>
</tr>
<tr>
<td>Lights with Freeman Rental Booths</td>
<td>200 each</td>
</tr>
<tr>
<td>Meat Slicer</td>
<td>500-1000</td>
</tr>
<tr>
<td>Microwave Oven</td>
<td>500-2000</td>
</tr>
<tr>
<td>Mixer</td>
<td>500-1000</td>
</tr>
<tr>
<td>Photocopier (dependent upon size)</td>
<td>may require 208 volt</td>
</tr>
<tr>
<td>Pizza Oven (small)</td>
<td>2000</td>
</tr>
<tr>
<td>Popcorn Maker</td>
<td>2000</td>
</tr>
<tr>
<td>Projector (dependent upon size)</td>
<td>1000</td>
</tr>
<tr>
<td>Refrigerator - Small</td>
<td>400</td>
</tr>
<tr>
<td>Refrigerator - Full Size</td>
<td>750</td>
</tr>
<tr>
<td>Sewing Machine</td>
<td>1000</td>
</tr>
<tr>
<td>Steamer</td>
<td>2000</td>
</tr>
<tr>
<td>Stereo (amplifier)</td>
<td>100-500</td>
</tr>
<tr>
<td>Television</td>
<td>100-500</td>
</tr>
<tr>
<td>Toaster</td>
<td>1000</td>
</tr>
<tr>
<td>Toaster Oven</td>
<td>1500</td>
</tr>
<tr>
<td>Vacuum Cleaner</td>
<td>1500</td>
</tr>
<tr>
<td>VCR</td>
<td>100</td>
</tr>
<tr>
<td>Water Cooler - Cold Water</td>
<td>1000</td>
</tr>
<tr>
<td>Water Cooler - Hot/Cold Water</td>
<td>2000</td>
</tr>
</tbody>
</table>

01/17
ELECTRICAL SERVICES

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

1. **Location of the main power drop.** Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions.

2. **Location and load of all outlets.** Please provide specific dimensions and wattages/amperages. *Please do not simply place an X where power is required.*

3. **Booth orientation.** Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

SHOW NAME _______________________________________________________ DATES ___________________
COMPANY NAME ___________________________________________________ BOOTH # _________________

A measurement scale can be applied as necessary to reflect the size of your booth.

- 10 x 10 use 1 square = 1/4 foot
- 20 x 20 use 1 square = 1/2 foot
- 40 x 40 use 1 square = 1 foot
**SAMPLE LAYOUTS**

**IN LINE BOOTHs**
Power is run or dropped to in line booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of in line and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = ☑

<table>
<thead>
<tr>
<th># 401</th>
<th># 405</th>
<th># 407</th>
<th># 409</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 x 20 peninsula</td>
<td>10 x 20 in line booth</td>
<td>10 x 10 in line booth</td>
<td>10 x 20 in line booth</td>
</tr>
<tr>
<td>Power will be at rear drape line</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401
Order = 2-10 amp, 1-20 amp outlets

10 x 20 In Line – Booth # 409
Order = 2 x 5 amp outlets

Please place outlets in front corners of booth
ISLAND BOOTHS

Electrical layouts are always required for island booths and must include the following information:

1. **Main Drop.**
   Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment (no larger than 2 x 2) will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

2. **Location and load of all outlets.**
   Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

3. **Booth orientation.**
   Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

   ![Section of show floor plan](image)

   **20 x 20 Island – Booth #401**
   Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets
# 36th International Conference on Machine Learning / June 9 - 12, 2019

<table>
<thead>
<tr>
<th>ELECTRICAL OUTLETS (Double Price for 24 Hour Service)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.</td>
</tr>
</tbody>
</table>

## 110/120 VOLT

<table>
<thead>
<tr>
<th>Quantity (For Show Hours Only)</th>
<th>Quantity (For 24 Hour)</th>
<th>Discount</th>
<th>Standard</th>
</tr>
</thead>
<tbody>
<tr>
<td>Show</td>
<td>24 Hr</td>
<td>Price</td>
<td>Price</td>
</tr>
<tr>
<td>500 Watts (5amps)</td>
<td></td>
<td>156.25</td>
<td>234.40</td>
</tr>
<tr>
<td>1000 Watts (10amps)</td>
<td></td>
<td>274.00</td>
<td>411.00</td>
</tr>
<tr>
<td>2000 Watts (20amps)</td>
<td></td>
<td>366.75</td>
<td>550.15</td>
</tr>
</tbody>
</table>

## 208 VOLT SINGLE PHASE (Labor Required for Connection)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 Amps</td>
<td>688.75</td>
</tr>
<tr>
<td>30 Amps</td>
<td>824.00</td>
</tr>
<tr>
<td>60 Amps</td>
<td>1,079.75</td>
</tr>
<tr>
<td>100 Amps</td>
<td>1,419.25</td>
</tr>
<tr>
<td>200 Amps</td>
<td>2,342.25</td>
</tr>
</tbody>
</table>

## 208 VOLT THREE PHASE (Labor Required for Connection)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 Amps</td>
<td>918.25</td>
</tr>
<tr>
<td>30 Amps</td>
<td>1,099.00</td>
</tr>
<tr>
<td>60 Amps</td>
<td>1,440.00</td>
</tr>
<tr>
<td>100 Amps</td>
<td>1,891.25</td>
</tr>
<tr>
<td>200 Amps</td>
<td>2,706.75</td>
</tr>
<tr>
<td>400 Amps</td>
<td>3,811.00</td>
</tr>
</tbody>
</table>

Transformer to Boost 208V to Approx. 230V - $7.50 per Amp (20 Amp Min.)

<table>
<thead>
<tr>
<th>Qty of Amps</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## 480 VOLT THREE PHASE (Labor Required for Connection)

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 Amps</td>
<td>1,103.25</td>
</tr>
<tr>
<td>30 Amps</td>
<td>1,319.25</td>
</tr>
<tr>
<td>60 Amps</td>
<td>1,726.50</td>
</tr>
<tr>
<td>100 Amps</td>
<td>2,270.50</td>
</tr>
<tr>
<td>200 Amps</td>
<td>3,245.00</td>
</tr>
</tbody>
</table>

## LIGHTING (Price Includes Power Consumed)****

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Light Stand (200w)**</td>
<td>151.25</td>
</tr>
<tr>
<td>Double Light Stand (400w)**</td>
<td>249.00</td>
</tr>
<tr>
<td>Arm Light***</td>
<td>185.75</td>
</tr>
<tr>
<td>Overhead Quartz Light*</td>
<td>422.50</td>
</tr>
</tbody>
</table>

* May require labor and a lift at additional charge(s). Please contact FreemanAnaheimES@freeman.com for estimated charges.
** For single or double light stand; price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.
*** Requires a hard wall surface for installation.

Extension cords and power strips are available for rental at the Freeman Service Desk.

***Applicable sales tax applies to all Lighting orders.

<table>
<thead>
<tr>
<th>TOTAL COST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Outlet(s)</td>
</tr>
<tr>
<td>Lighting</td>
</tr>
<tr>
<td>Tax</td>
</tr>
<tr>
<td>GRAND TOTAL</td>
</tr>
</tbody>
</table>
ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment
All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

For Lighting
Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths
Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)

If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets
Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at freemanco.com to print as a base layout.

OTHER:
1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors’ cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitor’ equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitors’ equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.
### LABOR RATES & SCHEDULE:

<table>
<thead>
<tr>
<th>Description</th>
<th>Advance Price</th>
<th>Show Site Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Electrician - ST</td>
<td>$145.50</td>
<td>$203.75</td>
</tr>
<tr>
<td>Electrician - OT</td>
<td>$291.00</td>
<td>$407.50</td>
</tr>
<tr>
<td>Scissor Lift (Labor not included)</td>
<td>$227.50</td>
<td></td>
</tr>
<tr>
<td>Boom Lift (Labor not included)</td>
<td>$348.75</td>
<td></td>
</tr>
</tbody>
</table>

All lifts require labor to operate and a ground person in order to meet safety standards. Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- Show site price applies to all labor orders placed at show site.
- Start time guaranteed only at start of working day.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman service desk to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

#### FLOOR WORK:

- Work is the distribution of electrical under carpet and flooring.

#### OK TO PROCEED WITHOUT EXHIBITOR PRESENT:

- Complete Before: Date________ Time________

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

#### EXHIBITOR SUPERVISION (DO NOT PROCEED)

- PRINT NAME: _______________________________________
- AUTHORIZED SIGNATURE:____________________________

#### LABOR REQUEST

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th># Electrician</th>
<th>Est. # Hours</th>
<th>Floor Work</th>
<th>Booth Work</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- NAME OF ON-SITE CONTACT:_________________________________________________________________________________
- Special Instructions:_________________________________________________________________________________________
- PRINT NAME: _______________________________________
- AUTHORIZED SIGNATURE:____________________________
ELECTRICAL INSTRUCTIONS

1. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.

2. A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.

3. Labor must be picked up at the Freeman service desk. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.

4. Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.

5. Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.

2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.

3. Booth orientation - please provide surrounding aisle and/or booth numbers.
Order 14 days prior to the 1st day of the event move-in for incentive rate.

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