

AEX
CONVENTION SERVICES

2015 EXHIBITOR KIT



NJ EMERGENCY PREPAREDNESS
TROPICANA CASINO & RESORT
MAY 6-7, 2015

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Show Location: TROPICANA CASINO & RESORT

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

EXHIBITOR MOVE-IN

WEDNESDAY	MAY 6, 2015	8:00 AM - 4:30 PM
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SHOW HOURS

WEDNESDAY	MAY 6, 2015	4:30 PM - 7:30 PM
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THURSDAY	MAY 7, 2015	7:00 AM - 4:00 PM
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EXHIBITOR MOVE-OUT

THURSDAY	MAY 7, 2015	4:00 PM - 8:00 PM
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Move-Out Note: All carriers must check in no later than 6:00 PM on May 7, 2015 freight will be shipped via LibertyCFS Inc's terms/7 business day standard ground service.

SHOW COLORS:

Back Drape: Red, White & Blue

Side Drape: Blue

BOOTH EQUIPMENT:

Each booth will be provided with an RED, WHITE & BLUE background drape, 42" BLUE side divider drapes, 1- 6' RED draped table, 2 - side chairs, a wastebasket, and booth ID sign. Two (2) electrical outlets will be included with your booth, if additional outlets are required please see the electrical order form in the back of this packet.

CARPET COLOR:

The booth area and the aisles will be carpeted in HOTEL MULTI-COLORED carpet. You may carpet your booth area in any offered color, please see the enclosed Carpet Rental Order Form.

ADVANCE WAREHOUSE:

AEX Convention Services

NJ EMERGENCY PREPAREDNESS

Exhibiting Company Name / Booth Number

3093 English Creek Avenue, Egg Harbor Township, NJ 08234

Materials should be shipped to ARRIVE at our warehouse **NO LATER THAN MAY 1, 2015**. Any shipments received more than 30-days prior to the Move-In will incur additional charges.

DIRECTLY TO FACILITY:

Tropicana Casino & Resort

NJ EMERGENCY PREPAREDNESS

Exhibiting Company Name / Booth Number

c/o AEX Convention Services

Morris Avenue & The Boardwalk, Atlantic City, NJ 08401

Shipments will be received at the exhibit facility ONLY on: Wednesday, May 6th, 2015 between 8:00 AM - 4:30 PM.

ASSISTANCE:

If you have any questions or would like assistance, please call our office at (609) 272-1600.

WE APPRECIATE YOUR BUSINESS!



Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

AEX CONVENTION SERVICES

Administrative Offices
3089 English Creek Ave.
Egg Harbor Twp., NJ 08234
Phone: (609) 272-1600
Fax: (609) 272-1680
E-mail: Orders@aexservices.com

ADVANCE WAREHOUSE

AEX Convention Services
3093 English Creek Ave.
Egg Harbor Twp., NJ 08234
Phone: (609) 272-1600
Fax: (609) 272-1680

**AIR, GROUND & VAN LINE
FREIGHT SERVICES**

LibertyCFS, Inc.
Phone: (905) 338-3993
Fax: (905) 338-1092

**AUDIO/VISUAL RENTAL
SERVICES**

Tropicana Casino & Resort
Convention Services Department
Morris Avenue & the Boardwalk
Atlantic City, NJ 08401
Phone: (609) 340-4000

SHOW MANAGEMENT

NJ Emergency Preparedness Association
Post Office Box 962
Mays Landing, NJ 08330
Phone: (609) 548-8357
Fax: (609) 714-7761

FLORAL SERVICE

AEX Convention Services
Phone: (609) 272-1600
Fax: (609) 272-1680

SPECIALTY FURNITURE SERVICE

AEX Convention Services
Phone: (609) 272-1600
Fax: (609) 272-1680

ELECTRICAL SERVICE

Tropicana Casino & Resort
Convention Services Department
Morris Avenue & the Boardwalk
Atlantic City, NJ 08401
Phone: (609) 340-4086
Fax: (609) 340-4381



Please mail, fax or e-mail forms to
AEX Convention Services.

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY

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

Exhibitor's Materials are delivered to Atlantic Exposition Service's Advance Warehouse or to an Event site for which it is the contractor.

The Payment Authorization Form is accepted or signed.

An order for labor, services and/or rental equipment is placed by Exhibitor with Atlantic Exposition Services, Inc.

Work is performed on behalf of Exhibitor by labor secured through Atlantic Exposition Services, Inc.

DEFINITIONS

For purposes of this Contract, Atlantic Exposition Services, Inc., D/B/A AEX Convention Services ("AEX") means its employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited, to any subcontractors AEX may appoint. The term "Exhibitor" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional after deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of AEX except where specifically identified as a sale. All rentals include delivery, installation, and removal from Exhibitor's 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 cancelled in writing at least 24 hours prior to the scheduled start time. A 50% restocking fee will be applied to all AEX rental items with the exception of Custom-Cut carpet and any other custom-order items, which will remain at 100% of the original charge. If services have already been provided at the time of cancellation, price will remain at 100% of original charge. If the show or event is canceled because of reasons beyond AEX's control, Exhibitor remains responsible for all charges for services and equipment provided up to and including the date of cancellation. AEX will not issue refunds to Exhibitor of any payments made before the date of cancellation. It is Exhibitor's responsibility to advise AEX of any 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, AEX 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, AEX 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 New Jersey upon receipt of invoice. Effective thirty (30) days after invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an Annual Percentage Rate of 18%, and future orders will be on a pre-paid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, any excess finance charge received by AEX shall be either applied to reduce the principal unpaid balance or refunded to the payer. These payment terms and conditions shall be governed by and construed in accordance with the Laws of the State of New Jersey. In the event of any dispute between the Exhibitor and AEX relative to any loss, damages, or claim, such Exhibitor shall not be entitled to and shall not withhold payment, or any partial payment, due to AEX for its services, as an offset against the amount of any alleged loss or damages. Any claim against AEX shall be considered a separate transaction, and shall be resolved on its own merits. AEX reserves the right to charge Exhibitor for the difference between the Exhibitor's estimate of charges and the actual charges incurred by the Exhibitor, or for any charges that AEX 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, AEX hereby provides notice that it reserves the right, and Exhibitor authorizes AEX, to continue to attempt to secure payment through that or any other Exhibitor(s) credit card for as long as unpaid balances remain on Exhibitor's account.

LABOR UNDER THE SUPERVISION OF AEX – RESPONSIBILITIES:

AEX shall be responsible for the performance of labor provided under this option. AEX does not assume responsibility for any acts of, or loss to, persons, parties and/or other contracting firms not under AEX's direct supervision and control. In no event shall AEX be liable for loss or damage caused by delay in labor beginning work when Exhibitor requests labor to begin later than the start of the working day. AEX shall not be responsible for loss, delay or damage due to strike, lockouts, and/or work stoppages, or other causes beyond AEX's reasonable control.

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 AEX 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 AEX'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 regulations. It is the responsibility of Exhibitor to check in with AEX representative to pick up/signout labor and to AEX Representative to release/sign in labor when the work is completed.

INDEMNIFICATION:

Exhibitor agrees to indemnify, hold harmless, and defend AEX from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorney's fees and investigation costs) for bodily injury, including any injury to AEX employees, and/or property damage arising out of work performed by labor provided by AEX but supervised by Exhibitor. Further, the Exhibitor's indemnification of AEX 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 AEX to work in a manner that violates any of the above rules, regulations, and/or ordinances.

FREIGHT

1. **INBOUND SHIPMENT(S)** – Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor or its representative, and during such time the materials will be left unattended. AEX will not be responsible for any loss, damage, theft, or disappearance of Exhibitor’s materials after same have been delivered to Exhibitor’s booth at show site. AEX highly recommends the securing of security services from facility or show management.
2. **OUTBOUND SHIPMENT(S)** - Consistent with trade show industry practices, there may be 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 time the materials will be left unattended. AEX will not be responsible for any loss, damage, theft, or disappearance of Exhibitor’s materials before same have been picked up for reloading at the conclusion of the event. AEX highly recommends the securing of security services from facility or show management. All Material Handling Agreements submitted to AEX 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 AEX and the actual count of such items in the booth at the time of pickup.
3. **PACKAGING & CRATES** – AEX 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 materials. In addition, AEX 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.
4. **EMPTY CONTAINERS** – Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of the Exhibitor or its representative. All previous labels must be removed or obliterated. AEX assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without AEX labels; improper information on the empty labels. AEX will not be liable for loss or damage to crates and containers or their contents while same are in empty container storage.
5. **DELIVERY TO THE CARRIER FOR RELOADING** – AEX assumes no responsibility for loss, damages, theft, or disappearance of Exhibitor’s materials after same have been delivered to exhibitor’s appointed contractor, shipper, or agent for transportation after the conclusion of the show. AEX loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. AEX assumes no responsibility for loss, damage, theft or disappearance of Exhibitor’s materials that arises out of improperly loaded materials.
6. **DESIGNATED CARRIERS** – In order to expedite removal of materials from show site as required by show management and/or the facility, AEX 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 AEX be responsible for any loss resulting from such rerouting designation.
7. **AEX’S RESPONSIBILITIES** – AEX shall be responsible only for those services which it directly provides. AEX assumes no responsibility for any persons, parties, or other contracting firms not under AEX’s direct supervision and control. AEX’s performance hereunder is subject to, and AEX shall not be responsible for loss, delay, or damages due to , strike, lockouts, work stoppages, natural elements, vandalism, Act of God, civil disturbances power failures, explosions, acts of terrorism or war, or for any other cause beyond AEX’s reasonable control, nor for ordinary wear and tear in the handling of materials.
8. **INSURANCE** – It is understood that AEX is not an insurer. Insurance on exhibit materials, if any, shall be obtained by Exhibitor in amounts and for perils determined by Exhibitor. Exhibitor agrees to provide AEX with a release of subrogation to the extent of any insurance settlement received.
9. **CLAIM(S) FOR LOSS** - Exhibitor agrees that any and all claims for loss or damage must be submitted to AEX immediately at the show site, and in any case not later than thirty (30) business days after the conclusion of the show or exposition (for purposes of claim reporting, the “conclusion” of the show shall be construed as the time when Exhibitor’s materials are delivered to the carrier for transportation from the show site of from AEX’s warehouse). All claims reported after thirty (30) business days will be rejected. In no event shall a suit or action be brought against AEX more than one (1) year after the date of loss or damage occurred.
 - a) **Maximum Recovery.** If found liable for any loss, AEX’s sole and exclusive maximum liability for loss or damage to Exhibitor’s materials and Exhibitor’s sole and exclusive remedy is limited to \$.50 (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.

b) **Breach of Contract and/or Negligence only.** AEX's liability shall be limited to any loss or damage which results solely from AEX's negligence in the actual physical handling of the items comprising Exhibitor's shipment(s) OR which results from breach of this contract and not for any other type of loss or damage. In no event shall AEX be liable to the Exhibitor or to any other party for special, collateral, exemplary, indirect, incidental, or consequential damages, whether such damages occur either prior or subsequent to, or are alleged as a result of, tortious conduct, failure of the equipment or services of AEX 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 AEX has been advised or had notice of the possibility of such damages, or for any damages caused by Exhibitor's failure to perform Exhibitor's responsibilities. Such excluded damages include but are not limited to loss of profits, loss of use, interruption of business or other consequential or indirect economic losses.

c) **Lien.** Exhibitor grants AEX a security interest in and a lien on all of Exhibitor's goods (including without limitation all equipment) that is from time to time in the possession of AEX 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 indebtedness for monies paid, by AEX on its behalf, services performed, materials and/or labor from time to time provided by AEX to or for the benefit of Exhibitor ("Obligations"). AEX 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 that AEX 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 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. AEX may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.

10. DECLARED VALUE - Declarations of Declared Value are between the exhibitor and the selected carrier ONLY, and are in no way an extension of AEX's liability stated herein. AEX will be not be liable for any claim arising from the transmittal of, or failure to transmit, declared value instructions neither to the carrier nor for failure of the carrier to uphold the declared value or any other term of carriage.

11. JURISDICTION / ARBITRATION - This contract shall be construed under the laws of the State of New Jersey 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 Atlantic County, New Jersey. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Contract, or the breach thereof, shall be settled by arbitration administered by 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. INDEMNIFICATION - Exhibitor agrees to indemnify and forever hold harmless AEX and its employees, directors, officers, and agents 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 attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of contributed to by any of the following:

- Exhibitor's negligent supervision of any labor secured through AEX, or the negligent supervision of such labor by any of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC);
- Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or exposition to which this Contract related, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of AEX's equipment.
- Exhibitor's violation of Federal, State, County of Local ordinances;
- Exhibitor's violation of show regulations and/or rules as published and set forth by facility and/or show management.

13. DRIVER LIABILITY WAIVER in consideration of AEX 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. Your employer, the truckowner, and you agree to indemnify and hold harmless AEX, 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.

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

15. SEVERABILITY - If any provision of this Contract proves to be illegal, invalid, or unenforceable, the remainder of this Contract will not be affected by such finding, and in lieu of each provision of this Contract that is proven to be illegal, invalid, or unenforceable, a provision will be added as part of this Contract as similar in terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid and enforceable.

16. NO ORAL MODIFICATION OR WAIVERS. The terms herein may not be modified or waived orally, but only by an instrument in writing signed by the party against which enforcement of the modification or waiver (as the case may be) is sought.



FURNITURE RENTAL ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

FURNITURE

Description	Discount	Standard	Qty.	Total
Plastic Side Chair	\$45.50	\$63.75	_____	_____
Padded Side Chair	\$58.50	\$82.00	_____	_____
Padded Arm Chair	\$65.25	\$91.50	_____	_____
Padded Counter Stool	\$71.00	\$99.50	_____	_____
Cocktail Table 18" H	\$79.50	\$111.25	_____	_____
Cocktail Table 30" H	\$94.50	\$132.25	_____	_____
Cocktail Table 42" H	\$114.50	\$160.25	_____	_____
Literature Rack	\$154.25	\$216.00	_____	_____
Security Cage	\$307.00	\$430.00	_____	_____
Wastebasket	\$16.50	\$23.25	_____	_____
Easel	\$33.25	\$46.50	_____	_____
Chrome Sign Frame (22" W x 28" H)	\$55.50	\$77.75	_____	_____
Waterfall Clothes Rack	\$50.50	\$70.75	_____	_____
Chrome Stanchion	\$33.25	\$46.50	_____	_____
Chrome Bag Holder	\$52.00	\$73.00	_____	_____
Chrome Clothes Tree	\$52.00	\$73.00	_____	_____
White/Silver Plastic Chain(/ft.)	\$3.75	\$5.25	_____	_____
Crossbar	\$23.00	\$32.25	_____	_____
Upright with Base	\$27.50	\$38.50	_____	_____
6' Garment Rack w/Wheels	\$55.25	\$77.50	_____	_____

DISPLAY TABLES (Price includes top covered with white plastic and 3 sides draped)

Description	Discount	Standard	Qty.	Total
4' L x 24" W x 30" H	\$106.50	\$149.25	_____	_____
4' L x 24" W x 42" H	\$142.75	\$200.00	_____	_____
6' L x 24" W x 30" H	\$128.50	\$180.00	_____	_____
6' L x 24" W x 42" H	\$166.50	\$233.25	_____	_____
8' L x 24" W x 30" H	\$149.25	\$209.00	_____	_____
8' L x 24" W x 42" H	\$186.00	\$206.50	_____	_____
4th Side Drape 30"	\$48.25	\$67.50	_____	_____
4th Side Drape 42"	\$55.25	\$77.50	_____	_____

Please select color:

- Burgundy
- Blue
- Teal
- Black
- Purple
- Gray
- Gold
- Green
- White
- Red

Please select color:

(For background & side rail drape only)

- Burgundy
- Blue
- Teal
- Black
- Purple
- Gray
- Gold
- Green
- White
- Red

Undraped Tables are 25% off of draped rate. (Circle size above)

DRAPES (Drape per linear foot)

Description	Discount	Standard	Qty.	Total
8' Background Drape / lin. ft.	\$19.00	\$26.75	_____	_____
Side Rail Drape 42" h. / lin. ft.	\$14.75	\$20.75	_____	_____

TABLETOP RISERS -12" w x 8" h (Covered in white plastic)

Description	Discount	Standard	Qty.	Total
4' Long, Single Step	\$50.75	\$71.00	_____	_____
6' Long, Single Step	\$65.00	\$91.00	_____	_____

FURNITURE ORDER TOTAL: \$ _____




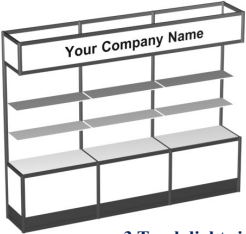
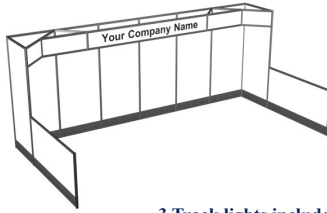
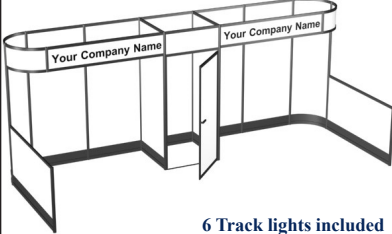
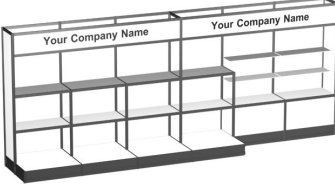
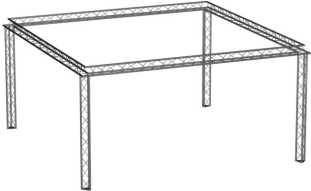
Company Name: _____ Booth#: _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

<p>(#1) Curved Tabletop Pop-up</p> <p>\$499.00</p>  <p>Silver Velcro Compatible with (1) spotlight. Table Not Included.</p>	<p>(#2) Pop-up Display</p> <p>\$995.50</p>  <p>10' wide x 8' high Velcro Compatible with (2) spotlights</p>	<p>(#3) 10' x 10' Hard Wall Exhibit</p> <p>\$1,930.25</p>  <p>3 Track lights included</p>	<p>(#4) 10' x 10' Counter Exhibit</p> <p>\$2,152.75</p>  <p>3 Track lights included</p>
<p>(#5) 10' x 20' Exhibit</p> <p>\$3,310.50</p>  <p>3 Track lights included</p>	<p>(#6) 10' x 20' Curved Exhibit</p> <p>\$3,532.25</p>  <p>6 Track lights included</p>	<p>(#7) 10' x 20' Shelf Exhibit</p> <p>\$3,930.00</p>  <p>6 Track lights included</p>	<p>(#8) 20' x 20' Truss Unit</p> <p>\$3,862.50</p>  <p>Truss Available in Various Sizes and Configurations</p>

NOTE: Above prices include delivery, installation and removal. Please see our Furniture and Carpet Rental Order Forms if you would like to order carpet or furniture.

- ❖ **Additional Lights** Qty. _____ Light @ \$27.50 each = \$ _____
- ❖ **Additional Hardware Shelves** Qty. _____ Shelves @ \$16.50 each = \$ _____
- ❖ **Slatwall Per Panel** Qty. _____ Slatwall @ \$110.50 each = \$ _____
- ❖ **Units 3, 5, 6, & 7 are provided in white hard wall unless colored or Velcro compatible panels are ordered.**
- Red ○ Blue ○ Black ○ Gray Qty. _____ Colored panels @ \$33.25 each = \$ _____
- Qty. _____ Velcro panels @ \$55.25 each = \$ _____
- ❖ **Matching counters 42"H x 21"L x 40"W** Qty. _____ Counters @ \$165.00 each = \$ _____
- ❖ **Standard signage is black letters on a white background.**

PRINT SIGN TEXT BELOW:

- ❖ **If you require a Custom Exhibit Design not shown above, please call (609) 272-1600**
- ❖ **Electric service IS NOT included. Please make arrangements in advance with exhibit facility.**

Unit# _____ Unit Price \$ _____

Add 30% if ordered after deadline \$ _____

SUBTOTAL, MODULAR EXHIBIT RENTAL ORDER \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ **Booth#:** _____



CARPET RENTAL ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

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STANDARD BOOTH CARPET (Standard booth carpet is not available for Island Booths. Please see the Cut & Lay carpet below.)

Description	Discount	Standard	Total	Please select color:		
9' x 10'	\$141.00	\$197.50	\$ _____	<input type="radio"/> Black	<input type="radio"/> Gray	<input type="radio"/> Burgundy
9' x 20'	\$281.75	\$394.50	\$ _____	<input type="radio"/> Teal	<input type="radio"/> Purple	<input type="radio"/> Green
9' x 30'	\$422.50	\$591.50	\$ _____	<input type="radio"/> Blue	<input type="radio"/> Red	
9' x 40'	\$563.50	\$789.00	\$ _____	<input type="radio"/> Tuxedo Black/White		

Over 9' x 40' available pro rata.

This carpet is not designed to cover complete booth areas since the rental cost does not include seaming and the carpets are not guaranteed to be a color match. If complete exhibit area carpet is desired, see cut & lay section below.

- Add padding with the purchase of Rental Carpet for \$60.00 per 10' x 10' booth space.
- Add protective plastic covering with the purchase of Rental Carpet for \$48.25 per 10' x 10' booth space.

Number of 10' x 10' Booth Space(s) _____ x \$60.00 = _____
 Number of 10' x 10' Booth Space(s) _____ x \$48.25 = _____

CUT & LAY CARPET (100 sq. ft. Minimum Order)

Complete Area Size: _____ Ft. x _____ Ft. = _____ Sq. Ft. @

Discount	Standard	Total
\$3.50/sq.ft.	\$5.00/sq.ft. =	\$ _____

Please select color:

<input type="radio"/> Black	<input type="radio"/> Gray	<input type="radio"/> Burgundy
<input type="radio"/> Teal	<input type="radio"/> Purple	<input type="radio"/> Green
<input type="radio"/> Blue	<input type="radio"/> Red	
<input type="radio"/> Tuxedo Black/White		

PLUSH CARPET (Subject to availability)

Complete Area Size: _____ Ft. x _____ Ft. = _____ Sq. Ft. @

Description	Discount	Standard	Total
34 oz.	\$5.00/sq.ft.	\$7.00/sq.ft. =	\$ _____
50 oz.	\$6.50/sq.ft.	\$9.00/sq.ft. =	\$ _____

Please select color:

<input type="radio"/> Dusty Rose	<input type="radio"/> Light Teal	<input type="radio"/> Toast
<input type="radio"/> Ivory	<input type="radio"/> Cream	<input type="radio"/> Sandstone
<input type="radio"/> Baby Blue	<input type="radio"/> Sky Blue	<input type="radio"/> Navy
<input type="radio"/> Misty Gray	<input type="radio"/> Silver Mist	<input type="radio"/> Gun Metal
<input type="radio"/> Cherry Red	<input type="radio"/> Burgundy	
<input type="radio"/> Forest Green	<input type="radio"/> Ebony	

Order must be received at least two weeks prior to the show.
 Custom carpet is a luxurious 34 oz. or 50 oz. Carpet available in assorted decorator colors.

(All prices include installation and removal) SUBTOTAL CARPET RENTAL ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ Booth#: _____

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

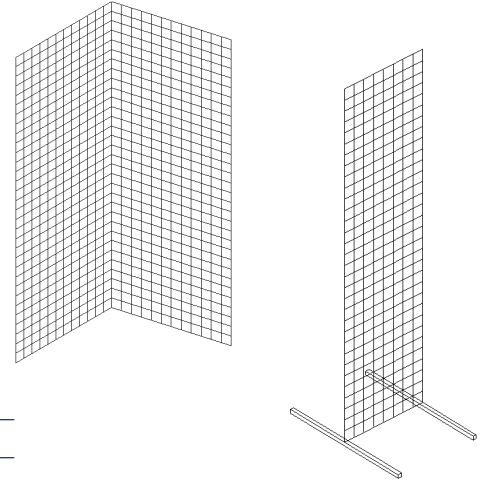
Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

GRID WALL

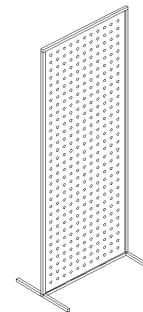
Each panel is 2' x 8' with a 3" x 3" grid.
 At least two panels are needed to be free standing without the use of feet.



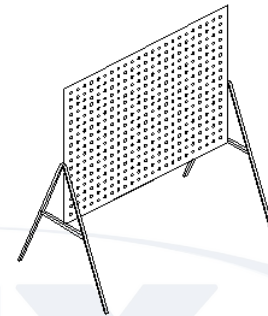
Description	Discount	Standard		Total
_____ without feet	\$55.25	\$77.50	each =	\$ _____
_____ w/feet	\$83.00	\$116.25	each =	\$ _____

WHITE PEG BOARD *(Shown on the right)*

Description	Discount	Standard	Qty.	Total
Style A - 2' w x 8' h Panel	\$110.25	\$154.50	_____	\$ _____
Style A - 4' w x 8' h Panel	\$159.75	\$233.75	_____	\$ _____
Style B - 8' w x 2' h Panel	\$110.25	\$154.50	_____	\$ _____
Style B - 8' w x 4' h Panel	\$159.75	\$233.75	_____	\$ _____
Style C - 10' w x 8' h Panel	\$649.00	\$908.75	_____	\$ _____
Peg Board Shelving 4' long	\$33.75	\$47.25	_____	\$ _____



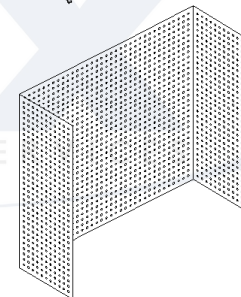
Style A
Vertical to Floor



Style B
Horizontal off Floor
(30" Off the Floor)

TACK BOARD *(Not displayed)*

Description	Discount	Standard	Qty.	Total
Style A - 2' w x 8' h Panel	\$110.25	\$154.50	_____	\$ _____
Style A - 4' w x 8' h Panel	\$159.75	\$233.75	_____	\$ _____
Style B - 8' w x 2' h Panel	\$110.25	\$154.50	_____	\$ _____
Style B - 8' w x 4' h Panel	\$159.75	\$233.75	_____	\$ _____
Style C - 10' w x 8' h Panel	\$649.00	\$908.75	_____	\$ _____



Style C
2' Returns

SUBTOTAL GRID WALL, PEG BOARD & TACK BOARD ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ Booth#: _____



MATERIAL HANDLING ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

MATERIAL HANDLING RATES - ROUND-TRIP RATES, PER SHIPMENT, USE INCOMING WEIGHT ONLY AND ROUND UP TO THE NEXT 100 LBS. THESE RATES ARE SUBJECT TO SURCHARGE (See Below).

SHIPMENTS RECEIVED WITHOUT BILLS OF LADING, SUCH AS UPS OR FED EX WILL BE DELIVERED TO THE BOOTH WITHOUT GUARANTEE OF PIECE COUNT OR CONDITION.

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR EACH SHIPMENT, IF NOT PROVIDED, YOU AGREE TO USE AEX CONVENTION SERVICES' ESTIMATED WEIGHTS.

RATE PER 100 LBS. (200 LB. MIN.)
 (CWT - 100 lbs.)

Description	Receiving	RATE
A1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	Advance	\$72.00 per cwt.
	Warehouse	\$144.00 minimum
A2 - VAN LINES (Irregular route carrier)	Advance	\$86.50 per cwt.
	Warehouse	\$173.00 minimum
B1 - ON TIME Crated or Skidded shipments (LTL Carriers with established local terminals)	Convention Site	\$68.00 per cwt. \$136.00 minimum
	Convention Site	\$81.50 per cwt. \$163.00 minimum
B2 - VAN LINES and loose and uncrated shipments (Irregular route carrier)	Convention Site	\$81.50 per cwt. \$163.00 minimum
	Convention Site	\$21.00
C - *Small Package Rates	Convention Site	\$21.00

*Small Package Rates - A shipment totaling any number of pieces with a combined weight not to exceed 20 lbs that is received on the same day, from the same shipper & delivered by the same carrier.

A transfer fee of \$125.00 + \$12.00 per cwt. will apply for all shipments going to AEX Convention Service's Warehouse for pick-up by outside carriers. Overtime Rates will apply if:

- Inbound vehicles arrive at the dock weekdays prior to 8:00 AM or after 3:00 PM or anytime Saturday, Sunday and Holidays
- Outbound vehicles are loaded weekdays prior to 8:00 AM or after 3:00 PM or anytime Saturday, Sunday and Holidays.
- Warehouse freight is moved onto the show floor on overtime due to scheduling.

A 50% surcharge will apply if: freight is received after the "last day accepted" for Advance warehouse shipments or outside indicated times to the convention site.

Estimated charges for material handling..... lbs. x _____ per cwt. = \$ _____
Estimated Weight Estimated Rate Total Estimated Material Handling

SUBTOTAL MATERIAL HANDLING ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%

Company Name: _____ Booth#: _____



ADVANCE WAREHOUSE SHIPPING

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
Name of Exhibitor

Booth: _____

**AEX CONVENTION SERVICES
NJ EMERGENCY PREPAREDNESS
c/o WAREHOUSE MANAGER
3093 ENGLISH CREEK AVENUE
EGG HARBOR TOWNSHIP, NJ 08234**

Deliver NO LATER than MAY 1, 2015



Receiving 8am-3pm, Monday-Friday
Check In by 2pm



DIRECT SHIPMENT

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

DIRECT SHIPMENT TO THE TROPICANA CASINO

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: _____
Name of Exhibitor

Booth: _____

**TROPICANA CASINO & RESORT
NJ EMERGENCY PREPAREDNESS
C/O AEX CONVENTION SERVICES
MORRIS AVENUE & THE BOARDWALK
ATLANTIC CITY, NJ 08401**



Deliver ONLY on
MAY 6, 2015 between 8:00 AM - 4:30 PM



LABOR SERVICE FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

PLAN A: PROFESSIONALLY SUPERVISED INSTALLATION AND DISMANTLING (see next page for important shipping information)

LET US DO THE WORK FOR YOU - YOU WALK AWAY!

- Supervision by our professionals
- Installation and dismantling by experienced laborers
- Materials prepared for shipment to next destination
- Empties stored during event
- Shipping labels provided

Please forward detailed instructions, blueprints or photos and complete the supervised installation and dismantle information sheet. Our cost for this service is 35% of your total labor bill (\$35.00 minimum). This service provides our expert supervision and saves the expense and productive time of your own personnel. Please note: Our liability for damages, for whatever reason, is limited to our billed cost for supervision.

PLAN B: EXHIBITOR'S SUPERVISION

- Installation and dismantling by experienced laborers
- Empties stored during event

For those using Plan B, on the day and time that you have requested labor, please report to the AEX Convention Services Desk to pick-up and sign out your labor crew. You will be charged a one hour minimum per laborer ordered if you do not report to the Service Desk at the time you have requested labor. The labor crew will not be sent to your booth without being signed out. Upon completion of their work, you are required to accompany the laborers back to the AEX Convention Services Desk and sign them in. All exhibitors ordering labor will be billed a one-hour minimum for each person ordered unless a written cancellation order is received by 11:00 am the day before the labor is supplied. It is not necessary to order labor for unloading freight (see Material Handling Order Form). ALL WORK IS DONE ONLY UNDER THE SUPERVISION OF THE EXHIBITOR'S REPRESENTATIVE.

LABOR RATES: 1 HOUR MINIMUM PER PERSON, 1 HOUR INCREMENTS THEREAFTER
PLEASE NOTE: LIGHTS, ELECTRIC MOTORS AND OTHER ELECTRICAL COMPONENTS REQUIRE THE USE OF ELECTRICIAN LABOR. IF NECESSARY, YOU WILL BE CHARGED ACCORDINGLY.

	Discount	Standard
<u>Straight Time</u> (Monday through Friday between 8 am - 4:30 pm)	\$90.25 per hour	\$126.50 per hour
<u>Overtime</u> (Monday through Friday before 8 am and after 4:30 pm and anytime Saturday or Sunday)	\$135.50 per hour	\$189.75 per hour
<u>Double Time</u> (Anytime on Holidays)	\$180.50 per hour	\$252.75 per hour

Starting time can be guaranteed only in those instances where workers are requested for the start of published move-in times (usually 8:00 am). Please indicate service desired by checking either Plan A or Plan B. If no plan is indicated, labor cannot be assigned until exhibitor's representative reports to the service desk.

	Estimated Hours	Start Date	Start Time	Estimated Finished Time	# of Laborers	Rate	AEX Supervision	Estimated Total Cost
Installation								
Dismantle								

Dismantle - you will be charged for the same estimated hours and number of laborers for dismantle. In the event less chargeable time is used, we will credit you following the close of the show. All labor provided at show site but not ordered in advance, will be charged at the standard rate.

SUBTOTAL ESTIMATED LABOR SERVICE ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ **Booth#:** _____



SUPERVISED INSTALLATION AND DISMANTLE INFORMATION SHEET

Please Mail or Fax Completed Form to: AEX Convention Services
3089 English Creek Ave., Egg Harbor Township, NJ 08234
Fax: (609) 272-1680 • Phone: (609) 272-1600
E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

COMPLETE THIS FORM ONLY IF YOU HAVE SELECTED

Plan A: Professionally Supervised Installation and Dismantle

This information is required in order to ensure proper supervision and installation of your display.

Freight is arriving at Warehouse Show Site Loading Dock
Date Shipped: _____ Via: _____ (freight carrier)
Display shipped from: _____ (address)
of Crates: _____ # of Cartons: _____ Estimated Weight: _____
Display Includes: _____
Booth carpet in shipment? Yes No
Set-up instructions: Attached to this order With display

RETURN SHIPPING:

Return Display to the following address:

Via: _____ (carrier)

EMERGENCY CONTACT AT SHOW SITE:

Name: _____ Arrival Date: _____
Hotel: _____ Telephone: _____

Company Name: _____ **Booth#:** _____



FORKLIFT AND RIGGING ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

ONLY USE THIS FORM FOR HEAVY OR LARGE ITEMS THAT MUST BE EXACTLY PLACED WITHIN YOUR EXHIBIT WITH THE USE OF A FORKLIFT

(e.g. large header signs, cantilever structures, heavy display components or machinery which cannot be manually lifted in place)
Please complete the Material Handling Form for unloading and moving freight to your booth.

PLAN A: PROFESSIONALLY SUPERVISED INSTALLATION AND DISMANTLING

LET US DO THE WORK FOR YOU - YOU WALK AWAY!

- Supervision by our professionals
- Installation and dismantling by experienced laborers
- Materials prepared for shipment to next destination
- Empties stored during event
- Shipping labels provided

Please forward detailed instructions, blueprints or photos and complete the supervised installation and dismantle information sheet. Our cost for this service is 35% of your total labor bill (\$35.00 minimum). This service provides our expert supervision and saves the expense and productive time of your own personnel. Please note: Our liability for damages, for whatever reason, is limited to our billed cost for supervision.

PLAN B: EXHIBITOR'S SUPERVISION

- Installation and dismantling by experienced laborers
- Empties stored during event

For those using Plan B, on the day and time that you have requested labor, please report to the AEX Convention Services Desk to pick-up and sign out your labor crew. You will be charged a one hour minimum per crew ordered if you do not report to the Service Desk at the time you have requested labor. The labor crew will not be sent to your booth without being signed out. Upon completion of their work, you are required to accompany the laborers back to the AEX Convention Services Desk and sign them in. All exhibitors ordering labor will be billed a one-hour minimum for each person ordered unless a written cancellation order is received by 11:00 am the day before the labor is supplied. It is not necessary to order labor for unloading freight (see Material Handling Order Form). **ALL WORK IS DONE ONLY UNDER THE SUPERVISION OF THE EXHIBITOR'S REPRESENTATIVE.**

LABOR RATES: 1 HOUR MINIMUM PER CREW, 1 HOUR INCREMENTS THEREAFTER

	Discount	Standard
Straight time (8:00 am to 4:30 pm, Monday through Friday):	\$343.00 hr/crew	\$480.25 hr/crew
Overtime (Anytime Saturday or Sunday and Weekdays 4:30 pm to 8:00 am):	\$514.50 hr/crew	\$720.50 hr/crew
Double Overtime (Anytime on Holidays):	\$685.50 hr/crew	\$959.75 hr/crew

Starting time can be guaranteed only in those instances where workers are requested for the start of the working day (8:00 am). Please indicate service desired by checking either Plan A or Plan B. If no plan is indicated, labor cannot be assigned until exhibitor's representative reports to the service desk.

	# of Rigging Crews	Start Date	Start Time	Estimated Finished Time	Estimated Hours	Rate	AEX Supervision	Estimated Total Cost
Installation								
Dismantle								

Dismantle - you will be charged for the same estimated hours and number of laborers for dismantle. In the event less chargeable time is used, we will credit you following the close of the show.

SUBTOTAL ESTIMATED FORKLIFT AND RIGGING CREW ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ **Booth#:** _____



EAC/Third Party Billing

Please Mail or Fax Completed Form to: AEX Convention Services
3089 English Creek Ave., Egg Harbor Township, NJ 08234
Fax: (609) 272-1680 • Phone: (609) 272-1600
E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

To: AEX Services

Please be advised that we will be using an independent contractor of our own choosing to perform installation/dismantle labor services at the TROPICANA CASINO & RESORT.

Third Party/Display House:

Address: _____
City : _____ State: _____ Zip: _____
Contact: _____
Phone Number: _____ Booth Number: _____
Your Name: _____ Your Signature: _____
Date: _____

Display house must also provide a Certificate of Insurance to AEX

	Exhibitor will pay	Third Party will pay	
Furniture	<input type="radio"/>	<input type="radio"/>	\$ _____
Carpet	<input type="radio"/>	<input type="radio"/>	\$ _____
Labor	<input type="radio"/>	<input type="radio"/>	\$ _____
Cleaning	<input type="radio"/>	<input type="radio"/>	\$ _____
Freight	<input type="radio"/>	<input type="radio"/>	\$ _____
Utilities	<input type="radio"/>	<input type="radio"/>	\$ _____
Other Services	<input type="radio"/>	<input type="radio"/>	\$ _____



Acceptance of this third party billing is contingent upon:

An Authorization Form, the Insurance Form and return of the notification letter prior to the deadline date.

Company Name: _____ **Booth#:** _____



CLEANING SERVICE ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

USE THIS FORM TO ORDER CLEANING SERVICE WITHIN YOUR BOOTH SPACE AND FOR DEBRIS ACCUMULATED DURING SET-UP AND EXHIBIT HOURS.

All rental carpets ordered from AEX Convention Services are installed in clean condition.

VACUUMING

All rates are based on the total square footage of your exhibit space (100 sq. ft. minimum)

Please check preference below:

		Discount	Standard
<input type="radio"/>	One Time Vacuum carpet before initial opening of event	\$.32/sq. ft.	\$.45/sq. ft.
<input type="radio"/>	Daily Vacuum carpet before initial opening of event and daily thereafter	\$.27/sq. ft./day	\$.38/sq. ft./day

Exhibit Space: _____ ft (x) _____ ft = _____ sq. ft. (x) \$ _____ (x) _____ = \$ _____
(100 sq. ft. minimum) rate per sq. ft. Days Total

PORTER SERVICE

	Discount	Standard
Empty wastebasket, tidy and spot clean exhibit space at two hour intervals during show hours.	\$149.00	\$208.75

Please check preference below:

Daily Once (Specify Day) _____ Date: _____

Porter Service: _____ days (x) amount per day \$ _____ = Total \$ _____

SUBTOTAL ESTIMATED CLEANING ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ Booth#: _____



GRAPHICS ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

Our Experienced Team is committed to providing accurate and professional trade show graphics using the most advanced equipment available.

Trade Show Booth Panels • Banners • Backlits • Posters • Signage • Floor Graphics

Full-Service Graphic Production

Looking for trade show graphics that will get you noticed? Why ship graphic materials to your show? We have full service graphic production capabilities that can meet your design and production needs and deliver the final product right to your booth! We'd be glad to take your graphic order and make it quick, make it easy and of course, make it big!

For more information call AEX Exhibitor Services at 609-272-1600.

I AM SUPPLYING MY OWN ART ON DISK I NEED ITEMS DESIGNED. SEE COPY AND LAYOUT SPECS BELOW.

FULL COLOR DIGITAL POSTERS AND COUNTER CARDS

Description	Discount	Standard	Qty.	Total
14" x 22" Poster	\$27.25	\$38.25	_____	_____
14" x 44" Poster	\$49.00	\$68.75	_____	_____
22" x 28" Poster	\$54.00	\$75.75	_____	_____
28" x 44" Poster	\$97.50	\$136.50	_____	_____

FULL COLOR DIGITAL BANNERS

Description	Discount	Standard	Qty.	Total
3' x 6'	\$159.75	\$223.75	_____	_____
3' x 8'	\$215.25	\$301.50	_____	_____
4' x 8'	\$276.00	\$386.50	_____	_____
Grommets	\$1.75	\$2.50	_____	_____
Pole Pockets	\$6.00	\$8.50	_____	_____

CUSTOM SIZE GRAPHICS

SIZE	QUOTED PRICE	TOTAL
_____	_____	_____

COPY AND LAYOUT SPECIFICATIONS

Indicate: _____ Vertical or _____ Horizontal (Please attach a layout to this for if necessary)

E-mail address for proofing is required: _____

(Please note: Deadline for requesting a proof is 10 days prior to the first day of installation)

- E-mail graphic files to Trish@aexservices.com. Please include your company name and the name of the show.

SUBTOTAL GRAPHICS ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.

Company Name: _____ **Booth#:** _____

AEX maintains a fully-equipped graphics shop that offers: Graphic Design, Large Format Printing, Backlit Graphics, Lamination, Vinyl Graphics, Vinyl Banners. For custom work and quotation, please call Exhibitor Services at 609-272-1600.



FLORAL RENTAL ORDER FORM

Please Mail or Fax Completed Form to: AEX Convention Services
 3089 English Creek Ave., Egg Harbor Township, NJ 08234
 Fax: (609) 272-1680 • Phone: (609) 272-1600
 E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

Deadline Date To Receive Discounted Rates: APRIL 21, 2015

SHOW SPECIAL \$180.00

Two 5' Green Plants and fresh floral centerpiece of seasonal flowers
 (Must be ordered by deadline date)

Note: Exhibitors are responsible, up to one hour after the published closing time of the show, for safeguarding all rented plants, containers & materials until picked up by a floral representative. Missing material shall be billed to the exhibitor at twice the standard rental fee. Cut flowers may be kept.

Blooming Potted Plants - Indicate Color Selection

Description	Discount	Standard	Qty.	Total
Azaleas - Available in season	\$47.00	\$65.75	_____	_____
Chrysanthemums - White/Yellow/Bronze/Purple	\$33.25	\$46.50	_____	_____
Other Flowering Plants - Please specify _____	\$48.25	\$67.50	_____	_____

Tropical Green Plants - Circle Slim or Full

Description	Discount	Standard	Qty.	Total
Ferns - Floor/Hanging (please choose)	\$48.75	\$68.25	_____	_____
3 Ft. - Slim or Full	\$60.25	\$84.50	_____	_____
4 Ft. - Slim or Full	\$73.75	\$103.25	_____	_____
5 Ft. - Slim or Full	\$100.75	\$141.00	_____	_____
6 Ft. - Slim or Full	\$110.50	\$154.75	_____	_____
7 Ft. - Slim or Full	\$120.00	\$168.00	_____	_____

Flower Arrangements - Indicate Color, Style and Price

Description	Discount	Standard	Qty.	Total
Arrange in Wicker Basket	\$71.50	\$100.25	_____	_____
Vase Arrangement	\$82.75	\$116.00	_____	_____
Centerpiece (Tall, low one side)	\$82.75	\$116.00	_____	_____
Exotic Arrangement (Birds of Paradise, Anthurim, etc.)	\$110.25	\$154.50	_____	_____

Rose Arrangements - Indicate Color, Style and Price

Description	Discount	Standard	Qty.	Total
Color: _____	\$100.50	\$140.75	_____	_____

To ensure your floral request, please order no later than 4 days prior to show opening. Orders after that time will be on available basis only.

Due to the seasonal nature of flowers, please indicate your phone number and contact person so that we may confirm your order and let you know what is in season.

Phone: (____) _____ Contact: _____

SUBTOTAL FLORAL RENTAL ORDER: \$ _____

YES, I have completed and enclosed the Authorization and Agreement to Terms and Conditions Form and I understand that all orders are subject to New Jersey State Sales tax 7%.



UNION JURISDICTIONS AND RULES

Please Mail or Fax Completed Form to: AEX Convention Services
3089 English Creek Ave., Egg Harbor Township, NJ 08234
Fax: (609) 272-1680 • Phone: (609) 272-1600
E-mail: Orders@aexservices.com

Show Name: NJ EMERGENCY PREPAREDNESS

Show Dates: MAY 6-7, 2015

ATLANTIC CITY HOTEL

Trade shows and events held in ATLANTIC CITY HOTEL are subject to union jurisdictions that affect exhibitors. You will find the jurisdictions are comparable, and in many cases more user friendly, than other union facilities. This outline is designed to assist you by answering the most frequently asked questions.

Freight & Material Handling

You may ship goods, via the carrier of your choice, to either AEX Convention Services' advance warehouse or direct to show site for arrival during the published receiving periods. Material Handling (drayage) is within the Decorator's union jurisdiction (unload, deliver, remove, and reload freight). Material Handling may be ordered using the "Material Handling Order Form" provided in the kit and is entirely distinct from shipping. Exhibitors may, at their option, handle their own freight using their own carts or dollies. Pallet jacks and motorized equipment is not permitted.

Furniture & Carpet

Furniture and carpet may be rented using the "Furniture Rental Order Form" and the "Carpet Rental Order Form" which are provided in the kit. The price includes union labor for delivery, installation, and removal.

Booth Erection & Dismantling

The Decorators union has jurisdiction over the erection and dismantling of displays and exhibits and may be hired to install exhibitor owned carpet, padding, flooring, hang signs, etc. Labor can be ordered using the "Labor Order Form" in the kit. Exhibitors may, at their option, erect and dismantle their own booths. Rigging crews may to be hired to move large machinery within booths and can be ordered using the "Forklift & Rigging Crew Order Form" provided in the kit. Exhibitors may supply their own flooring (carpet, carpet padding, tile, wood, etc.). However, all flooring must be installed and removed by AEX Convention Services' labor, using the "Labor Order Form" enclosed in the kit.

Electric

The ATLANTIC CITY HOTEL electrical staff handles electrical needs, connections and installation of powered signs and headers. Their services may be ordered directly from the facility using the form provided in the kit.

Tipping

AEX Convention Services requests that exhibitors do not tip our employees. They are paid an excellent wage scale denoting a professional status, and tipping is not necessary. This applies to all AEX Convention Services' employees and its subcontractors.

Safety

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

Please assist in our efforts to provide a safe working environment for everyone. If you would like additional information or how the jurisdictions may apply to you and your exhibit, please call AEX Convention Services at (609) 272-1600 for assistance.

LibertyCFS Inc.

Tel: 905-338-3993 ♦ Fax: 905-338-1092

The Liberty Advantage

Heading off to a tradeshow? Whether you are a seasoned professional or a first timer, LibertyCFS Inc. is there to help you with any of your logistical needs. Let our team of transportation experts guide and support you through the entire process. LibertyCFS Inc. offers complete worldwide air and sea freight forwarding services that are 100 % devoted to tradeshows and conventions. We design solutions, tailored to fit your shipping needs, be it across town, or across the continent

Transportation

At Liberty, we focus everyday on making your tradeshow experience a success, and we build competitively priced transportation solutions to do it.

- *Overnight*
- *2nd Day Service*
- *Economy Air*
- *International Freight Forwarding*

Exhibitor Services

Pre-Show Support

- Liberty will help you choose the most effective shipping solution, tailored to your needs and budget
- Tracking your freight and monitoring its progress, from your office to the show-site
- On-call freight professionals, every day, all day, answering your questions and giving you peace of mind

Show-time Support

- Liberty people are on-site supervising the loading and un-loading of your freight, making sure it is on-site, on time.
- On-site freight experts throughout the event, keeping you informed and prepared for the journey home

Post-Show Support

- Tracking your freight to its destination and making sure it arrives safely, on time and without incident
- Follow-up contact after the event to ensure your satisfaction with our services

Complete the Order Form on the reverse side of this page or download it at www.libertycfs.com to order your freight services now. You may also speak to your LibertyCFS Exhibitor Services Representative at 905-338-3993

“Delivering Freedom”



Transportation Services

Tel: (905) 338-3993 Fax: (905) 338-1092

Please accept this form as your authority to provide Customs and/or Transportation services.

We wish to use LibertyCFS NV, Inc. for the following:

Customs & Transportation
 Customs Only
 Transportation Only
 Return Only

Pick-up Location	Company			Destination	Exhibitor		Booth	
	IRS # Tax ID				Show Name			
	Address 1				Address 1			
	Address 2				Address 2			
	City	State	Zip		Address 3			
	Contact				City	State	Zip	
	Phone		Fax		On-site Contact		Cell	

Billing Address	<input type="checkbox"/> Shipper Other:			Return Freight to	<input type="checkbox"/> Shipper Other:		
	Address 1				Address 1		
	Address 2				Address 2		
	City	State	Zip		City	State	Zip
	Contact				Contact		Phone
	Phone		Fax		PU Date		Arrive by

Credit Card	Card Number:		Charge to:		<input type="checkbox"/> Visa	<input type="checkbox"/> Master Card	<input type="checkbox"/> AMEX
	Expiry Date:		Security Code:		E-mail Address:		
	I hereby authorize the use of this card for payment of services related to this order form. I understand that declined credit cards are subject to a 30% surcharge.				Card Holder Name		
					Signature		

Transportation Info

Pick up	Date	Hours - From	To
Delivery	Date	Time	
Description of Packages/Contents			
<input type="checkbox"/>	Cartons or Boxes	Dimensions (LxWxH)	
<input type="checkbox"/>	Vinyl Cases		
<input type="checkbox"/>	Wooden Crates		
<input type="checkbox"/>	Flat Pieces	Description of Goods	
<input type="checkbox"/>	Skids or Pallets		
<input type="checkbox"/>	Trunks		
<input type="checkbox"/>	Tubes		
<input type="checkbox"/>	Other	Weight	
<input type="checkbox"/>	Total		

Service Requested:

- Express
 Economy LTL 5-7 Day
 Overseas
 Inside Pickup
 Inside Delivery
 Liftgate for pickup
 Liftgate for delivery
 Other (Specify below)

Declared Value for Carriage

The declared value for carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds of that part of the shipment lost or damaged but not less than \$50.00 per shipment unless a value is declared below and applicable charges paid thereon. Subject to the Terms and Conditions on reverse side the liability of Carrier for loss/damage is as stated below.

Enter Amount \$ _____

FAA/DOT Security Approval: Known/Unknown
Shipper Security and Hazardous Material Declaration

I certify that this shipment does not contain any unauthorized explosives, destructive devices or hazardous materials. I consent to search of this shipment. I am aware that this endorsement and original signature, along with other shipping documents, will remain on file until this shipment is delivered. I also certify that the described materials are properly classified, described, packaged, marked and labeled and are in proper condition for transportation according to the applicable regulations of DOT

Signature _____

Please note: When shipping to a second conference, please complete a second form

Transportation & Customs





CASINO AND RESORT

Brighton Ave. & the Boardwalk
Atlantic City, NJ 08401

APPLICATION FOR ELECTRICAL SERVICE

Convention Services
(609) 340-4086 PHONE
(609) 340-4381 FAX

THIS FORM MUST BE RETURNED TO TROPICANA FOR ANY ELECTRICAL REQUIREMENTS. IF FORM IS NOT RECEIVED, NO ELECTRICAL SERVICE WILL BE PROVIDED. SHOULD NO ELECTRICAL SERVICE BE REQUIRED, PLEASE INDICATE IN THE APPROPRIATE BOX BELOW AND RETURN FORM.

Name of Convention _____ Date of Event _____

Exhibiting Firm _____ Booth # _____

Street _____ City _____ State _____ Zip _____

Order Authorized by _____ Title _____ Date _____

Phone # _____ FAX # _____

On Site Contact: _____

CONNECTION RATES INCLUDE CURRENT USED

- 1. NO ELECTRICAL SERVICE REQUIRED
2. 110 Volt, A.C. Single Phase, 60 Cycle
3. Each additional outlet up to 300 Watts @ \$25.00 each
4. One outlet over 300 up to 1,000 Watts @ \$30.00 each
5. Each additional outlet or motor not in excess of 1,000 Watts or 1 HP @ \$25.00
6. 208 Volts, A.C., Single Phase Lines INSTALLED BY SPECIAL REQUEST AND BILLING
7. 208 Volts, A.C., Three Phase Lines INSTALLED BY SPECIAL REQUEST AND BILLING
8. Mechanical Labor charges @ \$25.00 per hour
9. Additional equipment (floodlights, extension cords, etc.)

All orders must be received by Tropicana Convention Services Department, NO LATER THAN TWENTY-ONE (21) DAYS PRIOR TO OPENING DATE to insure installation in time for opening of show.

ALL LATE ORDERS WILL HAVE A SERVICE CHARGE OF: \$25.00*

ALL ON-SITE REQUESTS WILL HAVE A SERVICE CHARGE OF: \$50.00*

All freight should be shipped to drayage company servicing convention.

*Late or on-site request ARE NOT guaranteed service.

These rates include only the bringing in or power lines to the booth and the primary connection of these lines to a piece of equipment which is already wired in the booth. Should wiring or connections beyond the primary connections just mentioned be required to permit operation and demonstration of equipment, such wiring can be completed by the Hotel at a rate based on time and material.

Tropicana bears no responsibility for the damage or misuse of any vendor's equipment.

Tropicana reserves the right not to provide power to any equipment we deem unsafe.

PLEASE RETURN THIS ORDER WITH CHECK FOR FULL AMOUNT DUE TWENTY-ONE (21) DAYS PRIOR TO INSTALLATION TO INSURE INSTALLATION