



STRONCO
GROUP OF COMPANIES

EXHIBITOR ORDER FORMS

HRPA 2010

Metro Toronto Convention Centre

January 27-29, 2010

Please fax or mail your order to:

1510-B Caterpillar Road, Mississauga ON, L4X 2W9

tel 905.270.6767

fax 905.270.6771

toll free 800.665.2621

www.stronco.com

Welcome to Stronco!

We are pleased to be appointed Official Service Contractor for **HRPA 2010**.

Our goal is to make your exhibiting experience easy, pleasant and an unparalleled success.

Whatever your exhibiting needs, we have the products and services to give you a professional appearance and increased visibility. The following products and services are available for your event:

- Exhibit Rentals**
- Installation & Dismantling Labour**
- Carpet & Underpadding**
- Tables**
- Furnishings**
- Plants**
- Signs & Graphics**
- In-Booth Forklift Services**
- Material Handling Services**
- Advance Show Receiving**
- Transportation Services**
- Customs Brokerage Services**

Please see the following order forms for more details.

STRONCO EXHIBITOR SERVICES CENTRE

If you require assistance with your exhibiting needs or any of our products and services, please contact our Exhibitor Services Centre at 800-665-2621.

Thank you for your business! We hope you have a successful show.

Payment Policy Information Sheet

DISCOUNT PRICE DEADLINE DATE

To take advantage of discounted pre-show pricing listed on the order forms, we must receive your order and payment by the deadline date specified on the order form.

Orders without payment cannot be processed until payment is received and will be charged the after deadline date prices.

METHOD OF PAYMENT

All orders must be paid in full prior to delivery.

You must complete a **CREDIT CARD AUTHORIZATION FORM** if you are paying by cheque, or ordering any of the following services:

- Material Handling
- Advance Show Receiving
- Installation & Dismantle Labour Services
- In-Booth Forklift Service
- Plan to have your representative order services on-site

Payment can be made by Visa, MasterCard, American Express, Cheque or Bank Wire Transfers.

We do not accept cheques on-site.

THIRD PARTY BILLING

If you would like to arrange for an exhibit house or other agent to manage and order services on your behalf, they may make payment arrangements with us. The exhibiting company is ultimately responsible for all charges incurred on their behalf if payment is not made by the third party.

CANCELLATION POLICY

A 70% refund will be allowed on all written cancellations received 7 days prior to show set-up, excluding display rentals and signage.

No refunds will be given on signage and graphics once they are produced.

All claims and discrepancies must be settled prior to show closing. No adjustments or refunds will be given for items cancelled after the stated cancellation period.

Credit Card Authorization

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY INFORMATION					
COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL/ ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

IMPORTANT

This form must be filled out if:

1. You are paying by cheque
2. Your representative will be placing any orders onsite
3. You are ordering Material Handling, Advance Receiving, Installation & Dismantle Labour or In-Booth Forklift Services

CREDIT CARD INFORMATION

I understand that Stronco will use this authorization to charge any outstanding fees upon show closing to the credit card listed below. These include funds related to any unpaid or outstanding balance due to STRONCO, an NSF cheque, show site orders placed by your representative, material handling and advance shipment overages, and installation and dismantle labour charge adjustments.

VISA
 MC
 AMEX
 CORPORATE CARD
 PERSONAL CARD

CARD NUMBER	EXPIRY DATE

CARDHOLDER _____

SIGNATURE _____ DATE _____

BILLING ADDRESS _____
(If different from above)

EMAIL _____ TEL _____ FAX _____

Cheques will not be accepted without this authorization.
 If this form is not completed, onsite orders must be paid in full prior to delivery.

J13123
06-02-09



Advance Show Receiving Information Sheet

IMPORTANT – PLEASE READ CAREFULLY

BENEFITS OF ADVANCE SHIPPING:

Storage of materials for up to 30 days prior to show
Priority delivery of shipment to your booth prior to start of exhibitor move-in
Saves you valuable time and additional costs during set-up

SERVICE INCLUDES:

Receive shipment at the warehouse up to 30 days in advance of show (any items stored beyond 30 days will incur additional charges)
Provide inventory count and record any visual damage
Deliver materials to show site
Unloading of shipment and delivery to booth
Removing of empty containers from booth to designated storage area (may be off-site)
Return of empty containers to booth after show closing
Loading of shipment from booth to carrier of choice

ESTIMATING CHARGES:

Charges are based on weight of shipment and are charged per hundred weight (CWT) and rounded up to the nearest hundred. Minimum per shipment may apply. See enclosed Advance Show Receiving Order Form.
All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
A \$50 surcharge will apply if shipment has to be weighed.
Off target shipments will be charged an additional 30% to the applicable CWT rate.
A surcharge will apply if advance freight is received after the published deadline date for shipments to arrive in the warehouse.
A surcharge may apply if shipments are received with incomplete information.

NOTE:

All shipments must be properly labeled including booth number. Labels must be on each item shipped.
To avoid additional charges, ensure all shipments are in crates or on skids.
Collect shipments will not be accepted by the warehouse.
Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.

SHIPMENT DEFINITIONS

CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

SHIPMENT WEIGHTS

If no weight ticket is provided, Stronco's weight estimates are final and binding when shipment is received in the warehouse. Shipments may be calculated by Stronco using cubic weight (dimensional weight) or actual shipment weight (pounds) for billing purposes.

INSURANCE

Shipments should be adequately insured by the exhibitor for coverage when out of care, custody and control of Stronco.

LIABILITY

Stronco will not be held responsible for concealed damage upon delivery to advance warehouse, or damage or loss of merchandise after delivery to booth, before or during installation time, or at conclusion of show prior to delivery to common carrier. Stronco will not be responsible for damages while handling loose or inadequately packed exhibit materials. The condition, count, and contents of the materials at the time of removal will be final and binding. Stronco reserves the right to alter the exhibitor's bill of lading to reflect the actual condition, count, and contents at the time of removal. Stronco will not be responsible for failure or delay in performing service when delay is caused by strike, labour stoppage or any other cause unavoidable or beyond Stronco's control. Stronco's liability is limited to \$0.30 per pound per article, to a maximum of \$30.00 per article and \$150 per shipment. Values exceeding this limitation should be insured by the shipper.

ALL ORDERS MUST BE ACCOMPANIED WITH AN ADVANCE RECEIVING ORDER FORM AND PAYMENT.

Advance Show Receiving Order Form

Shipments are accepted from	December 24, 2009
No shipments will be accepted in our advance warehouse on or after	January 22, 2010

SHOW	HRPA 2010			DEADLINE DATE	January 18, 2010
LOCATION	Metro Toronto Convention Centre			SHOW DATES	January 27-29, 2010
COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL/ ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

****CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE****

RATES								
Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.			SHIPMENTS RECEIVED ON OR BEFORE DEADLINE DATE			SHIPMENTS RECEIVED AFTER DEADLINE DATE		
TIME			PRICE PER CWT					
Note: Rates are based on show move-in/move-out times. If your move-in or move-out time fall during overtime hours, overtime rate will apply.			CRATED	UNCRATED	SPECIAL HANDLING	CRATED	UNCRATED	SPECIAL HANDLING
REGULAR TIME	Mon - Fri	8:00 am – 4:00 pm	\$72.00	\$100.00	\$112.00	\$88.50	\$116.50	\$128.50
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 4:00 pm All day All day	\$87.00	\$115.00	\$127.00	\$103.50	\$131.50	\$143.50
MINIMUM CHARGE		The minimum charge applies to each shipment and is not cumulative on multiple shipments.						\$ 204.00
ON-SITE ORDERS		A 25% surcharge will be applied to on-site orders.						
OFF-TARGET SHIPMENTS		A 30% surcharge will be applied to off-target shipments.						

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum, whichever is greater)				
DESCRIPTION <small>(see material handling information sheet for definitions of shipments)</small>	WEIGHT (LBS)	CWT	RATE <small>(see applicable rates above)</small>	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____ ÷ 100 =	_____	x \$ _____	= _____
UNCRATED SHIPMENT	_____ ÷ 100 =	_____	x \$ _____	= _____
SPECIAL HANDLING SHIPMENTS	_____ ÷ 100 =	_____	x \$ _____	= _____
Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.				

PAYMENT									
Note: You must complete a credit card authorization form if you are paying by cheque									
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td style="text-align: center;">SUB TOTAL</td><td></td></tr> <tr><td style="text-align: center;">5% GST</td><td></td></tr> <tr><td style="text-align: center;">8% PST</td><td></td></tr> <tr><td style="text-align: center;">TOTAL</td><td></td></tr> </table>	SUB TOTAL		5% GST		8% PST		TOTAL	
SUB TOTAL									
5% GST									
8% PST									
TOTAL									
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">CARD NUMBER</td> <td style="width: 50%; border-bottom: 1px solid black; text-align: center;">EXPIRY DATE</td> </tr> </table>	CARD NUMBER	EXPIRY DATE	GST# R129612164						
CARD NUMBER	EXPIRY DATE								
I have read and understand the Terms & Conditions of my agreement with Stronco									
CARD HOLDER _____ SIGNATURE _____	DATE _____								
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.	<ul style="list-style-type: none"> Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. No cheques will be accepted on-site. 								

J13123
CWT-06-02-09+15/35

1510-B Caterpillar Road, Mississauga, ON L4X 2W9
T: 905.270.6767 • F: 905.270.6771 • E: exhibitorservices@stronco.com
www.stronco.com



SHIPPING LABELS - TO ADVANCE WAREHOUSE

A

**ADVANCE
WAREHOUSE**

EXHIBITION FREIGHT

FROM

ADVANCED SHIPMENT

TO

EXHIBITING COMPANY _____

BOOTH NUMBER _____

HRPA 2010

SHOW _____

c/o **STRONCO**
ABF Freight
15 Strathearn Av
Brampton, Ontario, L6T 4P1

CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS
Warehouse receiving hours are Monday – Friday, 8:00 am – 4:00 pm

CARRIER _____

NUMBER OF PIECES _____ **OF** _____

SHIPPING LABELS - DIRECT TO SHOW SITE

D

**DIRECT TO
SHOW SITE**

EXHIBITION FREIGHT

FROM

DIRECT SHIPMENT

TO

EXHIBITING COMPANY _____

BOOTH NUMBER _____

HRPA 2010

SHOW _____

Metro Toronto Convention Centre
South Building
222 Bremner Blvd
Toronto, Ontario, M5V 3L9

CARRIER _____

NUMBER OF PIECES _____ **OF** _____

Material Handling Information Sheet

IMPORTANT – PLEASE READ CAREFULLY.

Stronco has been appointed as the Official Material Handling Service Provider for this event.

MATERIAL HANDLING SERVICE INCLUDES:

- Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

*** This service includes move-in and move-out, whether fully or partially used**

Note: Transportation to and from show site is not included as part of this service.

ESTIMATING MATERIAL HANDLING CHARGES:

- Material handling services are charged per hundred weight (CWT) and rounded up to the nearest hundred. A minimum charge of 100 lbs per shipment is applicable.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- A \$50 surcharge will apply if shipment has to be weighed.
- Off target shipments will be charged an additional 30% to the applicable CWT rate.

SHIPMENT DEFINITIONS

CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

Material Handling Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY	BOOTH #
ADDRESS	
CITY	PROV / STATE
CONTACT	POSTAL / ZIP
TEL	EMAIL
	TITLE
	EXT
	FAX

****CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE****

RATES					
TIME			PRICE PER CWT (100 lb minimum)		
			CRATED	UNCRATED	SPECIAL HANDLING
REGULAR TIME	Mon - Fri	8:00 am – 4:00 pm	\$52.00	\$65.00	\$75.00
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 4:00 pm All day All day	\$66.00	\$80.00	\$94.00

NOTE: If your move-in or move-out fall during overtime hours, overtime rate will be applied.

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum (100 lbs), whichever is greater)

DESCRIPTION <small>(see material handling information sheet for definitions of shipments)</small>	WEIGHT (LBS) <small>(100 lbs minimum)</small>	CWT	RATE <small>(see applicable rates above)</small>	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____ ÷ 100 =	_____	x \$ _____ =	_____
UNCRATED SHIPMENT	_____ ÷ 100 =	_____	x \$ _____ =	_____
SPECIAL HANDLING SHIPMENTS	_____ ÷ 100 =	_____	x \$ _____ =	_____

Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.

	WEIGHT (LBS)	QTY	RATE <small>(per shipment)</small>	TOTAL
SMALL PACKAGE			\$52.00	

PAYMENT

Note: You must complete a credit card authorization form if you are paying by cheque

VISA MC AMEX CHQ

CARD NUMBER	EXPIRY DATE

SUB TOTAL	
5% GST	
8% PST	
TOTAL	

I have read and understand the Terms & Conditions of my agreement with Stronco

GST# R129612164

CARD HOLDER _____ SIGNATURE _____ DATE _____

TERMS & CONDITIONS

This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.

- Refunds will not be given on orders cancelled on-site.
- A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.
- All claims/discrepancies must be settled prior to show closing.
- No cheques will be accepted on-site.

J13123
11-25-09+15/35
CST HRP



Labour Service Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010
COMPANY			BOOTH #
ADDRESS			
CITY	PROV / STATE	POSTAL/ ZIP	
CONTACT	TITLE	EMAIL	
TEL	EXT	FAX	

****CREDIT CARD AUTHORIZATION MUST BE SUBMITTED WITH THIS SERVICE****

Labour rates are charged per labourer per hour in half hour increments.
 A minimum charge of one hour per labourer is applicable.
 If Stronco supervision is required, add 25% to the total labour cost (minimum charge \$25).
 A 25% surcharge is applicable on onsite orders.

RATES			
REGULAR TIME	Mon - Fri	8:00 a.m. – 4:00 p.m.	\$80.50 / hour / man
OVERTIME	Mon – Fri	4:00 p.m. – 6:00 p.m.	\$120.75 / hour / man
	Sat – Sun	8:00 a.m. – 4:00 p.m.	
DOUBLE TIME	Mon – Fri	After 6:00 p.m.	\$161.00 / hour/ man
	Sat – Sun All Holidays	After 4:00 p.m.	

INSTALLATION LABOUR ***Exhibitor must report to Stronco Service Desk to receive labour***									
Date Required _____		Start Time Required _____		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.					
_____ x _____		= _____		x _____		= \$ _____		Total	
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco Service Desk.)									
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>		Exhibitor Contact Name _____		<input type="checkbox"/> Stronco Supervised <small>*Exhibitor does not need to be present</small>		\$ _____ Add 25% (\$25 min)			
DELIVERY INFORMATION									
Carrier _____		Delivery Date _____		Delivery Time _____		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.			
EXHIBIT INFORMATION									
Set up drawings/photos required: <input type="checkbox"/> YES <input type="checkbox"/> NO				Set up drawings/photos attached: <input type="checkbox"/> YES <input type="checkbox"/> NO					

DISMANTLE LABOUR ***Exhibitor must report to Stronco Service Desk to receive labour***									
Date Required _____		Start Time Required _____		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.					
_____ x _____		= _____		x _____		= \$ _____		Total	
SUPERVISION (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco Service Desk.)									
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>		Contact Name _____		<input type="checkbox"/> Stronco Supervised <small>*Exhibitor does not need to be present</small>		\$ _____ Add 25% (\$25 min)			
PICK-UP INFORMATION									
Carrier _____		Pick-up Date _____		Pick-up Time _____		<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.			

PAYMENT									
Note: You must complete a credit card authorization form if you are paying by cheque. <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ							SUB TOTAL		
							5% GST		
							8% PST		
							TOTAL		
CARD NUMBER _____ EXPIRY DATE _____									GST# R129612164
I have read and understand the Terms & Conditions of my agreement with Stronco. CARD HOLDER _____ SIGNATURE _____ DATE _____									
TERMS & CONDITIONS This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.					<ul style="list-style-type: none"> • No cheques will be accepted on-site. • If exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco service desk. • Stronco reserves the right to change Labourers and/or rates as shifts change. • All claims/discrepancies must be settled within one week of show closing. • Uncancelled labour will be charged a minimum fee of 1 hour per labourer. • Actual totals and amounts will be adjusted according to final hours. 				

J13123
06-02-09+15/35



In-Booth Forklift Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY	BOOTH #		
ADDRESS			
CITY	PROV / STATE	POSTAL / ZIP	
CONTACT	TITLE	EMAIL	
TEL	EXT	FAX	

****CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE****

In-booth forklift service is available to assist exhibitors with handling of exhibitor materials within the exhibitor's booth space. This service does not include movement of goods from loading dock to booth or to and from storage area. If you require assistance moving goods outside of booth area, please complete a material handling order form.

Rates include forklift and driver.

Minimum charge of one hour per order

REGULAR TIME	Mon - Fri	8:00 a.m. – 4:00 p.m.	\$104.00 / hour
OVERTIME	Mon – Fri Sat – Sun	4:00 p.m. – 6:00 p.m. 8:00 a.m. – 4:00 p.m.	\$179.00 / hour
DOUBLE TIME	Mon – Fri Sat – Sun All Holidays	After 6:00 p.m. After 4:00 p.m.	\$212.00 / hour
ON-SITE ORDERS	A 25% SURCHARGE WILL BE APPLIED TO ALL ON-SITE ORDERS.		

Please Complete the Following Section:

Goods are scheduled to arrive:

DAY MONTH YEAR

Trucking Company: _____

Number of Pieces _____ Total Weight _____
(specify lbs or kg)

Move-In Start: _____ Finish: _____

Move-Out Start: _____ Finish: _____

_____ x \$ _____ = \$ _____
 Total Hours Rate Sub Total

PAYMENT

Note: You must complete a credit card authorization form if you are paying by cheque

VISA MC AMEX CHQ

<input type="text"/>	<input type="text"/>	SUB TOTAL
<input type="text"/>	<input type="text"/>	5% GST
<input type="text"/>	<input type="text"/>	TOTAL

CARD NUMBER _____ EXPIRY DATE _____

I have read and understand the Terms & Conditions of my agreement with Stronco GST# R129612164

CARD HOLDER _____ SIGNATURE _____ DATE _____

<p>TERMS & CONDITIONS</p> <p>This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.</p>	<ul style="list-style-type: none"> Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. No cheques will be accepted on-site.
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J13123
06-02-09+15/35



Make an impact & still make budget

We know planning for a trade show can be overwhelming. We also know that being visible and easy to find on a crowded floor is the key to a successful show. We have a system that meets your needs and your budget to make you stand out in the crowd. STRONCO offers a wide range of modular exhibit options, all geared towards giving you a professional appearance and increased visibility on the show floor, at a reasonable price.

Model #1 (10' x 10')

- Choice of Wall Panel Colour
- Company ID Sign
- Carpet



Model #2 (10' x 10')

- Choice of Wall Panel Colour
- 3 Shelves
- Company ID Sign
- 1 Lockable Storage Counter, 41" High
- Carpet



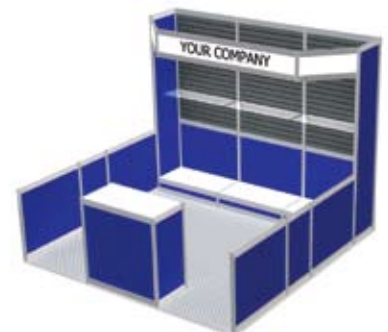
Model #3 (10' x 10')

- Choice of Wall Panel Colour
- 3 Shelves
- Company ID Sign
- 1 Lockable Storage Counter, 41" High
- Carpet



Model #4 (10' x 10')

- Choice of Wall Panel Colour
- 3 Slatwall Upper Panels
- 3 Clear Acrylic Shelves
- Company ID Sign
- 1 Lockable Storage Counter, 41" High
- Carpet



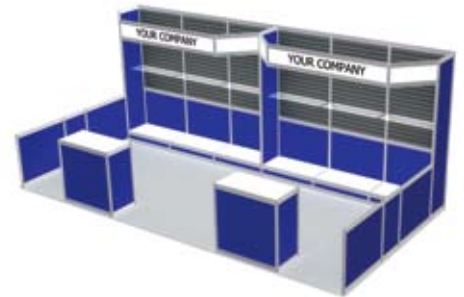
Model #5 (10' x 20')

- Choice of Wall Panel Colour
- 6 Shelves
- 2 Company ID Signs
- 2 Lockable Storage Counters, 41" High
- Carpet



Model #6 (10' x 20')

- Choice of Wall Panel Colour
- 6 Slatwall Upper Panels
- 6 Clear Acrylic Shelves
- 2 Company ID Signs
- 2 Lockable Storage Counters, 41" High
- Carpet



Model #7 (10' x 20')

- Choice of Wall Panel Colour
- 1 Company ID Sign
- 2 Built-in Counters with Storage
- 2 Lockable Storage Counters, 41" High
- Carpet

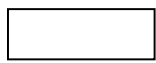


Model #8 (10' x 20')

- Choice of Wall Panel Colour
- 2 Company ID Signs
- 4 Slatwall Panels
- Lockable Storage
- 2 Glass Tower Displays
- Carpet



Panel Colours



White Hardwall



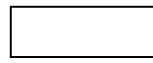
Grey Fabric



Blue Fabric

Slatwall Colours

Models # 4, 6, 8



White



Grey



Black

See order forms for details

All exhibit packages include rental, delivery, installation, and dismantling. Electrical & lighting requirements not included.

Like the concept, but looking for something a little bit different? One of our exhibit design experts would be happy to help make your vision a reality. Call them today at 905.270.6767.

Exhibit Packages Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY	BOOTH #
ADDRESS	
CITY	PROV / STATE
CONTACT	POSTAL / ZIP
TEL	EMAIL
	TITLE
	EXT
	FAX

ALL PACKAGES INCLUDE:
 Installation & Dismantling • Choice of Panel Colour • Choice of Carpet Colour • Company Identification Sign
 *Electrical and lighting requirements not included.

EXHIBIT PACKAGES

QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	Model #1 – 10'x10'	\$ 755.00	\$ 1,020.00	\$
	Model #2 – 10'x10'	\$ 1,291.00	\$ 1,743.00	\$
	Model #3 – 10'x10'	\$ 1,291.00	\$ 1,743.00	\$
	Model #4 – 10'x10'	\$ 1,501.00	\$ 2,027.00	\$
	Model #5 – 10'x 20'	\$ 1,989.00	\$ 2,686.00	\$
	Model #6– 10'x 20'	\$ 2,337.00	\$ 3,155.00	\$
	Model #7– 10'x 20'	\$ 2,434.00	\$ 3,286.00	\$
	Model #8– 10'x 20'	\$ 3,062.00	\$ 4,134.00	\$

PLEASE COMPLETE THE FOLLOWING:

CARPET COLOUR
 Red Blue Grey

PANEL COLOUR
 White Hardwall Blue Fabric Grey Fabric

SLATWALL COLOUR (for Models 4, 6 or 8)
 Black Grey

VINYL COLOUR FOR ID SIGN:
 Black Grey Green Red Blue

IDENTIFICATION SIGN TO READ:

Please have a representative call to discuss custom options

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***

Note: You must complete a credit card authorization form if you are paying by cheque

VISA MC AMEX CHQ

CARD NUMBER	EXPIRY DATE
-------------	-------------

I have read and understand the Terms & Conditions of my agreement with Stronco

CARD HOLDER _____ SIGNATURE _____ DATE _____

SUB TOTAL	
5% GST	
8% PST	
TOTAL	

GST# R129612164

<p>TERMS & CONDITIONS</p> <ul style="list-style-type: none"> • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing. 	<ul style="list-style-type: none"> • Refunds will not be given on orders cancelled on-site. • A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. • All claims/discrepancies must be settled prior to show closing. • If no colour is indicated, Stronco will make the selection on your behalf. • Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.
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06-02-09+15/35



Carpet Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

BOOTH CARPET – STANDARD SIZE

If your booth size is not specified below, please complete the Custom Size section.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
403		10' x 10' - Single Booth	\$ 159.00	\$ 215.00	\$
404		10' x 20' - Double Booth	\$ 296.00	\$ 400.00	\$
409		10' x 30'	\$ 612.00	\$ 827.00	\$
410		20' x 20'	\$ 816.00	\$ 1,102.00	\$

Select Colour RED BLUE GOLD GREY BLACK TEAL GREEN PURPLE BURGUNDY

BOOTH CARPET – CUSTOM SIZE

If your booth size is not listed above, please complete this section. Additional charges may apply for angled cuts.

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 2.27	\$ 3.06	\$

Select Colour RED BLUE GOLD GREY BLACK TEAL GREEN PURPLE BURGUNDY

UNDERPADDING

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 1.05	\$ 1.42	\$

VISQUEEN (PLASTIC CARPET COVERING)

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 0.42	\$ 0.57	\$

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***

Note: You must complete a credit card authorization form if you are paying by cheque

VISA MC AMEX CHQ

_____	_____	SUB TOTAL	
_____	_____	5% GST	
_____	_____	8% PST	
_____	_____	TOTAL	

CARD NUMBER _____ EXPIRY DATE _____

I have read and understand the Terms & Conditions of my agreement with Stronco _____ DATE _____

CARD HOLDER _____ SIGNATURE _____

GST# R129612164

TERMS & CONDITIONS

- No refunds or exchanges on carpet once they are delivered.
- If no colour is indicated, Stronco will make the selection on your behalf.
- Carpet colour is subject to availability.
- All orders must be paid in full 7 days prior to show set-up.
- All prices are for the duration of the show, unless otherwise stated.
- No cheques will be accepted on-site.
- All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. **Pre-show prices are only applicable if payment is received prior to deadline date.**
- If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.
- Refunds will not be given on orders cancelled on-site.
- A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.
- All claims/discrepancies must be settled prior to show closing.

J13123
06-02-09+15/35



Display Tables, Carpet & Drapery

Display Tables

DRAPED TABLES

- 201 4' L x 24" W x 30" H
- 202 6' L x 24" W x 30" H
- 203 8' L x 24" W x 30" H

- 208 4' L x 24" W x 42" H
- 209 6' L x 24" W x 42" H
- 210 8' L x 24" W x 42" H



Actual colours may vary slightly.

Draped tables include white vinyl top and pleated skirt on three sides. Fourth side draping can be added. See order form for details.



UNDRAPED TABLES

- 205 4' L x 24" W x 30" H
- 206 6' L x 24" W x 30" H
- 207 8' L x 24" W x 30" H

- 212 4' L x 24" W x 42" H
- 213 6' L x 24" W x 42" H
- 214 8' L x 24" W x 42" H

Undraped tables include white vinyl top.



Draperies

We offer 3' high, 8' high and 12' high drape in a variety of colours. See order form for available colours.



Actual colours may vary slightly.

Carpet

Our carpet is available in a variety of colours and sizes. Prices include delivery, installation and removal. Carpet underpad and visqueen covering are also available as additions. See order form for details.



Actual colours may vary slightly.

Display Tables & Drapery Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
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DRAPED TABLES – 30" HIGH Draped tables include white vinyl top and pleated skirt on three sides. Fourth side can be draped as an addition.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
201		4'L x 24"W x30"H	\$ 59.00	\$ 80.00	\$
202		6'L x 24"W x30"H	\$ 75.00	\$ 102.00	\$
203		8'L x 24"W x30"H	\$ 89.00	\$ 121.00	\$
204		4 th Side Draped	\$ 28.00	\$ 38.00	\$

Select Colour

<input type="checkbox"/> RED	<input type="checkbox"/> BLUE	<input type="checkbox"/> GOLD	<input type="checkbox"/> WHITE	<input type="checkbox"/> BLACK	<input type="checkbox"/> TEAL	<input type="checkbox"/> GREEN	<input type="checkbox"/> PURPLE	<input type="checkbox"/> BURGUNDY	
<input type="checkbox"/> IVORY	<input type="checkbox"/> SILVER	<input type="checkbox"/> TAUPE							

DRAPED TABLES – 42" HIGH Draped tables include white vinyl top and pleated skirt on three sides. Fourth side can be draped as an addition.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
208		4'L x 24"W x42"H	\$ 82.00	\$ 111.00	\$
209		6'L x 24"W x42"H	\$ 96.00	\$ 130.00	\$
210		8'L x 24"W x42"H	\$ 111.00	\$ 150.00	\$
211		4 th Side Draped	\$ 33.00	\$ 45.00	\$

Select Colour

<input type="checkbox"/> RED	<input type="checkbox"/> BLUE	<input type="checkbox"/> GOLD	<input type="checkbox"/> WHITE	<input type="checkbox"/> BLACK	<input type="checkbox"/> TEAL	<input type="checkbox"/> GREEN	<input type="checkbox"/> PURPLE	<input type="checkbox"/> BURGUNDY	
<input type="checkbox"/> IVORY	<input type="checkbox"/> SILVER	<input type="checkbox"/> TAUPE							

UNDRAPED TABLES - 30" HIGH Undraped tables include white vinyl top.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
205		4'L x 24"W x30"H	\$ 30.00	\$ 41.00	\$
206		6'L x 24"W x30"H	\$ 30.00	\$ 41.00	\$
207		8'L x 24"W x30"H	\$ 30.00	\$ 41.00	\$

UNDRAPED TABLES - 42" HIGH Undraped tables include white vinyl top.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
212		4'L x 24"W x42"H	\$ 42.00	\$ 57.00	\$
213		6'L x 24"W x42"H	\$ 42.00	\$ 57.00	\$
214		8'L x 24"W x42"H	\$ 42.00	\$ 57.00	\$

DRAPERY

QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	3' High Drapery	\$ 7.00 /Lin Ft	\$ 10.00/ Lin Ft	\$
	8' High Drapery	\$ 8.00/Lin Ft	\$ 11.00/Lin Ft	\$
	12' High Drapery	\$ 9.00/Lin Ft	\$ 13.00/Lin Ft	\$

Select Colour

<input type="checkbox"/> RED	<input type="checkbox"/> BLUE	<input type="checkbox"/> GOLD	<input type="checkbox"/> WHITE	<input type="checkbox"/> BLACK	<input type="checkbox"/> TEAL	<input type="checkbox"/> GREEN	<input type="checkbox"/> PURPLE	<input type="checkbox"/> BURGUNDY
<input type="checkbox"/> IVORY	<input type="checkbox"/> SILVER	<input type="checkbox"/> BEIGE						

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***

Note: You must complete a credit card authorization form if you are paying by cheque

<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">SUB TOTAL</td> <td></td> </tr> <tr> <td>5% GST</td> <td></td> </tr> <tr> <td>8% PST</td> <td></td> </tr> <tr> <td>TOTAL</td> <td></td> </tr> </table>	SUB TOTAL		5% GST		8% PST		TOTAL	
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CARD HOLDER	SIGNATURE								
	DATE								

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06-02-09+15/35



Counters, Storage & Display Units

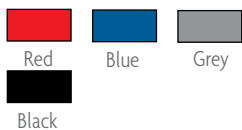
Counters

603 Counter Storage Unit, white
42" H x 42" W x 18" D

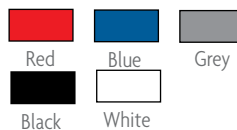


(inside view)

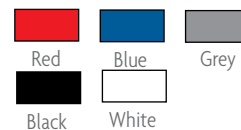
803 Counter Storage Unit
41" H x 41" W x 20" D



804 Curved Storage Counter
41" H x 60" W (approx.)



801 U-Shaped Counter, open back
41" H



Computer Stands

601 Computer Stand
41" H



Bag Stand Holder

701 Bag Stand Holder



Glass Showcases

SH-C1 Glass Display Case
(1/3 view)
48" W x 24" D x 36" H



SH-C2 Glass Display Case
(Full view)
48" W x 24" D x 36" H



SH-F1 Tower Showcase
with 3 glass shelves
40" W x 16" D x 79" H



Display Units

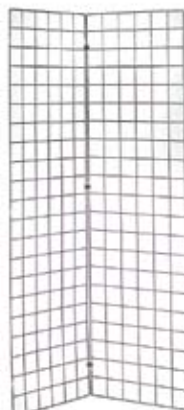
702 Slatwall Shelving Unit
8' H x 40" W



704 Pegboard Shelving Unit
8' H x 40" W
Holes are 1/4" diameter, 3 shelves included.
Hardware not included.



703 Grid Panels*
2' x 7'-4" square grid



*Sold as individual panels.
Can be attached together in many configurations.

802 20" Square Pedestal
36" H



Counters, Storage & Display Units Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
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COUNTERS					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
603		Counter Storage Unit – 42”Hx42”Wx18”D, White only	\$ 125.00	\$ 169.00	\$
803		Counter Storage Unit – 41”Hx41”Wx20”D <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black	\$ 172.00	\$ 233.00	\$
804		Curved Storage Counter – 41”Hx60” <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black <input type="checkbox"/> White	\$ 289.00	\$ 391.00	\$
801		U-Shaped Counter, open back – 41”H <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black <input type="checkbox"/> White	\$ 394.00	\$ 532.00	\$

COMPUTER & BAG STANDS					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
601		Computer Stand – 41”H	\$ 128.00	\$ 173.00	\$
701		Bag Stand Holder	\$ 104.00	\$ 141.00	\$

GLASS SHOWCASES					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
SH-C1		Glass Display Case (1/3 view)	\$ 301.00	\$ 407.00	\$
SH-C2		Glass Display Case (full view)	\$ 344.00	\$ 465.00	\$
SH-F1		Tower Showcase	\$ 325.00	\$ 439.00	\$

DISPLAY UNITS					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
702		Slatwall Shelving Unit - 8’Hx40”W <input type="checkbox"/> Black <input type="checkbox"/> Grey <input type="checkbox"/> White	\$ 393.00	\$ 531.00	\$
704		Pegboard Shelving Unit – 8’Hx40”W	\$ 357.00	\$ 482.00	\$
703		Grid Panels – 2’x7’ (4” square grid)	\$ 75.00	\$ 102.00	\$
802		20” Square Pedestal – 36”H <input type="checkbox"/> Black <input type="checkbox"/> Grey <input type="checkbox"/> White <input type="checkbox"/> Blue <input type="checkbox"/> Red	\$ 128.00	\$ 173.00	\$

PAYMENT *** Pre-show prices are only applicable if payment is received prior to deadline date.***					
Note: You must complete a credit card authorization form if you are paying by cheque.					
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	SUB TOTAL				
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CARD HOLDER _____	SIGNATURE _____ DATE _____				
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Accessories & Office Furnishings

Accessories

301 Easel



302 Sign Holder, holds 22" x 28" sign



303 Draw Drum, clear acrylic



501 Acrylic Ballot Box 21" square x 36" H



309 Disposable Wastebasket



311 Bar Fridge



C-BA-7 Lit Stand, wire frame, double-sided with 8 pockets



304 Lit Stand, chrome base with 7 acrylic pockets



124 Coat Tree



113 Garment Rack, rolling



114 Garment Rack, stationary



123 Retractable Stanchion with black strap



Office Furniture

C-OF-1 Desk 30" x 60"



C-OF-5 Bookshelf 72" H



C-OF-12 Meeting Table 42" round, black top



Chairs

102 Side Chair, grey fabric



121 Steno Chair, grey fabric



C-OF-11 Ripple Back Leather Executive Meeting Chair



C-OF-13 Ripple Back Leather Sled Base Meeting Chair



112 Executive Chair, black leather



103 Executive Chair, black fabric



C-OF-16 Steno Chair, black fabric



Stools

115 Drafting Stool, grey fabric
116 Drafting Stool, black fabric



106 Counter Stool, grey



117 Fan Back Stool, black leather
109 Fan Back Stool, black fabric



110 Banana Stool, black leather



118 Wire Back Stool, grey fabric



C-BS-6 Black Leather Bar Stool
C-BS-7 White Leather Bar Stool



C-BS-1 Chrome Frame Bar Stool, grey seat

C-BS-19 Chrome Frame Bar Stool, white seat

C-BS-20 Chrome Frame Bar Stool, black seat



C-BS-2 Square Bar Stool, white seat, chrome legs

C-BS-3 Square Bar Stool, black seat, chrome legs

C-BS-18 Square Bar Stool, red seat, chrome legs



C-BS-11 Hannah Bar Stool, white seat



Chairs & Stools Order Form

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ADDRESS			
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CHAIRS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
102		Side Chair, Grey Fabric	\$ 30.00	\$ 41.00	\$
121		Steno Chair, Grey Fabric	\$ 52.00	\$ 71.00	\$
C-OF-11		Ripple Back Leather Executive Meeting Chair	\$ 113.00	\$ 153.00	\$
C-OF-13		Ripple Back Leather Sled Base Meeting Chair	\$ 88.00	\$ 119.00	\$
112		Executive Chair, Black Leather	\$ 80.00	\$ 108.00	\$
103		Executive Chair, Black Fabric	\$ 62.00	\$ 84.00	\$
C-OF-16		Steno Chair, Black Fabric	\$ 68.00	\$ 92.00	\$

STOOLS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
115		Drafting Stool, Grey Fabric	\$ 69.00	\$ 94.00	\$
116		Drafting Stool, Black Fabric	\$ 69.00	\$ 94.00	\$
106		Counter Stool, Grey	\$ 48.00	\$ 65.00	\$
117		Fan Back Stool, Black Leather	\$ 85.00	\$ 115.00	\$
109		Fan Back Stool, Black Fabric	\$ 72.00	\$ 98.00	\$
110		Banana Stool, Black Leather	\$ 90.00	\$ 122.00	\$
118		Wire Back Stool, Grey Fabric	\$ 72.00	\$ 98.00	\$
C-BS-6		Black Leather Bar Stool	\$ 92.00	\$ 125.00	\$
C-BS-7		White Leather Bar Stool	\$ 92.00	\$ 125.00	\$
C-BS-1		Chrome Frame Bar Stool - Grey Seat	\$ 92.00	\$ 125.00	\$
C-BS-19		Chrome Frame Bar Stool - White Seat	\$ 92.00	\$ 125.00	\$
C-BS-20		Chrome Frame Bar Stool - Black Seat	\$ 92.00	\$ 125.00	\$
C-BS-2		Chrome Square Bar Stool - White Seat	\$ 58.00	\$ 79.00	\$
C-BS-3		Chrome Square Bar Stool - Black Seat	\$ 58.00	\$ 79.00	\$
B-BS-18		Chrome Square Bar Stool - Red Seat	\$ 58.00	\$ 79.00	\$
B-BS-11		Hannah Bar Stool - White Seat	\$ 92.00	\$ 125.00	\$

PAYMENT *** Pre-show prices are only applicable if payment is received prior to deadline date.***

Note: You must complete a credit card authorization form if you are paying by cheque

VISA
 MC
 AMEX
 CHQ

<div style="display: flex; justify-content: space-between;"> CARD NUMBER EXPIRY DATE </div>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">SUB TOTAL</td> <td></td> </tr> <tr> <td>5% GST</td> <td></td> </tr> <tr> <td>8% PST</td> <td></td> </tr> <tr> <td>TOTAL</td> <td></td> </tr> </table>	SUB TOTAL		5% GST		8% PST		TOTAL	
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CARD HOLDER _____ SIGNATURE _____ DATE _____

GST# R129612164

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06-02-09+15/35



Bistro Tables

111 Bistro Table, black
30" diameter



C-CRU-1 Bistro Table, black top,
aluminum base
30" diameter



C-CRU-10 Round Brushed Aluminum
Table, laminate top
30" diameter



C-CRU-3 Chrome Table,
white plexi top
24" x 24" sq.



Pedestal Tables

104 Round White Ped Table
30" H



105 Round White Ped Table
18" H



119 Round Ped Table,
grey top, chrome stand
30" H



120 Round Ped Table,
grey top, chrome stand
18" H



Coffee & End Tables

C-CT-4 Black Glass Coffee Table, steel frame
24" x 48"



C-CT-5 Round Chrome Coffee Table, white plexi top
39" x 15"H

C-CT-6 Round Chrome Coffee Table, black plexi top
39" x 15"H

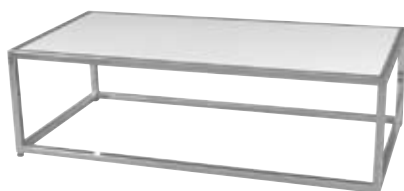


C-ET-11 Round Chrome End Table, white plexi top
24" x 18"

C-ET-12 Round Chrome End Table, black plexi top
24" x 18"



C-CT-11 Chrome Coffee Table, white plexi
24" x 48"



C-ET-5 Black Glass End Table, steel frame
24" x 24"



C-ET-10 Chrome End Table, square, white plexi
18" x 18"



Tables Order Form

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COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

BISTRO TABLES

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
111		Bistro Table, black – 30" D	\$ 128.00	\$ 173.00	\$
C-CRU-1		Bistro Table, black top, aluminum base – 30" D	\$ 147.00	\$ 199.00	\$
C-CRU-10		Round Brushed Aluminum Table – 30" D	\$ 128.00	\$ 173.00	\$
C-CRU-3		Chrome Table, white plexi top – 24"x24" sq.	\$ 109.00	\$ 148.00	\$

PEDESTAL TABLES

104		Round White Ped Table – 30"H	\$ 64.00	\$ 87.00	\$
105		Round White Ped Table – 18"H	\$ 57.00	\$ 77.00	\$
119		Round Ped Table, grey top – 30"H	\$ 64.00	\$ 87.00	\$
120		Round Ped Table, grey top – 18"H	\$ 57.00	\$ 77.00	\$

COFFEE & END TABLES

C-CT-4		Black Glass Coffee Table – 24"x48"	\$ 113.00	\$ 153.00	\$
C-CT-5		Round Chrome Coffee Table, white top	\$ 113.00	\$ 153.00	\$
C-CT-6		Round Chrome Coffee Table, black top	\$ 113.00	\$ 153.00	\$
C-ET-11		Round Chrome End Table, white top – 24"x18"	\$ 98.00	\$ 133.00	\$
C-ET-12		Round Chrome End Table, black top – 24"x18"	\$ 98.00	\$ 133.00	\$
C-CT-11		Chrome Coffee Table, white plexi – 24"x48"	\$ 113.00	\$ 153.00	\$
C-ET-5		Black Glass End Table – 24"x24"	\$ 98.00	\$ 133.00	\$
C-ET-10		Chrome End Table, square, white plexi – 18"x18"	\$ 98.00	\$ 133.00	\$

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***

Note: You must complete a credit card authorization form if you are paying by cheque

VISA
 MC
 AMEX
 CHQ

SUB TOTAL		
5% GST		
8% PST		
TOTAL		

CARD NUMBER _____ EXPIRY DATE _____

I have read and understand the Terms & Conditions of my agreement with Stronco

CARD HOLDER _____ SIGNATURE _____ DATE _____

GST# R129612164

TERMS & CONDITIONS	
<ul style="list-style-type: none"> All orders must be paid in full 7 days prior to show set-up. All prices are for the duration of the show, unless otherwise stated. No cheques will be accepted on-site. All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing. 	<ul style="list-style-type: none"> Refunds will not be given on orders cancelled on-site. A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. All claims/discrepancies must be settled prior to show closing. If no colour is indicated, Stronco will make the selection on your behalf. Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.

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STRONCO LINE

- C-SS-48** Stronco Open Back Sofa, black (3 seater)
C-SS-49 Stronco Open Back Sofa, black (2 seater)
C-SS-50 Stronco Open Back Single Chair, black



- C-SS-51** Stronco Open Back Sofa, mocha (3 seater)
C-SS-52 Stronco Open Back Sofa, mocha (2 seater)
C-SS-53 Stronco Open Back Single Chair, mocha



- C-SS-54** Stronco Open Back Sofa, buttercream (3 seater)
C-SS-55 Stronco Open Back Sofa, buttercream (2 seater)
C-SS-56 Stronco Open Back Single Chair, buttercream



BARCELONA LINE

- C-SS-24** Barcelona Black Sofa (3 seater)
C-SS-25 Barcelona Black Sofa (2 seater)
C-SS-26 Barcelona Black Single Chair



- C-SS-28** Barcelona White Sofa (3 seater)
C-SS-29 Barcelona White Sofa (2 seater)
C-SS-30 Barcelona White Single Chair



- C-SS-32** Barcelona Red Sofa (3 seater)
C-SS-33 Barcelona Red Sofa (2 seater)
C-SS-34 Barcelona Red Single Chair



- C-SS-27** Barcelona Black Foot Stool
C-SS-31 Barcelona White Foot Stool
C-SS-35 Barcelona Red Foot Stool



SQUARE LINE

- C-SS-66** Square, L-shaped Back Single Chair, black
C-SS-69 Square, L-shaped Back Single Chair, white



- C-SS-67** Square Back Single Chair, black
C-SS-70 Square Back Single Chair, white



- C-SS-68** Square, No Back Ottoman, black
C-SS-71 Square, No Back Ottoman, white



ROUND BACK TUB CHAIR

- C-SS-8** Black Leather Round Back Tub Chair
C-SS-74 White Leather Round Back Tub Chair



Sofas & Chairs Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

STRONCO LINE					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
C-SS-48		Stronco open back sofa, 3 seater, black	\$ 413.00	\$ 558.00	\$
C-SS-51		Stronco open back sofa, 3 seater, mocha	\$ 413.00	\$ 558.00	\$
C-SS-54		Stronco open back sofa, 3 seater, buttercream	\$ 413.00	\$ 558.00	\$
C-SS-49		Stronco open back love seat, 2 seater, black	\$ 288.00	\$ 389.00	\$
C-SS-52		Stronco open back love seat, 2 seater, mocha	\$ 288.00	\$ 389.00	\$
C-SS-55		Stronco open back love seat, 2 seater, buttercream	\$ 288.00	\$ 389.00	\$
C-SS-50		Stronco open back single chair, black	\$ 205.00	\$ 277.00	\$
C-SS-53		Stronco open back single chair, mocha	\$ 205.00	\$ 277.00	\$
C-SS-56		Stronco open back single chair, buttercream	\$ 205.00	\$ 277.00	\$

BARCELONA LINE					
C-SS-24		Barcelona black sofa, 3 seater	\$ 413.00	\$ 558.00	\$
C-SS-28		Barcelona white sofa, 3 seater	\$ 413.00	\$ 558.00	\$
C-SS-32		Barcelona red sofa, 3 seater	\$ 413.00	\$ 558.00	\$
C-SS-25		Barcelona black sofa, 2 seater	\$ 288.00	\$ 389.00	\$
C-SS-29		Barcelona white sofa, 2 seater	\$ 288.00	\$ 389.00	\$
C-SS-33		Barcelona red sofa, 2 seater	\$ 288.00	\$ 389.00	\$
C-SS-26		Barcelona black single chair	\$ 205.00	\$ 277.00	\$
C-SS-30		Barcelona white single chair	\$ 205.00	\$ 277.00	\$
C-SS-34		Barcelona red single chair	\$ 205.00	\$ 277.00	\$
C-SS-27		Barcelona black foot stool	\$ 138.00	\$ 187.00	\$
C-SS-31		Barcelona white foot stool	\$ 138.00	\$ 187.00	\$
C-SS-35		Barcelona red foot stool	\$ 138.00	\$ 187.00	\$

SQUARE LINE					
C-SS-66		Square, L-shaped back single chair, black	\$ 125.00	\$ 169.00	\$
C-SS-69		Square, L-shaped back single chair, white	\$ 125.00	\$ 169.00	\$
C-SS-67		Square back single chair, black	\$ 113.00	\$ 153.00	\$
C-SS-70		Square back single chair, white	\$ 113.00	\$ 153.00	\$
C-SS-68		Square, no back ottoman, black	\$ 102.00	\$ 138.00	\$
C-SS-71		Square, no back ottoman, white	\$ 102.00	\$ 138.00	\$

ROUND BACK TUB CHAIRS					
C-SS-8		Black leather round back tub Chair	\$ 138.00	\$ 187.00	\$
C-SS-74		White leather round back tub Chair	\$ 138.00	\$ 187.00	\$

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***						
Note: You must complete a credit card authorization form if you are paying by cheque					SUB TOTAL	
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ					5% GST	
_____ CARD NUMBER					8% PST	
_____ EXPIRY DATE					TOTAL	
I have read and understand the Terms & Conditions of my agreement with Stronco					GST# R129612164	
CARD HOLDER _____ SIGNATURE _____					DATE _____	
TERMS & CONDITIONS • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.			• Refunds will not be given on orders cancelled on-site. • A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. • All claims/discrepancies must be settled prior to show closing. • If no colour is indicated, Stronco will make the selection on your behalf. • Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.			

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Plant Rental Order Form

SHOW	HRPA 2010	DEADLINE DATE	January 12, 2010
LOCATION	Metro Toronto Convention Centre	SHOW DATES	January 27-29, 2010

COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

FLOOR PLANTS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
AM-25		2' - 5' tall	\$ 55.00	\$ 75.00	\$
AM-68		6' - 8' tall	\$ 75.00	\$ 102.00	\$
AM-910		9' - 10' tall	\$ 112.00	\$ 152.00	\$

TABLE & HANGING PLANTS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
		Boston Fern	\$ 33.00	\$ 45.00	\$
		Table Plant - 10"	\$ 33.00	\$ 45.00	\$
		Hanging Plant	\$ 46.00	\$ 63.00	\$
		Mums	\$ 29.00	\$ 40.00	\$

SPECIAL REQUEST ARRANGEMENT

If you have an arrangement you would like to request, please list your requirements below and an exhibitor services representative will check the availability and price and contact you.

PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***

Note: You must complete a credit card authorization form if you are paying by cheque

VISA
 MC
 AMEX
 CHQ

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CARD NUMBER	EXPIRY DATE																

I have read and understand the Terms & Conditions of my agreement with Stronco

CARD HOLDER _____ SIGNATURE _____ DATE _____

GST# R129612164

TERMS & CONDITIONS <ul style="list-style-type: none"> • All orders must be paid in full 7 days prior to show set-up. • All prices are for the duration of the show, unless otherwise stated. • No cheques will be accepted on-site. • All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. Pre-show prices are only applicable if payment is received prior to deadline date. 	<ul style="list-style-type: none"> • If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing. • Refunds will not be given on orders cancelled on-site. • A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage. • All claims/discrepancies must be settled prior to show closing. • If no colour is indicated, Stronco will make the selection on your behalf.
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Signs & Banners Order Form

SHOW	HRPA 2010		DEADLINE DATE	January 12, 2010	
LOCATION	Metro Toronto Convention Centre		SHOW DATES	January 27-29, 2010	
COMPANY				BOOTH #	
ADDRESS					
CITY			PROV / STATE		
CONTACT			TITLE		
TEL			EXT		

All prices are based on client supplied artwork (see submission guidelines)
 All orders must be pre-paid in full. Orders cannot be processed until payment is received.

SIGNS									
FOAMCORE (suitable for one time use)					PVC (suitable for multiple use)				
QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	8" x 44"	\$ 44.00	\$ 60.00	\$		8" x 44"	\$ 56.00	\$ 76.00	\$
	14" x 22"	\$ 49.00	\$ 67.00	\$		14" x 22"	\$ 60.00	\$ 81.00	\$
	22" x 28"	\$ 67.00	\$ 91.00	\$		22" x 28"	\$ 83.00	\$ 113.00	\$
	24" x 32"	\$ 79.00	\$ 107.00	\$		24" x 32"	\$ 98.00	\$ 133.00	\$
	36" x 48"	\$ 127.00	\$ 172.00	\$		36" x 48"	\$ 159.00	\$ 215.00	\$

BANNERS									
QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	24"x48"	\$ 138.00	\$ 187.00	\$		36"x96"	\$ 414.00	\$ 559.00	\$
	24"x72"	\$ 207.00	\$ 280.00	\$		36"x120"	\$ 518.00	\$ 700.00	\$
	24"x96"	\$ 276.00	\$ 373.00	\$		48"x96"	\$ 552.00	\$ 746.00	\$
	36"x72"	\$ 311.00	\$ 420.00	\$		48"x120"	\$ 690.00	\$ 932.00	\$

OTHER SERVICES					
System Time	\$ 144.00 / Hr	x	_____ Hrs	=	\$ _____
Creative Services – quoted upon request					Total

LIST REQUIREMENTS HERE:					

PAYMENT *** Pre-show prices are only applicable if payment is received prior to deadline date.***						
Note: You must complete a credit card authorization form if you are paying by cheque					SUB TOTAL	
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ					5% GST	
_____					8% PST	
CARD NUMBER _____ EXPIRY DATE _____					TOTAL	
I have read and understand the Terms & Conditions of my agreement with Stronco					GST# R129612164	
CARD HOLDER _____ SIGNATURE _____ DATE _____						
TERMS & CONDITIONS • Onsite sign orders are subject to delivery and additional price surcharges. • Artwork must be supplied by the client, as per the submission guidelines. All other formats are subject to additional system time charges by the hour. • All orders must be pre-paid in full prior to delivery. • To receive pre-show pricing, confirmed order, artwork and payment must be received prior to deadline date.			• All orders received after the deadline date will be processed at the stated "After Deadline Date" price and no guarantees can be given on production times. • No refunds will be given on signage or graphics once produced. • No cheques will be accepted on-site. • All claims/discrepancies must be settled prior to show closing. • Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.			

J13123
06-02-09+15/35



Official Show Carrier Information Sheet

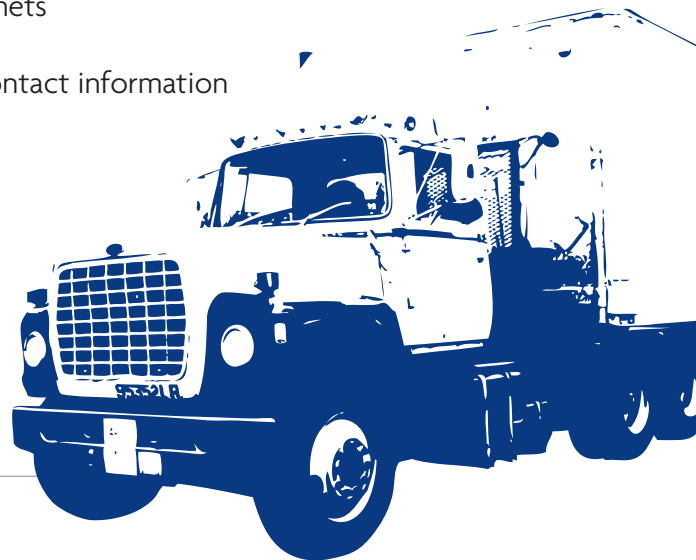
Stronco Logistics Services has been appointed as the
Official Transportation Provider and Customs Broker for this event.

Stronco Logistics (in partnership with Commerce Trade Show Logistics Group Ltd.) are committed to fulfilling all your trade show logistics needs.

Stronco Logistics Services gives you reliable service and great rates on air and ground shipping.

Our Customs and Logistics solutions include:

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information



For more information contact:

Stronco Logistics Services
Tel: 800-665-2621
Fax: 905-270-6771
logistics@stronco.com

Commerce Trade Show Logistics Group Ltd.
Tel: 888-827-7469
Fax: 905-673-2574
brianm@commercetradeshows.com

Transportation Services – Request for Quotation

PICKUP ADDRESS		
COMPANY NAME _____		
IRS # _____		
ADDRESS _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

DELIVERY ADDRESS		
COMPANY NAME _____		
SHOW NAME _____	BOOTH # _____	
FACILITY _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
ON SITE CONTACT _____		
CELL PHONE # _____		

BILL TO		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

RETURN FREIGHT		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____		

TERMS OF PAYMENT AND SECURITY DEPOSIT – MUST BE COMPLETED					
<input type="checkbox"/> VISA	<input type="checkbox"/> MC	<input type="checkbox"/> AMEX	<input type="checkbox"/> CORPORATE CARD	<input type="checkbox"/> PERSONAL CARD	
_____			_____		
CARD NUMBER			EXPIRY DATE		
Card Holder _____					
Signature _____			Date _____		
I hereby authorize the use of this credit card for payment of services related to this order form. I understand that declined credit cards are subject to a 30% surcharge.					

SHIPMENT INFORMATION					
Pick Up Date _____	Time _____	Delivery Date _____	Time _____		
TYPE	PIECES	DIMENSIONS (Inches)		WEIGHT (LBS)	
Cartons / Boxes	_____	L _____	W _____	H _____	_____
Crates / Fiber Case	_____	L _____	W _____	H _____	_____
Skid / Pallet	_____	L _____	W _____	H _____	_____
Carpet / Other	_____	L _____	W _____	H _____	_____
Total Pieces _____			Total LBS _____		
Requested Service Level	<input type="checkbox"/> AIR	<input type="checkbox"/> 2 ND DAY	<input type="checkbox"/> TRUCK		
Additional Services Required	<input type="checkbox"/> LIFT GATE	<input type="checkbox"/> INSIDE PICKUP / DELIVERY			

CARGO INSURANCE / DECLARED VALUE (Only to be completed when using Commerce Logistics)	
The declared value of carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds for 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. Subject to the terms and conditions of the liability of the Forwarder for loss/damage stated below. Cargo insurance will not apply or cover any electronic goods. (Additional fees for Cargo Insurance will apply)	
Do you require additional Insurance?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Declared Value	\$ _____

TERMS & CONDITIONS		
This order is placed with the specific understanding that we hereby release Commerce Trade Show Logistics Group Ltd (C.T.S.L.G Ltd) and or agents from all liability for loss, damage and or theft to our merchandise and property, no matter how caused, and we have insured all such properties being handled. 1) C.T.S.L.G Ltd shall not be responsible for damage to uncrated materials, improperly packaged or concealed damage. 2) C.T.S.L.G Ltd will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lockouts of any kind beyond its control.3) C.T.S.L.G Ltd liability is outlined in the above Cargo Insurance/Declared Value section. Please ensure you are self insured or you must declare a value for carriage and pay the charges applicable for the service. 4) C.T.S.L.G Ltd shall not be liable to any extent whatsoever for the actual, potential or assumed losses or profits or revenues, or for any collateral costs which may result from any loss or damaged to an exhibitors materials which make it impossible or impractical to exhibit same. 5) Each exhibitor is responsible to declare all hazardous materials and abide by all Federal, Provincial, State and local laws.		
I have read and agreed to the Terms and Conditions of this contract with C.T.S.L.G Ltd		
Print Name _____	Signature/Authorization _____	Date _____

J13123

