



FRC 2014
 Orlando Marriott World Center
 Orlando, FL
 October 8 -10, 2014



Recap of Services

Please use the checklist below to ensure that you and your company have ordered and submitted all the required services and forms. If at any time you feel that you need assistance with planning your services, please call our Event Services Department at 407.292.0025 or email us at eventservices@ags-expo.com

Things To Do / Order	Discount Deadline	Date Submitted	Order Total
Event Forms			
<input type="checkbox"/> Method of Payment			
<input type="checkbox"/> Notification of Intent to Use Non-official Contractor	9/10/14		
<input type="checkbox"/> Appointed Contractors Insurance Certificate	9/10/14		
Event Services			
<input type="checkbox"/> Booth Carpeting	9/24/14		
Furnishings & Accessories			
<input type="checkbox"/> Standard	9/24/14		
<input type="checkbox"/> Custom	9/24/14		
<input type="checkbox"/> Modular Displays	9/24/14		
<input type="checkbox"/> Sign & Graphics Printing	9/24/14		
Labor Services			
<input type="checkbox"/> Labor (Installation & Dismantle)	9/24/14		
<input type="checkbox"/> Booth Set-up Diagrams	9/24/14		
<input type="checkbox"/> Outbound Shipping Information	9/24/14		
<input type="checkbox"/> Forklift Labor	9/24/14		
<input type="checkbox"/> Booth Cleaning and Porter Service			
Material Handling Services			
<input type="checkbox"/> Material Handling - Advance/Direct Freight			
<input type="checkbox"/> Premium Return Services - Priority Storage Return			
<input type="checkbox"/> Shipping Method - UPS Frieght.			
Ancillary Services			
<input type="checkbox"/> Electrical/Utilities			
<input type="checkbox"/> Floral			
<input type="checkbox"/> Internet/Telecom			
<input type="checkbox"/> Audio-Visual & Computer Rentals			

RECAP OF SERVICES