



## ***Complete Exhibitor Kit***





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Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline dates! Please call our Exhibitor Customer Service Department at 609-485-2421 for any questions you may have.

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**Please submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



## Exhibitor Marketing Kit

## Easy Ordering

As the exclusive Technology Provider of Paris, Encore is committed to making your experience as easy and stress-free as possible.



Self-service option available through our online store – EventNow

### Step 1

Visit [EventNow](#) and select 'I am planning an exhibit booth'

### Step 2

Browse our technology catalog

### Step 3

Select from a list of available products/product packages and service packages, then check out.\*

- EventNow is only available more than two days prior to event load in. If ordering within two days, contact your onsite team

Once your order is completed, a confirmation email will be sent with all your order details and a dedicated professional will still be on-hand to answer any questions regarding your order.



### offers a range of solutions for any exhibitor:

As the exclusive Technology Provider of Paris, Encore is committed to making your experience as easy and stress-free as possible.

- Large and small format HD monitors (40" monitors and above include floor stands)
- PC Based Laptops
- Various Audio Packages
- Wireless Presentation Controls
- HDMI Cables, Distribution Amplifiers, and Adapters
- Power Strips, Extension Cords, and Charging Station
- LED Lighting
- Flipchart Packages
- Power and Internet Connectivity Packages

## NEED RIGGING

If so, please fill out rigging request, <https://www.encore-global.com/rigging-request/>

Encore representative will be in touch with you.

## We make it easy



Easy ordering options



Confirmation email is sent with your order details



We regularly maintain and service all equipment



Encore delivers, installs, and tests equipment.



After the show, Encore picks up your rental equipment.



## Need assistance or products/solutions not offered in EventNow?

Call your on-site contact directly:

Sales Coordinators-

Diana Williams - 702-967-4916

Elizabeth Jaimes - 702-967-4300

[paris-ballysexpo@encoreglobal.com](mailto:paris-ballysexpo@encoreglobal.com)



# What else can we do?

Experiential Exhibits



Led Walls

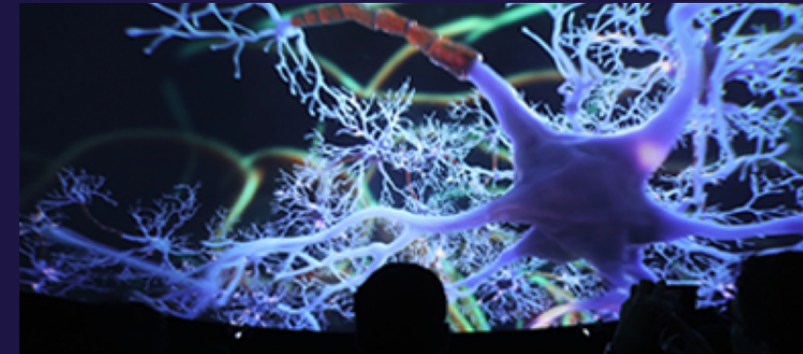
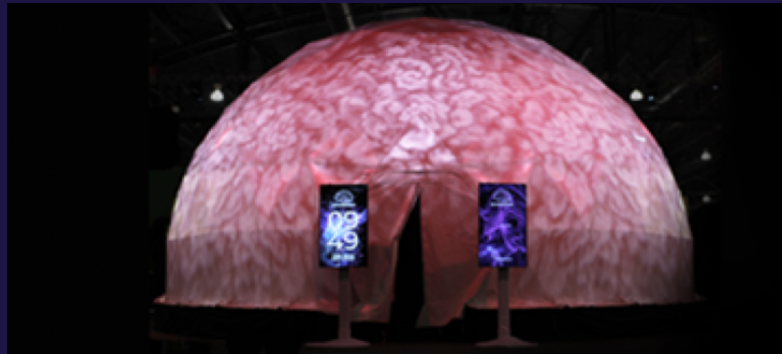


Lighting Solutions

Projection

Video Solutions

And More!



# Special Notes

Paris and Horseshoe, Las Vegas are union facilities. Encore is the exclusive service provider and payroller.

Encore Exclusives Include: Expo AV Gear, Internet, Electrical, Rigging, and Labor.

All power / internet orders require a booth diagram with orientation to be uploaded, indicating drop location.

If your booth requires arm lights to be installed/powered, please reach out to the venue contacts for a custom quote.



6575 Delilah Road  
PO Box 3000  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

P: 609-485-2421  
F: 609-485-2392

## SHOW CONTACT INFORMATION

Dear Exhibitor:

*Vista Convention Services* is honored to have been selected as the Official Show Service Contractor for this Exposition. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you!

All questions regarding the convention space assignments should be directed to:

***NATIONAL AIR DUCT CLEANERS ASSOCIATION***  
***Ashton Hald, Director of Meetings***  
***1120 Rt. 73, Suite 200***  
***Mount Laurel, NJ 08054***  
***Tel: (856) 437-4742***  
***Email: [ahald@nadca.com](mailto:ahald@nadca.com)***

All questions regarding shipping, storage, furniture, and labor should be directed to:

***Customer Service***  
***VISTA CONVENTION SERVICES***  
***6575 Delilah Road***  
***PO Box 3000***  
***Pleasantville, NJ 08232***  
***Tel: (609) 485-2421***  
***Fax: (609) 485-2392***  
***email: [orders@vistacs.com](mailto:orders@vistacs.com)***  
***Order online: Vista online ordering***

All questions regarding electric, internet and audio visual should be directed to:

***Encore***  
***Order online: Encore online ordering***

Included in this service kit are order forms for various items you may require for your exhibit. The Vista forms are to be returned to our office or ordered online through instructions sent in a separate email. Supplemental forms should be sent to specific contractor who is providing the service. Please analyze and submit your order forms as early as possible.

***Thank you!***



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## SHOW INFORMATION

Your 10'x10' booth is equipped with the following inventory. Additional equipment is available on the forms enclosed:

### BOOTH PACKAGE

8' High Backwall - Blue / White  
3' High Siderail - Blue  
7" x 44" Booth ID Sign

**NOTE: EXHIBIT BOOTHS ARE CARPETED!**

### SET-UP

Sunday	March 3, 2024	2:00pm - 5:00pm
Monday	March 4, 2024	9:00am - 3:00pm

### EXHIBIT HOURS

Monday	March 4, 2024	5:00pm - 9:00pm - Grand Opening of Exhibit Hall
Tuesday	March 5, 2024	8:00am - 9:00am - Breakfast 12:15pm - 2:15pm - Lunch
Wednesday	March 6, 2024	8:00am - 9:00am - Breakfast 12:15pm - 2:15pm - Lunch

### DISMANTLE

Wednesday	March 6, 2024	2:15pm - 5:15pm
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### IMPORTANT DATES

Vista Advance Order Discount Deadline: **February 16, 2024**  
Rental Exhibits, Fabric Backwall, VCS Modular Units, & Graphics Deadline: **February 9, 2024**  
Advance Freight Receiving Begins: **February 5, 2024**  
Advance Freight Deadline (without surcharge): **February 23, 2024**  
Direct to Show Site 1st day For Delivery: **March 3, 2024 at 2:00pm**  
Outbound Driver Check In No Later Than: **March 6, 2024 by 4:00pm**

\*Vista reserves the right to re-route shipments if your carrier fails to show or refuses a shipment.

### SHIPPING INFORMATION

#### ADVANCE TO WAREHOUSE

Exhibiting Company Name & Booth #  
**2024 NADCA 35th Annual Meeting & Exposition**  
c/o LVE  
6225 Annie Oakley Drive  
Las Vegas, NV 89120

#### DIRECT TO SHOW SITE

Exhibiting Company Name & Booth #  
**2024 NADCA 35th Annual Meeting & Exposition**  
c/o Vista Convention Services  
Paris Las Vegas Hotel & Casino  
3655 Las Vegas Blvd. South  
Las Vegas, NV 89109

**\*Any displays not removed by exhibitor, will be moved to Vista's Warehouse at the Exhibitor's expense\***



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## PAYMENT & CREDIT CARD AUTHORIZATION FORM

Please complete the information requested & return payment in full with this form and your orders. You may choose to pay by credit card, check or bank wire transfer, however; **WE REQUIRE YOUR CREDIT CARD AUTHORIZATION TO BE ON FILE WITH VISTA CONVENTION SERVICES.** For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for this event.

*Standard Booth Furnishings & Accessories .....	\$	_____
*Carpet/Carpet Padding .....	\$	_____
*Custom Furnishings.....	\$	_____
*Fabric Backwall Display Rental .....	\$	_____
*VCS Modular Rental Unit.....	\$	_____
*Custom Signs .....	\$	_____
Booth Cleaning.....	\$	_____
Estimated Labor .....	\$	_____
Forklift Labor .....	\$	_____
Priority Empty Container Return.....	\$	_____
Estimated Material Handling.....	\$	_____
SUB TOTAL		\$ _____
*ADD 8.375% NV SALES TAX		\$ _____
NET AMOUNT DUE VISTA		\$ _____

### INDICATE PAYMENT METHOD:

Check # \_\_\_\_\_ Dated \_\_\_\_\_ Amount \$ \_\_\_\_\_

Charge to: ☐ MasterCard ☐ VISA ☐ American Express

Account # \_\_\_\_\_

Expiration Date \_\_\_\_\_

CVV \_\_\_\_\_

Cardholder's Name \_\_\_\_\_

Cardholder's Address \_\_\_\_\_ (Print or Type)  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

**ALL ORDERS SUBJECT TO LIMITS OF LIABILITY.**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Street Address \_\_\_\_\_ Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_

Signature \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**





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## PAYMENT POLICIES

- Orders received without full payment or credit card information will **NOT** be processed.
- A credit card on file is **required** when using Vista Convention Services
- All charges **must** be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash, checks and money orders drawn on U.S. banks in U.S. funds, and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment, therefore, a check or credit card is required.

### WIRE TRANSFER

- Bank information call Vista Convention Services (609) 485-2421 or e-mail: [dvenezia@vistacs.com](mailto:dvenezia@vistacs.com)
- Wire transfers must be initiated and confirmed at least two weeks before move-in.
- Wire transfers must include the show name, company name and booth number.
- Due to various processing fees we incur from banks clearing wire transfers into our accounts, Vista will charge the following fees:
  - ⇒ **Domestic incoming wire transfer fee: \$25.00**
  - ⇒ **International incoming wire transfer fee: \$35.00**

### CANCELLATIONS & ADJUSTMENTS

- Items cancelled before the deadline date will be refunded at 50%, **unless otherwise noted on Order Form.**
- **NO REFUNDS AFTER DEADLINE DATE.**
- **NO** adjustments will be made after close of the show.

### TAX EXEMPTION

- If tax exempt, a copy of your tax exempt certificate **MUST** accompany your order. This is **NOT** a resale certificate.
- **NO** adjustments for tax exempt status will be made after close of the show.

### THIRD PARTY PAYMENT BILLING

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice (s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

### MISCELLANEOUS

- **NO** telephone orders accepted
- Rental items not ordered, yet found in booths, are invoiced at “**Standard**” pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Vista Convention Services.



**DEADLINE DATE:  
FEBRUARY 16, 2024**

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WWW.VISTACS.COM

## THIRD PARTY AUTHORIZATION & STATEMENT OF PAYMENT TERMS

You may arrange for a third party to handle your display and be billed for services. *Vista Convention Services* will agree to this arrangement if the third party has a satisfactory payment record with us. **BOTH** firms must complete this form. Return this form by the Discounted Deadline Date. In the event of nonpayment by the third party, the exhibitor agrees to accept responsibility for payment of all charges incurred. **Should the third party fail to present full payment at show site, the exhibitor will assume responsibility for payment.**

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

CONTACT PERSON: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

**CHECK ITEMS TO BE BILLED TO THIRD PARTY:**

\_\_\_\_ All Services      \_\_\_\_ Booth Cleaning      \_\_\_\_ Material Handling/In and Out  
\_\_\_\_ I&D Labor      \_\_\_\_ Rental Furniture & Carpet      Other (Please specify) \_\_\_\_\_

**THIRD PARTY'S CREDIT CARD CHARGE AUTHORIZATION \*\*Information must be provided\*\***

☐ MasterCard    ☐ Visa    ☐ American Express    Expiration Date 

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Account Number 

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 CVV 

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Cardholder's Signature \_\_\_\_\_ Print Name \_\_\_\_\_

Cardholder's Billing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

THIRD PARTY NAME: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

SHOW SITE REPRESENTATIVE: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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**DISCOUNT  
DEADLINE DATE:  
FEBRUARY 16, 2024**

## STANDARD BOOTH FURNISHINGS & ACCESSORIES ORDER FORM

QTY.	DISCOUNT RATES	STANDARD RATES	AMT.
<b>SEATING</b>			
Upholstered Arm Chair (black only).....	\$127.75	\$166.00	
Side Chair (black only).....	102.75	133.75	
Padded Stool (black only).....	137.25	178.50	

<b>ACCESSORIES</b>			
Coffee Table (Rectangle-46"l x 24"w x 16"h).....	115.50	150.25	
Round Pedestal Table (30"h x 30"rd).....	208.75	271.50	
Round Pedestal Table (42"h x 30"rd).....	246.75	321.50	
Wastebasket.....	32.50	42.25	
Easel.....	65.00	84.50	
Chrome Sign Frame (22" x 28").....	141.50	184.50	
Bag Holder.....	188.00	245.00	
8' Stanchion.....	45.00	59.50	
Crossbar.....	45.00	59.50	
Garment Rack.....	189.25	246.25	
Literature Rack.....	251.00	326.50	
3' Black Stanchion/Pull out Tape.....	80.00	104.50	
(7 1/2 ft. lengths)			
8' Special Background.....	24.75ft.	32.50ft.	
Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green			
3' Special Siderails.....	18.50ft.	24.25ft.	
Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green			

<b>DRAPED RISERS</b>			
<b>White Vinyl</b>			
4' One Step.....	98.25	128.25	
6' One Step.....	126.70	164.50	

QTY.	DISCOUNT RATES	STANDARD RATES	AMT.
<b>DRAPED DISPLAY TABLES - 30" HIGH</b>			
Price includes white vinyl top & 3 sides Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green **IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL**			
2' x 4' x 30".....	\$165.50	\$215.25	
2' x 6' x 30".....	203.50	264.50	
2' x 8' x 30".....	237.00	308.00	
4th Side Drape.....	39.00	51.00	

<b>DRAPED DISPLAY TABLES - 42" COUNTER HIGH</b>			
Price includes white vinyl top & 3 sides Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green **IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL**			
2' x 4' x 42".....	235.00	305.75	
2' x 6' x 42".....	253.00	329.50	
2' x 8' x 42".....	291.00	378.25	
4th Side Drape.....	39.00	51.00	

<b>UNDRAPE DISPLAY TABLES - 30" HIGH</b>			
2' x 4' x 30".....	77.00	100.25	
2' x 6' x 30".....	87.50	114.00	
2' x 8' x 30".....	109.25	142.50	

<b>UNDRAPE DISPLAY TABLES - 42" COUNTER HIGH</b>			
2' x 4' x 42".....	95.25	124.00	
2' x 6' x 42".....	108.25	140.50	
2' x 8' x 42".....	126.75	164.50	

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. **CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**



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DISCOUNT  
DEADLINE DATE:  
FEBRUARY 16, 2024

## CARPET / CARPET PADDING ORDER FORM

### STANDARD CARPET

Price includes installation & taping front edge. **NO** guarantee of color match when ordering multiple carpets.

Qty.		Discount Rate	Standard Rate	Total
_____	9'x 10'.....	263.75	343.50	_____
_____	9'x 20'.....	527.50	687.00	_____
_____	9'x 30'.....	791.25	1030.50	_____
_____	9'x 40'.....	1055.00	1374.00	_____
_____	9'x 50'.....	1318.75	1717.50	_____

**Circle color:** Blue \* Burgundy \* Gray \* Teal \* Red \* Purple \* Black \* Hunter Green \* Blue Jay \* Pepper

**\*\*IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL\*\***

**CANCELLATION POLICY:** *Items cancelled before the Deadline Date will be refunded 50%. NO REFUNDS AFTER DEADLINE DATE*

### CUSTOM CARPET

Price includes installation to fit booth space, protective covering, and edges taped.  
INDICATE OVERALL DIMENSIONS:

\_\_\_\_\_ ft.x \_\_\_\_\_ ft. (100 sq. ft. minimum).....\$6.00 sq. ft. \$7.75 sq. ft. \_\_\_\_\_

**Circle color:** Blue \* Burgundy \* Gray \* Teal \* Red \* Purple \* Black \* Hunter Green \* Blue Jay \* Pepper

**\*\*SEE CANCELLATION POLICY UNDER "PLUSH CARPET"\*\*\***

### CARPET PADDING

INDICATE OVERALL DIMENSION:

\_\_\_\_\_ ft.x \_\_\_\_\_ ft. (100 sq. ft. minimum).....\$2.70 sq. ft. \$3.50 sq. ft. \_\_\_\_\_

**CANCELLATION POLICY:** *Items cancelled before the Deadline Date will be refunded 50%. NO REFUNDS AFTER DEADLINE DATE*

### PLUSH CARPET - 28 OZ.

**PLUSH CARPET INCLUDES LABOR TO INSTALL AND REMOVE PROTECTIVE COVERING**

**Orders MUST be received by the Deadline Date above to guarantee delivery. Orders received after the deadline date will be charged at the Standard Rate.**

Carpet Size \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ (calculate to the next full foot, 100 sq. ft. minimum)

**QTY**

\_\_\_\_\_ Square feet (100 sq.ft. minimum).....\$6.80 sq. ft. \$8.75 sq. ft. \_\_\_\_\_

**Circle Color:** Charcoal Gray \* French Beige \* White \* Red \* Colony Blue \* Cream \* Navy \* Black

**CANCELLATION POLICY:** *Plush & Custom carpet cancelled after orders have been received will be charged at 100% of original price*

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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## Standard Carpet Inventory



## Plush Booth Carpet—28oz



## Table Skirt Colors







**DISCOUNT  
DEADLINE DATE:  
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## CUSTOM FURNISHINGS ORDER FORM

**\*\*SHOW SITE ORDERS WILL BE SUBJECT TO A 30% SURCHARGE ON STANDARD RATES\*\*  
SHOW SITE ORDERS WILL BE BASED ON AVAILABILITY**

Item Number	Qty.		Dimensions	Discount	Standard	Total
Blanc (Pg. 2)						
18228-0847		Blanc Bright White Leather Sofa	75"W x 35"D x 35"H	\$1033.00	\$1,341.00	
18167-0614		Blanc Bright White Leather Loveseat	54"W x 35"D x 35"H	\$987.00	\$1,281.00	
18284-0834		Blanc Bright White Leather Chair	33"W x 35"D x 35"H	\$824.00	\$1,071.00	
18024-0072		Blanc Bright White Leather Bench Ottoman	48"W x 24"D x 18"H	\$494.00	\$642.00	
18184-0274		Blanc Bright White Leather Cube Ottoman	17"Square	\$171.00	\$223.00	
Whisper (Pg. 2 & 3)						
18228-0607		Whisper White Leather Sofa	87"W x 37"D x 35"H	\$985.00	\$1,281.00	
18167-0471		Whisper White Leather Loveseat	61"W x 37"D x 35"H	\$945.00	\$1,230.00	
18284-0487		Whisper White Leather Chair	35"W x 37"D x 35"H	\$782.00	\$1017.00	
18024-0003		Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18184-0034		Whisper White Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
18184-0038		Whisper White Leather Round Ottoman	46"Round x 17"H	\$437.00	\$567.00	
Function (Pg. 3)						
18284-0554		Function Bright White Leather Armless Chair	28"Square x 29"H	\$527.00	\$684.00	
18066-0016		Function Bright White Leather Corner	28"Square x 29"H	\$565.00	\$735.00	
Continental (Pg. 3 & 4)						
18303-0006		Continental Bright White Leather Curved Loveseat	82"W x 34"D x 31"H	\$1016.00	\$1,320.00	
18304-0002		Continental Bright White Leather Reverse Curved Loveseat	72"W x 34"D x 31"H	\$986.00	\$1,281.00	
18296-0006		Continental Bright White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$437.00	\$568.00	
18184-0283		Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$518.00	\$672.00	
18184-0284		Continental Bright White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$437.00	\$567.00	
Sophistication (Pg. 4)						
18228-0674		Sophistication White Leather Sofa	72"W x 31"D x 48"H	\$1016.00	\$1,320.00	
18167-0466		Sophistication White Leather Loveseat	48"W x 31"D x 48"H	\$687.00	\$893.00	
18284-0563		Sophistication White Leather Chair	27"W x 31"D x 48"H	\$517.00	\$672.00	
18066-0017		Sophistication White Leather Corner	31"Square x 48"H	\$518.00	\$672.00	
18184-0130		Sophistication White Leather Ottoman	31"Square x 19"H	\$389.00	\$505.00	
Boca (Pg. 5)						
18066-0026		Boca Black Leather Corner	27"W x 27"D x 30"H	\$565.00	\$735.00	
18284-0786		Boca Black Leather Armless	22"W x 27"D x 30"H	\$527.00	\$685.00	
Metro (Pg. 5)						
18228-0602		Metro Black Leather Sofa	85"W x 35"D x 35"H	\$848.00	\$1,103.00	
18167-0467		Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$817.00	\$1,062.00	
18284-0482		Metro Black Leather Chair	35"Square x 35"H	\$637.00	\$830.00	
18184-0179		Metro Black Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
18024-0008		Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	

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

BOOTH \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
Suave Midnight (Pg. 6)						
18228-0085		Suave Midnight Sofa	77"W x 36"D x 33"H	\$742.00	\$966.00	
18167-0069		Suave Midnight Loveseat	54"W x 36"D x 33"H	\$645.00	\$838.00	
18284-0151		Suave Midnight Chair	32"W x 36"D x 33"H	\$484.00	\$630.00	
Grammercy (Pg. 6)						
18228-0605		Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$945.00	\$1,230.00	
18167-0469		Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$823.00	\$1,071.00	
18284-0485		Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$527.00	\$684.00	
18066-0015		Grammercy Charcoal Leather Corner	36"Square x 36"H	\$606.00	\$788.00	
18184-0036		Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$437.00	\$567.00	
18184-0033		Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
Parma (Pg. 7)						
18228-0789		Parma Brown Leather Sofa	79"W x 37"D x 36"H	\$852.00	\$1,103.00	
18167-0577		Parma Brown Leather Loveseat	56"W x 37"D x 36"H	\$817.00	\$1,062.00	
18284-0710		Parma Brown Leather Chair	33"W x 37"D x 36"H	\$637.00	\$830.00	
18024-0061		Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
Montana Mocha (Pg. 7)						
18228-0784		Montana Mocha Sofa	79"W x 35"D x 34"H	\$798.00	\$1037.00	
18167-0573		Montana Mocha Loveseat	57"W x 35"D x 34"H	\$701.00	\$911.00	
18284-0704		Montana Mocha Chair	35"Square x 34"H	\$541.00	\$704.00	
Madison (Pg. 8)						
18228-0823		Madison Sofa	86"W x 34"D x 34"H	\$985.00	\$1,281.00	
18284-0794		Madison Chair	33"W x 34"D x 34"H	\$574.00	\$747.00	
18184-0256		Madison Sky Bench	4"W x 24"D x 17"H	\$405.00	\$527.00	
18184-0252		Madison Ottoman - Willow	24"Square x 17"H	\$259.00	\$336.00	
18184-0253		Madison Ottoman - Sand Dollar	24"Square x 17"H	\$259.00	\$336.00	
18184-0254		Madison Ottoman - Apricot	24"Square x 17"H	\$259.00	\$336.00	
18184-0255		Madison Ottoman - Sunflower	24"Square x 17"H	\$259.00	\$336.00	
Chandler(Pg. 9)						
18228-0795		Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$848.00	\$1,103.00	
18167-0581		Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$817.00	\$1,062.00	
18284-0717		Chandler Red Leather Chair	31"W x 37"D x 35"H	\$637.00	\$830.00	
18024-0062		Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
Evoke (Pg. 9 & 10)						
13229-0007		Evoke Sofa	81"W x 35"D x 27"H	\$1,282.00	\$1,666.00	
13041-0015		Evoke Chair	33"W x 35"D x 27"H	\$687.00	\$893.00	
13054-0011		Evoke Cocktail Table	48"W x 24"D x 18"H	\$437.00	\$567.00	
13110-0009		Evoke End Table	24"W x 28"D x 25"H	\$389.00	\$505.00	
13110-0008		Evoke Cube Table	18"Square	\$275.00	\$358.00	
Niko (Pg. 10)						
18228-0858		Niko Sofa	81"W x 30"D x 38"H	\$1049.00	\$1,363.00	
18167-0622		Niko Loveseat	58"W x 30"D x 38"H	\$960.00	\$1,246.00	
18284-0856		Niko Chair	31"W x 30"D x 38"H	\$798.00	\$1037.00	
Stage Chairs (Pg. 10 & 11)						
18284-0478		Midnight Stage Chair	25"W x 26"D x 37"H	\$315.00	\$411.00	
18284-0477		Chamois Stage Chair	25"W x 26"D x 37"H	\$315.00	\$411.00	
18284-0476		Buckskin Stage Chair	25"W x 26"D x 37"H	\$315.00	\$411.00	
18284-0621		Empire Chair - Black Leather	28"W x 32"D x 32"H	\$565.00	\$735.00	
18284-0564		Empire Chair - White Leather	28"W x 32"D x 32"H	\$565.00	\$735.00	
18284-0785		Monarch Chair	28"Square x 30"H	\$361.00	\$469.00	

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# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
<b>Ottomans &amp; Benches (Pg. 11 &amp; 12)</b>						
18184-0283		Continental Bright White Leather Curved Bench	70"W x 26"D x 19"H	\$518.00	\$672.00	
18184-0179		Metro Black Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
18184-0034		Whisper White Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
18184-0033		Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$437.00	\$567.00	
18024-0008		Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18024-0003		Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18024-0062		Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18024-0002		Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18024-0061		Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$437.00	\$567.00	
18184-0192		Essentials Storage Ottoman	48"W x 24"D x 20"H	\$606.00	\$788.00	
18184-0036		Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$437.00	\$567.00	
18184-0038		Whisper White Leather Round Ottoman	46"Round x 17"H	\$437.00	\$567.00	
18184-0028		Grammercy Charcoal Leather 1/4 Round Ottoman	34"W x 19"D x 17"H	\$268.00	\$348.00	
18184-0030		Whisper White Leather White 1/4 Round Ottoman	34"W x 19"D x 17"H	\$268.00	\$348.00	
18184-0256		Madison Sky Bench	4"W x 24"D x 17"H	\$405.00	\$527.00	
18184-0252		Madison Ottoman - Willow	24"Square x 17"H	\$259.00	\$336.00	
18184-0253		Madison Ottoman - Sand Dollar	24"Square x 17"H	\$259.00	\$336.00	
18184-0254		Madison Ottoman - Apricot	24"Square x 17"H	\$259.00	\$336.00	
18184-0255		Madison Ottoman - Sunflower	24"Square x 17"H	\$259.00	\$336.00	
<b>Banquettes &amp; Turning Beds (Pg. 12)</b>						
18011-0011		Essentials White Leather Banquette (2 pcs)	60"Round x 48"H	\$1,282.00	\$1,666.00	
18011-0001		Whisper White Leather Banquette (2 pcs)	59"Round x 38"H	\$1,282.00	\$1,666.00	
18011-0002		Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$1,282.00	\$1,666.00	
02082-0033		Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$1,541.00	\$2,003.00	
<b>Cube Ottomans (Pg. 13)</b>						
18184-0294		Rubix Cube - Cherry	17"Square x 18"H	\$179.00	\$232.00	
18184-0295		Rubix Cube - Cromwell	17"Square x 18"H	\$179.00	\$232.00	
18184-0296		Rubix Cube - Grape	17"Square x 18"H	\$179.00	\$232.00	
18184-0293		Rubix Cube - Lemon	17"Square x 18"H	\$179.00	\$232.00	
18184-0297		Rubix Cube - Lime	17"Square x 18"H	\$179.00	\$232.00	
18184-0298		Rubix Cube - Mango	17"Square x 18"H	\$179.00	\$232.00	
18184-0274		Blanc Bright White Leather Cube	17"Square x 17"H	\$171.00	\$223.00	
18184-0129		Whisper White Leather Cube Ottoman	18"Square x 18"H	\$171.00	\$223.00	
18184-0128		Metro Black Leather Cube Ottoman	18"Square x 18"H	\$171.00	\$223.00	
<b>Charged (Pg. 14)</b>						
22100-0001		Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$1,708.00	\$2,221.00	
22051-0001		Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$645.00	\$838.00	
22050-0001		Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$597.00	\$777.00	
22001-0001		Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$1001.00	\$1,302.00	
22002-0002		Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$565.00	\$735.00	
22200-0001		White Conference Table - Charged	96"W x 43"D x 30"H	\$1,347.00	\$1,750.00	
18284-0861		Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$623.00	\$809.00	
22052-0001		Lincoln Bench - Charged	59"W x 39"D x 17"H	\$945.00	\$1,230.00	
<b>Occasional Tables (Pg. 15 &amp; 16)</b>						
12107-0008		Tribeca End Table	24"W x 28"D x 22"H	\$308.00	\$399.00	
12230-0005		Tribeca Console Table	48"W x 18"D x 30"H	\$341.00	\$443.00	
12055-0008		Tribeca Cocktail Table	48"W x 28"D x 19"H	\$322.00	\$420.00	

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# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
18024-0011		Novel End Table	15" Square x 16" H	\$416.00	\$540.00	
18024-0010		Novel Cocktail Table	46"W x 15"D x 16"H	\$389.00	\$505.00	
99-12304-05		Aria Red End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12050-05		Aria Red Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
99-12304-03		Aria Green End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12050-03		Aria Green Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
99-12304-06		Aria Blue End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12050-06		Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
99-12304-04		Aria Purple End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12050-04		Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
99-12304-01		Aria White End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12305-01		Aria White Console Table	44"W x 20"D x 30"H	\$341.00	\$443.00	
99-12050-01		Aria White Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
99-12304-02		Aria Charcoal End Table	24"W x 20"D x 22"H	\$308.00	\$399.00	
99-12305-02		Aria Charcoal Console Table	44"W x 20"D x 30"H	\$341.00	\$443.00	
99-12050-02		Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$322.00	\$420.00	
12107-0512		Fuze End Table	24"Square x 23"H	\$333.00	\$433.00	
12230-0116		Fuze Console Table	60"W x 16"D x 34"H	\$405.00	\$527.00	
12055-0453		Fuze Cocktail Table	40"Square x 16"H	\$372.00	\$484.00	
12107-0493		London End Table	24"Square x 23"H	\$333.00	\$433.00	
12230-0110		London Console Table	60"W x 16"D x 34"H	\$405.00	\$527.00	
12055-0428		London Cocktail Table	40"Square x 16"H	\$372.00	\$484.00	
12107-0494		Brooklyn II Square End Table	22"W X 22"D X 20"H	\$284.00	\$368.00	
12107-0495		Brooklyn II Round End Table	20"Round X 20"H	\$284.00	\$368.00	
12055-0429		Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	\$315.00	\$411.00	
12055-0430		Brooklyn II Round Cocktail Table	30"Round X 16"H	\$315.00	\$411.00	
12107-0282		Vivid End Table	26"Square x 21"H	\$308.00	\$399.00	
12230-0081		Vivid Console Table	50"W x 24"D x 30"H	\$341.00	\$442.00	
12055-0273		Vivid Cocktail Table	50"W x 24"D x 16"H	\$322.00	\$420.00	
12003-0038		Rose Table	17"Round x 17"H	\$341.00	\$442.00	
12003-0039		Zanzibar Table	17"Square	\$341.00	\$442.00	
12107-0296		24" Cube End Table - Black	24"Square x 21"H	\$315.00	\$411.00	
12107-0297		24" Cube End Table - White	24"Square x 21"H	\$315.00	\$411.00	
12055-0285		24" Cube Cocktail Table - Black	24"Square x 16"H	\$308.00	\$399.00	
12055-0286		24" Cube Cocktail Table - White	24"Square x 16"H	\$308.00	\$399.00	
12107-0467		Hylton Tablet Table	18"W x 12"D x 28"H	\$275.00	\$358.00	
Bars & Bar Backs (Pg. 17)						
05012-0076		VIP Glow Bar 6'	72"W x 24"D x 42"H	\$1,206.00	\$1,569.00	
05012-0075		VIP Glow Bar 4'	48"W x 24"D x 42"H	\$1017.00	\$1,322.00	
05012-0053		Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$517.00	\$666.00	
05012-0054		White Bar - 2 Shelf	48"W x 16"D x 42"H	\$517.00	\$666.00	
12112-0010		Blox Bar Back	30"W x 16"D x 86"H	\$645.00	\$838.00	
05001-0017		Piazza Bar Back - Black	44"W x 12"D x 80"H	\$607.00	\$789.00	
05001-0018		Piazza Bar Back - White	44"W x 12"D x 80"H	\$607.00	\$789.00	
Bar Stools (Pg. 18 & 19)						
05237-0264		Vienna Stool - Gray	17"Square x 39"H	\$322.00	\$420.00	
05237-0263		Vienna Stool - Orange	17"Square x 39"H	\$322.00	\$420.00	
05237-0262		Vienna Stool - Teal	17"Square x 39"H	\$322.00	\$420.00	
05237-0038		Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$290.00	\$378.00	
05237-0039		Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$290.00	\$378.00	
05237-0305		Colin Stool	20"W x 19"D x 46"H	\$243.00	\$315.00	
99-05237-01		Silk Back Bar Stool - Black	17"W x 18"D x 42"H	\$275.00	\$358.00	
99-05237-02		Silk Back Bar Stool - White	17"W x 18"D x 42"H	\$275.00	\$358.00	
99-05237-06		Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	\$275.00	\$358.00	
99-05237-03		Silk Back Bar Stool - Green	17"W x 18"D x 42"H	\$275.00	\$358.00	
99-05237-04		Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	\$275.00	\$358.00	
99-05237-05		Silk Back Bar Stool - Red	17"W x 18"D x 42"H	\$275.00	\$358.00	
05237-0221		Euro Bar Stool - Black	22"W x 24"D x 42"H	\$290.00	\$378.00	
05237-0270		Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$299.00	\$390.00	

# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
05237-0271		Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$299.00	\$390.00	
05237-0160		Equino Bar Stool - Black	15"W x 13"D x 35"H	\$299.00	\$390.00	
05237-0041		Equino Bar Stool - White	15"W x 13"D x 35"H	\$299.00	\$390.00	
05237-0298		Clara Stool	17"W x 21"D x 41"H	\$306.00	\$396.00	
05237-0215		Marcus Stool	18"Square x 29"H	\$219.00	\$286.00	
05237-0156		Regal Stool	19"W x 24"D x 45"H	\$299.00	\$390.00	
05237-0169		Caprice Stool	25"W x 26"D x 44"H	\$299.00	\$390.00	
05237-0042		Sonic Stool	22"W x 23"D x 42"H	\$267.00	\$347.00	
05237-0300		Nexus Stool	19"W x 20"D x 44"H	\$251.00	\$326.00	
Café Chairs (Pg. 19, 20, 21)						
05035-0032		Vienna Chair - Gray	21"Square x 32"H	\$204.00	\$265.00	
05035-0031		Vienna Chair - Orange	21"Square x 32"H	\$204.00	\$265.00	
05035-0030		Vienna Chair - Teal	21"Square x 32"H	\$204.00	\$265.00	
99-05035-10		Silk Back Armless Chair - Black	17"W x 18"D x 34"H	\$171.00	\$223.00	
99-05035-11		Silk Back Armless Chair - White	17"W x 18"D x 34"H	\$171.00	\$223.00	
99-05035-15		Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	\$171.00	\$223.00	
99-05035-12		Silk Back Armless Chair - Green	17"W x 18"D x 34"H	\$171.00	\$223.00	
99-05035-13		Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	\$171.00	\$223.00	
99-05035-14		Silk Back Armless Chair - Red	17"W x 18"D x 34"H	\$171.00	\$223.00	
05035-0051		Clara Chair	18"W x 21"D x 35"H	\$194.00	\$252.00	
05035-0008		Leslie Chair	17"W x 21"D x 31"H	\$153.00	\$200.00	
05035-0010		Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$194.00	\$252.00	
05035-0011		Criss Cross Chair - White	17"W x 21"D x 35"H	\$194.00	\$252.00	
05035-0023		Elio Chair	17"Square x 33"H	\$171.00	\$223.00	
14233-0025		Caprice Chair - Black	25"W x 24"D x 32"H	\$171.00	\$223.00	
14233-0005		Comet Stack Chair - Arms	23"W x 22"D x 32"H	\$236.00	\$307.00	
14233-0006		Comet Stack Chair - Armless	19"W x 22"D x 32"H	\$219.00	\$286.00	
05221-0039		Regal Dining Chair	19"W x 23"D x 38"H	\$243.00	\$315.00	
14233-0016		Sonic Chair	20"W x 21"D x 32"H	\$171.00	\$223.00	
05035-0050		Nexus Chair	19"W x 22"D x 32"H	\$204.00	\$265.00	
05035-0052		Colin Chair	22"W x 19"D x 33"H	\$171.00	\$223.00	
Bar Tables (Pg. 21, 22, 23)						
99-05245-01		Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-02		Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-04		Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-05		Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-14		City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-15		City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-07		Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-08		Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-16		Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-17		Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-10		Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$308.00	\$399.00	
99-05245-11		Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$315.00	\$411.00	
99-05245-22		Fuze Bar Table	36"Square x 42"H	\$347.00	\$452.00	
99-05245-12		Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$308.00	\$399.00	
99-05245-13		Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$476.00	\$620.00	
99-05245-20		Spectrum Bar Table - Red	24"Square x 42"H	\$333.00	\$433.00	
99-05245-21		Spectrum Bar Table - Blue	24"Square x 42"H	\$333.00	\$433.00	
99-05245-18		Spectrum Bar Table - Purple	24"Square x 42"H	\$333.00	\$433.00	
99-05245-19		Spectrum Bar Table - Green	24"Square x 42"H	\$333.00	\$433.00	
05202-0049		Zinc Bar Table	24"Round x 42"H	\$461.00	\$600.00	
05204-0001		Aspen Bar Table	72"W x 26"D x 42"H	\$855.00	\$1,113.00	
Café Tables (Pg. 23 & 24)						
99-05036-01		Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-02		Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$315.00	\$411.00	

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# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
99-05036-04		Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-05		Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$315.00	\$411.00	
99-05036-07		Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-08		Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$315.00	\$411.00	
99-05036-14		City Café Table Maple/Black 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-15		City Café Table Maple/Black 36" Round	36"Round x 30"H	\$315.00	\$411.00	
99-05036-16		Summit Café Table White/Black 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-17		Summit Café Table White/Black 36" Round	36"Round x 30"H	\$315.00	\$411.00	
99-05036-10		Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$308.00	\$399.00	
99-05036-11		Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$315.00	\$411.00	
99-05036-22		Fuze Café Table	36"Square x 30	\$347.00	\$452.00	
99-05036-12		Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$308.00	\$399.00	
99-05036-13		Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$476.00	\$620.00	
99-05036-20		Spectrum Café Table - Red	24"Square x 29"H	\$333.00	\$433.00	
99-05036-21		Spectrum Café Table - Blue	24"Square x 29"H	\$333.00	\$433.00	
99-05036-18		Spectrum Café Table - Purple	24"Square x 29"H	\$333.00	\$433.00	
99-05036-19		Spectrum Café Table - Green	24"Square x 29"H	\$333.00	\$433.00	
05090-0001		Aspen Dining Table	72"W x 30"D x 30"H	\$734.00	\$954.00	
05088-0505		Brio Dining Table	96"W x 48"D x 30"H	\$986.00	\$1,281.00	
Office Seating (Pg. 25 & 26)						
14136-0002		Tamiri High Back Chair	25"W x 27"D x 45"H	\$398.00	\$505.00	
14176-0007		Tamiri Mid Back Chair	27"Square x 39"H	\$341.00	\$443.00	
14128-0002		Tamiri Guest Chair	25"W x 26"D x 37"H	\$315.00	\$411.00	
14136-0081		Accord High Back Chair - Black	25"Square x 44"H	\$509.00	\$663.00	
14136-0010		Accord High Back Chair - White	25"Square x 44"H	\$509.00	\$663.00	
14250-0013		Goal Task Chair - Arms	25"Square x 39"H	\$259.00	\$336.00	
14250-0014		Goal Task Chair Armless	21"W x 25"D x 39"H	\$236.00	\$307.00	
14136-0080		Enterprise High Back Conference Chair	25"W x 27"D x 45"H	\$340.00	\$441.00	
14176-0046		Enterprise Mid Back Conference Chair	24"W x 26"D x 39"H	\$315.00	\$411.00	
14128-0096		Enterprise Guest Chair	25"W x 27"D x 37"H	\$305.00	\$399.00	
14307-0003		Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$275.00	\$358.00	
14307-0004		Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$259.00	\$336.00	
Conference Tables (Pg. 26)						
14062-0105		42" Round Conference Table - Black	42" Round x 29"H	\$428.00	\$558.00	
14062-0106		42" Round Conference Table - Mahogany	42" Round x 29"H	\$428.00	\$558.00	
14062-0297		Command Conference Table - 6' Black	72"W x 36"D x 31"H	\$788.00	\$1024.00	
14062-0303		Command Conference Table - 6' Sirona	72"W x 36"D x 31"H	\$788.00	\$1024.00	
14062-0300		Command Conference Table - 6' White	72"W x 36"D x 31"H	\$788.00	\$1024.00	
14062-0298		Command Conference Table - 8' Black	96"W x 48"D x 31"H	\$823.00	\$1,071.00	
14062-0304		Command Conference Table - 8' Sirona	96"W x 48"D x 31"H	\$823.00	\$1,071.00	
14062-0301		Command Conference Table - 8' White	96"W x 48"D x 31"H	\$823.00	\$1,071.00	
14062-0299		Command Conference Table - 10' Black	120"W x 48"D x 31"H	\$945.00	\$1,230.00	
14062-0305		Command Conference Table - 10' Sirona	120"W x 48"D x 31"H	\$945.00	\$1,230.00	
14062-0302		Command Conference Table - 10' White	120"W x 48"D x 31"H	\$945.00	\$1,230.00	
Office Furniture (Pg. 27 & 28)						
14309-0001		Computer Kiosk - Black	24"Square x 42"H	\$630.00	\$819.00	
14179-0005		Computer Kiosk - White	24"Square x 42"H	\$630.00	\$819.00	
14072-0108		Black Credenza	60"W x 20"D x 29"H	\$565.00	\$735.00	
14083-0105		Black Double Pedestal Desk	60"W x 30"D x 29"H	\$645.00	\$838.00	
14029-0098		5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$606.00	\$788.00	
14029-0091		5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$606.00	\$788.00	
14072-0039		Genoa Kneespace Credenza	66"W x 20"D x 29"H	\$565.00	\$735.00	
14083-0117		Genoa Executive Desk	72"W x 36"D x 29"H	\$670.00	\$872.00	
14072-0038		Genoa Storage Credenza	66"W x 20"D x 29"H	\$565.00	\$735.00	
05088-0365		Vivid Café Table - Square	42"Square x 30"H	\$527.00	\$684.00	

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

BOOTH \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	Qty	Description	Dimensions	Discount	Standard	Total
05088-0364		Vivid Café Table - Rectangle	60"W x 36"D x 30"H	\$606.00	\$786.00	
05088-0498		Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$630.00	\$819.00	
05088-0499		Brooklyn II Round Dining Table	42" Round x 30"H	\$494.00	\$642.00	
05090-0001		Aspen Dining Table	72"W x 30"D x 30"H	\$734.00	\$954.00	
05088-0505		Brio Dining Table	96"W x 48"D x 30"H	\$986.00	\$1,281.00	
Metal File & Storage Cabinets (Pg. 29)						
14148-0001		2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$212.00	\$274.00	
14147-0001		2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$275.00	\$358.00	
14148-0002		4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$285.00	\$369.00	
14147-0002		4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$316.00	\$411.00	
14143-0006		2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$285.00	\$369.00	
14143-0144		2 Drawer Lateral File - Black	36"W x 20"D x 29"H	\$285.00	\$369.00	
14143-0008		4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$347.00	\$452.00	
14034-0015		Storage Cabinet - Black	36"W x 18"D x 72"H	\$347.00	\$452.00	
Pedestals (Pg. 30)						
12091-0023		Display Pedestal 14" x 42" Black	14"Square x 42"H	\$420.00	\$546.00	
12091-0004		Display Pedestal 24" x 42" Black	24"Square x 42"H	\$509.00	\$663.00	
12091-0002		Display Pedestal 18" x 42" Black	18"Square x 42"H	\$468.00	\$609.00	
12091-0030		Display Pedestal 14" x 42" White	14"Square x 42"H	\$420.00	\$546.00	
12091-0024		Display Pedestal 14" x 36" Black	14"Square x 36"H	\$356.00	\$462.00	
12091-0034		Display Pedestal 24" x 36" Black	24"Square x 36"H	\$509.00	\$663.00	
12091-0031		Display Pedestal 14" x 36" White	14"Square x 36"H	\$356.00	\$462.00	
12091-0033		Display Pedestal 24" x 36" White	24"Square x 36"H	\$509.00	\$663.00	
12091-0025		Display Pedestal 14" x 30" Black	14"Square x 30"H	\$333.00	\$433.00	
12091-0003		Display Pedestal 24" x 30" Black	24"Square x 30"H	\$484.00	\$630.00	
12091-0001		Display Pedestal 18" x 30" Black	18"Square x 30"H	\$340.00	\$441.00	
12091-0032		Display Pedestal 14" x 30" White	14"Square x 30"H	\$333.00	\$433.00	
14309-0001		Locking Pedestal Black	24"Square x 42"H	\$630.00	\$819.00	
14179-0005		Locking Pedestal White	24"Square x 42"H	\$630.00	\$819.00	
12091-0055		Fuze Pedestal	16"Square x 44"H	\$347.00	\$452.00	
12091-0043		London Pedestal	16"Square x 44"H	\$347.00	\$452.00	
Miscellaneous Items (Pg. 31)						
14189-0066		Stanchion Chrome	41"H	\$99.00	\$127.00	
11526-0001		Stanchion Rope - Red Velour	6' L	\$50.00	\$65.00	
14308-0009		Nero Literature Stand - Black	15"W x 12"D x 53.5"H	\$236.00	\$307.00	
14308-0010		Argento Literature Rack	15"W x 12"D x 53.5"H	\$236.00	\$307.00	
14308-0005		Alto Literature Rack	10.5"W x 9.5"D x 57"H	\$243.00	\$316.00	
01209-0003		Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$437.00	\$568.00	
Lighting (Pg. 31)						
09392-0019		Silo Grey Floor Lamp	70"H	\$231.00	\$300.00	
09417-0037		Silo Grey Table Lamp	25"H	\$168.00	\$218.00	
09392-0018		Silo White Floor Lamp	70"H	\$231.00	\$300.00	
09417-0036		Silo White Table Lamp	25"H	\$168.00	\$218.00	
09392-0001		Neutrino Steel Floor Lamp - Steel	67"H	\$236.00	\$307.00	

**SUBTOTAL: \$** \_\_\_\_\_

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. **CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

**COMPANY NAME** \_\_\_\_\_ **BOOTH** \_\_\_\_\_

Submit order with payment to: [Orders@vistacs.com](mailto:Orders@vistacs.com) before deadline date!

2024  
SPECIALTY  
FURNITURE  
CATALOG



## BLANC



### Blanc Sofa

Bright White Leather  
75"W x 35"D x 35"H



### Blanc Loveseat

Bright White Leather  
54"W x 35"D x 35"H



### Blanc Chair

Bright White Leather  
33"W x 35"D x 35"H



### Blanc Bench Ottoman

Bright White Leather  
48"W x 24"D x 18"H



### Blanc Cube Ottoman

Bright White Leather  
17"Square x 17"H

## WHISPER



### Whisper Sofa

White Leather  
87"W x 37"D x 35"H



### Whisper Loveseat

White Leather  
61"W x 37"D x 35"H



### Whisper Chair

White Leather  
35"W x 37"D x 35"H

## WHISPER



### Whisper Bench Ottoman

White Leather  
60"W x 24"D x 17"H



### Whisper Square Ottoman

White Leather  
40"Square x 17"H



### Whisper Round Ottoman

White Leather  
46"Round x 17"H

## FUNCTION

Modular Seating Collection



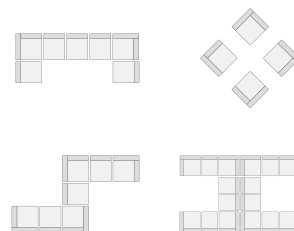
### Function Armless Chair

White Leather  
28"Square x 29"H



### Function Corner

White Leather  
28"Square x 29"H



## CONTINENTAL

Modular Seating Collection



### Continental Curved Loveseat

Bright White Leather  
82"W x 34"D x 31"H



### Continental Reverse Curved Loveseat

Bright White Leather  
72"W x 34"D x 31"H



### Continental Wedge Ottoman

Bright White Leather  
30"W x 34"D x 19"H



## CONTINENTAL

Modular Seating Collection



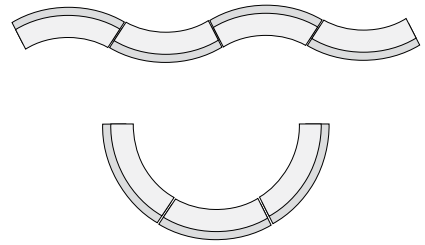
### Continental Curved Bench

Bright White Leather  
70"W x 26"D x 19"H



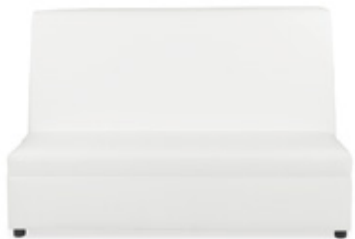
### Continental Half Moon Ottoman

Bright White Leather  
33"W x 19"D x 19"H



## SOPHISTICATION

Modular Seating Collection



### Sophistication Sofa

White Leather  
72"W x 31"D x 48"H



### Sophistication Loveseat

White Leather  
48"W x 31"D x 48"H



### Sophistication Chair

White Leather  
24"W x 31"D x 48"H



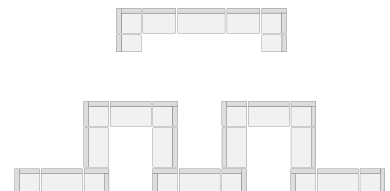
### Sophistication Corner

White Leather  
31"Square x 48"H



### Sophistication Ottoman

White Leather  
31"Square x 19"H



## BOCA

Modular Seating Collection



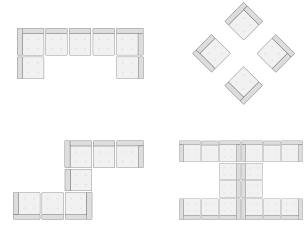
### Boca Corner

Black Leather  
22"W x 27"D x 30"H



### Boca Armless

Black Leather  
27"Square x 30"H



## METRO



### Metro Sofa

Black Leather  
85"W x 35"D x 35"H



### Metro Loveseat

Black Leather  
60"W x 35"D x 35"H



### Metro Chair

Black Leather  
35"Square x 35"H



### Metro Square Ottoman

Black Leather  
40"Square x 17"H



### Metro Bench Ottoman

Black Leather  
60"W x 24"D x 17"H

## SUAVE MIDNIGHT



### Suave Midnight Sofa

Midnight Suede  
77"W x 36"D x 33"H



### Suave Midnight Loveseat

Midnight Suede  
54"W x 36"D x 33"H



### Suave Midnight Chair

Midnight Suede  
32"W x 36"D x 33"H

## GRAMMERCY

Modular Seating Collection



### Grammercy Sofa

Charcoal Leather  
82"W x 36"D x 36"H



### Grammercy Loveseat

Charcoal Leather  
57"W x 36"D x 36"H



### Grammercy Chair

Charcoal Leather  
28"W x 36"D x 36"H



### Grammercy Corner

Charcoal Leather  
36"Square x 36"H



### Grammercy Round Ottoman

Charcoal Leather  
46"Round x 17"H



### Grammercy Square Ottoman

Charcoal Leather  
40"Square x 17"H  
Also Available in Bench Ottoman  
60"W x 24"D x 17"H

## PARMA



**Parma Sofa**  
Brown Leather  
79"W x 37"D x 36"H



**Parma Loveseat**  
Brown Leather  
56"W x 37"D x 36"H



**Parma Chair**  
Brown Leather  
33"W x 37"D x 36"H



**Parma Bench Ottoman**  
Brown Leather  
60"W x 24"D x 17"H

## MONTANA MOCHA



**Montana Mocha Sofa**  
Mocha Tan Fabric  
79"W x 35"D x 34"H



**Montana Mocha Loveseat**  
Mocha Tan Fabric  
57"W x 35"D x 34"H



**Montana Mocha Chair**  
Mocha Tan Fabric  
35"Square x 34"H

# MADISON



## **Madison Sofa**

Tan Fabric  
86"W x 34"D x 34"H



## **Madison Chair**

Tan Fabric  
33"W x 34"D x 34"H



## **Madison Sky Bench**

Teal Fabric  
48"W x 24"D x 17"H



## **Madison Ottoman - Willow**

Green Fabric  
24"Square x 17"H



## **Madison Ottoman - Sand Dollar**

Tan Fabric  
24"Square x 17"H



## **Madison Ottoman - Apricot**

Orange Fabric  
24"Square x 17"H



## **Madison Ottoman - Sunflower**

Yellow Fabric  
24"Square x 17"H



## CHANDLER



### Chandler Sofa

Red Leather  
76"W x 37"D x 35"H



### Chandler Loveseat

Red Leather  
53"W x 37"D x 35"H



### Chandler Chair

Red Leather  
31"W x 37"D x 35"H



### Chandler Bench Ottoman

Red Leather  
60"W x 24"D x 17"H

## EVOKE



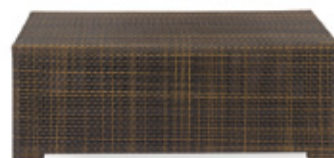
### Evoke Sofa

Coffee Resin Frame with Tan Cushions  
81"W x 35"D x 27"H



### Evoke Chair

Coffee Resin Frame with Tan Cushions  
33"W x 35"D x 27"H



### Evoke Cocktail Table

Coffee Resin Frame  
48"W x 24"D x 18"H

## EVOKE



### Evoke End Table

Coffee Resin Frame  
24"W x 28"D x 25"H



### Evoke Cube Table

Coffee Resin Frame  
18"Square x 18"H

## NIKO



### Niko Sofa

Grey Microfiber  
81"W x 30"D x 38"H



### Niko Loveseat

Grey Microfiber  
58"W x 30"D x 38"H



### Niko Chair

Grey Microfiber  
31"W x 30"D x 38"H

## STAGE CHAIRS



### Midnight Stage Chair

Midnight Microfiber  
25"W x 26"D x 37"H



### Chamois Stage Chair

Beige Microfiber  
25"W x 26"D x 37"H



### Buckskin Stage Chair

Tan Microfiber  
25"W x 26"D x 37"H

## STAGE CHAIRS



**Empire Chair**

■ Black Leather  
□ White Leather  
28"W x 32"D x 32"H



**Monarch Chair**

Bright White Leather  
28" Square x 30"H

## OTTOMANS & BENCHES



**Curved Bench**

Continental White Leather  
70"W x 26"D x 19"H



**Square Ottoman**

■ Metro Black Leather  
□ Whisper White Leather  
■ Grammercy Charcoal Leather  
40" Square x 17"H



**Bench Ottoman**

■ Metro Black Leather  
□ Whisper White Leather  
■ Chandler Red Leather  
■ Grammercy Charcoal Leather  
■ Parma Brown Leather  
60"W x 24"D x 17"H



**Essentials Storage Ottoman**

White Leather with Locking Mechanism  
48"W x 24"D x 20"H  
Lock Not Included



**Round Ottoman**

■ Grammercy Charcoal Leather  
□ Whisper White Leather  
46" Round x 17"H



**1/4 Round Ottoman**

■ Grammercy Charcoal Leather  
□ Whisper White Leather  
34"W x 19"D x 17"H

## OTTOMANS & BENCHES



### Madison Sky Bench

Teal Fabric  
48"W x 24"D x 17"H



### Madison Ottomans

Left to Right: Willow, Sand Dollar, Apricot, Sunflower  
24"Square x 17"H

## BANQUETTES



### Essentials Banquette

White Leather  
60"Round x 48"H (2 Pieces)



### Whisper Banquette

White Leather  
59"Round x 38"H (2 Pieces)



### Grammercy Banquette

Charcoal Leather  
59"Round x 38"H (2 Pieces)

## TURNING BEDS



### Essentials Turning Bed

White Leather  
96"W x 48"D x 36"H

CUBE OTTOMANS



Rubix Cube Ottomans

- |          |       |
|----------|-------|
| Cherry   | Lemon |
| Cromwell | Lime  |
| Grape    | Mango |
- 18"Square x 18"H



**Blanc Cube Ottoman**  
Bright White Leather  
17"Square x 17"H

**Whisper Cube Ottoman**  
White Leather  
18"Square x 18"H

**Metro Cube Ottoman**  
Black Leather  
18"Square x 18"H





**Essentials Turning Bed - Charged**

White Leather  
96"W x 48"D x 25"H

*\*White slip cover available for black charging unit.  
\*Maximum of 1 bed per power source.*



**Boca Corner - Charged**

Bright White Leather  
27" Square x 30"H

*\*Maximum of 4 daisy linked together per power source.*



**Boca Chair - Charged**

Bright White Leather  
22"W x 27"D x 30"H

*\*Maximum of 4 daisy linked together per power source.*



**Aspen Bar Table - Charged**

White / Brushed Steel  
72"W x 26"D x 42"H

*\*Maximum of 1 table per power source.*



**Aspen Cocktail Table - Charged**

White / Brushed Steel  
48"W x 24"D x 18"H

*\*Maximum of 1 table per power source.*



**White Conference Table - Charged**

White  
96"W x 43"D x 30"H

*\*Maximum of 1 table per power source.*



**Patrice Table Chair - Charged**

Bright White Leather  
28"W x 31"D x 31"H

*\*Maximum of 6 daisy linked together per power source.*



**Lincoln Bench - Charged**

Bright White Leather  
59"W x 39"D x 17"H

*\*Maximum of 3 daisy linked together per power source.*

## OCCASIONAL TABLES



### Tribeca Tables

End Table Wood/Black  
24"W x 28"D x 22"H  
Console Table Wood/Black  
48"W x 18"D x 30"H  
Cocktail Table Wood/Black  
48"W x 28"D x 19"H



### Novel Tables

End Table Satin Steel  
15" Square x 16"H  
Cocktail Table Satin Steel  
46"W x 15"D x 16"H



### Aria Tables Red

End Table Red/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Red/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables Green

End Table Green/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Green/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables Blue

End Table Blue/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Blue/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables Purple

End Table Purple/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Purple/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables White

End Table White/Brushed Steel  
24"W x 20"D x 22"H  
Console Table White/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table White/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables Charcoal

End Table Storm Grey/Brushed Steel  
24"W x 20"H x 22"H  
Console Table Storm Grey/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table Storm Grey/Brushed Steel  
44"W x 20"D x 18"H

## OCCASIONAL TABLES



### Fuze Tables

End Table Chrome/Zebrawood Laminate  
24"Square x 23"H  
Console Table Chrome/Zebrawood Laminate  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Zebrawood Laminate  
40"Square x 16"H



### London Tables

End Table Chrome/Marble  
24"Square x 23"H  
Console Table Chrome/Marble  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Marble  
40"Square x 16"H



### Brooklyn Tables

End Table Square - Chrome  
22"Square x 20"H  
End Table Round - Chrome  
20"Round x 20"H  
Cocktail Table Rectangle - Chrome  
42"W x 24"D x 16"H  
Cocktail Table Round - Chrome  
30"Round x 16"H



### Vivid Tables

End Table - Smoked Powder Coat Finish  
26"Square x 21"H  
Console Table - Smoked Powder Coat Finish  
50"W x 24"D x 30"H  
Cocktail Table - Smoked Powder Coat Finish  
50"W x 24"D x 16"H



### Rose Table

17"Round x 17"H



### Zanzibar Table

17"Square



### Cube End Tables

■ Black 24"  
□ White 24"  
24"Square x 21"H



### Cube Cocktail Tables

■ Black 24"  
□ White 24"  
24"Square x 16"H



### Hylton Tablet Table

White/Brushed Steel  
18"W x 12"D x 28"H

## BARS & BAR BACKS



### VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit  
 72"W x 24"D x 42"H(Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit  
 48"W x 24"D x 42"H(Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### Bar

■ Black with 2 shelves in back  
 □ White with 2 shelves in back  
 48"W x 16"D x 42"H



### Blox Bar Back

Walnut/Brushed Metal  
 30"W x 16"D x 86"H  
 Please Inquire About Shelf Dimensions



### Piazza Bar Back

■ Black  
 □ White  
 44"W x 12"D x 79"H  
 13"W x 14"H (Inside Shelf)

# STOOLS



**Vienna Stool**

■ Gray Acrylic  
■ Orange Acrylic  
■ Teal Acrylic  
17"Square x 39"H



**Criss Cross Bar Stool**

■ Espresso Leather  
□ White Leather  
15"W x 19"D x 41"H



**Colin Stool**

Natural Maple  
20"W x 19"D x 46"H



**Silk Back Bar Stool**

■ Black  
□ White  
■ Blue  
■ Green  
■ Purple  
■ Red  
17"W x 18"D x 42"H



**Euro Bar Stool**

Black  
22"W x 24"D x 42"H



**Hourglass Bar Stool**

■ Black  
□ White  
18"W x 20"D x 43"H



**Equino Stool**

■ Black  
□ White  
15"W x 13"D x 35"H



## STOOLS



**Clara Stool**  
White  
17"W x 21"D x 41"H



**Marcus Bar Stool**  
Steel  
17" Square (at footbase) x 29"H



**Regal Stool**  
Brown Leather  
19"W x 24"D x 45"H



**Caprice Stool**  
Black Fabric  
25"W x 26"D x 44"H



**Sonic Stool**  
Black  
22"W x 23"D x 42"H



**Nexus Stool**  
White  
19"W x 20"D x 44"H

## CAFE CHAIRS



**Vienna Chair**  
Gray Acrylic  
Orange Acrylic  
Teal Acrylic  
21" Square x 32"H



**Silk Back Chair**  
Black  
White  
Blue  
Green  
Purple  
Red  
17"W x 18"D x 34"H

## CAFÉ CHAIRS



**Clara Chair**  
White  
18"W x 21"D x 34"H



**Leslie Chair**  
White  
17"W x 21"D x 31"H



**Criss Cross Chair**  
■ Espresso Leather  
□ White Leather  
17"W x 21"D x 35"H



**Elio Chair**  
Steel  
17"Square x 33"H



**Caprice Chair**  
Black  
25"W x 24"D x 32"H



**Comet Chair**  
Black  
23"W x 22"D x 32"H (With Arms)  
19"W x 22"D x 32"H (Without Arms)



**Regal Dining Chair**  
Brown Leather  
19"W x 23"D x 38"H



**Sonic Chair**  
Black  
20"W x 21"D x 32"H



**Nexus Chair**  
White  
19"W x 22"D x 32"H

## CAFÉ CHAIRS



**Colin Chair**  
Natural Maple  
22"W x 19"D x 33"H

## BAR TABLES



**Euro Bar Table**  
Black/Black 30"  
30"Round x 42"H  
Black/Black 36"  
36"Round x 42"H



**Silk Bar Table**  
Black/Chrome 30"  
30"Round x 42"H  
Black/Chrome 36"  
36"Round x 42"H



**City Bar Table**  
Maple/Black 30"  
30"Round x 42"H  
Maple/Black 36"  
36"Round x 42"H



**Park Ave Bar Table**  
Maple/Chrome 30"  
30"Round x 42"H  
Maple/Chrome 36"  
36"Round x 42"H



**Summit Bar Table**  
White/Black 30"  
30"Round x 42"H  
White/Black 36"  
36"Round x 42"H



**Blanco Round Bar Table**  
White/Chrome 30"  
30"Round x 42"H  
White/Chrome 36"  
36"Round x 42"H

## BAR TABLES



**Fuze Bar Table**  
Zebrawood Laminate/Chrome  
36"Square x 42"H



**Blanco Square Bar Table**  
White/Chrome  
24"Square x 42"H



**Blanco Rectangle Bar Table**  
White/Chrome  
72"W x 24"D x 42"H



**Spectrum Bar Table Red**  
Red/Chrome  
24"Square x 42"H



**Spectrum Bar Table Blue**  
Blue/Chrome  
24"Square x 42"H



**Spectrum Bar Table Purple**  
Purple/Chrome  
24"Square x 42"H



**Spectrum Bar Table Green**  
Green/Chrome  
24"Square x 42"H



**Zinc Bar Table**  
Chrome  
24"Round x 42"H

## BAR TABLES



### Aspen Bar Table

White/Brushed Steel  
72"W x 26"D x 42"H

## CAFÉ TABLES



### Euro Café Table

Black/Black 30"  
30"Round x 30"H  
Black/Black 36"  
36"Round x 30"H



### Silk Café Table

Black/Chrome 30"  
30"Round x 30"H  
Black/Chrome 36"  
36"Round x 30"H



### Park Ave Café Table

Maple/Chrome 30"  
30"Round x 30"H  
Maple/Chrome 36"  
36"Round x 30"H



### City Café Table

Maple/Black 30"  
30"Round x 30"H  
Maple/Black 36"  
36"Round x 30"H



### Summit Café Table

White/Black 30"  
30"Round x 30"H  
White/Black 36"  
36"Round x 30"H



### Blanco Café Table

White/Chrome 30"  
30"Round x 30"H  
White/Chrome 36"  
36"Round x 30"H



## CAFÉ TABLES



**Fuze Café Table**  
Zebrawood Laminate/Chrome  
36"Square x 30"H



**Blanco Square Café Table**  
White/Chrome Rectangle  
24"Square x 30"H



**Blanco Rectangle Café Table**  
White/Chrome Rectangle  
72"W x 24"D x 30"H



**Spectrum Café Table Red**  
Red/Chrome  
24"Square x 30"H



**Spectrum Café Table Blue**  
Blue/Chrome  
24"Square x 30"H



**Spectrum Café Table Purple**  
Purple/Chrome  
24"Square x 30"H



**Spectrum Café Table Green**  
Green/Chrome  
24"Square x 30"H



**Aspen Dining Table**  
White/Brushed Steel  
72"W x 30"D x 30"H



**Brio Dining Table**  
Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

OFFICE SEATING



**Tamiri High Back Chair**

Black Leather  
25"W x 27"D x 45"H



**Tamiri Mid Back Chair**

Black Leather  
25"W x 27"D x 39"H



**Tamiri Guest Chair**

Black Leather  
25"W x 27"D x 37"H



**Accord Chair**

■ Black  
□ White  
25"Square x 44"H



**Goal Task Chair**

Black  
25"W x 24"D x 39"H



**Goal Task Chair Armless**

Black  
21"W x 24"D x 39"H



**Enterprise High Back Conference Chair**

Black Fabric  
25"W x 27"D x 45"H



**Enterprise Mid Back Conference Chair**

Black Fabric  
24"W x 26"D x 39"H



**Enterprise Guest Chair**

Black Fabric  
25"W x 27"D x 37"H

## OFFICE SEATING



**Goal Drafting Stool**

Black  
25"W x 24"D x 48"H



**Goal Drafting Stool Armless**

Black  
21"W x 24"D x 48"H

## CONFERENCE TABLES



**Conference Table Round**

■ Black  
■ Mahogany  
42"Round x 29"H



**Command 6'  
Conference Table**

■ Black  
■ Sirona  
□ White  
72"W x 36"D x 31"H



**Command 8'  
Conference Table**

■ Black  
■ Sirona  
□ White  
96"W x 48"D x 31"H



**Command 10'  
Conference Table**

■ Black  
■ Sirona  
□ White  
120"W x 48"D x 31"H

## OFFICE FURNITURE



### Computer Kiosk

☒ Black  
☐ White  
 24" Square x 42"H



### Black Credenza

Black  
 60"W x 20"D x 29"H



### Black Double Pedestal Desk

Black  
 60"W x 30"D x 29"H



### 5 Shelf Bookcase

☒ Black  
☒ Mahogany  
 36"W x 12"D x 72"H



### Genoa Kneespace Credenza

Mahogany 2 Filing Cabinets/2-Drawers  
 66"W x 20"D x 29"H



### Genoa Executive Desk

Mahogany Double Pedestal-Locking Drawers  
 72"W x 36"D x 29"H



### Genoa Storage Credenza

Mahogany 2 Filing Cabinets  
 2-Drawers-Inside Shelves  
 66"W x 20"D x 29"H

## OFFICE FURNITURE



### **Vivid Café Table Square**

Clear Glass/Smoked Powder Coat Finish  
42"Square x 30"H



### **Vivid Café Table Rectangle**

Clear Glass/Smoked Powder Coat Finish  
60"W x 36"D x 30"H



### **Brooklyn Rectangle Dining Table**

Clear Glass/Chrome  
60"W x 36"D x 30"H



### **Brooklyn Round Dining Table**

Clear Glass/Chrome  
42"Round x 30"H



### **Aspen Dining Table**

White/Brushed Steel  
72"W x 30"D x 30"H



### **Brio Dining Table**

Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

# METAL FILE & STORAGE CABINETS



### 2-Drawer File

Black Letter  
15"W x 25"D x 29"H  
Black Legal  
18"W x 25"D x 29"H



### 4-Drawer File

Black Letter  
15"W x 25"D x 52"H  
Black Legal  
18"W x 25"D x 52"H



### 2-Drawer Lateral File

Black (Pictured)  
36"W x 18"D x 27"H  
Black (Not Pictured)  
36"W x 20"D x 29"H



### 4-Drawer Lateral File

Black  
36"W x 18"D x 54"H



### Storage Cabinet

Black  
36"W x 18"D x 72"H



# PEDESTALS



**Display Pedestals 42"**

- Black  
14"Square x 42"H
- Black  
24"Square x 42"H
- Black  
18"Square x 42"H
- White  
14"Square x 42"H



**Display Pedestals 36"**

- Black  
14"Square x 36"H
- Black  
24"Square x 36"H
- White  
14"Square x 36"H
- White  
24"Square x 36"H



**Display Pedestals 30"**

- Black  
14"Square x 30"H
- Black  
24"Square x 30"H
- Black  
18"Square x 30"H
- White  
14"Square x 30"H



**Locking Pedestal**

- Black  
24"Square x 42"H
- White



**Fuze Pedestal**

- Zebrawood Laminate/Chrome  
16"Square x 44"H



**London Pedestal**

- Marble/Chrome  
16"Square x 44"H

## MISCELLANEOUS ITEMS



**Stanchion**  
Chrome  
41"H  
**Stanchion Rope**  
Red Velour  
6'L



**Nero Literature Rack**  
Black  
15"W x 12"D x 54"H



**Argento Literature Rack**  
Aluminum  
15"W x 12"D x 54"H



**Alto Literature Rack**  
Black/Metal  
11"W x 10"D x 57"H



**Compact Refrigerator**  
Black 4 Cu Ft  
21"W x 22"D x 32"H

## LIGHTING



**Silo Grey Lamps**  
Table Lamp  
25"H  
Floor Lamp  
70"H



**Silo White Lamps**  
Table Lamp  
25"H  
Floor Lamp  
70"H



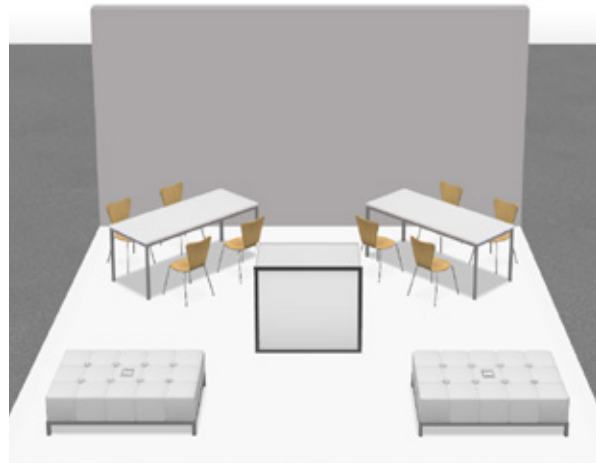
**Neutrino Floor Lamp**  
Steel  
67"H

# DESIGN YOUR BOOTH SPACE ***YOUR WAY***



## **20x20 Booth Footprint**

Blanc Loveseat • Blanc Chair • Blanc Cube Ottoman  
Brooklyn Round End Table • Brooklyn Cocktail Table  
Aspen Bar Table - Charged • Nexus Stool  
VIP Glow Bar 6' • Argento Literature Rack



## **20x20 Booth Footprint**

Aspen Dining Table • Colin Chair  
Lincoln Bench - Charged • VIP Glow Bar 4'



## **10x10 Booth Footprint**

Niko Chair • Novel End Table • Fuze Pedestal  
30" Round Bar Table With Tulip Base - White • Vienna Stool



## **20x10 Booth Footprint**

Chandler Loveseat • Brushed Steel Lamp  
Continental Curved Bench • Rose Table  
Aria End Table - White • London Console Table



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DEADLINE DATE:  
FEBRUARY 9, 2024**

## FABRIC BACKWALL DISPLAY RENTAL ORDER FORM

**VCS F-10 / 10'w x 8'tall Full Graphic Display.....\$2965.00**



**VCS F-20 / 20'w x 8'tall Full Graphic Display.....\$4043.00**



All labor to install & dismantle displays are included in rental price. Approved graphics **MUST** be received by the deadline date above.

### RENTAL UNIT OPTIONAL ACCESSORIES:

10' Unit 2 lights \_\_\_\_\_ \$137.00

1 Meter Counter w/front graphic panel \_\_\_\_\_ \$590.00

20' Unit 4 lights \_\_\_\_\_ \$273.00

2 Meter Counter w/front graphic panel \_\_\_\_\_ \$916.00

**\*Power is NOT included in rental of lights. Exhibitor must order basic power from Facility.  
\*\*ALL Displays cancelled after orders have been received will be charged at 100% of original price.\*\***

**\*\*ORDERS RECEIVED AFTER THE DEADLINE DATE ARE SUBJECT TO AVAILABILITY AND A  
30% LATE SURCHARGE\*\***

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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**DEADLINE DATE:  
FEBRUARY 9, 2024**

## VCS MODULAR RENTAL UNITS

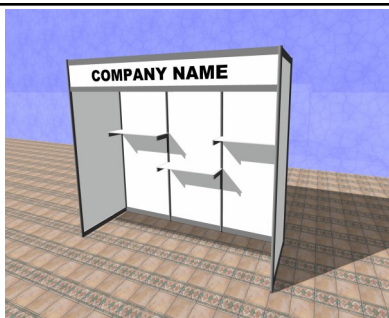
### □ VCS A-10 Unit contains:

- (3) Shelves
- (6) Brackets

\* Check One

\_\_\_ White Panel  
\_\_\_ Blue  
\_\_\_ Gray

**Price: \$2095.00**



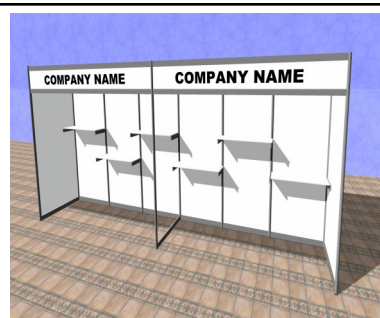
### □ VCS B-20 Unit contains:

- (6) Shelves
- (12) Brackets

\* Check One

\_\_\_ White Panel  
\_\_\_ Blue  
\_\_\_ Gray

**Price: \$3675.00**



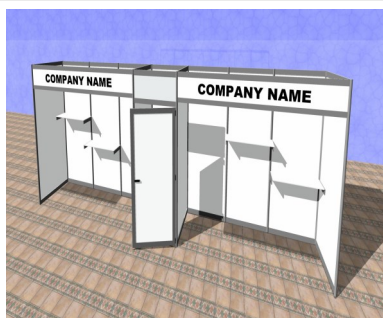
### □ VCS C-20 Unit contains:

- Locking Storage Unit
- (4) Shelves
- (8) Brackets

\* Check One

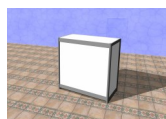
\_\_\_ White Panel  
\_\_\_ Blue  
\_\_\_ Gray

**Price: \$4023.00**



### COUNTERS:

Qty.	Price	Total
___ 1 Meter Counter w/o graphics	<b>\$357.00</b>	___
___ 2 Meter Counter w/o graphics	<b>\$452.00</b>	___
___ 1 Meter Counter w/front graphic panel	<b>\$590.00</b>	___
___ 2 Meter Counter w/front graphic panel	<b>\$916.00</b>	___



Graphic Dimensions provided upon request

Counter Colors: (\*check one)

\_\_\_ White \_\_\_ Blue \_\_\_ Gray

### OPTIONAL RENTAL ACCESSORIES:

Extra Shelves  
(1) shelf & (2) brackets \_\_\_ **\$62.00** \_\_\_  
Side Rail (each) \_\_\_ **\$115.00** \_\_\_

### ALL UNITS INCLUDE:

\*STANDARD HEADER COPY

\*LIGHTS (Does NOT include outlet)

**Custom Graphics & Custom Units are available!**  
**Please call Vista Convention Services for pricing.**

### HEADER COPY:

**All orders received after the deadline date will be charged a 30% late fee.**

**CANCELLATION POLICY: ALL Units cancelled after orders have been received will be charged at 100% of original price.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**



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**DISCOUNT  
DEADLINE DATE:  
FEBRUARY 9, 2024**

## CUSTOM SIGNS ORDER FORM

PRICES BASED ON BLOCK LETTER, BLACK LETTERING ON WHITE SHOWCARD, 10 WORDS OR LESS

Quantity	Size	Discount Rate	Standard Rate	Amount
	7" X 11"	\$44.50	\$88.75	
	7" x 44"	49.50	99.00	
	11" x 14"	53.00	106.00	
	14" x 22"	67.50	135.00	
	22" x 28"	90.75	181.25	
	28" x 44"	139.00	278.00	

- Easel back applied to sign quoted upon request.
- All prices are for single-sided, double-sided quoted upon request.
- Special sizes and materials quoted upon request.
- Delivery time is not guaranteed on orders placed at showsite.
- All orders must be received (14) days before show opens. Orders after Deadline Date will be subject to an additional 50% fee.**
- Please utilize one of the following programs: Adobe Acrobat Professional 8.0, Adobe Illustrator EPS, Tiff, Photoshop, PDF with 300 DPI minimum

Vertical



Horizontal



Color of Background

Color of Lettering

Please type desired copy below or attached a separate sheet

**ALL ADVANCE SIGN ORDERS WILL BE AVAILABLE FOR CUSTOMER PICK UP AT SHOWSITE SERVICE DESK**

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted.  
**CANCELLATION POLICY:** *ALL signs cancelled after orders have been received will be charged at 100% of original price.*

Sub Total \$

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**



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**DEADLINE DATE:  
FEBRUARY 16, 2024**

## BOOTH CLEANING ORDER FORM

*Price is based on total square footage of your booth space.*

### INDICATE YOUR REQUIREMENTS:

- ☐ **Daily - Vacuuming (3 DAYS)** .....\$.67 per sq. ft.
- ☐ **Once - Vacuuming before initial opening**.....\$.70 per sq. ft.

SIZE OF BOOTH \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ SQ. FT. x RATE: \_\_\_\_\_ x NO. OF DAYS: \_\_\_\_\_ = \$ \_\_\_\_\_  
(MINIMUM CHARGE: 100 SQ. FT. PER DAY)

Porter Service.....Rates on Request

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All Charges payable in U.S. funds only. Check, Cash, Traveler's Checks, VISA, MasterCard, and American Express are accepted.

**CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**





**DEADLINE DATE:  
FEBRUARY 16, 2024**

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## INTENT TO USE NON-OFFICIAL CONTRACTORS

**A NON-OFFICIAL CONTRACTOR IS:** Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site at the convention facility and does not represent one or more of the official contractors.

1. Exhibitors who choose to use a Non-Official Contractor must complete and sign this form. It must be received at Vista Convention Services no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
2. The Non-Official Contractor must provide Vista Convention Services with an original "Certificate of Insurance". This certificate must be received no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
3. Failure to provide Vista Convention Services with the above items 1 and 2 will result in said firms being required to hire installation and dismantling labor from Vista Convention Services. Non-Official Contractors will be able to provide supervision only.
4. All representatives of the Non-Official Contractors must obtain an "EXHIBIT CREW" badge at Vista Convention Services Labor Desk.

**NOTIFICATION DEADLINE DATE: See Above.**

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Signature: \_\_\_\_\_

Full Name of Non-Official Contractor: \_\_\_\_\_

Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Non-Official Contractor "Show Site" Representative: \_\_\_\_\_

Type of Service to Be Performed: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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## LIMITS OF LIABILITY & RESPONSIBILITY FOR LABOR

1. **Vista Convention Services** and its subcontractors shall not be responsible for loss, delay or damage due to strikes, lockouts or work stoppages of any kind.
2. **Vista Convention Services** and its subcontractors shall not be responsible for loss, injury or damage caused by laborers or equipment furnished by **Vista Convention Services** or its subcontractors, except when such laborers are working or operating equipment under the direct supervision of a supervisor designated by **Vista Convention Services** or its subcontractor.
3. **Vista Convention Services** and its subcontractors shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss, injury or damage to an exhibitor's materials or exhibitor personnel, which may make it impossible or impractical to exhibit exhibitor's materials.
4. Claims for loss, injury or damage which are not submitted to **Vista Convention Services** within thirty (30) days of the close of the show on which the loss, injury or damage occurred shall be considered waived. No suit or action shall be brought against **Vista Convention Services** or its subcontractors more than one year after the accrual of the cause of action.
5. **Vista Convention Services** will not be responsible for improper packing of exhibitor material and products or incorrect labeling if working under the supervision of the exhibitor.
6. **Vista Convention Services** will not be responsible for improperly packed or concealed damages to exhibits.
7. The placing of an order for the services of laborers and the use of equipment by an exhibitor or any agent of the exhibitor shall be construed as an acceptance by such exhibitor or agent of terms and conditions set forth in Sections 1 through 6 above.
8. If granted permission for early move-in (off-target move-in) by show management and **Vista Convention Services**, the exhibitor is required to use **Vista Convention Services** labor for booth installation.

## SHOW SITE WORK RULES

# **\*\* ATTENTION \*\***

### UNION JURISDICTION

To simplify show preparation, we are certain you will appreciate knowing in advance that Union Labor will be required for certain aspects of your exhibit handling. To help you understand the show site work rules, we ask that you read the following.

### EXHIBIT LABOR

Local Union has jurisdiction through a labor agreement with all contractors for the installation, touch-up painting, dismantling and repair of all exhibits. This work is to include wall coverings, floor coverings, pipe and drape, painting, hanging signs and decorative material from the ceiling, and the erection of platforms used for exhibit purposes. To secure labor, please utilize the labor form enclosed.

If full-time company personnel are utilized to set their exhibits, they must carry positive company identification such as medical identification card or payroll stub. This rule prohibits the utilization of workers hired from a non-union agency or company.

**DEFINITION OF EXHIBITS THAT FULL-TIME COMPANY PERSONNEL MAY SET: 10 X 10, 10 X 20, KNOWN AS MOM & POP POP-UPS (NO GEM WALLS OR HARD WALL EXHIBITS MAY BE SET BY EXHIBITOR).**

Local Union jurisdiction does not cover the placement of your products on display, the opening of cartons containing your products, nor the performance, testing, maintenance, or repairs of your machinery or products.

### FREIGHT HANDLING

Local Union has jurisdiction through a labor agreement with the General Contractor for the loading and unloading of all trucks, trailers, and common and contact carriers as well as the handling of empty crates and the operation of material handling equipment and any mechanical devices such as forklifts, pallet jacks, hijackers, etc. The Local Union also has the jurisdiction of the unloading, uncrating, un-skidding, leveling, painted, and assembly of machinery and equipment and the reverse process.

The General Contractor has the responsibility of receiving and handling all the exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in/move-out of the trade. Show.

An exhibitor may "hand carry" merchandise and "pop ups" only, provided they do not use material handling equipment to assist them, such as push carts, two or four wheel dollies or anything with wheels. When an Exhibitor chooses to "hand carry" materials they must utilize the "hand carry doors". They are not permitted to access to the loading dock/freight door areas. Please see the Hand Carry Policy contained in this kit for details.

Exhibitors may deliver materials to the loading dock/freight doors in their own personnel vehicle with the following restrictions:

1. The General Contractor has complete control of the loading dock at all times; 2. Exhibitors may not leave vehicles unattended at the loading areas. Any unattended vehicle may be towed. 3. All materials must be handled by the freight department and subject to the published material handling prices.

### GRATUITIES

The General Contractor and I&D companies signatory to the contractor with Teamsters Local Union requires that exhibitors do not tip its employees by giving money, merchandise, or other special consideration for services rendered. Any attempts to solicit or take gratuity by an employee for any service, should be reported immediately to a supervisor of the contractor. Contracted employees are paid an excellent wage, and tipping is not an accepted policy.

All craftsmen dealing with exhibitors will do so in a courteous and professional manner. All questions arising with regard to the Union's jurisdiction or practices must be directed to the General Contractor and the Union.



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DISCOUNT  
DEADLINE DATE:  
FEBRUARY 16, 2024**

## LABOR ORDER FORM

### LABOR FOR INSTALLATION & DISMANTLING OF EXHIBITS

#### STRAIGHT TIME:

Advance Rate Standard Rate  
**\$136.00/hr. \$170.00/hr.**

one hour minimum per worker  
thereafter 1/2 hr. increments  
ST: 8:00 AM to 4:30 PM  
Monday through Friday

#### OVERTIME:

Advance Rate Standard Rate  
**\$204.00/hr. \$255.00/hr.**

one hour minimum per worker  
thereafter 1/2 hr. increments  
OT: Before 8:00 AM and after 4:30 PM  
Monday through Friday  
and all hours on Saturday and Sunday

**ALL LABOR ORDERS RECEIVED AFTER THE DEADLINE DATE OR PLACED AT SHOWSITE WILL BE CHARGED AT THE STANDARD RATE.**

**NOTE:** 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per worker ordered, unless we received written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICE REQUIRED:

☐ **PLAN A - EXHIBITOR'S SUPERVISION** All work performed must be under the supervision of the Exhibitor.

	# WORKERS	DATE	TIME	APPROX. HOURS
SET-UP				
DISMANTLE				

Estimated Labor
\$
\$

☐ **PLAN B - VISTA SUPERVISION** Hourly rate plus 35% Supervision Charge / Minimum \$50.00/\$60.00

Estimated Supervision
\$

Name of Carrier \_\_\_\_\_ # Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Skids \_\_\_\_\_

Shipped to: ☐ Warehouse ☐ Showsite ☐ Display Includes Carpet ☐ Vista's Rental Carpet

**Please include Set-up Plans with Order**

After Dismantle Return Display To: \_\_\_\_\_

\_\_\_\_\_  
VIA  
Vista shall not be responsible for damage, loss, or theft of display installed and/or dismantled under our Supervision. Vista shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booths for reloading after the show.

Sub Total \$ \_\_\_\_\_

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

**Submit order with payment to: orders@vistacs.com before deadline date!**



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**DEADLINE DATE:  
FEBRUARY 16, 2024**

## FORKLIFT LABOR ORDER FORM

Order forklift labor **only** if you need to assemble, move, unskid, relocate, unpack heavy equipment, after it has been delivered to your booth.

**PLEASE NOTE:** Exhibitors are allowed a one-time spotting of equipment or machinery (within 6" tolerance) in its initial delivery as handled from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order a forklift for this function. However, any additional movement or unskidding at exhibit booth will require a forklift order. Do not order forklift labor for motorized or mobile equipment.

Workers and material handling equipment ordered for the start of the day will be provided at 8:00 AM. Any orders, after 8:00AM, will be assigned after finishing earlier requests.

Exhibitors must verify any forklift labor and material handling equipment orders on the show floor. All workers and material handling equipment must be signed in and out at the Service Desk. Cancellation of any advance order for forklift labor or material handling equipment must be at least 24 hours in advance.

**Forklift crew consists of:**      **Forklift w/Operator**

There is a minimum charge of one hour per crew member. Half-hour increments will apply after the first hour. Straight time rates apply 8:00AM - 4:30 PM weekdays, overtime before 8:00 AM and after 4:30 PM weekdays and all hours on Saturday and Sunday, and double time on holidays.

	<u><b>STRAIGHT TIME</b></u>	<u><b>OVERTIME</b></u>
<b>RIGGER</b>	\$136.00 per hour	\$204.00 per hour
<b>FORKLIFT</b>	\$218.00 per hour	\$327.00 per hour
<b>w/OPERATOR - (up to 5,000 lbs. capacity)</b>		
<b>Larger forklift and/or crane service is available by advance request.</b>		

### FORKLIFT LABOR REQUEST

	<i>5,000 lbs. forklift w/operator</i>	<i>helper/spotter 1 or 2</i>	<i>Date</i>	<i>Time</i>	<i>Approx. Hours</i>	<i>Estimated Forklift</i>
<b>SET-UP:</b>						\$
<b>DISMANTLE:</b>						\$

**# Pieces to be spotted** \_\_\_\_\_ **Heaviest Pieces** \_\_\_\_\_

**Sub Total \$** \_\_\_\_\_

**Company Name** \_\_\_\_\_ **Booth** \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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## LIMITS OF LIABILITY FOR MATERIAL HANDLING

*Vista Convention Services* shall not be responsible for damage to uncrated materials, material improperly packed, or concealed damage.

*Vista Convention Services* shall not be responsible for loss, theft, or disappearance of exhibitor's material after same has been delivered to exhibitor's booth.

*Vista Convention Services* shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bill of lading covering outgoing shipments, which are furnished by *Vista Convention Services* to exhibitor, will be checked at time of actual pick up from booth and corrections made where discrepancies occur.

*Vista Convention Services* shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lock-outs or work stoppages of any kind or to any causes beyond its control.

*Vista Convention Services'* liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event, *Vista Convention Services'* maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment; whichever is less.

*Vista Convention Services* shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.

The consignment or delivery of a shipment to *Vista Convention Services* by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.

Rates are based on incoming weight only. All weights are rounded off to the next 100 weight. Each shipment received is considered separately. Freight handling charges are the responsibility of the exhibitor.

Exhibitors are urged to carry all-risk floater insurance covering their materials against damage, loss, and all other hazards from the time shipment is made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost.

Empty container labels will be available at the Service Desk. Affixing the labels is the sole responsibility of the exhibitor or his representative. *Vista* assumes no responsibility for removal of containers with old Empty labels, mislabeled, or valuables stored inside containers while containers are in storage.

Outbound shipping labels and bills of lading will be available at the Service Desk. Exhibitor or his/her representative must pack and label their exhibit material and turn in bill of lading for each shipment at the Service Desk before leaving the show. *Vista* will route all shipments unless a designated carrier has been assigned. If the designated carrier fails to pick up by the removal date of the show, *Vista* reserves the right to route exhibit material by an alternate carrier. As a result of re-routing or handling no liability will be assumed by *Vista*.





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**WAREHOUSE  
DEADLINE DATE:  
FEBRUARY 23, 2024**

## MATERIAL HANDLING RATES

**COMPUTATION OF ORDER:** When recording weight, round up to the next 100 pounds.

### A. CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS

These round trip rates apply to crated and/or floor load shipments that can be unloaded at the dock without additional handling (such as ground loading, side door loading, constricted space loading, designated piece loading or stacked shipments) required.

#### Warehouse

We will ship \_\_\_\_\_ lbs. @ \$195.70 per 100 lbs. (200 lb. minimum/\$391.40)

\$ \_\_\_\_\_

#### Showsite

We will ship \_\_\_\_\_ lbs. @ \$193.65 per 100 lbs. (200 lb. minimum/\$387.30)

\$ \_\_\_\_\_

### B. UNCRATED, UNSKIDDED OR WRAPPED SHIPMENTS & CRATED SHIPMENTS REQUIRING SPECIAL HANDLING

These round trip rates apply to uncrated, un-skidded or wrapped shipments. These rates also apply to shipments that are loaded and charged by cubic space and/or packed in such a manner to require additional handling (such as ground loading, side door loading, constricted space loading, designated piece loading or stacked shipments).

**Fed-EX and UPS are included in this category due to their delivery procedures and documentation.**

#### Warehouse

We will ship \_\_\_\_\_ lbs. @ \$244.65 per 100 lbs. (200 lb. minimum/\$489.30)

\$ \_\_\_\_\_

#### Showsite

We will ship \_\_\_\_\_ lbs. @ \$242.60 per 100 lbs. (200 lb. minimum/\$485.20)

\$ \_\_\_\_\_

### C. OVERTIME FEES

All rates quoted above are straight time rates. All freight received at the warehouse and/or showsite that must be moved **into or out of** your booth before 8:00 a.m. or after 4:30 p.m. on weekdays, or anytime on Saturday, Sunday or holidays, will be a **35%** surcharge for each occurrence will apply in addition to the above rates.

\$ \_\_\_\_\_

### D. SMALL PACKAGE SHIPMENTS

Cartons and envelopes received at **show site** without documentation will be delivered without guarantee of piece count or conditions at this rate. Maximum weight per shipment is 50 lbs.

FIRST PACKAGE @ \$69.00

\$ \_\_\_\_\_

EACH ADDITIONAL PACKAGE @ \$58.75

\$ \_\_\_\_\_

**Delivery After Deadline Date:** Shipments received at the warehouse after 3:30pm or after FEBRUARY 23, 2024 and any shipment received at showsite after show opening will be charged 35% in addition to the above rates.

**Note:** Due to possible move-in on overtime and move-out on overtime, overtime fees will be applied

**Sub Total \$** \_\_\_\_\_

*Rates include all labor and equipment required to unload shipment, store up to 30 days in advance at the warehouse address, deliver to booth, handle empty containers to & from storage & remove shipment from booth for reloading onto outbound carriers.*

**PLEASE NOTE:** 200 lb. minimum for this service.

We understand that your calculation is only an estimate. Invoicing will be completed from the actual weight as listed on the inbound bills of lading. Adjustments will be made accordingly. **Adjustments must be paid at show site.**

Company Name:

Booth #:

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**





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**DEADLINE DATE:  
FEBRUARY 16, 2024**

## **PRIORITY EMPTY CONTAINER RETURN**

***PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED AFTER  
THE EMPTIES HAVE BEEN TAKEN TO STORAGE***

This service provides for the priority return of your empties to your booth after the close of the show and once all aisle carpet is rolled up. If you would like this service, please fill out the information below and return to Vista Convention Services.

Priority Empty Container Return.....**\$100.00 per container**

Estimated Number of Pieces.....

***\*\*PLEASE NOTE\*\* Special Empty Container Labels are required for this service.  
Labels must be picked up at Vista's Service Desk.***

Sub Total \$ \_\_\_\_\_

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

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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## MATERIAL HANDLING SPECIAL SERVICES

### EMPTY STORAGE

Those exhibitors who elect to **hand-carry in one trip** items into the exhibit hall without the assistance of Vista Convention Services may acquire on-site storage for empty containers based on the following rates: **\$20** per carton and **\$30** per fiber case. This service includes removing empties from your booth, storing them during the show and returning them to your booth after show closing. Please refer to the union regulations included in this manual.

### MOBILE UNIT SPOTTING

Exhibitors authorized by show management to bring a motorized vehicle into the exhibit hall will be required to hire Vista Convention Services supervision services at the rate of **\$250.00** round-trip per mobile unit. A representative from Vista Convention Services will escort each vehicle into and out of the exhibit facility to provide safe access and minimize liabilities.

### SHIPMENTS RETURNED TO WAREHOUSE

At the close of show, for re-forwarding or storage, there will be an additional charge of **\$18.00** per cwt. on straight time; **\$22.00** per cwt. on overtime, with a 1,000 lb. minimum. Warehouse storage space is limited. Please call our Customer Service Department at (609) 485-2421 to confirm availability prior to show.

### SPECIAL RATES AND SERVICES

Steel banding: **\$1.10** per linear foot, plus one-half hour minimum labor

Shrink Wrap Skid: **\$65.00** per skid, labor included

Clear Tape: **\$15.00** roll

Double Face Tape: **\$35.00** roll

### UPS & FEDEX SHIPMENTS

A fee of **\$100.00** will apply for all UPS & FedEx shipments going back to Vista Convention Services Warehouse.

Sub Total \$ \_\_\_\_\_

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

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



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## IMPORTANT FREIGHT INFORMATION

### DEFINITION OF SPECIAL HANDLING:

**“Shipments that are loaded in such a manner as to require additional labor to unload, sort, and deliver”.**

### Vista Convention Services uses the following definitions in assessing Special Handling surcharges for material handling:

- ⇒ **Ground load/unload**-vehicles that are not dock height preventing the use of loading docks, such as U-Hauls, flat bed trailers, double drops, etc. Situations where dock utilization is not possible will result in a Special Handling assessment.
- ⇒ **Side door load/unload**-shipments that cannot be accessed from the rear of the trailer.
- ⇒ **Constricted space load/unload**-trailers loaded "high and tight", shipments that are loaded in such a manner as to not be readily available (freight down one side of a trailer that must be bypassed to reach targeted freight).
- ⇒ **Designated piece load**-driver with tape measure who requires loading crew to bring multiple pieces of freight to rear of trailer to select next piece; having to unload and reload to fit, etc.
- ⇒ **Stacked shipments**-shipments loaded in such a manner as to require items to be removed to ground level for delivery to booth. Loose items stacked on top of crates and/or pallets constitute Special Handling.
- ⇒ **Mixed shipments**-multiple shipments delivered together without shipment integrity; pieces for separate shipments that are loaded mixed throughout the delivery vehicle, such as UPS, FedEx, USPS.
- ⇒ **Improper delivery receipts**-shipments that arrive without individual bills of lading, such as UPS, FedEx, USPS.



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## SHIPPING 101

Exhibiting at a tradeshow can be costly. When a company purchases a booth space, it is just the beginning of the expenses that typically include shipping freight, furniture rental, and material handling. The seasoned exhibitor can tell you that material handling, often referred to as "drayage", is sometimes the most costly item on the list. In many cases, the exhibitor is paying for surcharges he does not understand. By understanding what drayage is and how service contractors establish their rates, you will be able to save money by avoiding unnecessary charges. Outlined below are some of the most commonly asked questions about drayage.

### ***WHAT IS DRAYAGE?***

Simply stated, drayage is the moving of materials from point A to point B. Whether your materials are sent in advance to the service contractor's warehouse or directly to show site, they still need to get to your booth after the carrier drops them off. Paying for drayage entitles you to have your freight taken to your booth from the loading dock, empty containers stored during the show, empty containers returned to your booth at the close of the show, and your freight carried back to the loading dock and loaded onto the carrier at the conclusion of the show. Then you arrange for a carrier to pick up your exhibit materials for transport to the next destination. There is usually a 200 pound minimum per shipment charge for drayage.

### ***CAN MATERIALS BE HAND CARRIED TO MY BOOTH?***

In most major cities, union labor has exclusive rights to the loading dock. The total weight and size of the display plus the union regulations regarding drayage for that city will determine if items can be hand carried to avoid paying for drayage. However, if you think you can hand carry your display onto the show floor, it has to be brought in through the front entrance. To avoid any surprises or confusion, please check the union regulations in this Exhibitor Service Manual. If you hand carry your items, the empty containers may be stored during the show for a fee.

### ***HOW ARE DRAYAGE RATES DETERMINED?***

Since union labor is used to move freight, Vista Convention Services must set the rate based on the labor rate in that city. Drayage rates also reflect the cost of empty storage space and the overall cost to produce the tradeshow. Drayage rates will vary depending on move-in and move-out times.

### ***HOW CAN I SAVE MY COMPANY MONEY?***

Read your Exhibitor Service Manual and pay close attention to the shipping instructions. Be aware of any surcharges that may be imposed for special handling or late shipments. Please pay close attention to deadline dates. If warehouse shipments arrive too early or miss the deadline date, that means an additional surcharge. Vista Convention Services usually allows shipments to arrive at the advance warehouse up to 30 days from the first move-in date.

***SHIP IN QUANTITY.*** Because service contractors usually enforce a 200 pound minimum per shipment, it is best to send your freight as one big shipment. We realize this is not always possible, but if you send 40 and 50 pound packages separately, you will be charged the minimum weight on each shipment. This expense can add up, but can be avoided with a little planning and organization. If possible, make sure your product is crated. Crated shipments are the easiest to unload, therefore, they incur the least drayage charge. Loose, pad wrapped and/or uncrated freight takes longer to unload and will be charged at higher rates. It may be worth the time and money to have crates built for your display. In addition, crates will help protect your materials during shipment.

### ***SHOULD I SHIP TO THE ADVANCE WAREHOUSE OR SHOW SITE?***

When possible, ship in advance to the warehouse. Even though the drayage charges are typically 25% higher, there are benefits. You can confirm receipt of your shipment with Vista Convention Services before the show, adding to your peace of mind. In addition, freight sent to the warehouse is unloaded prior to exhibitor move-in. Therefore, your freight will be in your booth upon your arrival. You can begin setting up your exhibit as soon as you arrive, which can save you time and labor during set-up. It is worth the added expense in order to reduce problems at show site.



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## SHIPPING INFORMATION

### WHAT YOU SHOULD KNOW:

- \*As an exhibitor, you are responsible for providing your carrier with proper delivery and pickup information for your materials, both in advance and at show site.
- \*Please prepay all shipping charges. Vista Convention Services cannot accept or be responsible for collect shipments. All shipments must be accompanied by a bill of lading. Shipments received without receipts, freight bills or specified unit counts (UPS, Federal Express, personal vehicles, etc.) will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Vista for such shipments. Shipments without certified weight documents will be estimated by Vista. This estimate will be binding on both parties and no adjustments will be made after the show closes.
- \*Do not ship uncrated materials to the warehouse! Loose, uncrated or unskidded materials will be accepted at show site only. Uncrated shipments received at show site are charged at higher handling rates than crated, skidded or otherwise self-contained shipments.*
- \*Separate mixed van shipments between crated and uncrated, and clearly identify the weights of each on the bill of lading. Otherwise, Vista Convention Services will invoice the entire load at the uncrated rate and will be unable to adjust charges later.
- \*Select your carrier carefully. Shipments received on vehicles that cannot be unloaded at the dock are considered "special handling" and are charged at higher rates.
- \*All shipments for the show received either in advance or at show site will be charged material handling by Vista Convention Services. Refer to the **MATERIAL HANDLING SERVICE AND RATES** form in this manual.
- \*All material handling rates are roundtrip and are based on incoming weights only. Overtime charges may apply under some circumstances. Please refer to the **MATERIAL HANDLING SERVICE AND RATES** form in this manual.
- \*If granted permission for early move-in (off-target move-in) by show management and Vista, the exhibitor is required to use Vista Convention Services' labor for booth installation.

### MATERIAL HANDLING INCLUDES:

- \*Storing your booth in our warehouse for up to 30 days in advance of the show. (*Advance shipments only*)
- \*Delivering materials to your booth at show site.
- \*Removing empty containers from your booth, storing them for the duration of the show, then returning them to your booth at close of show.
- \*Moving packed and labeled materials from your booth to the dock area at close of show and reloading them on designated vehicles based on information provided on your show site bill of lading.

### MATERIAL HANDLING DOES NOT INCLUDE:

- \*Labor and/or equipment for uncrating, un-skidding, assembling, positioning, leveling, dismantling, re-crating and re-skidding machinery and/or equipment for exhibitors. Additional labor to accomplish these tasks may be ordered from the various labor order forms enclosed.
- \*Scheduling any carrier for pick up or delivery of your materials, if other than the official show carrier(s).





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## SHIPPING INSTRUCTIONS

### ***FREIGHT HANDLING SERVICES***

Vista Convention Services is prepared to receive your shipment either in advance at our local warehouse or directly at the show site. You may ship via the carrier of your choice.

Rates are based on the incoming weight of shipments. **For rate information, see the MATERIAL HANDLING SERVICE AND RATES order form. Vista Convention Services must have payment before forwarding freight.**

### ***SHIPPING TO THE ADVANCE WAREHOUSE***

All advance shipments to the warehouse should be addressed/labeled as follows:

**TO: NADCA 35th ANNUAL MEETING & EXPOSITION  
(Exhibiting Company's Name & Booth Number)  
c/o Vista Convention Services  
LVE  
6225 Annie Oakley Drive  
Las Vegas, NV 89120**

***To trace your shipment, please contact our Warehouse at (609) 485-2421***

- Shipments will be received beginning **Monday, February 5, 2024.**
- Shipments received after the deadline of **Friday, February 23, 2024 will be charged an additional 35% surcharge.**
- Shipments received after **3:30 p.m.** will be charged an overtime rate.
- Advance warehouse receiving hours are Monday through Friday, **7:30 a.m. to 3:00 p.m.**  
Carriers checking in after **2:30 p.m.** Monday through Friday will not be guaranteed unloading.
- Warehouse shipments will not be received on weekends or holidays.

### ***SHIPPING DIRECTLY TO SHOW SITE***

All direct shipments to show site should be addressed/labeled as follows:

**TO: NADCA 35th ANNUAL MEETING & EXPOSITION  
(Exhibiting Company's Name & Booth Number)  
Paris Las Vegas Hotel & Casino  
c/o Vista Convention Services  
3655 Las Vegas Blvd. South  
Las Vegas, NV 89109**

- Show site shipments will be received beginning **Sunday, March 3, 2024 at 2:00 pm.**
- Shipments arriving at show site prior to this date and time may be **REFUSED** or charged an overtime rate.



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## OUTBOUND SHIPPING INSTRUCTIONS

### SHIPPING OUTBOUND FROM SHOW SITE

- All outbound shipments **must** be accompanied by an official show bill-of-lading.
- You may obtain show bills-of-lading after reviewing your invoice at show site.
- When shipping to separate destinations, a separate bill-of-lading is required for each destination.
- All outbound shipments should be addressed/labeled as follows:

#### Label each item as follows:

**From:** (Your Company Name)  
**Booth #:**  
**Show Name:** NADCA 35th ANNUAL MEETING & EXPOSITION  
**Location:** PARIS LAS VEGAS HOTEL & CASINO  
**To:** (Shipping Address)

- Once your shipment is packed and labeled, **return your show bill-of-lading to the Vista Service Desk.** All bills-of-lading must be turned in no later than **4:00pm on Wednesday, March 6, 2024.**

### DO NOT LEAVE BILLS OF LADING IN YOUR BOOTH!!

- Failure to turn in your show bill-of-lading by the designated deadline may result in additional over times charges and/or the rerouting of your materials through our house carrier, LibertyCFS.
- Be sure to confirm pickup day(s) and time(s) with your selected carrier. All outside carriers (carriers other than **LibertyCFS**) must be checked in **no later** than **4:00pm on Wednesday, March 6, 2024.**



**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
LVE  
6225 ANNIE OAKLEY DRIVE  
LAS VEGAS, NV 89120**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
LVE  
6225 ANNIE OAKLEY DRIVE  
LAS VEGAS, NV 89120**

**FOR ADVANCE SHIPMENTS ONLY**

Deliver **NO LATER** than FRIDAY, FEBRUARY 23, 2024 / Receiving Hours: 7:30am - 3:00pm, Monday through Friday, CHECK IN BY 2:30PM

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
LVE  
6225 ANNIE OAKLEY DRIVE  
LAS VEGAS, NV 89120**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
LVE  
6225 ANNIE OAKLEY DRIVE  
LAS VEGAS, NV 89120**

**ON-SITE DIRECT SHIPMENTS ONLY**

FROM: \_\_\_\_\_

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

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

(EXHIBITOR NAME)

(BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
PARIS LAS VEGAS HOTEL & CASINO  
3655 LAS VEGAS BLVD. SOUTH  
LAS VEGAS, NV8 9109**

**ON-SITE DIRECT SHIPMENTS ONLY**

FROM: \_\_\_\_\_

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

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

(EXHIBITOR NAME)

(BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
PARIS LAS VEGAS HOTEL & CASINO  
3655 LAS VEGAS BLVD. SOUTH  
LAS VEGAS, NV8 9109**

**FOR ON-SITE DIRECT SHIPMENTS ONLY**

**ON-SITE DIRECT SHIPMENTS ONLY**

FROM: \_\_\_\_\_

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

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

(EXHIBITOR NAME)

(BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
PARIS LAS VEGAS HOTEL & CASINO  
3655 LAS VEGAS BLVD. SOUTH  
LAS VEGAS, NV8 9109**

**ON-SITE DIRECT SHIPMENTS ONLY**

FROM: \_\_\_\_\_

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

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

(EXHIBITOR NAME)

(BOOTH #)

**NADCA 35th ANNUAL MEETING & EXPOSITION  
c/o VISTA CONVENTION SERVICES  
PARIS LAS VEGAS HOTEL & CASINO  
3655 LAS VEGAS BLVD. SOUTH  
LAS VEGAS, NV8 9109**



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

## OUTBOUND BILL OF LADING REQUEST

Complete this form to request a pre-printed outbound bill of lading and shipping labels for your outbound shipment. BOL's and labels will be available for pick-up at the Vista Service Desk.

**REQUESTS SHOULD BE SUBMITTED BY: FEBRUARY 16, 2024**

### Outbound Shipping Information

Ship to (Company): \_\_\_\_\_

Attention: \_\_\_\_\_

Destination (Street Address): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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

### Shipping Method

\_\_\_ LibertyCFS (Preferred Carrier) \_\_\_ Other \_\_\_\_\_

\_\_\_ FedEx (Express or Ground) \_\_\_ UPS (ground)

**\*\*Exhibitors using FedEx or UPS must provide pre-printed labels with their account number\*\***

### Freight Charges Guaranteed By

Company/Exhibitor: \_\_\_\_\_

Attention: \_\_\_\_\_

Permanent Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Shipping Labels Request

# of Shipping Labels Requested: \_\_\_\_\_

Exhibitors using FedEx or UPS must provide pre-printed labels with their account number.

### Notes

- Please complete one form per shipment.
- Do not leave Bills of Lading in your booth.

Please review the *Material Handling Information*, *Material Handling Rate Schedule*, and *Limits of Liability* forms.

Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit request to: [orders@vistacs.com](mailto:orders@vistacs.com) before the deadline date!**



"Delivering Freedom®"



# MOVE YOUR EXHIBIT WITH PEACE OF MIND

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- Ground Freight (LTL)
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- Customs Brokerage Services
- Exclusive Use Full Trailer



## Customized Solutions

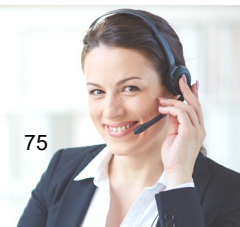
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- Committed to excellence

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email: [exhibitorservices@libertycfs.us](mailto:exhibitorservices@libertycfs.us) - [www.libertycfs.us](http://www.libertycfs.us)**

**LAS VEGAS | TORONTO**





# LibertyCFS NV, Inc.

*A Veteran Owned Company  
Delivering Freedom*

[exhibitorservices@libertycfs.us](mailto:exhibitorservices@libertycfs.us)

[www.libertycfs.us](http://www.libertycfs.us)

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

## FREIGHT & CUSTOMS ORDER FORM

<b>1</b> Please accept this form as authority for LibertyCFS NV, Inc. to provide the services listed below. A second form is required for additional events.				Adobe Acrobat Reader DC may be required for completion of form. Click image to download				
Freight & Customs		Freight Only		Customs Only		Return Only		
PICK-UP LOCATION	<b>2a</b> Company Name _____			DELIVERY TO ADDRESS	<b>3</b> Exhibiting Company Name _____			Booth # _____
	Address1 _____				Show Name _____			
	Address2 _____				Address1 _____			
	City _____ State _____ ZipCode _____				Address2 _____			
	Contact _____ Phone # _____				City _____ State _____ ZipCode _____			
	Email _____ IRS/Tax ID# _____				Onsite Contact _____ Cell Phone # _____			
SERVICES	<b>2b</b> P/U Date _____ From _____ To _____			<b>4</b> Check Box if the Return address is the same as 2a <input type="checkbox"/>				
	Dlvy Date _____ Hours _____							
	Express Economy LTL 7 - 10 Days Int'l							
	Inside Liftgate Dock							
	Other _____							
PACKAGE INFO	<b>5</b> Carton(s)/Box _____			PCS	DIMENSIONS (L x H x W)		WGT	
	Vinyl Case(s)/Color _____							
	Wooden Crate(s) _____							
	Trunk(s) / On Wheels _____							
	Skid(s) - to contain # _____ of pieces							
VALUE	<b>6</b> <b>Declared Value for Carriage:</b> 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. The liability of Carrier for loss/damage are subject to the terms and conditions. LibertyCFS NV, Inc charges 4% per \$1000, Min \$40.							
	<b>Exclusion: Does not include TV(s)/Monitor(s)</b>			<b>DECLARED VALUE</b>				
PAYMENT	<b>7</b> Credit Card Information / Billing Address							
	Credit Card Number _____			Security Code _____		Exp. Date _____ / _____		
	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.							
	Address _____			Signature _____				
	City _____			State _____		ZipCode _____		
	Phone _____			Email _____				

Comments: Include any additional comments that will be helpful for the movement of freight and contents