CREATING FUTURES
THROUGH TECHNOLOGY

February 26, 2009
BEAU RIVAGE
CAMELLIA BALLROOMS
Biloxi, MS

EXHIBITOR'S PACKET

IMPORTANT:
Please direct this packet to the person in charge of your booth

GULF COAST
EVENT SERVICES
gcevents.biz
CREATING FUTURES THROUGH TECHNOLOGY
February 26, 2009
CAMELLIA BALLROOMS
Beau Rivage
Biloxi, Ms

**SHOW INFO**

Booths will be set with green, purple, and gold 8’ backdrop and 36” side dividers. Entire exhibit area is carpeted. Each booth will be provided with (1) ID sign, (1) 6’ skirted table, (2) folding chairs, (1) wastebasket and (2) 110 volt, 7.5 amp outlet.

There is an additional charge for floor orders, so please place orders in advance of **Friday, February 13th**. To assist you in selecting decorating needs, order forms for furniture, electrical, carpet and mechanical services have been provided.

Exhibitors may set displays on:

- **Wednesday, February 25th**: 1pm – 8pm
- All exhibits should be set up and ready for display by:
  - **Thursday, February 26th** at 7:30 am
- Forklifts, dollies and carts will not be allowed the morning of the show. Freight doors will be closed (1) hour prior to show.

Exhibit hours are:

- **Thursday, February 26th** : 7:30am – 7:00pm

Exhibitors may remove displays on:

- **Thursday, February 26th** at 7:00 pm

Online ordering will be available. Exhibitors may obtain a telephone line directly from the Beau Rivage at 888-383-7037.

Gulf Coast Event Services would like to express our appreciation for this business opportunity. We will do whatever necessary to make this a successful show for you, your organization and potential clients. For any questions or need further assistance do not hesitate to contact our home office (800-488-3836 / info@gcevents.biz).
NOTICE TO EXHIBITORS

YOUR BOOTH COMES EQUIPPED WITH-

ONE (1) ID SIGN
ONE (1) 6’ SKIRTED TABLE
TWO (2) CHAIRS
ONE (1) WASTEBASKET
ONE (1) 110 VOLT, 7.5 AMP OUTLET

MAIN EXHIBIT AREA IS CARPETED

OTHER ITEMS FOR YOUR BOOTH MAY BE FURNISHED BY YOURSELF OR YOU MAY OBTAIN THEM FROM GULF COAST EVENT SERVICES (SEE ENCLOSED PACKET FOR DETAILS)

PLEASE ORDER IN ADVANCE. ALL FLOOR ORDERS WILL HAVE AN ADDITIONAL FLOOR ORDER CHARGE OF 20%

FLOOR ORDERS WILL BE TAKEN AT OUR SERVICE DESK DURING NORMAL WORKING HOURS ONLY
Creating Futures Through Technology

LOG ON TO:
GCevents.biz

- Click on “Exhibitors”
- Enter 1808 for the Event ID Number
- Click “submit”
- Follow the on screen prompts
- Contact Gulf Coast Event Services if you have any problems ordering online
(800-488-3836 or info@gcevents.biz)
### STANDARD ELECTRICAL SERVICE

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>110 Volt, 0-500 Watt Outlet</td>
<td>85.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>110 Volt, 500-1000 Watt Outlet</td>
<td>100.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>110 Volt, 1001-2000 Watt Outlet</td>
<td>112.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>208 Single Phase 15 Amp</td>
<td>165.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>208 Single Phase 25 Amp</td>
<td>215.00</td>
<td></td>
</tr>
</tbody>
</table>

### SPOTLIGHT AND EXTENSION CORDS

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>Clip</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>150 Watts Spot</td>
<td></td>
<td>45.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>300 Watts Spot</td>
<td></td>
<td>60.00</td>
<td></td>
</tr>
</tbody>
</table>

**Extension Cords**
- Single Outlet Cord: 10.00
- Duplex Outlet Cord: 15.00

**For 208 Volt Orders Only:**
- 208 Single Phase 15 Amp: 165.00
- 208 Single Phase 25 Amp: 215.00

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**Important Note:**
Special Orders not covered by the above will be charged on **time and material basis**. Work performed on exhibitor’s equipment including repairs and special wiring will be charged in ½ hour increments ($27.00 per ½ hr). All floors orders will be charged an additional 20%.

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**Creating Futures Through Tech**

Order Deadline Date:
**Friday, February 13, 2009**

Please type or print the information requested below.
Advance orders must be received with payment NO LESS than 7 working days prior to schedule move-in time. Please send completed forms and keep a copy for your records, sorry no telephone orders accepted. Full refund if cancelled within 48 hours of move-in.

Company Name___________________________________________Date_________________

Address________________________________________________Booth#________________

Ordered By (Print)__________________________Signature____________________________

Phone___________________________________Email________________________________

Please note: “Method of Payment” form must accompany this order.
ELECTRICAL GUIDELINES: READ VERY CAREFULLY

IT IS VERY IMPORTANT THAT YOU REVIEW THE FOLLOWING ITEMS CAREFULLY TO UNDERSTAND YOUR RESPONSIBILITY AND SAFETY CONCERNING ELECTRICAL POWER. SERIOUS RISKS ARE INVOLVED, BUT CAN BE REDUCED WITH ACCURATE UNDERSTANDING OF BASIC REQUIREMENTS. SAFE WIRING INSIDE AN EXHIBIT AREA IS ESSENTIAL.

1. **Gulf Coast Event Services** is NOT responsible for power failures or voltage fluctuations on service lines.
2. All electrical equipment and materials must be grounded properly.
3. All 120 volt electrical cords must be of the three-wire, grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to energize, shall be grounded.
4. Ripcords/Zipcords and two wire cords are not acceptable by **Gulf Coast Event Services** unless the cord is a component part of an assembly which is specifically approved.
5. All equipment, regardless of source of power, must comply with National Electrical Codes as well as state and local safety codes.
6. Safe wiring is top priority. **Gulf Coast Event Services** is responsible for the total electrical distribution system and the linking of all electrical items in an exhibit with the power services of the building. All electrical work must be done by **Gulf Coast Event Services** electricians (including installation of all cords under the carpet).
7. Electricity will be turned on one (1) hour prior to show opening and turned off thirty (30) minutes after show closing.

ELECTRICAL CONNECTIONS NOTE:

Rates include bringing circuits to the rear of the exhibit booth. If it becomes necessary to run lines into a booth, connect motors or panels, install ball or track lights or any other electrical illumination, and for removal of same equipment at closing of show, a labor order must be placed with **Gulf Coast Event Services** and will be assessed based on time and materials. All 480 volt service will be assessed based in time and materials, plus outlet charge. All electrical connections and disconnects must be made by **Gulf Coast Event Services’** electricians. Power of outlets ordered after installation of booth will accompany floor charges plus time and material.
ATTENTION

- PLEASE DO NOT PIN, STAPLE OR TAPE TO DRAPERIES.

ALSO FOR YOUR SAFETY:

DO NOT STAND ON CHAIRS. DO NOT SIT OR STAND ON TABLES.
RETURN FORM TO:
36508 Event Rd Geismar, LA 70734
Ph 225.673.2943 Fax 225-673-2142
Email: info@gcevents.biz

FURNITURE RENTAL

TABLES
- Draping includes white vinyl & pleated on 3 Sides
- Choose your tables size, height, and color
- Circle choice of color:
  Black Blue Burgundy Gold Silver Green White Red

### TABLES 30” high

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>long x 24” wide</td>
<td>68.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>long x 24” wide</td>
<td>83.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>long x 30” wide</td>
<td>100.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>long x 18” wide</td>
<td>88.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>long x 18” wide</td>
<td>107.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Table skirt four sides</td>
<td>36.00</td>
<td></td>
</tr>
</tbody>
</table>

### TABLES 42” high

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>6’</td>
<td>long x 24” wide</td>
<td>101.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Table skirt four sides</td>
<td>36.00</td>
<td></td>
</tr>
</tbody>
</table>

### Undraped Tables 30” high White vinyl top only

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>long x 24” wide</td>
<td>44.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>long x 24” wide</td>
<td>57.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>long x 30” wide</td>
<td>71.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>long x 18” wide</td>
<td>67.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>long x 18” wide</td>
<td>78.00</td>
<td></td>
</tr>
</tbody>
</table>

### Undraped Tables 42” high White vinyl top only

<table>
<thead>
<tr>
<th>Qty.</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>6’</td>
<td>long x 24” wide</td>
<td>78.00</td>
<td></td>
</tr>
</tbody>
</table>

### Dark Oak Pedestal Tables

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>30” high x 36” diameter</td>
<td>78.00</td>
<td></td>
</tr>
</tbody>
</table>

### Formica Top Tables

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cocktail Table</td>
<td>41.00</td>
<td></td>
</tr>
<tr>
<td>Corner Table</td>
<td>41.00</td>
<td></td>
</tr>
</tbody>
</table>

### Top & Skirt Your Table

<table>
<thead>
<tr>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Standard Table</td>
<td>41.00</td>
<td></td>
</tr>
</tbody>
</table>

### Special Draping

- Attach a diagram showing drape placement
- Choose height & drape color
  Black Blue Burgundy Gold Silver Green White Red

<table>
<thead>
<tr>
<th>Ft.</th>
<th>8’ high drape</th>
<th>7.50 per ft</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>3’ high drape</td>
<td>7.50 per ft</td>
</tr>
</tbody>
</table>

### Creating Futures Through Technology

ORDER DEADLINE: **Friday, February 13, 2009**
***No Refund after Rental Delivery***

<table>
<thead>
<tr>
<th>Subtotal</th>
<th>7% Tax</th>
<th>Total</th>
</tr>
</thead>
</table>

Company Name ___________________________ Date __________________
Address __________________________________ Booth# __________________
Ordered By (Print) ______________________ Signature __________________
Phone ______________________ Email ____________________________

Please note: “Method of Payment” form must accompany this order
## CARPET

**Circle choice of Color:**
- Blue
- Green
- Silver
- Red
- Black

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>9’ x 10’ Carpet</td>
<td>96.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>9’ x 20’ Carpet</td>
<td>192.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>9’ X 30’ Carpet</td>
<td>288.00</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>9’ x 40’ Carpet</td>
<td>384.00</td>
<td></td>
</tr>
</tbody>
</table>

**Other Carpet Selections**

**Circle choice of Color:**
- Blue
- Green
- Silver
- Red
- Black

**Nylon Carpet**
Cut to fit space (Island booths and Special areas). Pricing includes taping & complete installation.

| Yard of Carpet @ | $6.00 |

**Indicate Space Size:**

**Foam Padding**
Padding Rental 10x10 $85.00

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## CLEANING SERVICES

The cleaning provided by the auditorium include only a general sweeping of the aisles. If you desire special services, please review & complete the order below. Emptying & cleaning of waste baskets are included with all cleaning services. All rates are based on gross booth area & performing the service once only. Indicate below the number of times you desire the service.

<table>
<thead>
<tr>
<th>Qty</th>
<th>Description</th>
<th>$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Vacuum once before initial opening (quote per booth)</td>
<td>30.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Vacuum booth carpet once Daily (quote per booth)</td>
<td>25.00</td>
<td></td>
</tr>
</tbody>
</table>

**Porter Service**
Periodic policing of exhibit area including emptying waste baskets and cleaning table tops. Service performed at two hour intervals

<table>
<thead>
<tr>
<th># of days</th>
<th>$ a day</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>90.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Creating Futures Through Technology

Order Deadline Date:  
**Friday, February 13, 2009**

***No Refund after Carpet Delivery***

Company Name___________________________________________Date_________________
Address________________________________________________Booth#________________
Ordered By (Print)__________________________Signature________________________
Phone___________________________________Email________________________________

Please note: “Method of Payment” form must accompany this order
**HOURLY RATES**

<table>
<thead>
<tr>
<th>Straight Time (Two hour minimum per person)</th>
<th>$37.00 per person/per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00am to 5:00pm-Monday thru Friday</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Overtime (Minimum 4 hour call out on overtime)</th>
<th>$55.00 per person/per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>5:00pm to 12:00 midnight-Monday thru Friday &amp; 8:00am to 12:00 midnight Saturday</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Double time (Minimum 4 hour call out on double time)</th>
<th>$74.00 per person/per hour</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:00 midnight to 8:00am-Monday thru Saturday, all day Sunday &amp; holidays</td>
<td></td>
</tr>
</tbody>
</table>

**INSTALLATION LABOR**

Please complete the customer info on next page

**Supervision by Gulf Coast**

Exhibits are setup whenever possible prior to exhibitor arrival under the direction of Gulf Coast supervisors. The charge for this service is 25% of the total installation labor bill, with a minimum of $20.00.

<table>
<thead>
<tr>
<th># of People</th>
<th>Approx. Hours</th>
<th>Total hours</th>
<th>Hourly Rate</th>
<th>Total Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation Estimate</td>
<td>X</td>
<td></td>
<td>@$</td>
<td>=$</td>
</tr>
</tbody>
</table>

Supervision=$

**Supervision By Exhibitor Personnel**

Supervisor must check in at the Service Desk to pick up labor. Upon completion of work, supervisor must return to Service Desk to release laborers. Start time guaranteed only where labor is requested for the start of the working day (8:00am), unless official setup time begins later in the day.

| Supervisor will be: | |
| Date | Time | Day of week | # of People | Approx. Hours | Total hours | Hourly Rate | Total Est. Cost |
| ____ | ____ | _________ | __________X_____________ | | | | |

| ____ | ____ | _________ | __________X_____________ | | | |

**DISMANTLE LABOR**

Please complete the customer info on next page

**Supervision by Gulf Coast**

Exhibits are dismantled after closing under the direction of Gulf Coast Supervisors. The charge for this is 25% of the total dismantle labor bill, with a minimum of $20.00.

<table>
<thead>
<tr>
<th># of People</th>
<th>Approx. Hours</th>
<th>Total hours</th>
<th>Hourly Rate</th>
<th>Total Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Installation Estimate</td>
<td>X</td>
<td></td>
<td>@$</td>
<td>=$</td>
</tr>
</tbody>
</table>

Supervision=$

**Supervision By Exhibitor Personnel**

Supervisor must check in at the Service Desk to pick up labor. Upon completion of work, supervisor must return to Service Desk to release laborers. When scheduling labor, be sure to allow sufficient time for empty container to be returned to booth after show closing. Start time guaranteed only where labor is requested for the start of the working day (8:00am), unless official dismantle time begins later in the day.

| Supervisor will be: | |
| Date | Time | Day of week | # of People | Approx. Hours | Total hours | Hourly Rate | Total Est. Cost |
| ____ | ____ | _________ | __________X_____________ | | | | |

| ____ | ____ | _________ | __________X_____________ | | |

Please Note: “METHOD OF PAYMENT” form must accompany this order
PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SETUP AND/OR DISMANTLED BY GULF COAST & YOU WILL BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE

INBOUND SHIPPING INFO:
Check Appropriate lines:
Carrier Name____________________________Carrier Phone #___________________________
Shipped To: Warehouse___Show Site___From (City & State)_________________Date_________
Total # of: Crates______Cartons_______Fiber Cases_______Other (Specify)_________________

SETUP INFO:
Check Appropriate lines:
Setup Plans/Photo: Attached______To Be Sent_______With Exhibit_______In Crate #_______
Carpets: With Exhibit_____Rented from Gulf Coast_____Color______Size______
Electrical Placement: Drawing Attached______Drawing With Exhibit______Elec Under Carpet_______
Additional Info/Instructions_________________________________________________________

Graphics: With Exhibit______Shipped Separately______Info/Instructions____________________

Special Tools/Hardware Required___________________________________________________

OUTBOUND SHIPPING INFO:
Ship To: Method (check one)
      ____Common Carrier____Air Freight
      ____Van Line            ____Other
      Specify if Other____________________

Freight (check one) ____Prepaid____Collect
Bill to:__________________________________________________________________

Please Note: Gulf Coast will not be responsible for product or literature that is not properly packed and labeled by Exhibitor

SPECIAL INSTRUCTIONS/COMMENTS:

Creating Futures Through Technology

Company Name___________________________________________Date_______________
Address________________________________________________Booth#_______________
Ordered By (Print)__________________________Signature________________________
Phone___________________________________Email______________________________
Emergency Contact__________________________Cell Phone_______________________
The following forms must be completed before any shipment will be accepted in our warehouse:

DRAYAGE
SHIPMENT NOTIFICATION
METHOD OF PAYMENT

Shipments received by facility personnel may be turned over to Gulf Coast Event Services for distribution.

Exhibitor material handling charges will be assessed according to the rates stated on the drayage rate form.
## SHIPMENT NOTIFICATION

**RETURN FORM TO:**
36508 Event Rd Geismar, LA 70734
Ph 225.673.2943 Fax 225-673-2142
Email: info@gcevents.biz

### INBOUND SHIPPING

All inbound shipments should be “prepaid.”

**SHIPMENT WILL BE RECEIVED & HANDLED IN ACCORDANCE WITH THE INFORMATION SET FORTH ON THE INCLOSED SHIPPING INSTRUCTIONS AND MATERIAL HANDLING RATES.**

**SHIPMENT TO GULF COAST WAREHOUSE:**

Must arrive prior to: **Friday, February 13, 2009**

<table>
<thead>
<tr>
<th>Shipper Name:</th>
<th>From City&amp;State:</th>
</tr>
</thead>
</table>

How will you ship (Circle One) Common Carrier Van Line Company Truck Air Freight

<table>
<thead>
<tr>
<th>Shipping Date:</th>
<th># of Pieces</th>
<th>Weight:</th>
</tr>
</thead>
</table>

Dimensions of Largest Piece: Height Width Length Weight

Carrier (If Known): Pro Number (If Known)

Comments/Special Handling Requirements:

_______________________________________________________________________________________

_______________________________________________________________________________________

Attach Separate Sheet for Multiple Shipments if Necessary

**SHIPPING DIRECTLY TO SHOWSITE:**

Must arrive on Move-In day only: **Wednesday, February 25, 2009**

<table>
<thead>
<tr>
<th>Shipper Name:</th>
<th>From City&amp;State:</th>
</tr>
</thead>
</table>

How will you ship (Circle One) Common Carrier Van Line Company Truck Air Freight

<table>
<thead>
<tr>
<th>Shipping Date:</th>
<th># of Pieces</th>
<th>Weight:</th>
</tr>
</thead>
</table>

Dimensions of Largest Piece: Height Width Length Weight

Carrier (If Known): Pro Number (If Known)

Comments/Special Handling Requirements:

_______________________________________________________________________________________

_______________________________________________________________________________________

Attach Separate Sheet for Multiple Shipments if Necessary

---

Company Name__________________________ Date________________

Address______________________________ Booth#_______________

Ordered By (Print)________________________ Signature_________________________

Phone_________________________________ Email_______________________________

Please Note: Method of Payment must accompany this order.
### DRAYAGE INSTRUCTIONS

Freight will not be accepted unless properly labeled and related forms completed.

### INBOUND SHIPPING

All inbound shipments should be “prepaid.”

<table>
<thead>
<tr>
<th>SHIP TO WAREHOUSE</th>
<th>SHIP DIRECTLY TO SHOW SITE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Must arrive prior to: <strong>Friday, February 13th</strong></td>
<td>Arrive on Move-In day only: <strong>Wednesday, Feb. 25th</strong></td>
</tr>
<tr>
<td><strong>Ship To:</strong></td>
<td><strong>Ship To:</strong></td>
</tr>
<tr>
<td>ABF Freight System/Gulf Coast Event Services</td>
<td>Beau Rivage; Camellia Ballroom/GCES</td>
</tr>
<tr>
<td>C/O Creating Futures Booth#______</td>
<td>C/O Creating Futures Booth#______</td>
</tr>
<tr>
<td>12297 HWY 67</td>
<td>875 Beach Blvd.</td>
</tr>
<tr>
<td>Biloxi, MS 39532</td>
<td>Biloxi, MS 39530</td>
</tr>
<tr>
<td>Contact: 228-392-1240</td>
<td></td>
</tr>
</tbody>
</table>

### INBOUND SHIPPING INSTRUCTIONS

All materials shipped must be marked with the name of the show, exhibitor's name and exhibitor's booth number. Inbound freight shipments may be shipped and stored thirty (30) days prior to the show date. The designated freight carrier will accept and store inbound materials up to thirty (30) days at **NO CHARGE**. Exhibitor's material handling charges will be assessed according to the rates stated on enclosed Drayage rate form. All out of town drayage shipments will be placed in the exhibitor's booth on the show move-in day. The freight contractor will store all emptied, labeled drayage materials. After the close of the show, all empty, labeled materials will be delivered to your booth for crating and re-labeling to be placed for shipment with the outbound freight carrier. Freight shipped directly to the auditorium must arrive at the date specified above (move-in day).

### LOCAL SHIPPING INSTRUCTIONS

Local exhibitors may deliver exhibit materials directly to the show site listed above on move-in day by way of company vehicle(s). Exhibitor's may unload materials from company vehicle(s) and set up your display with company employees. The moving in of exhibitor's equipment must be accomplished by means of pallet jacks, dollies and/or hand trucks. Exhibitors will NOT be allowed to operate forklifts or any other motorized vehicle accept auto or delivery truck on show site. The moving in of exhibitor's equipment must be accomplished by means of pallet jacks, dollies and/or hand trucks. Exhibitors will NOT be allowed to operate forklifts or any other motorized vehicle. The freight contractor will store all emptied, labeled drayage materials. After the close of the show, all empty, labeled materials will be delivered to your booth for crating and re-labeling to be placed by the forklift operator for outbound shipment by way of exhibitor's vehicle. Exhibitor's material handling charges will be assessed according to the rates on enclosed drayage rate form.

### LABELING MATERIALS FOR STORAGE

Labeling of empty crate(s) during the show hours is the responsibility of the exhibitor. We request all exhibitors remove previous labels prior to re-labeling the materials for storage. Exhibit materials will NOT be removed from any booths until properly tagged. Empty crate label(s) may be obtained from the service desk on show site.

### OUTBOUND SHIPPING INSTRUCTIONS

Packaging, labeling and completing of outbound BILL(S) OF LADING for exhibit materials is the EXCLUSIVE RESPONSIBILITY of the exhibitor. The freight contractor is NOT responsible for any valuables remaining in the crates. A representative from the freight contractor will be on show site to answer any questions and assist you in completing the outbound shipping requirements.

### TERMS OF LIABILITY

The liability of the freight contractor is during the process of movement to the exhibitor's booth location and during the process of movement of reloading for outbound shipments. The freight contractor suggests all exhibit materials be PROPERLY INSURED against damage of fire, theft, collision and any other hazards arising from the display and transit process.
MATERIAL HANDLING SERVICE

Rates include all labor & 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 and remove from booth for reloading on to outbound carriers.

<table>
<thead>
<tr>
<th>A. CRADET OR SKIDDED FLOOR LOAD SHIPMENT</th>
<th>PER CWT(100 lbs)</th>
<th>Min. Charge</th>
<th>Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Rate $60.00</td>
<td>200#</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Shipment Weight (Round up to next 100lbs.) /100= Total CWT @ $ PER CWT=$

<table>
<thead>
<tr>
<th>B. SKIDDED SHIPMENT</th>
<th>PER CWT(100 lbs)</th>
<th>Min. Charge</th>
<th>Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Rate $60.00</td>
<td>200#</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Shipment Weight (Round up to next 100lbs.) /100= Total CWT @ $ PER CWT=$

<table>
<thead>
<tr>
<th>C. UNCRATED OR WRAPPED SHIPMENT</th>
<th>PER CWT(100 lbs)</th>
<th>Min. Charge</th>
<th>Est. Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Warehouse Rate $60.00</td>
<td>200#</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Shipment Weight (Round up to next 100lbs.) /100= Total CWT @ $ PER CWT=$

<table>
<thead>
<tr>
<th>D. OVERTIME</th>
<th>Add 25% if handled In OR Out on overtime $</th>
<th>Add 50% if handled In AND Out on overtime $</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>E. DELIVERY AFTER DEADLINE DATE</th>
<th>Add 25%-------------------------------------------$</th>
</tr>
</thead>
</table>

OTHER AVAILABLE SERVICES

<table>
<thead>
<tr>
<th>Deliver Back to Warehouse</th>
<th>Material Handler</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storage Per Month</td>
<td>Forklift / Operator</td>
</tr>
</tbody>
</table>

Total Estimated Cost--------$___________

***Full refund if cancelled within 48 hours of move-in***

CREATING FUTURES THROUGH TECHNOLOGY

RETURN FORM TO:
36508 Event Rd Geismar, LA 70734
Ph 225.673.2943 Fax 225-673-2142
Email: info@gcevents.biz

DRAAYAGE

Freight will not be accepted unless properly labeled and related forms completed.

Company Name___________________________________________Date________________
Address________________________________________________Booth#_______________
Ordered By (Print)________________________________________Signature___________________________
Phone___________________________________Email_______________________________

Please Note: Method of Payment must accompany this order.
LIMITATION OF LIABILITY AND RESPONSIBILITY FOR MATERIAL HANDLING SERVICES

1. Gulf Coast Event Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.

2. Gulf Coast Event Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same has been delivered to exhibitor's booth.

3. Gulf Coast Event 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. Bills-of-lading covering outgoing shipments, which are furnished by Gulf Coast Event Services to exhibitors, will be checked at time of actual pickup from the booth and corrections made where discrepancies occur.

4. Gulf Coast Event Services shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond control.

5. Gulf Coast Event Services’ liability shall be limited to the physical loss or damage to the specific article which is lost or damaged and in any event Gulf Coast Event Services, Inc. maximum liability shall be limited to $.30 per pound per article with a maximum liability of $50.00 per item, or $1000.00 per shipment, whichever is less.

6. Gulf Coast Event 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.

7. Claims for loss or damage must be submitted to Gulf Coast Event Services prior to the close of the Show. No suit or action shall be brought against Gulf Coast Event Services more than one year after the accrual of the cause of action.

8. INSURANCE - It is understood that Gulf Coast Event Services is not an insurer, that insurance, if any, should be obtained by the exhibitor. It is suggested that exhibitors arrange all risk coverage. This can be done by endorsements to existing policies. Exhibitor's materials should be insured from the time they leave their firm until they are returned after the close of the Show.

9. The consignment or delivery of a shipment to Gulf Coast Event 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.

10. Empty container labels will be available at the Gulf Coast service desk. Affixing the labels is the sole responsibility of the exhibitor or his representative. All previous labels should be removed or eradicated
    Gulf Coast Event Services assumes no responsibility for:
    -Errors to above procedure.
    -Removal of containers with old empty labels and without Gulf Coast labels.
    -Improper information on empty labels.
    -Materials stored in containers with empty labels.
<table>
<thead>
<tr>
<th>DISCRIPTION</th>
<th>DATE ORDERED</th>
<th>TOTALS FROM ORDER FORM</th>
</tr>
</thead>
<tbody>
<tr>
<td>FURNITURE</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>ELECTRICAL</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>CARPET</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>LABOR</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>DRAYAGE</td>
<td></td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

CREATING FUTURES THROUGH TECHNOLOGY

Please Note: “Method of Payment” form must accompany this order.
RETURN FORM TO:
36508 Event Rd  Geismar, LA  70734
Ph 225.673.2943 Fax 225-673-2142
Email: info@gcevents.biz

FOR YOUR ORDER TO BE PROCESSED, THIS FORM MUST BE COMPLETED AND RETURNED WITH PAYMENT BEFORE THE SHOW

ORDER DEADLINE DATE: Friday, February 13, 2009

Please CIRCLE one of the following:

CASH

COMPANY CHECK
Make checks payable to: Gulf Coast Event Services

CREDIT CARD
For your convenience, we will use this authorization to charge the credit card account for your advance orders, and for any additional amounts incurred as a result of on-site orders placed by the designated representative.

Please complete information below:

<table>
<thead>
<tr>
<th>Circle one:</th>
<th>Visa</th>
<th>Mastercard</th>
<th>Am Ex</th>
<th>Circle one:</th>
<th>Personal</th>
<th>Business</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account #:</td>
<td></td>
<td></td>
<td></td>
<td>Expiration Date:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cardholder’s name:</td>
<td></td>
<td></td>
<td></td>
<td>Signature:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cardholder’s Billing Address:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

CREATING FUTURES THROUGH TECHNOLOGY

Company Name___________________________________________Date________________
Address (if different from above)_______________________________________Booth#________
Ordered By (Print)________________________________________Signature___________________________
Phone___________________________________Email_______________________________

Please Note: “Method of Payment” form must accompany this order.
PAYMENT TERMS, CONDITIONS & INSURANCE

PAYMENT

Full payment, including applicable tax, is due in advance or at show site. Gulf Coast Event Services does not accept Purchase Orders as payment.

DISCOUNTS

Prices indicated on Gulf Coast Event Services’ order forms for rental items and signs are discounted rates. Additional charges, as indicated on each order form, will be applied to orders received without payment and/or orders received after the deadline date.

RENTALS

All materials & equipment are on a rental basis for the duration of the show. All rentals include delivery, installation and removal from your booth.

CREDIT

It is your responsibility to advise our on-site representative of any order problems and to check your invoice for accuracy prior to show closing.

CANCELLATION

Original charge will be applied if service was provided at the time of cancellation. A one-hour “per person, per hour” charge will be applied for all labor orders that are not cancelled in writing at least 24 hours prior to the scheduled start time.

INTERNATIONAL EXHIBITORS

We require 100% pre-payment of advance orders. Any orders or services placed at show site must be paid at the show. Payment may be made with a Credit Card or in U.S. Funds.

TAX EXEMPTION

If you are exempt from payment of sales tax, we require you to forward an exemption certificate from the state in which the services are to be used.

UNPAID BALANCES

Should there be any unpaid balance after the close of the show, balance will be due upon receipt of invoice. Effective 30 days after the invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, and future orders will be on pre-payment basis only. Gulf Coast Event Services’ Payment Terms and Conditions agreement shall be governed by and construed in accordance with the laws of the state of Louisiana.

INSURANCE

Exhibiting companies will defend, hold harmless, and indemnify Gulf Coast Event Services, Inc. from and against all liability cost and expenses arising out of promoter’s operation of show.