

SHOW FACTS

Sun RV & Camping Show Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

BOOTH EQUIPMENT

Each 10' x 10' booth space includes one 8' high back drape, two 3' high side drapes, and one 7"x44" booth ID sign. Drapery colors are black and champagne.

EXHIBIT HALL CARPET

The aisles of the Exhibit Hall will be Carpeted. Booth carpet is available for rental. See page 4.

DISCOUNT PRICES

In order to receive the discounted rates listed in this manual, we must receive your order by:

Friday, March 3, 2023. Order online (see page 2) and save the 8% Administrative Fee.

SHOW SCHEDULE:

Exhibitor Move-In:

Thursday, March 16, 2023 from 8:00am - 1:00pm (RV Dealers only)

Thursday, March 16, 2023 from 1:00pm - 8:00pm (10x10's)

Friday, March 17, 2023 from 8:00am - 10:30am

Show Hours:

Friday, March 17, 2023 12:00pm - 9:00pm

Saturday, March 18, 2023 10:00am - 8:00pm

Sunday, March 19, 2023 10:00am - 5:00pm

Exhibitor Move-Out:

Sunday, March 19, 2023 from 5:00pm - 9:00pm

Monday, March 20, 2023 from 8:00am - 2:00pm

**FACILITY WORK RULES ARE IN EFFECT AT THE EXPO CENTER
THESE RULES MAY IMPACT YOU AS A VENDOR
PLEASE SEE PAGE 16 FOR FURTHER INFORMATION**



ONLINE ORDERING

**Looking for an easier way to place you order?
Tired of faxing or emailing forms?**

Try our fully PCI-Compliant Online Ordering System!

Simply request an online login by emailing info@demersexpo.com
(please specify show name and date). We will then create an
online login and notify you of this via email.

All products and services offered in this Exhibitor Services Kit
are available on our online storefront.

**Using our online storefront saves you an 8% administrative fee!
Orders placed via email or fax will be assessed this fee.**

Deadline to place online orders is Friday, March 3, 2023.

Floor prices apply after that date.

The Storefront closes Friday, March 10, 2023.

No online orders after that date.



CREDIT CARD AUTHORIZATION

To have orders charged to a credit card account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your credit card account.

CREDIT CARD: VISA MasterCard AMEX
ACCOUNT NUMBER: _____
EXPIRATION DATE: _____
SECURITY CODE (Visa/ MasterCard 3 digit # on back, Amex 4 digit # on front): _____
CARDHOLDER'S NAME: _____
CARDHOLDER'S SIGNATURE: _____ DATE : _____

ADDRESS BELOW MUST MATCH CARDHOLDER'S BILLING ADDRESS

Company Name: _____ Booth #: _____
Card Billing Address: _____ Authorized by: _____
City/State/Zip: _____ Signature: _____
Phone: _____ Fax: _____ Date: _____
Email Address: _____

CREDIT AND PAYMENT POLICY

The Credit Card Authorization section above must be completed and accompany all credit card orders.
Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before services are rendered.
- There will be no invoicing. Purchase Orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order or credit card.
- Event site orders can be paid by cash or charged to a credit card.
- International exhibitors must prepay all services in U.S. Currency.
- Items ordered, delivered to booth, then cancelled, will not be refunded.
- Other refund requests will not be considered unless exhibitor makes request of Demers prior to the close of the event.
- Exhibitor is responsible for the cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- Payment must be received by **Friday, March 3, 2023** for discount pricing to apply.
- Orders received without payment will be assessed a late fee.

By submitting this credit card authorization, you knowingly authorize Demers to charge your credit card for any service rendered under the terms and conditions stated in this Exhibitor Kit. You also knowingly authorize your show-site representative to sign for charges on your behalf.

PAYMENT MUST BE INCLUDED WITH ALL ORDERS



STANDARD FURNISHINGS

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

CARPETING				
QTY	Carpet Size	Advance	Floor	Subtotal
	9' x 10' Carpet	140.00	173.00	
	9' x 20' Carpet	244.00	341.00	
	9' x 30' Carpet	368.00	481.00	
	9' x 40' Carpet	458.00	591.00	
Carpet Color: Gray Blue Red Burgundy Emerald Green (Circle Choice)				
SPECIAL CUT CARPETING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 3.05= _____				
CARPET PADDING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 2.35= _____				
SKIRTED TABLES				
Skirt Colors: Gray Blue Red Black White Green Burgundy (circle choice)				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	86.00	105.00	
	2' x 6' x 30" high	105.00	116.00	
	2' x 8' x 30" high	116.00	126.00	
	2' x 4' x 40" high	103.00	113.00	
	2' x 6' x 40" high	120.00	139.00	
	2' x 8' x 40" high	134.00	160.00	
UNSKIRTED TABLES				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	50.00	54.00	
	2' x 6' x 30" high	54.00	57.00	
	2' x 8' x 30" high	64.00	68.00	
	2' x 4' x 40" high	58.00	71.00	
	2' x 6' x 40" high	66.00	80.00	
	2' x 8' x 40" high	73.00	82.00	
WOOD TABLE RISERS				
QTY	Riser Size	Advance	Floor	Subtotal
	4' x 10" Undraped	51.00	61.00	
	6' x 10" Undraped	63.00	73.00	
	4' x 10" Draped	73.00	83.00	
	6' x 10" Draped	83.00	95.00	
Wood Table Riser Color: White				

CHAIRS				
QTY		Advance	Floor	Subtotal
	Upholstered arm chair	49.00	66.00	
	Black Bar Stool w/ foot rest	76.00	91.00	
	Tubular folding chair	23.00	30.00	
	Upholstered bar stool	135.00	155.00	
	Padded side chair	44.00	50.00	
SPECIAL DRAPERY/SKIRTING				
Drape Colors: Gray Blue Red Black White Green Burgundy (circle choice)				
QTY		Advance	Floor	Subtotal
	8' high drapery Per Linear Foot	7.75	9.75	
	3' high drapery Per Linear Foot	7.25	8.25	
	13'-long table skirting	68.00	83.50	
ACCESSORIES				
QTY		Advance	Floor	Subtotal
	Clothes Tree	68.00	95.00	
	Easel (Tripod Display)	51.00	56.00	
	Garment Rack	84.00	120.00	
	Panelboard	175.00	245.00	
	Pegboard	196.00	274.00	
	Stage (4' x 4' all heights up to 36")	100.00	141.00	
	Stage (4' x 4' w/ carpet & skirt)	143.00	200.00	
	Stanchion Post	56.00	74.00	
	Stanchion Belt	5.00	7.25	
	Waste Basket	14.50	21.00	

- ORDER SUMMARY -

Subtotal:	\$	
6.35% Sales Tax:	\$	
8% Admin Fee:	\$	
Grand Total:	\$	

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Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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 www.demersexpo.com



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Additional Booth Accessories

Looking for an item you do not see? Please call our office for availability and pricing.

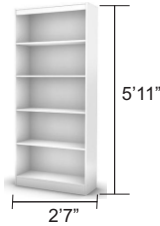
Literature Rack



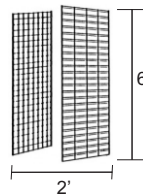
Tote Bag Holder



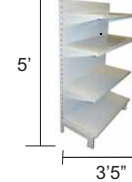
Bookcase



Gridwall



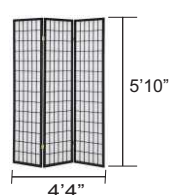
Gondolla



Lighted Product Display Case



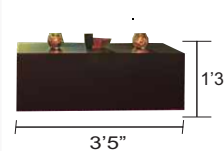
Room Divider



Faux Tree



Coffee Table



Actual products may vary from images shown

ITEM	QTY	X	PRICE	=	TOTAL
LITERATURE RACK		X	\$ 95.00	=	
TOTE BAG HOLDER/RACK		X	\$ 60.00	=	
BOOKCASE		X	\$ 250.00	=	
GRIDWALL (MUST ORDER AT LEAST 2)		X	\$ 60.00 EA	=	
4' GONDOLA (COMES WITH 2 SHELVES)		X	\$ 225.00	=	
ADDITIONAL GONDOLA SHELVES (2 ADDITIONAL MAX PER GONDOLA)		X	\$ 25.00 EA	=	
LIGHTED PRODUCT DISPLAY CASE		X	\$ 575.00	=	
ROOM DIVIDER		X	\$ 160.00	=	
SILK PALM TREE		X	\$ 70.00	=	
COFFEE TABLE		X	\$ 50.00	=	
SUBTOTAL				\$	
6.35% SALES TAX				\$	
8.00% ADMIN FEE				\$	
GRAND TOTAL				\$	

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Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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**Demers
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ELITE SERIES FURNITURE



SORRENTO WHITE



SORRENTO BLACK

SORRENTO COUCH



SOUTH BEACH BISTRO 42" TABLE



SOUTH BEACH BAR CHAIR



SANIBEL BISTRO 42" TABLE



SANIBEL BAR CHAIR
HIGH BACK ALSO AVAILABLE

SOUTH BEACH

SANIBEL



SORRENTO CHAIR WHITE



SORRENTO CHAIR BLACK

SORRENTO CHAIR

ITEM	QTY	X	PRICE	=	TOTAL
SORRENTO COUCH WHITE		X	\$ 550.00	=	
SORRENTO COUCH BLACK		X	\$ 525.00	=	
SOUTH BEACH BISTRO 42" TABLE		X	\$ 275.00	=	
SOUTH BEACH BAR CHAIR		X	\$ 145.00	=	
SANIBEL BISTRO TABLE		X	\$ 275.00	=	
SANIBEL BAR CHAIR - LOW BACK		X	\$ 145.00	=	
SANIBEL BAR CHAIR - HIGH BACK		X	\$ 145.00	=	
SORRENTO CHAIR WHITE		X	\$ 290.00	=	
SORRENTO CHAIR BLACK		X	\$ 265.00	=	
SUBTOTAL					\$
6.35% SALES TAX					\$
8.00% ADMIN FEE					\$
GRAND TOTAL					\$

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Authorized by:	Signature:
E-mail:	

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MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements. Collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and all material handling services must be prepaid. Demers Material Handling Services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

ADVANCE SHIPPING ADDRESS

Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: Sun RV & Camping Show
c/o Demers Exposition Services, Inc.
151A Park Ave
East Hartford, CT 06108

Demers Warehouse will receive shipments and provide up to 30 days storage prior to the event. Loose materials will not be received at Demers Warehouse. Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm.

Deadline to receive advance pricing discount: Friday, March 3, 2023.

Rate: \$78.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs; minimum charge 2 cwt per shipment.

Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.

Overtime: not applicable

Late shipments: Items received at the Advance Warehouse after the Deadline Date will not be refused. A late fee of \$25.00 per cwt (\$100.00 minimum) will be charged, plus additional fees if special transportation is required.

Non-payment: Shipments received without a completed Material Handling form and full payment will be assessed a late payment fee of \$25.00 per cwt, \$100.00 minimum.

Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 10.

DIRECT SHIPPING ADDRESS – TO EVENT SITE

Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: Sun RV & Camping Show
c/o Demers Exposition Services, Inc.
Mohegan Sun Earth Expo
Loading/Receiving Dock 1
1 Mohegan Sun Boulevard
Uncasville, CT 06382

Demers will receive shipments at the event site on **March 16-17, 2023** only. Arrival at any time other than **March 16-17, 2023** may be refused and redirected to the Advance Warehouse.

Direct shipments will only be received on March 16-17, 2023.

Rate: \$76.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs; minimum charge 2 cwt per shipment.

Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.

Overtime: not applicable

Non-payment: Shipments received without a material handling order form and payment will be assessed a late payment fee of \$25.00 per cwt, \$100.00 minimum.

DIRECT SHIPMENTS: Direct shipment will only be accepted at the Venue on March 16-17, 2023. Shipments received at the Venue prior to March 16-17, 2023 will be redirected to the advanced warehouse and assessed 50% of the drayage cost as a redirect fee.

Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 10.

Outbound Shipments:

- Exhibitors who have freight going outbound after the event must complete a bill of lading at the Demers Service Desk.
- All shipping costs must be paid for by the exhibitor with either pre-paid shipping labels or "collect" charge terms.
- Exhibitors can make arrangements with the designated show carrier, Yellow Freight, at the Demers Service Desk to take their shipment(s) at the close of the event for no additional material handling fee if drayage was paid on the inbound.
- Exhibitors may arrange with their own LTL carrier to pick-up their shipment(s) at the close of the event (carriers must check in during the first hour of dismantle).
- All non-LTL carriers outbound shipments will incur material handling charges of \$40.00 per cwt (\$80.00 minimum applies).
- If carriers do not pick up the shipment(s) from the venue, the shipment(s) will return to the Demers warehouse for an additional \$40.00 per cwt (100 lbs) (min. charge is \$80.00 per 2 cwt/200 lbs). Shipments returned to the warehouse can be picked up by Exhibitor's carrier beginning **Wednesday, March 22, 2023** (warehouse hours are 8:30am - 3:30pm Monday through Friday, excluding Holidays).
- Any freight left on show floor without a DES Bill of Lading will be assessed a minimum 1 hour labor charge, actual charge to be determined.
- Empties may take up to one hour to return at the close of the show.

PLEASE COMPLETE THE FOLLOWING:

	CARRIER	# PIECES	SHIPMENT WEIGHT	X RATE per 100 lbs.*	MINIMUM CHARGE/SHIPMENT*	ESTIMATED CHARGES
SHIPMENT 1			lbs.	\$78.00 or \$76.00	\$156.00 or \$152.00	\$
SHIPMENT 2			lbs.	\$78.00 or \$76.00	\$156.00 or \$152.00	\$
SHIPMENT 3			lbs.	\$78.00 or \$76.00	\$156.00 or \$152.00	\$
SHIPMENT 4			lbs.	\$78.00 or \$76.00	\$156.00 or \$152.00	\$
LATE SHIPMENT(s) to DES Warehouse				\$25.00	\$100.00 Minium Charge	\$
					6.35% Service Fee	\$
Order Online and Save the 8% Administrative Fee					8.00% Admin Fee	\$
					TOTAL ESTIMATED CHARGES	\$

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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SHIPPING LABELS ADVANCE

Copy and use this label for Advanced Shipment to Warehouse.

Please have shipment(s) arrive by

Friday, March 3, 2023 to avoid the late fee.

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

RUSH!

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TO:

EXHIBITING COMPANY Please write exhibiting company's name in this box

Sun RV & Camping Show

BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment

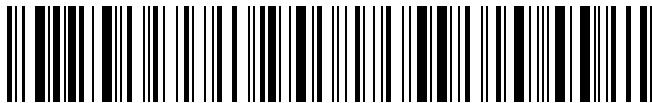
**c/o Demers Exposition Services, Inc.
151A Park Ave
East Hartford, CT 06108**

Carrier _____

Number _____ of _____ pieces



Sun RV & Camping Show



Mohegan Sun Earth Expo



SHIPPING LABELS DIRECT

Copy and use this label for Direct Shipment
to SHOWSITE on **March 16-17, 2023.**

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

RUSH!

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TO:

*EXHIBITING COMPANY Please write exhibiting companies
name in this box*

Sun RV & Camping Show

*BOOTH NUMBER(s) Please write Booth # in this box
if you know it at time of shipment*

**c/o Demers Exposition Services, Inc.
Mohegan Sun Earth Expo
Loading/Receiving Dock 1
1 Mohegan Sun Boulevard
Uncasville, CT 06382**

Carrier _____

Number _____ of _____ pieces



LIABILITY AND INSURANCE BULLETIN

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's material after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at the time of our actual pick-up from exhibitor's booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. 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 to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipment) of the terms and conditions set forth in this bulletin.

**EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD
ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.**



AUDIO/VISUAL EQUIPMENT

Your order must be placed in advance. A/V orders will not be accepted at the show site. Equipment must be rented for the duration of the event. You are responsible for the cost of repair or replacement if equipment is lost, damaged, or stolen while you are renting it. If you require technician assistance an \$85.00 per hour labor charge will apply.

REMINDER: You will need to order electricity through the venue.

Monitor will come with standard HDMI connection. Please ensure your computer is compatible.

MONITOR RENTAL (per device/per show)

Description	QTY	Rental Rate (Duration of Show)	Total
32" LCD Flat Screen Monitor (tabletop)		\$350	
42" LCD Flat Screen Monitor (tabletop)		\$395	
50" LCD Flat Screen Monitor		\$685	
Monitor Stand (fits 50" monitor only)*		\$125	
*Only our 50" Monitor will fit the Monitor Stand; all monitors may be displayed on a tabletop. Please contact the Demers AV department with questions.		Sub-total	
		6.35% Sales Tax	
		8.00% Admin Fee	
		Total	



Order Online and Save the 8% Administrative Fee

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DIGITAL GRAPHICS AND SIGNS

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023

Your presentation is everything!

Impress your potential new customer and stand out from your competitors with high impact digital graphics in your booth. Let our team of graphic designers and sign professionals bring your booth to the next level with high impact digital graphics.

The next pages are graphics order forms. Use these forms as a guideline or consult with our graphics team to determine what will be best for your booth.

Contact us at 860.882.0003.



SIGN & GRAPHICS ORDER FORM

To order your graphics, complete this order form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files on the following page. Note: All graphics are subject to a 100% cancellation charge.

DIGITAL GRAPHICS

Demers Expo can provide the finest state-of-the-art digital graphic reproduction available on the market today. Capabilities include full-color spectrum, photo-quality, high-resolution digital printing in any size for banners, easel signage, and more.

PRICING GUIDE

<input type="text"/>	L	X	<input type="text"/>	W	=	<input type="text"/>	Square Feet
<small>Round length and width up to nearest foot</small>							
<input type="text"/>	Square Feet	X	\$10.00 per Sq. Ft. Discount Price or \$15.00 per Sq. Ft. Standard Price		=	<input type="text"/>	Total

In order to receive discounted price, order must be received by **Friday, March 3, 2023**.
Minimum order per graphic 6 sq. ft.; Double sq. ft. for double-sided graphics; File conversion, retouching, cloning or color correcting may incur additional labor charges (Demers will advise of charges before work is performed).

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

BACKING MATERIAL

Standard:

- ☐ Foam Core
☐ PVC Fluted
☐ Vinyl Banner

Upgraded: (additional 15% charge)

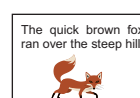
- ☐ Sintra
☐ Gator Board
☐ Plexi

If backing material is not selected, PVC Fluted will be used.

SIGN LAYOUT



☐ Vertical



☐ Horizontal



☐ Designer to decide

SPECIAL INSTRUCTIONS

Please indicated the file name that will be e-mailed or uploaded to our FTP (see next page)

<input type="text"/>	Total	X	<input type="text"/>	6.35% Sales Tax	+	<input type="text"/>	8.00% Admin Fee	=	<input type="text"/>	Grand Total
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If you will be ordering more than one sign, please use one order form per graphic/sign.

Order Online and Save the 8% Administrative Fee

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
 860.882.0003 – Fax 860.761.0070 – Email info@demersexpo.com
www.demersexpo.com



**Demers
Events
& Expo
Services**

ARTWORK & FILE GUIDELINES

DES-Demers Expo will provide you with the best possible quality graphics for your event or exhibit. You can assist us in that effort by providing digital art files using the guidelines listed below. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PREFERRED SOFTWARE AND FILE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs:

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW

The Following Files can be submitted for graphic reproduction:

- EPS and AI
- TIF
- PDF
- JPG

Vector formats are best to use. When using vector based formats include all fonts, or convert fonts to outlines or paths

File types that cannot use to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

HOW TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via email. Files may be shared via online file sharing with program of your choice, saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)
- Files may also be uploaded to DES-Box Files. Please contact Demers at 860-882-0003 to obtain access.
- If your artwork files are below 6 megabytes they can be e-mailed to info@demersexpo.com.



CUSTOM BOOTH RENTAL

Sun RV & Camping Show, Mohegan Sun Earth Expo, Uncasville, CT March 17-19, 2023



This custom booth rental package includes:

- Three full white backwall panels (8-10 linear ft total)
- Two full white sidewall panels (3 linear ft each side)
- Brushed aluminum trim
- One 9'x10' booth carpet
- One 30" high draped table
- One padded arm chair
- One wastebasket
- One Company I.D. Sign
- Show site delivery, setup and dismantle

PRINTED GRAPHICS ARE NOT INCLUDED, ADDITIONAL COSTS APPLY

Quantities are limited and are available on a first-come first-serve basis. This special booth package can not be ordered on show site.

***Customizable panels with Logos and/or Graphics:** Prices quoted upon request. Please call 860-882-0003.

Custom Graphic Specs:

Back Panel (3) - 38.25"x92.5" per panel, Side Panel (2) - 38.25"x92.5", Header (1) - 117.07"x14.75"

PLEASE INDICATE YOUR CHOICES FOR THE FOLLOWING ITEMS:

9'X10' Carpet Color:	Red	Blue	Gray	Burgundy
Table Length:	4'	6'	8'	
Table Skirt Color:	Red White	Blue Green	Gray Black	Burgundy
I.D. Sign Letter Color:	Red	Blue	Black	
I.D. Sign Text (up to 20 characters):				

Additional I.D. Sign Characters can be ordered @\$8.00 per character

# CUSTOM BOOTH RENTAL PACKAGES ____ X \$1,950.00	\$
10% DISCOUNT (TWO OR MORE UNITS)	\$
ADDITIONAL I.D. SIGN CHARACTERS ____ @ \$8.00 PER CHARACTER	\$
LOGOS AND/OR GRAPHICS	\$
	SUBTOTAL \$
	6.35% SALES TAX \$
	8.00% ADMIN FEE \$
	GRAND TOTAL \$

Advance price deadline: Friday, March 3, 2023. Orders placed after deadline date will be access a 25% late charge. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rental are based on availability. Order early to guarantee what you want is available.

Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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**Demers
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FACILITY LABOR REGULATIONS

**FACILITY WORK RULES ARE IN EFFECT AT THE CONVENTION CENTER
PLEASE READ THE FOLLOWING SUMMARY OF WHEN LABOR RULES APPLY
THESE RULES MAY IMPACT YOU AS A VENDOR:**

(1) If You Require Mechanized Equipment To Move Your Items:

(pallet or rider jack, forklift, moffett lift, bobcat)

You are required to use Union Labor to operate this equipment.

(2) If You Require Assistance To Set Your Booth:

You may have your full time employees perform the work to set your booth.

The employees used **MUST BE FULL TIME EMPLOYEES** of the Exhibiting Company.

Employment ID to verify full time employment must be produced if requested.

Assistance needed in addition to your full time employees must be ordered through Demers Exposition Services.

Notice to Exhibitors Regarding use of Exhibitor Appointed Contractors:

Exhibitor Appointed Contractors (EAC) may supervise the work performed, but employees of the EAC may not perform the actual work to set the booth.

**** THE EXPO CENTER DOES NOT PROVIDE CARTS FOR VENDOR USE ****

See the Demers Exhibitor Services Desk with any questions.

ADVANCED SHIPMENTS OF FREIGHT

Vendor items may be shipped in advance of the event to the Demers Expo Warehouse, or directly to the Convention Center via a third party carrier (i.e. UPS, FedEx and all other contract or freight carriers).

All direct deliveries to the Expo Center will be received only on event setup days, so please plan accordingly. Items shipped in advance will be delivered to the Vendor by Demers Expo Services. Applicable material handling / drayage fees will apply.

FLAMEPROOFING / FIRE REGULATIONS

All booth items and decorative materials, including table coverings, must be non-flammable and flame-resistant in accordance with applicable fire code standards and regulations as set forth by the office of the Mohegan Sun Fire Marshal. Specifically, all such items must meet or exceed NFPA 701 standards.

INSURANCE

You are advised to consult your insurance broker to determine the appropriate level of insurance coverage required for your display items and materials from the time they leave your premises until their return thereto. Demers Exposition Services, Inc., the Event Venue, and their respective officers, employees, agents, associates, successors and assigns, are not responsible for loss or damage sustained to exhibitor items or materials, whether sustained by fire, water, theft, accident or other cause, foreseeable or unforeseeable.



LABOR ORDER FORM

ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday - Friday
OVERTIME 8:00am to 4:30pm, Saturday & Sunday
4:31pm to 11:59pm, Monday - Sunday
DOUBLE TIME 12:00am - 7:59am, Monday - Sunday & all Holidays

*Two Hour Minimum per Laborer

Rates: per person/per hour

ADVANCE PRICE	SHOWSITE PRICE
\$88.00	\$132.00
\$132.00	\$198.00

\$176.00 \$264.00

Advance Pricing Deadline: Friday, March 3, 2023

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

INSTALLATION LABOR

☐

Demers Exposition Supervised Labor - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8.00% Admin Fee										
Total										

DISMANTLE LABOR

☐

Demers Exposition Supervised Labor - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8.00% Admin Fee										

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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**Demers
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IN-BOOTH FORKLIFT

To determine if you need in-booth forklift and labor, please read this form carefully.
This service cannot be used in lieu of material handling services.

In-booth forklift and labor may be required to assemble displays, or when un-crating, positioning and re-skidding equipment, displays or machinery. If you require a forklift, a crew will be assigned consisting of a forklift, operator and assistant.

A forklift is required for moving equipment or materials weighing 200 lbs. or more. Forklift capacity is limited to 5,000 lbs. per piece. For items exceeding 5,000 lbs., or if special rigging may be needed (as determined by DES Staff), additional fees will apply.

IN-BOOTH FORKLIFT & LABOR

	<u>RATE SCHEDULE</u>	<u>ADVANCE PRICE</u>		<u>SHOWSITE PRICE</u>	
STRAIGHT TIME	8:00am to 4:30pm, Monday - Friday	<i>Forklift & Crew</i>	<i>Extra Assistant</i>	<i>Forklift & Crew</i>	<i>Extra Assistant</i>
OVERTIME	8:00am to 4:30pm, Saturday & Sunday	\$260.00	\$157.00	\$291.00	\$188.00
	4:31pm to 11:59pm, Monday - Sunday	\$390.00	\$235.50	\$436.50	\$282.00
DOUBLE TIME	12:00am - 7:59am, Monday - Sunday & all Holidays	\$520.00	\$314.00	\$582.00	\$376.00

Advance Pricing Deadline: Friday, March 3, 2023

- One Hour minimums apply for crews and extra assistants; thereafter, charges are assessed at one hour increments.
- Start time guaranteed only when labor is requested for the start of the working day at 8:00am.
- Supervisor must check in at the Demers Exposition Service Desk to pick-up labor.
- Upon completion, the Supervisor must return the crew to the Demers Exposition Service Desk and approve the work order.
- Labor must be cancelled in writing, 72 hours in advance to avoid one (1) hour cancellation or no-show fee per crew and/or worker.
- Invoice will be calculated according to actual hours worked.

INSTALLATION LABOR

Description	Date	Start Time	No. of Equip/Person	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
				X		=		@		=	
				X		=		@		=	
Sub-Total											
Order Online and save the 8% Administrative Fee! 8.00% Admin Fee											
Total											

DISMANTLE LABOR

Description	Date	Start Time	No. of Equip/Person	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
				X		=		@		=	
				X		=		@		=	
Sub-Total											
Order Online and save the 8% Administrative Fee! 8.00% Admin Fee											
Total											

*When scheduling dismantle labor, allow sufficient time for empty containers to be returned

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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**Demers
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FORKLIFT PICK SERVICE

Forklift Pick Service is provided for materials such as skids of concrete blocks, buckets, etc., brought onto the show floor by exhibitor's company truck.

- Forklift capacity is 5,000 lbs. per piece.
- Pick service will be charged per pick.
- Service can be provided during exhibitor move-in/move-out times.
- Refer to the Rate Information included on this page
- Materials shipped by other transportation to the Demers Warehouse or to show-site will be charged per hundred weight as specified in the Material Handling Services Order Form included in this Kit.

	<u>RATE SCHEDULE</u>	<u>ADVANCE PRICE</u>		<u>SHOWSITE PRICE</u>	
STRAIGHT TIME	8:00am to 4:30pm, Monday - Friday	<i>Per Pick</i> \$128.00	<i>Extra Assistant</i> \$98.00	<i>Per Pick</i> \$139.00	<i>Extra Assistant</i> \$108.00
OVERTIME	8:00am to 4:30pm, Saturday & Sunday 4:31pm to 11:59pm, Monday - Sunday	\$192.00	\$147.00	\$208.50	\$162.00
DOUBLE TIME	12:00am - 7:59am, Mon. - Sun. & all Holidays	\$256.00	\$196.00	\$278.00	\$216.00

Price includes service inbound and outbound

Advance Pricing Deadline: Friday, March 3, 2023

To qualify for this service, items must be palletized, skidded, or in some manner able to be handled with a forklift without the need for special rigging. Please note the price is per each pick - off and back on your truck. Once materials are brought to your booth you will be allotted 4 minutes to place the item in your booth. If you require additional time, IN-BOOTH FORK LIFT SERVICE must be ordered.

MOVE IN PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
						Order Online and save the 8% Administrative Fee! 8.00% Admin Fee		
Total								

MOVE OUT PICKS

Description	Date	Start Time	Total Weight	No. of Picks	X	Rate	=	Estimated Total Cost
					X		=	
					X		=	
Sub-Total								
						Order Online and save the 8% Administrative Fee! 8.00% Admin Fee		
Total								

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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www.demersexpo.com



**Demers
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CLEANING ORDER FORM

Vacuuming of booth carpet per booth space @ \$80.00 per day; service includes general booth vacuuming prior to the opening of the show on each day requested.

VACUUMING						
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost
Vacuuming			X	\$80.00	=	
Vacuuming			X	\$80.00	=	
Vacuuming			X	\$80.00	=	
Vacuuming			X	\$80.00	=	
<i>Order Online and save the 8% Administrative Fee!</i>				8.00% Admin Fee		
				Total		

BULK SPACE VACUUMING (AREA OVER 600 SQ FT)										
Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$0.41	=	Estimated Total Cost
		L	X	W						
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
<div>Order Online and save the 8% Administrative Fee!</div>										
<div>8.00% Admin Fee</div>										
<div>Total</div>										

Porter service per booth space @ \$80.00 per day; service includes emptying of trash cans replacement of trash can liners and disposal of trash in your booth space.

PORTER SERVICE						
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost
Porter Service			X	\$80.00	=	
Porter Service			X	\$80.00	=	
Porter Service			X	\$80.00	=	
Porter Service			X	\$80.00	=	
<i>Order Online and save the 8% Administrative Fee!</i>				8.00% Admin Fee		
				Total		

BULK SPACE PORTER SERVICE (AREA OVER 600 SQ FT)										
Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$0.41	=	Estimated Total Cost
		L	X	W						
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
<i>Order Online and save the 8% Administrative Fee!</i>										8.00% Admin Fee
										Total

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	





Event Information Technology Request Form

Today's Date _____ Master Account # _____
 Event Name _____ Start Date/Time _____ End Date/Time _____
 Load-in date _____ Departure date _____
 Company Name _____ Street Address _____
 City _____ State _____ Zip _____
 Technical Contact Name _____ Phone # _____ Email _____

Convention Services Manager _____ Phone # _____ Email _____
 Event Location _____ Room _____ Booth _____

SERVICE ITEMS	#	Advanced Rate*	Onsite Rate	Total	Location #	Load-In Date/Time	Load-Out Date/Time
<i>Voice Services</i>							
Analog Services							
Fax / modem / credit card line		125.00	250.00				
With Phone – in-house / local calling only		150.00	300.00				
ISDN Services – 2B + 1D with 2 SPIDs		250.00	500.00				
VoIP Services (long distance and international options)							
IP Polycom		300.00	600.00				
Basic IP Phone		150.00	300.00				
Display IP Phone		200.00	400.00				
Custom Call Center Features (Special Quote)		Custom	Custom				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	500.00				
<i>Internet Services</i>							
Public Wireless Services – Best Effort based on usage		Complimentary					
Dedicated Wireless Services							
10Mbps		600.00	1,000.00				
20Mbps		1,200.00	1,700.00				
50Mbps		2,500.00	3,000.00				
100Mbps		5,000.00	5,500.00				
300Mbps		10,000.00	11,000.00				
Custom Wireless Options (Special Quote)		Custom	Custom				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	300.00				
Public wired – Best Effort based on usage		Complimentary					
Dedicated Wired Services (0-5 static IP addresses)							
10Mbps		600.00	1,000.00				
20Mbps		1,200.00	1,500.00				
50Mbps		2,500.00	3,000.00				
100Mbps		4,000.00	4,500.00				
300Mbps		10,000.00	12,000.00				
Custom Wired Options (Special Quote)		Custom	Custom				
Additional static IP address		100.00	125.00				
VPN Services with 1 static IP address		250.00	300.00				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	300.00				

Event Information Technology Request Form

SERVICE ITEMS- Continued

VLAN – Private Wired Network

2-10 Connections
11-25 Connections
Ethernet Switch Rental (8 – 24 Port)
Multi Venue Fee – Expo, Earth Conv., Sky Conv.

CATV

#	Advanced Rate*	Onsite Rate	Total	Location #	Load-In Date/Time	Load-Out Date/Time
	500.00	600.00				
	1,000.00	1,200.00				
	200.00	250.00				
	250.00	300.00				
		.00				

* **IMPORTANT NOTES:** FEES FOR SERVICES NOT LISTED ABOVE WILL BE DETERMINED AT THE TIME OF ORDER

1. All setup and rental fees are for the duration of the event, not to exceed 7 days, plus usage unless otherwise indicated.
2. CT sales tax is included in the price.
3. Direct Dial Long Distance calls billed on a per minute basis (AT&T operator assisted plus 40%).
4. Orders cancelled with less than 48 hours notice will incur a 50% cancellation charge.
5. Advance Rate. Order must be received a minimum of 15 Days prior to first (1st) scheduled move-in date.
6. Technical Assistance charges are \$50.00 per hour. There is a minimum of 1 hour required. 15 days advance notice required. Standard Rate \$100 per hour with 3 hour minimum
7. Provision 3rd party circuits @ \$200 plus standard labor of \$50 per hour.
8. VoIP telephones are required for multi conference call, speed dialing and other specially programmed features.
9. It is our policy to prohibit the use of any device which advertises wireless services on the 2.4 or 5.0 GHz frequencies.

Please take the opportunity to explain what services you are requesting and how they will be used.

For example:

- 1) We will have 50 people using wireless for email, surfing and social media.
- 2) There will be 5 credit card devices using wireless to access the Internet to process transactions.
- 3) We need a TV for our DVD player to run our marketing videos.

Service Request Explanation:

SUBMIT COMPLETED TO:



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Demers Exposition Services, Inc.
151A Park Ave., East Hartford, CT 06108
Ph: (860)882-0003 - Fax (860)761-0070
info@demersexpo.com

COMPANY NAME:		PHONE:		FAX:	
ADDRESS:		CITY:		ST:	ZIP:
SIGNATURE:		PRINT NAME:		Country:	
EMAIL ADDRESS:					
PAID BY: CHECK		AMX	VISA	MC	
CARD HOLDER SIGN:		PRINT NAME:			
CREDIT CARD BILLING ADDRESS (If different from address above)					
ADDRESS:		CITY:		ST:	ZIP:

ELECTRICAL ORDER FORM

MAIL OR FAX TO


**Demers
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& Expo
Services**
Demers Exposition Services

151A Park Ave., East Hartford, CT. 06108

Ph: (860) 882-0003 Fax (860) 761-0070

info@demersexpo.com

Questions? Visit www.demersexpo.com

COMPANY:		BTH #	
EVENT:			
FACILITY:			
DATES:		Event ID#	

ELECTRICAL OUTLETS Approximately 120V/208V A.C. 60hz Cycle

QUANTITY Per Show	QUANTITY (For 24hrs Service)	ADVANCED PAYMENT PRICE	STANDARD PAYMENT PRICE	TOTAL COST
----------------------	---------------------------------	------------------------------	------------------------------	---------------

Prices are per event, maximum three days. For longer exhibits, add \$49 per additional day per item ordered.

120 VOLT All 120 Volt Connections are supplied with NEMA 5-15R, 5-20R

1000 - 1500 WATTS (15 AMPS)			\$178.45	\$232.00	
1500 - 2000 WATTS (20 AMPS)			\$216.00	\$281.00	

208 VOLT SINGLE PHASEAll 208 Volt Single Phase Connections are supplied with NEMA 10-30R, 6-50R, 10-50R, 14-50R, L6-20, L6-30
One Dedicated Line for Heavy Duty Service ONLY - Multiple Connections Not Allowed)

15 AMPS			\$178.45	\$232.00	
20 AMPS			\$216.00	\$281.00	
30 AMPS			\$324.00	\$421.00	
50 AMPS			\$400.00	\$520.00	
60 AMPS			\$584.00	\$759.00	
100 AMPS			CALL	CALL	
200 AMPS			CALL	CALL	

208 VOLT THREE PHASE

All 208 Volt Three Phase Connections are supplied with Pin & Sleeve to 5 Wire RBBWG Cam-lok Connectors

60 AMPS			\$584.00	\$759.00	
100 AMPS			CALL	CALL	
200 AMPS			CALL	CALL	
400 AMPS			CALL	CALL	

RENTALS (Electricity not included)

20' EXTENSION CORD		\$49.00	
QUAD BOX / MULTI OUTLET STRIP		\$59.00	

LABOR

ST (Mon - Fri 8:00 - 4:30 pm, excluding Holidays)		\$90.00	
OT (Mon - Fri 4:30 pm - 8:00 am, Sat, Sun & Holiday)		\$135.00	
Additional Show Days		\$49.00	

Subtotal Labor & Subtotal Goods

Sales Tax (All items are taxable) No labor will be Taxed 6.35%

PLACE YOUR TOTAL PAYMENT HERE

All foreign checks must be drawn on U.S. Banks Only. Demers reserves the right to correct orders figured incorrectly.

FOR ADVANCE PAYMENT PRICE(posted on online portal) to apply we must receive your order, payment and floor plan showing main power location and distribution points, **10 Business days prior to your show event.****Avoid Duplication !!**

If you fax this form with credit card info, do not mail the original form or send another form of payment.

ONLINE ORDERINGThis show may be available online. Visit www.demersexpo.com. Click on Exhibitor Login. **Login access must be requested prior to portal login is possible by emailing info@demersexpo.com****ISLAND BOOTHS**

There is a minimum labor charge of (1) hour to deliver power to all Island booths. All additional distribution is done by Demers electricians on a time & material basis.

208V & HIGHER VOLTAGES

There is a minimum labor charge of (1) hour for installation & 1/2 hour for removal of all high voltage services. Material charges may apply. If you require services not listed on this form please call for a quote.

DEDICATED OUTLETS

Dedicated outlets require a 20 amp outlet.

24 HOUR SERVICES

Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.

SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS**FOR OFFICE USE ONLY**

DATE RECEIVED	
PAYMENT METHOD	
AMOUNT RECEIVED	
RECEIPTED BY:	

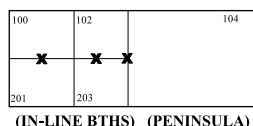
COMPANY NAME:		PHONE:		FAX:	
ADDRESS:		CITY:		ST:	ZIP:
SIGNATURE:		PRINT NAME:			Country:
EMAIL ADDRESS:				EXPIRATION DATE:	
PAID BY: CHECK AMX VISA MC				CVV:	
CARD HOLDER SIGN:			PRINT NAME:		
CREDIT CARD BILLING ADDRESS (If different from address above)					
ADDRESS:		CITY:		ST:	ZIP:

TERMS & CONDITIONS

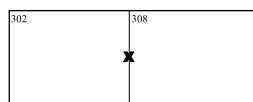
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received no later than 10 days prior to event set up for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Demers Exposition Services reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing the services to one location at the rear of in-line and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets to other location's within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Demers Exposition Services office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 15 amps or 1500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
6. Island booths - If a floor plan showing main power location is not submitted to Demers Exposition Services prior to our first move-in date, Demers Exposition Services will deliver the power to the most convenient location.
7. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1) hours labor will apply for all installation work. The removal of this work will be charged a minimum of 1 hour.
8. Demers Exposition Services employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
9. Demers Exposition Services is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitors booth space. This material is provided on a rental basis ONLY and remains the property of Demers Exposition Services. It shall be removed only by Demers Exposition Services employees.
10. Any extension cords or power strips ordered on the front of this form should be picked up at the service desk. Credit will not be issued for unused items.
11. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Demers Exposition Services.
12. All equipment regardless of source of power, must comply with federal, state and local codes. Demers Exposition Services reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Demers Exposition Services is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
13. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
14. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
15. Payment in full must be rendered during the event. Services may be interrupted if payment is not received.
16. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if canceled in writing & received by Demers Exposition Services within 14 calendar days prior to show opening. Except sales tax, Demers Exposition Services will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
17. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
18. Exhibitor holds Demers Exposition Services harmless for any and all losses of power beyond Demers Exposition Services control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
19. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Demers Exposition Services its attorney fees or applicable agency fees.
20. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Demers Exposition Services for all applicable rental taxes.
21. By signing this and/or the Method of Payment form, exhibitor hereby agrees to all terms and conditions on this order form.

COMMONLY ASKED QUESTION - WHERE WILL MY OUTLET BE LOCATED?

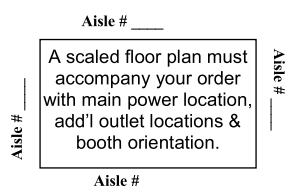
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Demers Exposition Services to bring power inside the booth on a time and material basis.



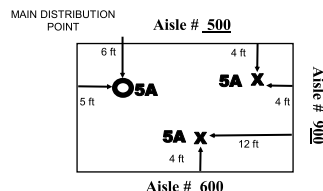
(IN-LINE BTHS) (PENINSULA)



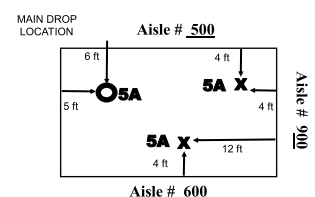
(BACK TO BACK PENINSULAS)



ISLAND BOOTHS



EXAMPLE-FLOOR POWER



EXAMPLE-CEILING POWER

FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEB SITE @
WWW.DEMERSEXPO.COM OR CALL 860.882.0003