

# SHOW FACTS

## Bozzuto's Merchandising Marketplace 2012 August 7-8, 2012 MGM Grand at Foxwoods Ledyard, CT

Bozzuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 8/7-8/12

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### BOOTH EQUIPMENT

Each booth space includes 8' high back drape , 3' high side drape, 2-6' draped tables, 2-foldings chairs 1-7"x44" ID sign, and 1-0-500 Watt electrical outlet for computer order systems only

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### EXHIBIT HALL CARPET

The exhibit Hall is carpeted. Please order carpet only if you want your booth to be a different color than standard ball room carpet

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### DISCOUNT PRICES

In order to receive discount rates listed on price sheet , we must receive your order by Tuesday July 31, 2012

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### SHOW SCHEDULE

Below is the tentative schedule for the show (updates can be found at [irc.bozzutos.com](http://irc.bozzutos.com)):

Sun., Aug. 5	1:00 p.m. - 7:00 p.m.	Set-Up: Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services in Premier Ballroom (MGM Grand) & Perishables in Celebrity Ballroom (MGM Grand)
Mon., Aug. 6	7:00 a.m. - 5:00 p.m.	Set-Up: Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services in Premier Ballroom (MGM Grand) & Perishables in Celebrity Ballroom (MGM Grand)
	12:00 p.m.	Supplier Appreciation Golf Tournament (Lake of Isles, adjacent to the MGM Grand)
Tues., Aug. 7	7:00 a.m. - 9:00 a.m.	Set-Up: Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services in Premier Ballroom (MGM Grand)
	7:00 a.m. - 10:00 a.m.	Set-Up: Perishables in Celebrity Ballroom (MGM Grand)
	9:00 a.m. - 5:00 p.m.	Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services Floor Opens in Premier Ballroom (MGM Grand)
	10:00 a.m. - 5:00 p.m.	Perishables Floor Opens in Celebrity Ballroom (MGM Grand)
	12:00 p.m. - 1:30 p.m.	Lunch
	6:00 p.m. - 8:00 p.m.	Dinner Reception
	8:30 p.m. - 10:00 p.m.	Bozzuto's Comedy Club in MGM Grand Theater (MGM Grand)
Wed., Aug. 8	7:00 a.m. - 8:00 a.m.	Set-Up: Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services in Premier Ballroom (MGM Grand)
	7:00 a.m. - 9:00 a.m.	Set-Up: Perishables in Celebrity Ballroom (MGM Grand)
	8:00 a.m. - 4:00 p.m.	Grocery, Frozen, Dairy, Specialty, Non-Foods, Seasonal & Services Floor Open in Premier Ballroom (MGM Grand)
	9:00 a.m. - 4:00 p.m.	Perishables Floor Opens in Celebrity Ballroom (MGM Grand)
	10:00 a.m. - 12:00 p.m.	Best Bagger Competition in the Grand Pequot Ballroom (Foxwoods)
	12:00 p.m. - 1:30 p.m.	Lunch



# 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.

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**CREDIT CARD:**            VISA            MasterCard            AMEX

**ACCOUNT NUMBER:** \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_\_

**SECURITY CODE** (Visa/ Master Card 3 digit # on back, Amex 4 digit # on front): \_\_\_\_\_

**CARDHOLDER'S NAME:** \_\_\_\_\_

**CARDHOLDER'S SIGNATURE:** \_\_\_\_\_            **DATE:** \_\_\_\_\_

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

Address: \_\_\_\_\_            Authorized by: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_            Signature: \_\_\_\_\_

Phone: \_\_\_\_\_            Fax: \_\_\_\_\_            Date: \_\_\_\_\_

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

## CREDIT AND PAYMENT POLICY

In addition to cash, company check or money order, VISA, MasterCard, and AMEX are accepted. 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 any 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 account.
- International exhibitors must prepay all services in American funds.
- Items ordered, delivered to booth, then canceled, will not be refunded.
- Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the event.
- 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 the exhibitor kit. You also knowingly authorize your show site representative to sign for charges on your behalf.
- Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- If a receipt for charges is required, please provide a self-addressed, stamped envelope with your order(s).
- Payment must be receive by advanced deadline in order to avoid late charges

**PAYMENT MUST BE INCLUDED WITH ALL ORDERS**



# STANDARD FURNISHINGS

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12

CARPETING				
QTY	Carpet Size	Advance	Floor	Subtotal
	9' x 10' Carpet	125.00	155.00	
	9' x 20' Carpet	220.00	306.00	
	9' x 30' Carpet	330.00	430.00	
	9' x 40' Carpet	410.00	530.00	

Carpet Color: Gray Blue Red Burgundy Emerald Green

SPECIAL CUT CARPETING Includes Taping				
Booth Size:	ft. x	ft. =	sq. ft. x	\$3.65 =

CARPET PADDING				
Booth Size:	ft. x	ft. =	sq. ft. x	2.15 =

DRAPED TABLES				
Drape Color: Gray Blue Red Black White Green Burgundy				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	77.00	93.00	
	2' x 6' x 30" high	93.00	102.00	
	2' x 8' x 30" high	103.50	111.30	
	2' x 4' x 40" high	92.00	100.50	
	2' x 6' x 40" high	107.00	123.00	
	2' x 8' x 40" high	119.00	142.00	

UNDRAPED TABLES				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	44.50	47.50	
	2' x 6' x 30" high	47.50	51.00	
	2' x 8' x 30" high	58.00	61.50	
	2' x 4' x 40" high	52.00	64.50	
	2' x 6' x 40" high	59.50	72.00	
	2' x 8' x 40" high	65.80	74.00	

WOOD TABLE RISERS				
QTY	Riser Size	Advance	Floor	Subtotal
	4' x 10" undraped	45.00	55.00	
	6' x 10" undraped	57.00	65.00	
	4' x 10" draped	65.00	75.00	
	6' x 10" draped	75.00	85.00	

Drape Color: Gray Blue Red Black White Green Burgundy

CHAIRS				
QTY		Advance	Floor	Subtotal
	Upholstered arm chair	37.00	49.00	
	Padded side chair	30.00	38.00	
	Tubular folding chair	16.00	21.50	
	Upholstered bar stool	49.00	64.00	

SPECIAL DRAPERY/SKIRTING				
QTY		Advance	Floor	Subtotal
	8' high drapery per linear foot	6.00	8.00	
	3' high drapery per linear foot	5.50	6.50	
	13'-long table skirting	60.00	75.00	

Color: Gray Blue Red Black White Green Burgundy  
Circle choice

ACCESSORIES				
QTY		Advance	Floor	Subtotal
	Aluminum Rail/linear foot	4.00	5.00	
	Clothes Tree	60.00	85.00	
	Easel (Tripod Display)	45.00	50.00	
	Garment Rack	75.00	105.00	
	Panelboard (4' x 8')	225.00	350.00	
	Pegboard (4' x 8' White)	225.00	350.00	
	Stage (4' x 4' all heights up to 36")	52.00	98.00	
	Stage (4' x 4' w/carpet & skirt)	95.00	186.00	
	Stanchion Post (Chrome)	50.00	65.00	
	Stanchion Bely /linear foot	4.00	6.00	
	Waste Basket	12.00	18.00	

**- ORDER SUMMARY -**

Subtotal: \$ \_\_\_\_\_  
6.35% CT Sales Tax: \$ \_\_\_\_\_  
Total Due: \$ \_\_\_\_\_

**Payment Enclosed:**

Company Check    Credit Card Authorization    Money Order

**Advance price deadline: July 31, 2012.** Floor prices apply after this date.

All items are for rental for the duration of the show only. Items ordered, delivered to booth, then canceled, 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.

Company: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Authorized by: \_\_\_\_\_  
Signature: \_\_\_\_\_  
E-mail: \_\_\_\_\_

Booth #: \_\_\_\_\_  
Ordered by: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Date: \_\_\_\_\_

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



**Demers  
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# CUSTOM BOOTH RENTAL



This custom booth rental package includes: Three (3) full grey backwall panels (8 or 10 linear feet total); two (2) full grey sidewall panels (3 linear feet); brushed aluminum trim; one (1) 9' x 10' booth carpet (indicate color choice below); one (1) 30" high draped table (indicate table length and skirt color below); one (1) padded chair; one (1) waste basket; one (1) Company I.D. Sign (indicate I.D. sign letter color and text below- e-mail logo to info@demersexpo.com); show site delivery, setup and dismantling. Quantities are limited and are available on a first-come, first-served basis. This special booth package cannot be ordered at the show site.

Please circle your choices for the following items:

9' x 10' Carpet Color:	Red	Blue	Gray	Burgundy				
Table Length:	4'	6'	8'					
Table Skirt Color:	Red	Blue	Gray	Burgundy	White	Green	Black	
I.D. Sign Letter Color (1):	Red	Blue	Black					

I.D. Sign Text (or email logo to info@demersexpo.com): \_\_\_\_\_

## - ORDER SUMMARY -

# CUSTOM BOOTH RENTAL PACKAGES _____ x \$975.00 each:	\$ _____
<b>10% Discount (two or more units):</b>	\$ _____
<b>Subtotal:</b>	\$ _____
6.35% CT Sales Tax:	\$ _____
<b>Total Due:</b>	\$ _____

**Payment Enclosed:**  Company Check  Credit Card Authorization  Money Order

**Order deadline: July 31, 2012.**

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Booth #: \_\_\_\_\_  
 Ordered by: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Date: \_\_\_\_\_

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# DIGITAL GRAPHICS AND SIGNS

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 page 2 of this form. Note: All graphics are subject to a 100% Cancellation Charge.

## DIGITAL GRAPHICS

DES-Demers Expo can provide you with 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, exhibit graphics and more.

### PRICING GUIDE

L X  W =  Square Feet  
Round length and width up to nearest foot

Square Feet X \$9.00 per Square Foot Discount Price  
 or  
 Square Feet X \$14.00 per Square Foot Standard Price =  Total

In order to receive discounted price order must be received 14 day prior to show move in date. 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 (des 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 Material




- Foam Core     PVC Fluted

**Upgraded Material and additional 15% will be added to graphic for Material listed below:**

- Sintra     Gator Board     Plexi

Please Check the backing material you would like if nothing is marked PVC Fluted will be used

### SIGN LAYOUT

Vertical 
 Horizontal 
 DES's Designers to decide 

### SPECIAL INSTRUCTIONS

Please indicated the file name that will be e-mail or upload to our ftp(see next page)

Total X  6.35% Sales Tax =  Grand Total

If you will be ordering more than one graphic, please use one order form per graphic.

Company: _____	Booth #: _____
Address: _____	Ordered by: _____
City/State/Zip: _____	Phone: _____
Authorized by: _____	FAX: _____
Signature: _____	Date: _____

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# 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

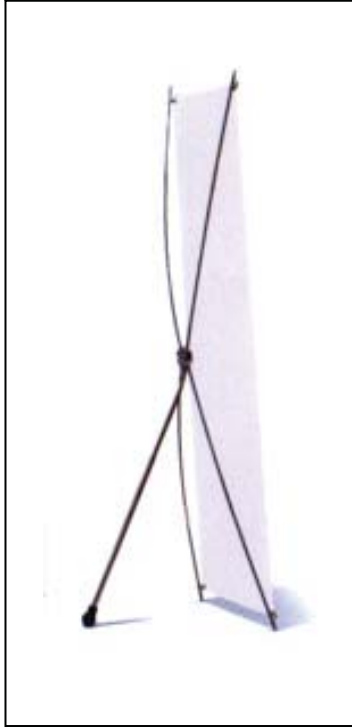
## HOW TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via email. Files may be 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 posted to DES-DEMERS FTP site. You may get the password and other needed information from your DES service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD are not necessary but requested. Please call (860)-344-9919 for assistance and a ftp password.
- If your artwork files are below 6 megabytes they can be e-mailed to [staff@demersexpo.com](mailto:staff@demersexpo.com).

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# X-BANNER STAND



## X-Banner Stand

Size: 24"x71"

Stand Only: \$95.00

Stand With 24"x71"

Graphic: \$125.00

Bozzuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12

### - ORDER SUMMARY -

Subtotal: \$ \_\_\_\_\_  
 6.35% CT Sales Tax: \$ \_\_\_\_\_  
**Total Due:** \$ \_\_\_\_\_

**Payment Enclosed:**  Company Check  Credit Card Authorization  Money Order

Company: \_\_\_\_\_ Booth #: \_\_\_\_\_  
 Address: \_\_\_\_\_ Ordered by: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

ABOVE PRICES ARE FOR CMYK OUTPUT OF YOUR SUPPLIED, READY-TO-PRINT COMPUTER ARTWORK. ANY ADDITIONAL COMPUTER TIME REQUIRED TO CORRECT, COMPLETE OR OTHERWISE MANIPULATE SUPPLIED ARTWORK WILL BE CHARGED AT OUR CURRENT HOURLY RATE. ALL FILES ARE CONVERTED TO CMYK AT THE TIME OF PRINTING AND MAY VARY SIGNIFICANTLY FROM SCREEN REPRESENTATIONS ON YOUR COMPUTER OR FROM YOUR LOCAL PRINTER'S OUTPUT. ANY CRITICAL COLORS SHOULD BE NOTED ON A FULL COLOR HARD COPY SUPPLIED WITH THE ARTWORK. COLOR PROOFS FROM OUR PRINTERS MAY BE PURCHASED IF REQUIRED. EXACT COLOR MATCHES ARE NOT GUARANTEED.

Be sure that any bit-mapped graphics have enough resolution so that when they are blown up to full size they will be at 100 Dots Per Inch (100DPI) resolution.

Acceptable file formats .jpg, .eps, .pdf, .tiff

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



**Demers  
 Events  
 & Expo  
 Services**

# MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to Demers Warehouse; MGM Grand will not accept shipments. 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 material handling services prepaid. Demers material handling services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to MGM Grand's Loading Dock.

**ADVANCE SHIPPING ADDRESS - DEMERS WAREHOUSE - Please use enclosed labels on all pieces**

TO:(Name of Exhibitor & Booth Number)  
 FOR: Bozzuto's Merchandising Marketplace  
 c/o Demers Exposition Services, Inc.  
 151a Park Ave  
 East Hartford, CT 06108

Demers Warehouse will receive crated shipments and provide up to 30 days storage prior to the event. Uncrated shipments or loose materials will not be received at Demers Warehouse. Shipments can be received weekdays (excluding Holidays) 8:30 a.m.-3:30 p.m.

Deadline: Tuesday, July 31, 2012

**Rate:** \$66.00 per cwt (100 lbs.) per shipment; weights are rounded to the next 100 lbs.; minimum charge 2 cwt per shipment.

Rate includes all applicable overtime and miscellaneous charges at MGM Grand at Foxwoods.

**Late Shipments:** Demers reserves the right to accept or refuse shipments arriving at Demers Warehouse after the deadline referenced above. If accepted, exhibitor will be charged an additional \$12.00 per cwt, \$70.00 minimum. Freight Received at the advanced warehouse without Material Handling order form and full payment will be assessed a late charge.

Special: Any Material with Dimensions in excess of 86" x 96" will be assessed a 75% special handling fee.

**Outbound Shipments:** Exhibitors who have freight going outbound after the event must present a bill of lading at Demers Service Desk at Foxwoods. Exhibitors can make arrangements with the carrier at MGM Grand at Foxwood's loading dock to take their shipment(s) at the close of the event, or arrange with Demers to return shipment(s) to Demers warehouse for outbound shipping. If returning to DES Warehouse, an additional \$32.00 per cwt (100 lbs.) will be charged (minimum charge \$64.00). Shipments returned to Demers Warehouse at the close of event for outbound shipping can be picked up by Exhibitor's carrier beginning Monday August 13, 2012 (Warehouse hours are M-F, 8:30 a.m.-3:30 p.m. except Holidays). Exhibitor is responsible for making prepaid outbound shipping arrangements.

**PLEASE COMPLETE THE FOLLOWING:**

	CARRIER	# PIECES	SHIPMENT WEIGHT	x RATE per 100 lbs.*	MINIMUM CHARGE/SHIPMENT*	ESTIMATED CHARGES
SHIPMENT 1			lbs.	\$66.00	\$132.00	\$
SHIPMENT 2			lbs.	\$66.00	\$132.00	\$
SHIPMENT 3			lbs.	\$66.00	\$132.00	\$
SHIPMENT 4			lbs.	\$66.00	\$132.00	\$

<b>LATE SHIPMENT(s) to DES Warehouse</b>	\$ 12.00/cwt	\$70.00 minimum	\$
	6.35%		\$
	<b>TOTAL ESTIMATED CHARGES</b>		\$

**Payment Enclosed:** Company Check    Credit Card Authorization    Money Order

Total due must be paid before material handling services are provided.

If a statement is required, please include a self-addressed, stamped envelope with your order(s).

Company Name: \_\_\_\_\_ Booth #(s): \_\_\_\_\_  
 Address: \_\_\_\_\_ Ordered By: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_ FAX: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Bozzuto's Merchandising Marketplace, MGM Grand at Foxwoods LEDYARD CT 87-8/12



# SHIPPING LABELS ADVANCE

Copy and use this label for Advanced Shipment to warehouse.

<h1>RUSH!</h1>		<b>DES FREIGHT</b>
TO:	<input type="text"/>	
	<i>EXHIBITING COMPANY Please write exhibiting companies name in this box</i> <b>Bozzuto's Merchandising Marketplace</b>	
	<input type="text"/>	
	<i>BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment</i>	
<b>c/o Demers Exposition Services, Inc.</b> 151A Park Ave East Hartford, CT 06108		
Carrier	_____	
Number	_____ of _____	pieces
 BOZZUTOS		

Bozzuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# LABOR ORDER FORM

**Labor**

These craftsmen crate and uncrate materials, set up and dismantle exhibits  
 STRAIGHT TIME 8:00am to 4:30pm, Monday through Friday  
 OVERTIME 4:30pm to 8:00am, Monday through Friday, weekends

<b>Rates: per person/per hour</b>	
Discount Price	Showsite Price
\$69.00	\$89.00
\$97.00	\$117.00

Start time guaranteed only when labor is requested for the start of the working day (8:00am).  
 Labor must be cancelled in writing, 24 hours in advance to avoid labor charges. Minimum of two hours per laborer.

**INSTALLATION LABOR**

- **Demers Exposition Supervised Labor** – Key Information Form must be completed and returned with this order form.  
 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 #: \_\_\_\_\_

- **Exhibitor Supervised Labor** – Supervisor must check in at Demers Service Desk to pick up labor.  
 Supervisor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs Per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
DEMERS Supervision (30%/60.00)						= \$ _____
6.35%CT Tax						= \$ _____
\$ Installation Total						= \$ _____

**DISMANTLE LABOR**

- **Demers Exposition Supervised Labor** – Key Information Form must be completed and returned with this order form.  
 Demers Exposition will not be responsible for product or literature that is not properly packed and labeled by exhibitor.  
 The charge for this service is 30% of the total dismantle labor bill, or a minimum of \$60.00.  
 Emergency Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_

- **Exhibitor Supervised Labor** – Supervisor must check in at Demers Service Desk to pick up labor.  
 Supervisor Name: \_\_\_\_\_ Phone #: \_\_\_\_\_

Date	Start Time	No. of People	Approx. Hrs Per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
_____	_____	_____ x	_____	= _____	@ \$ _____	= \$ _____
DEMERS Supervision (30%/60.00)						= \$ _____
6.35%CT Tax						= \$ _____
\$ Installation Total						= \$ _____

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Booth #: \_\_\_\_\_  
 Ordered by: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Date: \_\_\_\_\_

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# 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 materials 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 time of our actual pick-up from 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 shipper) 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.

Bozuto's Merchandising Marketplace, MGM Grand at Foxwoods Ledyard CT 87-8/12



# IN BOOTH FORK LIFT

To determine if you need in-booth forklift and labor, please read this form carefully.

- In-booth forklift and labor may be required to assemble displays or when uncrating, positioning, and re-skidding equipment or machinery.
- A forklift is required for moving equipment and materials weighing 200 pounds or more.
- If you require a forklift, a crew will be assigned consisting of a forklift with an operator and assistant.

## IN-BOOTH FORKLIFT & LABOR

		DISCOUNT PRICE		SHOWSITE PRICE	
		Forklift & Crew	Extra Assistant	Forklift & Crew	Extra Assistant
<b>Straight Time</b>	8:00am to 4:30pm, Monday – Friday	\$253.10	\$152.74	\$283.10	\$182.74
<b>Overtime</b>	All other times and Weekends	\$354.75	\$193.14	\$384.75	\$223.14

One hour minimums apply for crews and extra assistants; thereafter, charges are assessed at ½ 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 Demers Exposition Service Desk to pick-up labor. Upon completion, the Supervisor must return crew to Demers Service desk and approve the work order. Labor must be cancelled in writing, 24 hours in advance to avoid labor charges

## INSTALLATION LABOR

Description	Date	Start Time	# of Equip/ Person	Approx Hrs Per Person	Total Hours	Hourly Rate	Estimate Total
						Sub-total	
						6.35% CT Sales Tax	
						<b>Total</b>	

## DISMANTLE LABOR

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

Description	Date	Start Time	# of Equip/ Person	Approx Hrs Per Person	Total Hours	Hourly Rate	Estimate Total
						Sub-total	
						6.35% CT Sales Tax	
						<b>Total</b>	

Company Name: \_\_\_\_\_ Booth #(s): \_\_\_\_\_  
 Address: \_\_\_\_\_ Ordered By: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_ FAX: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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# Flat Screen Monitor Rental

## AUDIO/VISUAL EQUIPMENT ORDER FORM

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 the equipment is lost, damaged or stolen while you are renting it. Monitor will be provided with one 3' VGA cable and a forty two inch table stand. *For electric service, complete the electric service order form included with this package; send the completed form to electrical contractor.*

Monitor Rental			
Description	QTY	Rental Rate (Duration of Show)	Total
32" Flat Screen Monitor		\$325	
42" Flat Screen Monitor		\$425	
Sub-total			
6.35% CT Sales Tax			
<b>Total</b>			



Company Name: \_\_\_\_\_ Booth #(s): \_\_\_\_\_  
 Address: \_\_\_\_\_ Ordered By: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_ FAX: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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# ELITE SERIES FURNITURE



CASCADE WHITE



CASCADE BLACK

## CASCADE COUCH



SOUTH BEACH BISTRO 42" TABLE



SOUTH BEACH BAR CHAIR

## SOUTH BEACH



CLUB CHAIR WHITE



CLUB CHAIR BLACK

## CLUB CHAIR

ITEM	QTY	X	PRICE	=	TOTAL
CASCADE COUCH WHITE		X	\$525	=	
CASCADE COUCH BLACK		X	\$525	=	
SOUTH BEACH BISTRO 42" TABLE		X	\$275	=	
SOUTH BEACH BAR CHAIR		X	\$145	=	
CLUB CHAIR WHITE		X	\$265	=	
CLUB CHAIR BLACK		X	\$265	=	
			AFTER DEADLINE		
			SUB TOTAL		
			6.35% SALES TAX		
			GRAND TOTAL		

Advance price deadline: Eight business day before date . 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.

Show	
Date	
Facility	

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Booth #: \_\_\_\_\_  
 Ordered by: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Date: \_\_\_\_\_

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# CLEANING ORDER FORM

Vacuumping of booth carpet per 8' x 10' booth space @ \$55.00 per day; service includes general booth vacuumping prior to the opening of the show on each day requested.

## VACUUMPING

Description	# of 8' x 10' Booths		# of days		Rate per day	Total
Vacuumping		X		X	\$55	
Sub-total						
6.35% CT Sales Tax						
<b>Total</b>						

Porter service per 8' x 10' booth space @ \$55.00 per day; service includes emptying of trash cans replacement of trash can liners and disposal of trash in your booth space.

## Porter Service

Description	# of 8' x 10' Booths		# of days		Rate per day	Total
Porter		X		X	\$55	
Sub-total						
6.35% CT Sales Tax						
<b>Total</b>						

Company Name: \_\_\_\_\_ Booth #(s): \_\_\_\_\_  
 Address: \_\_\_\_\_ Ordered By: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_ FAX: \_\_\_\_\_  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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# THIRD PARTY PAYMENT

"We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges and agree to be bound by all terms and conditions as described in the terms & conditions section of this services manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt by either party. The items below are to be invoices to the third party."

\_\_\_ ALL SERVICES

\_\_\_ TRANSPORTATION CHARGES

\_\_\_ SIGNS

\_\_\_ RENTAL FURNITURE & CARPET

\_\_\_ I&D LABOR

\_\_\_ OTHER

\_\_\_ MATERIAL HANDLING/IN & OUT

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE KIT.

## EXHIBITING COMPANY INFORMATION

EXHIBITOR NAME: \_\_\_\_\_

EXHIBITOR SIGNATURE: \_\_\_\_\_

## THIRD PARTY AGENT

CREDIT CARD ACCOUNT #: \_\_\_\_\_ EXP. DATE \_\_\_\_\_ CVV# \_\_\_\_\_  
\_\_\_ PERSONAL CREDIT CARD \_\_\_ COMPANY CREDIT CARD

CARDHOLDER NAME: \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

CARDHOLDER BILLING ADDRESS: \_\_\_\_\_

BILLING CITY/STATE/ZIP: \_\_\_\_\_

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

THIRD PARTY BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ (EXT): \_\_\_\_\_ FAX: \_\_\_\_\_

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# ORDER RECAP

Listed below is a summary of forms from the exhibitor kit. Please fill out the totals of each page and return this form with the order form and company check or credit card authorization form to Demers Exposition Services, Inc..

Standard Furnishing Order Form_____	\$ _____
Custom Booth Rental_____	\$ _____
Digital Graphics and Sign Order Form_____	\$ _____
X-Banner order Form_____	\$ _____
Material Handling Order Form_____	\$ _____
Labor Order Form_____	\$ _____
In Booth Fork Lift_____	\$ _____
Flat Screen Monitor_____	\$ _____
Elite Furnishings_____	\$ _____
Cleaning Order Form_____	\$ _____
Tent Order Form_____	\$ _____
<b>Grand Total</b>	<b>\$ _____</b>

In addition to cash, company check or money order, VISA, MasterCard, and AMEX are accepted. 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 any 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 Account.
- International exhibitors must prepay all services in American funds.
- Items ordered, delivered to booth, then canceled, 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 cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- If a statement of charges is required, please provide a self-addressed, stamped envelope with your order(s).
- All payments received from you (the customer) are estimates. Actual invoices will be provided after work is performed. The actual invoice amount may be different than what you estimate.

**PAYMENT MUST BE INCLUDED WITH ALL ORDERS**

Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City/State/Zip: \_\_\_\_\_  
 Authorized by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Booth #: \_\_\_\_\_  
 Ordered by: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Date: \_\_\_\_\_

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