

Exhibitor Service Information Quick Facts

TotalExpo, Inc. has been appointed as the official General Service Contractor for The Landscape Expo 2025. This exhibitor kit contains important information and order forms to help you further equip your booth. Please direct this kit to the person in charge of your booth and those who will be on-site. **It's important that your on-site team is aware of our material handling information, labor requirements, and all rules and regulations.** If you have any questions please contact Exhibitor Services at (310) 320-4203 or email orders@totalexpo.com.

10'x10' booths and larger include:

10'x10' booths include:
8' high backwall & 3' high side rails draped in black and white.

10'x20' booths and larger include:
floor marking tape only and do not come with drape.

*All booths receive 15 minutes complimentary forklift service to unload/reload

Facility Information

Anaheim Convention Center
Hall B
800 West Katella Ave.
Anaheim, CA 92802
Anaheim Convention Center Website
* Exhibit Hall is not carpeted.

Show Schedule

Exhibitor Move-In:	Tue, November 11 th	8:00am - 12:00pm Booths larger then 400 sq ft 12:00pm - 5:00pm Booths 400 sq ft and smaller
Show Hours:	Wed, November 12 th Thu, November 13 th	9:00am - 4:00pm 9:00am - 3:00pm
Dismantle:	Thu, November 13 th	3:00pm - 7:00pm
Carrier Check In:	Thu, November 13 th	3:00pm - 5:30pm Shipments without carriers checked in by then will be rerouted or sent back to the designated warehouse at the exhibitor's expense.

Important Dates and Reminders

- **Discounted rates are available through Mon, October 27th by 4:30pm.** Orders and payments received after this date will be billed at the regular rates.
- **Online ordering is available through Mon, November 3rd by 4:30pm.** Orders can be faxed or emailed after this date.
- All exhibitors must begin packing their exhibits as soon as possible after the show closes and empty containers have been returned. Any exhibits and materials that are left unattended for more than 1 hours after show close, will be dismantled and packaged. Labor charges will apply.
- Any exhibitor materials or freight left on the show floor, where no shipping document or Bill of Lading has been turned in at the TotalExpo, Inc. Service Desk, may incur additional expenses, such as labor charges for verification and delay shipping of said materials.
- **BOOTH ABANDONMENT /EXCESSIVE TRASH:** Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during exhibitor move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift & Rigging Labor, and/or Dumpster Fee.
- **Please make sure your on-site team has all of your outbound shipping information including carrier name, pick up time, ship to address, billing address and other important information.**

Shipping and Freight Deadlines

Material Handling charges will apply to all shipments sent to event and must be paid in advance.

- **Advance Warehouse Receiving:** Shipments will be received between Tue, October 7th, 2025 and Tue, November 4th, 2025 from 9:00am - 3:30pm.
- **Direct to Show-Site Receiving:** Shipments will only be received on Tue, November 11th, 2025 from 8:00am-4:30pm.
- **Driver Check-In deadline** is 5:30pm on Thu, November 13th, 2025. If drivers have not picked up by this time shipments will be rerouted back to the warehouse or through the show carrier at the exhibitors expense.

Advance Warehouse Address

[Exhibiting Company and booth #]
Landscape Expo 2025
C/O TotalExpo, Inc.
1161 Sandhill Ave.
Suite A
Carson, CA 90746

Direct to Show-Site Address

[Exhibiting Company and booth #]
Landscape Expo 2025
C/O TotalExpo
Anaheim Convention Center, Hall B
800 West Katella Ave.
Anaheim, CA 92802

Outbound Shipping

- A completed TotalExpo bill of lading is required for all shipments. This can be picked up from the onsite service desk.
- It is the exhibitors responsibility to schedule pick up with their carrier.
- Any paperwork provided by your carrier or company must be submitted with the Total Expo bill of lading .
- All shipments must have shipping labels attached to each box / pallet. If using FedEx /UPS you must use their shipping labels.
- Your freight will be rerouted if your carrier refuses to pick up your shipment due to missing documents or shipping labels.
- **Any shipment without a carrier check in by 5:30pm will be rerouted** via the show carrier, at the exhibitor's expense.

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Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.
Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

How to Submit Your Order

Place your order online!

As an exhibitor, we understand your time is valuable as you face a list of overwhelming deadlines and decisions. Below are instructions to access [TotalExpo's online marketplace](#), which provides an easy way for you to order all of your TotalExpo show services. This new system is user friendly and visually driven, making it easy to navigate. **Online ordering is available through the date listed above. After that day orders can be sent in via email or fax. Please see below for more information.**

For New Exhibitors: How to create an account.

1. [Click here to access TotalExpo, Inc.'s online marketplace](#)
2. Enter the show code **LAND25**.
3. Enter the email address that should be associated with your account.
4. Choose a password for your account.
5. Enter your **exhibiting company name**.
6. If you're a third party company ordering for one or more exhibitors be sure to check Third-Party Ordering.
7. Click Create Account.
8. You'll be taken to the My Events page. Click on your event.
9. On the next page click **+Start New Order** to begin your ordering process. If you have not already entered in your contact information you will be prompted to do so before you can add items to your order.

For Returning Exhibitors: How to log in and access your current order.

1. [Click here to access TotalExpo, Inc.'s online marketplace](#)
2. Enter the email address and password associated with your account and click Login.
3. If you have forgotten your password, click Forgot Password to have a recovery code emailed to you. With this code you can reset your password.
4. Once you're logged in you'll be taken to the My Events page. Click the event name to view your Orders page.
5. From your Orders page you can view current orders to print invoices.
6. You can add items to your current order, or to create a new order click **+Start New Order**.

For Returning Exhibitors: How to add a new event to your current account.

1. [Click here to access TotalExpo, Inc.'s online marketplace](#)
2. Log in using the email address and password associated with your account.
3. You will be taken to the My Events page. Here you will see your previous event's listed.
4. Click the link **+Join Event** listed on the right of My Events.
5. On the next page enter in your new show code **LAND25** and click next.
6. Enter in the requested exhibitor contact information and click save.
7. You can begin ordering for you new event right away.

Please Note: Only one account is needed per exhibiting company, although third parties and EAC's must create a separate account. Accounts may be used for all future shows. If you have any questions or need any assistance with online ordering please contact us at (310) 320-4203 or send an email to orders@totalexpo.com.

Email Your Order (Include the Payment Authorization form without your credit card number)

After the online ordering period ends you can submit you order via email to orders@totalexpo.com. Your order should be included as a PDF attachment. **The Payment Authorization form should be included, however for your security please do not fill in your credit card number when emailing this form.** Once we receive your order we will contact you for your credit card information to complete your order.

Fax Your Order

Orders can also be faxed to (310) 320-4265. Please be sure that each page has your company name and booth number completed.

Need Further Assistance?

If you need further assistance or have any questions regarding your order please contact Exhibitor Services at (310) 320-4203.



www.totalexpo.com orders@totalexpo.com



Booth Number

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Payment Authorization

Payment Policy

This form authorizes TotalExpo, Inc. to charge the provided credit card account the amount of your advanced order and show site orders, labor, material handling charges, surcharges and any other additional amounts incurred as a result of show-related orders placed by you or your representatives. Please complete the information request in the fields below to complete your order. Discounted rates will only apply to those orders received with full payment on or before the listed discounted deadline. Orders and payments received after this date will be subject to the regular rates without exception.

Adjustment Policy

No adjustments will be made to invoices after the close of show. All cancellations must be received in writing at least 7 business days prior to the first move in date in which Total Expo begins set up. Any discrepancies or issues with your order or rental items should be brought to the attention of the onsite Exhibitor Service Desk personnel immediately. There are no credits or exchanges for unused items, including items where exhibitors ordered the wrong size/color/type/service. It is understood and agreed that the exhibitor accepts all responsibility for the safe return of all equipment including rental items in the same condition provided. The exhibitor also agrees to be billed for any damage/loss of the equipment, including rental items.

Cancellation Policy

Orders cancelled by the exhibitor within 7 business days prior to the first move-in date will receive up to a 50% refund, or no refund, depending on the order status and costs incurred by TotalExpo. Orders cancelled during set up or on-site will not be refunded. Rates do not include any union-related charges or fees, if incurred, they will subsequently be passed on to the exhibitor. Cancelled labor orders must be received in writing at a minimum of 7 business days prior to first move-in date and will be credited up to 50%. Installation labor orders cancelled without a 7-business day notice will not be refunded. Dismantle orders cancelled without 7 business days' notice will not be refunded. It is understood that the first move-in date refers to the first setup date. There may be a processing fee on orders that are credited, cancelled, or refunded.

Payment Methods

TotalExpo will accept Visa, MasterCard, Discover, American Express, and checks drawn on US banks. **Checks should be made payable to TotalExpo, Inc. and must include a completed credit card authorization form.**

Submitting Your Order

Orders can be submitted online, faxed to 310-320-4265, or mailed to TotalExpo., Inc. 1161 Sandhill Ave., Unit A, Carson, CA 90746. **How to properly submit an order via email:** Although orders can be submitted via email, your credit card information should not be included. Please fill out and sign this Payment Authorization, **but leave the credit card number blank**. Once we receive your order we will call you for the missing information to complete your order. Orders can be emailed to orders@totalexpo.com.

Credit Card Number:														Expiration Date		Security Code	

FOR YOUR SECURITY DO NOT SEND YOUR CREDIT CARD NUMBER VIA EMAIL. If you are emailing your order leave the above portion blank.

Billing Information

Company Name

Cardholder Name

Billing Address

Zip

Fax

Invoice Email Address

Required Authorized/Cardholders Signature

I agree in submitting this credit card authorization that I have accepted TotalExpo, Inc.'s Payment Policy and Terms and Conditions listed above.
Authorization signature for credit card required below.

Authorized Signature/ Cardholder's Signature

Authorized Name (Please print)

Need additional assistance? Contact our Exhibitor Services at (310) 320-4203 or email us at csr@totalexpo.com



1161 Sandhill Ave, Unit A, Carson, CA 90746
Phone: (310) 320-4203 Fax: (310) 320-4265

www.totalexpo.com orders@totalexpo.com

Exhibiting Company Name

Booth Number

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Contact Information and Order Recap

Contact Information

Company Name

Contact Name

Cell Phone

Contact Email Address

Billing Address

City

State

Zip Code

Phone

Fax

Order Recap

Category	Total
Rental Items: Table, Chairs, and Accessories	\$
Rental Items: Carpet, Padding, and Visqueen	\$
Advance Warehouse Receiving	\$
Direct to Show-Site Receiving	\$
Install and Dismantle Labor	\$
Forklift Labor	\$
Sign hanging and Assembly Labor	\$
Total	\$

Payment Policy

This form authorizes TotalExpo, Inc. to charge the provided credit card account the amount of your advanced order and show site orders, labor, material handling charges, surcharges and any other additional amounts incurred as a result of show-related orders placed by you or your representatives. Please complete the information request in the fields below to complete your order. Discounted rates will only apply to those orders received with full payment on or before the listed discounted deadline. Orders and payments received after this date will be subject to the regular rates without exception.

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Rental Items: Furniture, Carpet and Accessories

30" High Tables with Skirting Tables are 24" across						
Qty		Item	Color	Advance	Regular	Total
	2000	4ft Skirted Table		\$ 177.00	\$ 214.00	\$
	2001	6ft Skirted Table		\$ 217.00	\$ 261.00	\$
	2002	8ft Skirted Table		\$ 252.00	\$ 303.00	\$
	2300	Skirting on all four sides		\$ 88.00	\$ 106.00	\$
42" High Counter Tables with Skirting Counter Tables are 24" across						
Qty		Item	Color	Advance	Regular	Total
	2003	4ft Skirted Counter Table		\$ 240.00	\$ 290.00	\$
	2004	6ft Skirted Counter Table		\$ 273.00	\$ 328.00	\$
	2005	8ft Skirted Counter Table		\$ 314.00	\$ 378.00	\$
	2301	Skirting on all four sides		\$ 100.00	\$ 120.00	\$
Available colors: Blue, Red, Grey, Teal, Black, Plum, Hunter Green, Burgundy, White.						
Standard Carpet For Inline Booths only, not Island Booths or Bulk Space						
Qty		Item		Advance	Regular	Total
	3001	10'x10' Inline Booths		\$ 286.00	\$ 343.00	\$
	3002	10'X20' Inline Booths		\$ 572.00	\$ 685.00	\$
	3003	10'X30' Inline Booths		\$ 854.00	\$ 1,025.00	\$
	3004	10'X40' Inline Booths		\$ 1,140.00	\$ 1,367.00	\$
Island Booth and Bulk Space Carpet Pre-show orders only.						
Qty		Item		Advance	Regular	Total
	3010	Island Booth/Bulk Carpet per sq.ft.		\$ 4.08	\$ 4.95	\$
Plush Carpet Pre-show orders only, there will be no refunds on custom carpet.						
Qty		Item		Advance	Regular	Total
	3011	Plush Carpet per sq.ft.			\$ 6.04	\$
INDICATE YOUR CARPET COLOR						
Carpet Color:			Your booth size:			
Available carpet colors : Blue, Red, Grey, Black, Hunter Green, Burgundy, Tuxedo, Blue Jay. Please call for Custom Plush Carpet colors.						
Carpet Padding and Visqueen						
Qty		Item		Advance	Regular	Total
	3300	Carpet Padding, per sq.ft.		\$ 1.50	\$ 1.78	\$
	3400	Visqueen, per sq.ft.		\$ 1.21	\$ 0.98	\$

30" High Tables - Unskirted Tables are 24" across					
Qty		Item	Advance	Regular	Total
	2100	4ft Unskirted Table	\$ 107.00	\$ 129.00	\$
	2101	6ft Unskirted Table	\$ 129.00	\$ 153.00	\$
	2102	8ft Unskirted Table	\$ 151.00	\$ 182.00	\$
42" High Counter Tables - Unskirted Counter Tables are 24" across					
Qty		Item	Advance	Regular	Total
	2103	4ft Unskirted Counter	\$ 150.00	\$ 181.00	\$
	2104	6ft Unskirted Counter	\$ 173.00	\$ 207.00	\$
	2105	8ft Unskirted Counter	\$ 197.00	\$ 237.00	\$
Pedestal Tables					
Qty		Item	Advance	Regular	Total
	2201	30" round x 30" high	\$ 145.00	\$ 174.00	\$
	2202	30" round x 42" high	\$ 182.00	\$ 217.00	\$
Chairs					
Qty		Item	Advance	Regular	Total
	1000	Padded Side	\$ 96.00	\$ 114.00	\$
	1001	Padded Arm	\$ 139.00	\$ 168.00	\$
	1002	Padded Stool w/ back	\$ 156.00	\$ 188.00	\$
	1003	Folding Chair	\$ 57.00	\$ 69.00	\$
Booth Accessories					
Qty		Item	Advance	Regular	Total
	4000	Wastebasket	\$ 32.00	\$ 40.00	\$
	4001	Chrome Easel	\$ 61.00	\$ 74.00	\$
	4002	Chrome 22"x28" Sign Holder	\$ 101.00	\$ 122.00	\$
	4003	Bag Rack	\$ 182.00	\$ 217.00	\$
	4004	Literature Rack	\$ 204.00	\$ 246.00	\$
	4005	Garment Rack	\$ 182.00	\$ 217.00	\$
	4006	Stanchion	\$ 78.00	\$ 93.00	\$
	4007	8' long Velour Rope	\$ 59.00	\$ 72.00	\$
	4011	4'x8' Msg. Board	\$ 372.00	\$ 446.00	\$
	4013	2'x8' Grid Wall w/ Feet	\$ 144.00	\$ 173.00	\$
	4015	Glass Showcase	\$ 675.00	\$ 811.00	\$
	4100	3' H Side Drape, per ft.	\$ 9.00	\$ 15.00	\$
	4101	8' H Back Drape per ft.	\$ 15.00	\$ 17.00	\$
Rental Drape Color:					
Available drape colors: Blue, Red, Grey, Teal, Black, Plum, Green, White.					

Please note that carpet rentals are installed clean and without damage. Additional booth cleaning/vacuuming is not included with the booth space. (If excessive debris has accumulated during set up, then booth vacuuming should be ordered). If you find debris or damage to the rental item / carpet prior to setup, please notify the TotalExpo service desk immediately. The Exhibitor is liable for loss or damage to the equipment during the show until TotalExpo employees arrive to remove it at the end of the show. Exhibitor also agrees to be billed for any damages or loss of equipment other than caused by normal operation. Furniture, carpet, and accessories should only be used for their intended purpose with reasonable care. Chairs and tables should not be stood on; tables should not be stood or sat on. TotalExpo, Inc. assumes no responsibility for damage or bodily injury arising from improper use of furniture, carpet, and accessories.

Exhibiting Company Name

Booth Number

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Booth Cleaning and Vacuuming

Carpet rentals are installed clean and without damage. Additional booth cleaning/vacuuming is not included with the booth space. **If excessive debris has accumulated during set up, then booth vacuuming should be ordered.** If you find debris or damage to your booth carpet prior to setup, please notify the Exhibitor Service Desk **immediately before you begin setting up.** Invoices will not be adjusted after the close of show. Please inform us of any discrepancies at the Exhibitor Service Desk.

If you require special cleaning services please contact us at Info@totalexpo.com or 310-320-4203.

Confirm your booth size _____ x _____

Booth Cleaning

This service includes carpet vacuuming or sweeping of other flooring types, and emptying of booth wastebaskets. Rates listed are per square foot, with a minimum charge 100 square feet. Wastebasket is emptied at the time of vacuuming/sweeping. To avoid accidental disposal, any trash outside of the wastebasket will not be removed.

Service	Advance	Regular		Total Sq.Ft.	Total:
One Time Booth Cleaning for booths for booths up to 500 sq.ft. Prior to show opening on the first day of the event. (Rate is per sq.ft.)	\$ 0.70	\$ 0.85	X	_____ =	\$
One Time Booth Cleaning for booths 501 sq.ft. and larger Prior to show opening on the first day of the event. (Rate is per sq.ft.)	\$ 0.45	\$ 0.50	X	_____ =	\$
Daily Booth Cleaning for booths up to 500 sq.ft. Prior to show opening on each day of the event, including the day of the reception. (Rate is per sq.ft.)	\$ 1.40	\$ 1.60	X	_____ =	\$
Daily Booth Cleaning for 501 sq.ft. and larger Prior to show opening on each day of the event, including the day of the reception. (Rate is per sq.ft.)	\$ 0.90	\$ 1.00	X	_____ =	\$

Booth Porter Service

Porter Service includes emptying of wastebaskets, and wiping down booth area, at 2 hour intervals, during the show hours for the duration of the event. To avoid accidental disposal, any trash outside of the wastebasket will not be removed. Rate is per booth.

Service	Advance	Regular	Rate	Total:
Daily Porter Service (for booths up to 400 sq.ft., each day of the event, including the show reception.)	\$600.00	\$700.00	\$_____	\$
Daily Porter Service 401 sq.ft. and larger (For booths 401 sq.ft. and larger, each day of the event, including the show reception.)	Call for pricing.		\$_____	\$

Labor Cancellation Policy

Cancelled labor orders must be received in writing at minimum 7 business days prior to first move in date and will be credited, whichever is greater of 50% or 1 hour minimum per worker or crew in case of forklift/hanging/rigging. Installation labor orders cancelled without a 7 business day notice will not be refunded. Dismantle orders cancelled without 7 business days' notice will not be refunded. It is understood, that first move in date refers to first setup date.

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Material Handling and Drayage Information

Please order these services on the following page

Material Handling and Drayage: General Information

Material handling includes unloading materials from your carrier, storage at the advance warehouse for up to 30 days prior to the show, delivering the materials to your booth space, storage of empty containers during the show, and loading your materials from your booth onto the outbound carrier during move-out. Shipments received without documentation will be delivered without guarantee of piece count or condition.

We require that a credit card authorization form be on file for all shipments. To avoid a delay in receiving your shipment at your booth these services should be paid for in advance. Shipments may be held until payment is received. As the official service contractor TotalExpo is the exclusive provider for material handling and drayage services. **Please see the following page for material handling rates and ordering.**

TotalExpo is not a carrier and does not provide shipping of materials. Our material handling and drayage services are separate from the actual shipping services provided by your carrier. The actual shipping cost should be paid in advance, and handled between you and your carrier directly. Shipments sent collect will not be accepted.

For additional clarification on Material Handling and Drayage please contact exhibitor services at (310) 320-4203.

Calculating your Material Handling Charges

Shipments are billed per cwt; **1 cwt is equal to 100 lbs.**; if your weight exceeds 10 lbs. above the previous 100 lbs. it will be rounded up to the next 100 lbs. (ex. 211 lbs. is billed at 300 lbs. or 3cwt, 350 lbs. is billed at 400 lbs. or 4 cwt). A 200 lbs. minimum charge will apply to all shipments, except those that qualify for small package rates. To calculate your material handling fees multiple you cwt by the rate listed on the following page. It is understood that your calculated weight is only an estimate and final billing will be based off actual weight. Each shipment received will be billed separately, including shipments split by the carrier.

Advance Warehouse Receiving (2 cwt minimum charge per shipment received)

This service includes: unloading shipments at designated advance warehouse during dates and times listed; storage up to 30 days; reloading onto our trucks for delivery to show-site; unloading shipments and delivery to the booth; retrieving, storing, and returning empty containers; loading outbound shipments from the booth to the indicated carrier. Any additional services or materials will be provided at an additional cost.

The advance warehouse will receive shipments that are: boxed, crated; skidded; carpet and pad only.

The advance warehouse will **not** receive shipments that are: uncrated; loose; pad-wrapped; unskidded machinery without proper lifting bars or hooks.

Direct to Show-Site Shipping (2 cwt minimum charge per shipment received)

This service includes: unloading shipments at the show-site during dates and times listed and delivery to the booth; retrieving, storing, and returning empty containers; loading outbound shipments from the booth to the indicated carrier. Any additional services or materials will be provided at an additional cost.

Regular Handling and Special Handling

Regular Handling applies to any shipment delivered in such a manner that does not require additional labor or special equipment to unload and deliver such as crated and skidded materials. Crated Materials are those packed in any type of shipping container that can be unloaded/loaded without additional labor or equipment.

Special Handling applies to any shipment delivered in such a manner that requires additional labor, additional or special equipment to unload and deliver. This applies to: shipments delivered without documentation (such as FedEx, UPS, DHL, and USPS shipments); mixed load shipments that include crated and uncrated pieces; designated piece unloading/loading that requires the crew to unload or rearrange other pieces; shipments that require ground or sided unloading/loading; stacked shipments; carpet and pad only shipments; shipments unload/load by cubic foot; shipments delivered via van lines.

Small Packages

Small package rates apply to shipments weighing 30 lbs. or less in total weight. This does not mean 30lbs per piece. Rate is charged per piece. Shipments delivered via FedEx, UPS and similar carriers qualify for this rate, however if the total weight exceeds 30lbs these shipments will be billed at special handling rates.

Early/Late Shipments and Additional Surcharges

Shipments received outside of the listed receiving dates and timeframes will incur a 35% surcharge. Shipments attempting delivery outside of the listed dates and times are not guaranteed to be accepted. In some instances where additional labor and/or additional or special equipment is required there may be an additional surcharge on top of the special handling rate.

Outbound Shipping

A TotalExpo Bill of Lading (BOL) is required for all outbound shipments. The BOL can be obtained from the service desk. The TotalExpo BOL is required in addition to any other documentation provided by the exhibiting company or the carrier. The BOL and other documentation must be turned in at the service desk, not left in the booth. Shipments must be picked up within the listed time frame. If you are using a carrier other than our preferred show carrier you will be responsible to schedule a pick up within the listed timeframe. Shipments not picked up within that timeframe will be rerouted via our preferred show carrier, our carrier will bill the exhibitor directly for shipping charges. The exhibitor will be responsible for all charges related to rerouting, including additional labor and or material charges. If the outbound carrier requires their own documentation be available with the shipment or affixed to the shipment (such as UPS and FedEx) the exhibitor will be responsible for providing and properly completing those documents. FedEx and UPS may not be able to pick up within limited move out times or on weekends.

Back to Warehouse or Return to Warehouse Service (Subject to availability, 4 cwt minimum charge)

For an additional fee, shipments will be brought back to TotalExpo designated warehouse and will be available in the following days for pick up by your preferred carrier. This service includes transportation back to the designated warehouse, unloading, storage for 5 business days, and loading on to your carrier. Storage fees will be charged after 5 business days. A BOL must be provided in advance. Exhibitors are responsible for scheduling a pick up from the warehouse. Please contact exhibitor services at (310) 320-4203 to confirm pick up address and availability times. The pickup address may **not** be the same as the advance warehouse address. This service may not be available at all events, please call our exhibitor services at 310-320-4203 to confirm.

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.

Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

Material Handling Services Order Form

Before submitting your material handling order please review the Material Handling Information on the previous page

The Material Handling Information page includes a detail of our services, explanation of regular/special handling, and instructions on calculating your material handling fees. For additional clarification on Material Handling please contact exhibitor services at (310) 320-4203.

We require that a credit card authorization form be on file for all shipments. If you are paying by check you must also include a credit card authorization form with your order. To avoid a delay in receiving your shipment at your booth these services should be paid for in advance. Shipments may be held until payment is received. As the official service contractor TotalExpo is the exclusive provider for material handling and drayage services.

Receiving Dates Shipments will be received during the following dates at the listed location:

Advance warehouse shipments will be received between the following dates only: between **Tue, August 13th and Tue, September 11th from 9am-3:30pm.**

Direct to show-site shipments will be received on the following dates only: **Tue, September 17th from 8am-4:30pm.**

Shipments received outside of the listed dates will incur a 35% surcharge if accepted, however they are not guaranteed to be accepted.

Advance Warehouse Receiving 2 cwt minimum charge

Rate is per cwt., 1 cwt is equal to 100 lbs. Shipments will be received at the advance warehouse during the dates listed, storage is included up to 30 days prior to move in. Shipments will be transported to the show-site and delivered to the booth. Shipments received outside of the listed dates and times will incur a 35% surcharge. Each shipment received will be billed separately. The advance warehouse will receive shipments that are: crated; skidded; carpet and pad only and will **not** receive shipments that are: uncrated; pad-wrapped; unskidded machinery without proper lifting bars or hooks.

	Shipment Cwt	x	Rate	Total	Piece Count
Regular		x	\$ 210.00 (\$420 Min)	\$	
Special Handling		x	\$ 255.00 (\$510 Min)	\$	

Please see the previous page for an explanation of regular and special handling shipments. FedEx, UPS, DHL, and van lines will be billed as special handling.

Direct to Show-Site Receiving 2 cwt minimum charge

Rate is per cwt., 1 cwt is equal to 100 lbs. Shipments will be received at the show-site during the dates listed and delivered to the booth. Shipments received outside of the listed dates and times will incur a 35% surcharge. Each shipment received will be billed separately

	Shipment Cwt	x	Rate	Total	Piece Count
Regular		x	\$ 210.00 (\$420 Min)	\$	
Special Handling		x	\$ 255.00 (\$510 Min)	\$	

Please see the previous page for an explanation of regular and special handling shipments. FedEx, UPS, DHL, and van lines will be billed as special handling.

Small Package Shipments 30lbs maximum per shipment * Fiber cases / anvil cases do not qualify for small package rates due to size

Small package rates apply to shipments weighing 30lbs. or less in total weight. This does not mean 30lbs. per piece. Rate is charged per piece. If the total weight of the shipment exceeds 30lbs. normal rates will apply by cwt. Shipments received outside of the listed dates and times will incur a 35% surcharge.

Number of pieces	x	Rate	Total	Shipment is being Delivered to:
	x	\$ 70.00	\$	___ Advance Warehouse
	x	\$ 70.00	\$	___ Direct to Show-Site

Return To TotalExpo Warehouse 4 cwt minimum charge

Rate is per cwt., 1 cwt is equal to 100 lbs. Shipments will be brought back to our designated warehouse (address may differ from the advance warehouse) for pick up by your carrier within 5 business days. A BOL is required during move out. Exhibitors are responsible for scheduling a pick up with their carrier and providing any required forms or documentation. Please call exhibitor services at (310) 320-4203 to confirm pick up availability.

Your Cwt	x	Rate	Total
	x	\$104.00 (\$416 Min)	\$

This service a 4 cwt minimum charge

Shrink Wrap and Banding for Outbound Shipments

When requested TotalExpo, Inc. will shrink wrap and/or band pallets and crates. Shrink wrap for standard pallets/crates is \$35.00 per pallet plus labor. **The listed labor rate is to shrink wrap up to 3 pallets only.** An additional labor charge (same as below) will be applied for every 3 pallets. If you have a dismantle labor order, in which pallets are shrink wrapped, the below labor charge does not apply and will only billed per pallet. Banding is provided at \$0.75 per foot. If necessary outbound shipments left on the show floor, or shipments reroute via the show carrier will be shrink wrapped and/or banded for stability at the exhibitors expense.

Number of pallets	x	Rate	=	Total	+	Labor Rate (for up to 3 pallets)	=	Total
	x	\$35.00	=	\$	+	\$225.00	=	\$

Please go to onsite exhibitor service desk when ready for this service.

Advance Warehouse Shipping Labels

To ensure your shipments are handled in a timely manner please use the below labels.

- **Please keep in mind** all shipments sent to either the Advance Warehouse or Directly to the Show-Site will incur Material Handling charges. These Material Handling charges should be paid in advance prior to delivery of the shipment. Please see the Material Han-

ADVANCE WAREHOUSE EXHIBITION MATERIAL	
SHIP TO:	
<hr/>	
Full Exhibiting Company Name	
<hr/>	
Booth Number	
Landscape Expo 2025 C/O TotalExpo, Inc 1161 Sandhill Ave., Unit A Carson, CA 90746	
	
SHIPMENT MUST ARRIVE BETWEEN: Tue, October 7 th thru Tue, November 4 th from 9:00am-3:30pm	
Carrier _____ Piece number _____ of _____ total pieces.	

ADVANCE WAREHOUSE EXHIBITION MATERIAL	
SHIP TO:	
<hr/>	
Full Exhibiting Company Name	
<hr/>	
Booth Number	
Landscape Expo 2025 C/O TotalExpo, Inc./ 1161 Sandhill Ave., Unit A Carson, CA 90746	
	
SHIPMENT MUST ARRIVE BETWEEN: Tue, October 7 th thru Tue, November 4 th from 9:00am-3:30pm	
Carrier _____ Piece number _____ of _____ total pieces.	

Direct to Show-Site Shipping Labels

To ensure your shipments are handled in a timely manner please use the below labels.

Please keep in mind all shipments sent to either the Advance Warehouse or Directly to the Show-Site will incur Material Handling charges. These Material Handling charges should be paid in advance prior to delivery of the shipment. Please see the Material Handling Order Form for more information.

DIRECT TO SHOW-SITE EXHIBITION MATERIAL

SHIP TO:

Full Exhibiting Company Name

Booth Number

Landscape Expo 2025
c/o TotalExpo, Inc.
Anaheim Convention Center, Hall B
800 West Katella Ave.
Anaheim, CA 92802



SHIPMENT MUST ARRIVE ON :
Tue, November 13th from 8am-4:30pm

Carrier _____ Piece number _____ of _____ total pieces.

DIRECT TO SHOW-SITE EXHIBITION MATERIAL

SHIP TO:

Full Exhibiting Company Name

Booth Number

Landscape Expo 2025
c/o TotalExpo, Inc.
Anaheim Convention Center, Hall B
800 West Katella Ave.
Anaheim, CA 92802



SHIPMENT MUST ARRIVE ON :
Tue, November 13th from 8am-4:30pm

Carrier _____ Piece number _____ of _____ total pieces.

Outbound Shipping Process

Attention Exhibitors:

The exhibits will officially close on **Thursday, November 13th at 3:00pm.**

Outbound Shipping is not an automatic process:

All outbound shipments require a TotalExpo Bill of Lading and proper labels. Bills of Lading and blank freight shipping labels are available at the TotalExpo Service Desk. When your materials are packed and ready to ship, return completed bills of lading to the TotalExpo Service Desk. Please do not leave bills of lading in your booth. TotalExpo, Inc. is not liable for freight left in your booth where proper documentation was not turned in.

You are responsible for arranging pick up with your carrier directly:

- ABF is the preferred carrier. To arrange shipping back with ABF ahead of time, see the ABF flyers on pages **29 & 30.**
- If you choose to use an alternate carrier you are responsible for making arrangements with that carrier.
- Please provide as much information to the carrier as possible including the show name, your booth number, address of the facility, and driver check in time.
- All carriers picking up must be checked in at the TotalExpo Freight Desk between:
3:00pm and 5:30pm on Thursday, November 13th, 2025 .
- There is no back to warehouse option for this event. In the event that your designated carrier fails to check-in by 5:30pm or refuses to accept a shipment, TotalExpo reserves the right to re-route the shipments to the show carrier. TotalExpo will assume no liability as a result of such re-routing or handling. All associated charges are your responsibility.

Onsite Pick up Address:

Anaheim Convention Center
Hall B
800 West Katella Ave.
Anaheim, CA 92802

Enter name of where event is taking place which is usually a hotel, event center or convention center.

- 1) If the company responsible for shipping charges is different than the company in the "ship to box", check "Third Party Prepaid" at top & add billing information here.
- 2) If the company in ship to box is paying for charges leave this box blank and check "Prepaid to consignee" at top

If your chosen carrier has not picked up by the carrier check in time, choose one of the following:

1. Send back to warehouse for your carrier to pick up in following days -additional charge.
2. Reroute with show carrier, who will ship your items back to you.

It is important to list the accurate piece count because we will use this to verify the number of pieces in booth. Also list the weight as accurately as possible. You can be charged a reweight fee by your carrier if the weight does not match.

Enter an emergency contact in case there are questions on your shipment.

Print, Sign and Date.



Bill of Lading

THIS SHIPPING ORDER
MUST BE COMPLETED IN INK AND
RETAINED BY THE AGENT.
COMPLETE ALL **UNSHADED AREAS**.

of separate shipments: _____

Ship From:

Address: _____

City: _____ State: _____ Zip: _____

Invoices Charges To: ☐ Prepaid to consignee ☐ Third Party Prepaid

Carrier Account #: **#2**

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Attn: _____ Phone: _____

Subject to Section 7 of Conditions of applicable Bill of Lading. If this shipment is to be delivered to the consignee with out recourse on the consignor, the consignor shall sign the following statement. The carrier shall make no delivery of this shipment without payment of freight and all other lawful charges.

TOTALEXPO, INC. Signature of Consignor: _____

In the event your carrier has not arrived by the show deadline please select one of the following options:

1. _____ Send shipment Back to TE Warehouse for a later pick up. (When service is available. Additional charges apply.)
2. _____ Reroute shipment via the designated show carrier. Choose your shipping method in case of reroute:
☐ Ground Shipping, no rush.
☐ Rush Shipping, delivery on or before: ____/____/____ (Additional charges from carrier may apply)

Signature: _____ Co. Name: _____ Date: _____

Piece Count	Description (Note any special marks or exceptions)	Weight (Subject to correction)	Class	Check
	Cartons			
	Crates			
	Fiber Case color: _____			
	Pallets			
	Anvil Case color: _____			
	Carpets color: _____			
	Misc.			

Emergency Contact Name: _____ Cell #: _____

Receive, subject to the classifications and tariffs on the date of the issue of this Shipping Order, the property described below, which said carrier (the word carrier being understood throughout this contract as meaning any person or corporations in possession of the property under the contract) agrees to carry to its usual place of delivery at said destination, if on its route otherwise to deliver to another carrier on the route to its said destination. It is mutually agreed, as to each carrier of all or any said property over all or any portion of said route to destination, and as to each party at any time interested in all or any said property, that every service to be performed hereunder shall be subject to all the terms and conditions of the Uniform Domestic Straight Bill of Lading set forth (1) in Official Southern, Western and Illinois Freight Classification in effect on the date hereof, if this is a rail or a rail-water shipment or (2) in the applicable motor carrier classification or tariff if this is a motor carrier shipment. Shipper hereby certifies that he is familiar with all the terms and conditions of the said bill of lading, including those on the back thereof, set forth in the classification or tariff which governs the transport of this shipment, and the said terms and conditions are hereby agreed to by the shipper and accepted for himself/herself and his/hers assigns.

Shipper Name (Print): _____

Signature: _____ Date: _____

Please Note: By accepting this Bill of Lading, the General Contractor assumes no responsibility for shipments left in booth by exhibitor. All materials are subject to final count and correction at time of actual removal from booth in exhibit hall.

PLEASE RETURN COMPLETED AGREEMENT TO TOTALEXPO SERVICE DESK

Booth #: _____

Exhibitor Co. Name: _____

Show Name: _____

Carrier: _____

Ship To/Consignee

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Attn: _____ Phone: _____

If shipment is delivering to another show please complete:

Show Name: _____ Booth # _____

☐ Shipment is going to Advance Warehouse, Delivery by: ____/____/____

☐ Shipment is going Direct to Show-Site, Deliver on: ____/____/____

Please note that rerouted shipments will be scheduled according to the above listed date.

SPECIAL SHIPPING INSTRUCTIONS:

FORK LIFT OPERATOR

Number of Pieces: _____

Notes/Remarks: _____

Date & Time: _____

Name: _____

Signature: _____

If rerouted: _____

PLACE PRO/TRACKING NUMBER HERE

Carrier Co.: _____ Trailer #: _____

Driver Name: _____ Date: _____

Signature: _____ Piece Ct.: _____

List your booth number

List your company name

List the event/show name

List the carrier you have scheduled to pick up your shipment

1. Consignee is the company you are shipping your materials to. This should match the company name & address on your shipping labels.

2. If your shipment is going directly to another event (advance warehouse or direct to show site) list the information for that event here.



1161 Sandhill Ave, Unit A, Carson, CA 90746

Phone: (310) 320-4203 Fax: (310) 320-4265

www.totalexpo.com orders@totalexpo.com

Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.

Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

Structural Integrity Statement

For all Ground Supported and/or all Suspended Structures

MUST be submitted with your labor and/or sign hanging order if work includes a ground supported structure and/or a suspended structure.

This form must be completed and received by TotalExpo Inc. **at time labor order is placed.** If submitting your order online, please email this completed form to info@totalexpo.com or orders@totalexpo.com.

_____, the contracted exhibitor and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the structure have been properly engineered and tested. The structure can be hung safely and has been constructed to meet all applicable regulations and safety measures. The ground supported structure can be set safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless the **ASSOCIATION, Venue, TotalExpo, inc.** And subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Authorized Representative Signature (Exhibiting Company)	
Authorized Name (Print)	Date
Exhibiting Company	Booth Number:
Email:	
Display House/Builder Company (if applicable)	
Display House/Builder Authorized Representative Signature (if applicable)	
Authorized Name (Printed)	Date
Email:	

Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.

Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

Installation and Dismantle Labor

If the below requirements cannot be met then all work must be done in conjunction with proper union personnel. Labor should be ordered through this form. Exhibitors shall be permitted to work with a union worker on a one-to-one basis, provided that person is a permanent full time employee of the exhibiting company. See the Union Rules and Regulations for more information.

Exhibitors may install or dismantle their own exhibit if it meets the following requirements: Tools and/or ladders are not required; The exhibitor may set up or dismantle their own display with "one" full time employee of the exhibiting company; The work can be completed within (1) hour total. The work may **NOT** be split between more people to meet the time limit;

These rules do not apply to the exhibiting company's product/merchandise, literature, stocking shelves, unpacking, and packing, etc. as long as product is not part of the exhibit or construction of exhibit and workers are full time permanent employees of the exhibiting company.

Labor Order Information

- The listed rates are per person, per hour.
- Labor is billed at a one hour minimum per person, and half hour increments thereafter.
- Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately.
- For other start times, exhibitor labor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.
- TotalExpo supervised orders will be started at our discretion and completed before show opening or before the hall must be cleared. Whenever possible work will be done on straight time.
- Please provide set up instructions/drawings, and pictures of your booth with this order.
- A Structural Integrity Statement must be submitted with your labor and/or sign hanging order if work includes a ground supported structure and/or suspended structure. See following pages for form.

Rates for Installation and Dismantle Labor rates are subject to change

Labor	Advance Rate	Regular Rate	Schedule	Rates apply to
Straight Time	\$ 196.00	\$ 236.00	Monday through Friday from 8:00am to 4:30pm	Dismantle orders
Overtime	\$ 296.00	\$ 355.00	Monday through Friday all 4:30pm-8:30pm.	Dismantle orders
Double Time	\$ 394.00	\$ 474.00	Monday thru Friday from 8:30pm -8:00am. All day Saturday, Sunday, and Holidays.	All Installation orders

Supervision of Labor Please indicate the supervision of your labor

- ☐ **TOTALEXPO SUPERVISION** Work will begin at TotalExpos discretion and will be completed before the show opens for install and before the hall has to be cleared for dismantle. Whenever possible work will be done on straight time. Please include detailed instructions and drawings of your booth with your order. A supervision fee of 10% will be added to your order. On a case by case basis for more extensive exhibit builds a supervision fee of 30% may be added to labor orders in place of the 10% fee.

Emergency Contact: _____ Cell Number: _____

- ☐ **EXHIBITOR SUPERVISION** Exhibitor will be responsible for supervision. Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately. For other start times labor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.

Exhibitor Supervisor: _____ Cell Number: _____

How is your booth Being Shipped? Whenever possible please ship to the advance warehouse.

☐ Advance Warehouse ☐ Direct to Show Site Carrier: _____ # of pieces: _____ ETA: _____

Order and Schedule Labor

Install/Dismantle	ST/OT/DT	Date	Start Time	End Time	Total Hours	x	# of Workers	x	Rate	Total
						x		x	\$	\$
						x		x	\$	\$
						x		x	\$	\$
									10% Supervision Fee	\$
									Labor total	\$

If necessary please provide a detailed labor schedule separately with your order.

Labor Cancellation Policy

Cancelled labor orders must be received in writing at minimum 7 business days prior to first move in date and will be credited, whichever is greater of 50% or 1 hour minimum per worker or crew in case of forklift/hanging/rigging. Installation labor orders cancelled without a 7 business day notice will not be refunded. Dismantle orders cancelled without 7 business days' notice will not be refunded. It is understood, that first move in date refers to first setup date.

Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.
Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

Sign Assembly, Hanging/Rigging Labor

TotalExpo is responsible for the assembly of all signs and truss, as well as the hanging/installation and removal. Any signs deemed unsafe by management personnel will not be hung. Sign assembly labor will be billed at the listed Sign Hanging/Rigging Labor rates.

Labor Order Information

- The listed rates are per crew, per hour. Sign Hanging/Rigging labor includes a crew of 2 workers and the lift.
- Labor is billed at a one hour minimum per crew, and half hour increments thereafter.
- TotalExpo reserves the right to add workers and/or lifts if deemed necessary by management.
- Any additional materials used such as slings, cables, shackles, etc. will be billed to the exhibitor.
- Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately.
- For other start times labor/exhibitor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.
- TotalExpo supervised orders will be started at our discretion and completed before show opening or before the hall must be cleared. Whenever possible work will be done on straight time.
- You must provide set up instructions/drawings, and pictures of your hanging sign with this order.
- A structural integrity statement must be submitted with your labor and/or sign hanging gif work included a ground supported structure and/or suspended structure. See following pages for form.

Rates for Sign Hanging Labor rates are subject to change

Hanging Labor	Advance Rate	Regular Rate	Schedule	Rates apply to
Straight Time	\$ 843.00	\$ 1,012.00	Monday through Friday from 8:00am to 4:30pm	Dismantle orders
Overtime	\$ 1,090.00	\$ 1,308.00	Monday through Friday all 4:30pm-8:30pm.	Dismantle orders
Double Time	\$ 1,250.00	\$ 1,500.00	Monday thru Friday from 8:30pm –8:00am. All day Saturday, Sunday, and Holidays.	All Installation orders due to Veteran's Day

Supervision of Labor Please indicate the supervision of your labor

☐ **TOTALEXPO SUPERVISION** Work will begin at TotalExpo discretion and will be completed before the show opens for install and before the hall has to be cleared for dismantle. Whenever possible work will be done on straight time. Please include detailed instructions and drawings of your sign with your order. **Shipping containers should not be locked.** A supervision fee of 10% will be added to your order. On a case by case basis for more extensive exhibit builds a supervision fee of 30% may be added to labor orders in place of the 10% fee.

☐ **Emergency Contact:** _____ **Cell Number:** _____

☐ **EXHIBITOR SUPERVISION** Exhibitor will be responsible for supervision. Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately. For other start times labor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.

Exhibitor Supervisor: _____ **Cell Number:** _____

How is your hanging sign Being Shipped? All hanging signs must be received at the advance warehouse.

Advance Warehouse **Carrier:** _____ **# of pieces:** _____ **ETA:** _____

Hanging Sign Details

Your hanging sign must comply with all show rules and regulations.

Type of sign: Banner Structural Systems Other: _____ **Shape of sign:** _____

Dimensions: weight _____ lbs. width _____ length _____ height _____ **Sign height from floor to top of sign:** _____ ft.

Sign Orientation: _____

Order and Schedule Labor

Install/Dismantle	ST/OT	Date	Start Time	End Time	Total Hours	x	# of crew/lift	x	Rate	Total
						x		x	\$	\$
						x		x	\$	\$

If necessary please provide a detail labor schedule separately with your order. Please note we cannot guarantee labor will be available at above requested times, Whenever possible, work will be done on straight time.

10% Supervision Fee \$

Labor total \$

Labor Cancellation Policy

Cancelled labor orders must be received in writing at minimum 7 business days prior to first move in date and will be credited, whichever is greater of 50% or 1 hour minimum per worker or crew in case of forklift/hanging/rigging. Installation labor orders cancelled without a 7 business day notice will not be refunded. Dismantle orders cancelled without 7 business days' notice will not be refunded. It is understood, that first move in date refers to first setup date.

Need additional assistance? Contact our Exhibitor Services at (310) 320-4203 or email us at csr@totalexpo.com

Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.

Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

In-Booth Forklift Labor

TotalExpo is responsible for the use of all forklifts and similar equipment.

In-booth forklift service may be required to: Assemble displays, or when uncrating, positioning, and re-skidding equipment and/or machinery; Assist in the moving of equipment and materials weighing 200 pounds or more; Moving equipment from one booth to another. **Please Note:** In-booth forklift service does not replace material handling. Unloading and loading must be done at exhibitors direction.

Labor Order Information

- The listed rates are per crew, per hour. Forklift labor includes a crew of 1 worker and the forklift.
- Labor is billed at a one hour minimum per crew, and half hour increments thereafter.
- Exhibitor Supervision is required.
- TotalExpo reserves the right to add workers and/or lifts if deemed necessary by management.
- Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately.
- For other start times labor/exhibitor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.
- Please provide set up instructions/drawings, and details of work with this order.
- Gratuity in any form is prohibited.

Rates for Forklift Labor rates are subject to change

Forklift w/ operator	Forklift Labor	Advance Rate	Regular Rate	Schedule <i>All Installation orders due will be at the double time rate to Veteran's Day</i>
Up to 5,000 lb.	Straight Time	\$ 346.00	\$ 417.00	Monday through Friday from 8:00am to 4:30pm
Up to 5,000 lb.	Overtime	\$ 440.00	\$ 530.00	Monday through Friday from 4:30pm to 8:30pm.
Up to 5,000 lb.	Double time	\$ 620.00	\$ 745.00	Monday through Friday from 8:30pm-8:00am. All day Saturday, Sunday, and Holidays.
For a crane/hoist up to 10,000lb capacity please contact exhibitor services (310) 320-4203.				
3 or 4 stage forklift capacity please contact exhibitor services (310) 320-4203.				

Supervision of Labor Please indicate the supervision of your labor

EXHIBITOR SUPERVISION IS REQUIRED Exhibitor will be responsible for supervision. Start time is only guaranteed in those instances where workers are requested at the start of the work day. In those cases workers will be sent to the booth immediately. For other start times labor supervisor must check in at the Service Desk to pick up their labor, and must return to the Service Desk when the work is completed to release their labor.

Exhibitor Supervisor: _____ **Cell Number:** _____

Forklift Labor Detail

Describe the work to be done: _____

Weight of item(s) to be moved : _____

Order and Schedule Labor

Install/Dismantle	ST/OT	Date	Start Time	End Time	Total Hours	x	# of forklifts	x	Rate	Total
						x		x	\$	\$
						x		x	\$	\$

If necessary please provide a detail labor schedule separately with your order. Please note we cannot guarantee labor will be available at above requested times, Whenever possible, work will be done on straight time.

10% Supervision Fee

Labor total

Labor Cancellation Policy

Cancelled labor orders must be received in writing at minimum 7 business days prior to first move in date and will be credited, whichever is greater of 50% or 1 hour minimum per worker or crew in case of forklift/hanging/rigging. Installation labor orders cancelled without a 7 business day notice will not be refunded. Dismantle orders cancelled without 7 business days' notice will not be refunded. It is understood, that first move in date refers to first setup date.

Exhibiting Company Name

Booth Number

Intent to Use EAC (Exhibitor Appointed Contractor)

TotalExpo is the official General Service Contractor for the Expo. For those exhibitors choosing to use an Exhibitor Appointed Contractor to install / dismantle their booth displays there is a an administrative fee of \$100.00.

An Exhibitor Appointed Contractor (EAC) is a third party company, other than designated general or official service contractor, selected by an exhibiting company that will require access to the exhibiting company's booth during installation and dismantle. An EAC may also be another third party company ordering services from TotalExpo, Inc. on behalf of the exhibitor, but not requiring access to the booth.

The required forms must be completed and received by TotalExpo, Inc. **two weeks prior to the first move-in date.** If these forms are not received by that date the EAC will not be allowed to work in an exhibitor's booth. Please do not forward this exhibitor kit or the information to place on order online to your EAC.

The following required forms MUST BE RECEIVED TOGETHER:

- Intent to Use an Exhibitor Appointed Contractor
- Valid Certificate of Insurance
- The EAC Rules and Regulations

TotalExpo, Inc. shall have no liability to any party for damages or injuries caused by Exhibitor or its third party agents. It is the Exhibitor's responsibility to provide its EACs with all show rules and regulations as set forth in the Exhibitor space lease and the Exhibitor Kit/Service Manual. Exhibitor agrees to indemnify and defend TotalExpo, Inc. for the actions of its agents and exhibitor appointed contractors. The Exhibitor agrees that it is ultimately responsible for all services in connection with the exhibit, including freight, rentals and labor. Exhibitor agrees to be responsible for any losses, damages or injuries that are caused by or attributed to EACs that are not covered or provided by EAC's insurance.

Exhibitor Appointed Contractor:

Contact Name:

Email Address:

Cell Phone:

Office Phone:

Fax Number:

Street Address:

City, State ZIP:

This form will only be accepted if it is executed by an authorized representative of the exhibiting company, and must include a valid certificate of insurance prepared by the EAC's insurance agent with the minimum coverages as set forth in the EAC Rules and Regulations, and completed EAC Rules and Regulations.

Authorized representative Agrees to all TotalExpo, Inc. rules and regulations as stated

Authorized Signature BY EXHIBITING COMPANY

Authorized Name (Print)

Date

Exhibiting Company Name

Booth Number

EAC Rules and Regulations

The EAC has been selected by the above listed exhibitor to provide services at the above listed event. The EAC agrees to follow TotalExpo, Inc.'s Rules and Regulations. This form must be completed by an authorized representative of the EAC.

1. EAC agrees to comply with all rules and regulations of the show as outlined in this agreement, the exhibitor kit, including all TotalExpo, Inc. rules and regulations, and accept liability for any negligent actions.
2. EAC agrees that it must ascertain and comply with all rules and regulations of the venue, Show Management, and/or the Official Service Provider in order to create a safe work environment. A failure to do so can result in a delay or termination of your right to continue work if the condition cannot be corrected.
3. EAC must have all business licenses and permits required by the State and City governments and the convention facility management prior to commencing work. A certificate of insurance naming TotalExpo, Inc. as an additional insured with appropriate insurance limits prepared by the EAC's insurance agent must be submitted to TotalExpo Inc. at least **two weeks prior to the first move-in date**.
4. If the EAC fails to provide the documentation required the Exhibitor will be required to use TotalExpo Inc., Inc. for such services at the prevailing rates set forth in the Exhibitor Kit/Services Manual.
5. EAC shall provide, if requested, evidence to TotalExpo Inc. that it possesses applicable and current labor contracts and must comply with all labor agreements and practices. The EAC must not commit or allow to be committed by persons in its employment any acts that could lead to work stoppages, strikes or labor problems.
6. EAC agrees to indemnify, defend and hold the Show Management, the Facility and TotalExpo Inc. harmless from and against any and all claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, arising out of EAC's operations, including supervision of TotalExpo Inc. provided labor. EAC also agrees to reimburse TotalExpo Inc. Inc. for all attorney's fees and costs incurred in connection with any and all claims, lawsuits and counterclaims that should arise out of EAC's failure to adhere to the terms of this agreement.
7. Solicitation of business on the show floor is strictly prohibited. If EAC attempts to provide services designated to another party as "exclusive" or is discovered soliciting on the show floor including the distribution of official company literature, or otherwise does not comply with the rules, the company may be removed from the show floor, and the Exhibitor will not be able to use that company for the remainder of the event.
8. EAC has attached herewith certificates of insurance confirming the following required insurance:
 - Commercial General Liability, including contractual liability, with limits of not less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products & completed operations aggregate.
 - Automobile Liability with a limit of not less than \$1,000,000 combined single limit - each accident.
 - Workers Compensation, as required by law, with Employers Liability Limits of not less than \$1,000,000 each accident, \$1,000,000 disease - each employee and \$1,000,000 disease - policy limit.
 - Umbrella/Excess Liability with a limit of not less than \$1,000,000 each occurrence/aggregate.
 - The Commercial General and Automobile Liability Policies shall, name TotalExpo Inc. (Official Service Provider), Show Management, The Show Name, and the Facility as additional insureds on a primary and non-contributory basis. It is the EACs responsibility to obtain the proper language needed on the COI.

The following required forms MUST BE RECEIVED TOGETHER:

- Intent to Use an Exhibitor Appointed Contractor
- Valid Certificate of Insurance
- The EAC Rules and Regulations

Authorized Representative Signature BY EAC COMPANY

Authorized Name (Print)

Title

Date

Company:

Shows-site Contact Name:

Cell Phone:

Office Phone:

Email Address:

Street Address:

City, State Zip:



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

//

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insurance Agency's Name	CONTACT NAME: PHONE (A/C, No. Ext): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : XXXXXXXXXXXX INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :	FAX (A/C, No): NAIC #
INSURED Name of Exhibitor Appointed Contractor		

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	XXXXXXXX	XXXX	XXXX	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$	
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	XXXXXXXX	XXXX	XXXX	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y					EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	Y	XXXXXXXX	XXXX	XXXX	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER 1,000,000 E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Total Expo, Inc., Show Management, The Show Name, and the Facility must be listed as additional insureds on a primary and non-contributory basis.

CERTIFICATE HOLDER**CANCELLATION**

TotalExpo, Inc. 1161 Sandhill Ave. Unit A Carson, CA 90746	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX
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Union Rules and Regulations

Decoration: Exhibits and Displays

The Painters and Allied Trades Union Local 831 have the jurisdiction for the erection, clean up, dismantling, repairing and building of all exhibits and displays. These exhibits can go from floor to ceiling, and include headers; floor covering of all kinds; aisle covering; hanging of decorative material from the ceiling; painting and hanging of all types of signs; pictorial and scenic paintings; changing electric light bulbs in exhibits; repairing of all animation; hanging and mounting all electrical fixtures. Use of ladders is exclusive to the Local 831 workers.

If the below requirements cannot be met then all work must be done in conjunction with proper union personnel. Labor should be ordered per the Install and Dismantle Labor Order form. Exhibitors shall be permitted to work with a union worker on a one-to-one basis, provided that person is a permanent employee of the exhibiting company. This rule does not mean casual workers, a worker hired from an employment agency (temporary workers), a non-union display or decorating company.

Exhibitors may install or dismantle their own exhibit if it meets the following requirements:

1. Tools and/or ladders are not required.
2. The work can be completed by NO MORE than the exhibitor and (1) one full time employee of exhibiting company.
3. The work can be completed within (1) hour total. (The work may **NOT** be split between (2) two or more people to meet the time
4. limit.)

The above worker and time limits do not apply to the exhibiting company's merchandise, literature, stocking shelves, packing, etc. as long as the product is not part of exhibit or construction of exhibit and workers are full-time permanent employees of the exhibiting company.

Freight: Material Handling, Loading and Unloading

Teamsters Local Union have jurisdiction over and are responsible for the loading and unloading of all trucks or trailers of common and contract carriers, as well as the handling of empty crates and the operations of material handling equipment including forklifts, pallet jacks, electric carts, flat carts and other industrial and commercial equipment. TotalExpo and Teamsters Local 986 also have jurisdiction of the loading and unloading of individual company vehicles, including any outside contractors.

Exhibitors are permitted to bring in their materials either by: (The below is per exhibiting company, one trip total, not per person)

1. Transport from the dock area, across the exhibit floor any amount that can be hand carried in (1) ONE TRIP per exhibiting company
- OR**
2. Transport from the dock area, across the exhibit floor any amount that can be brought in on their own (2) two wheeled luggage type carriers in (1) ONE TRIP per exhibiting company.

Exhibitors MAY NOT USE: hand trucks, (4) four wheeled carriers, pallet jacks, wagons nor any other wheeled device to transport exhibit materials from the dock or other areas across the exhibit floor.

Riggers: Heavy Machinery

The riggers have the responsibility for unloading, uncrating, un-skidding, leveling, cleaning, and assembly of heavy machinery and equipment. Their jurisdiction also covers the reverse operations as outlined above for the removal of equipment.

Labor Schedule: Whenever applicable, labor charges will be billed per the following schedule:

- **Straight Time:** Monday through Friday, between 8:00am and 4:30pm.
- **Over Time:** Monday through Friday, between 4:30pm and 8:30pm.
- **Double Time:** Monday through Friday between 8:30m and 8:00am. All day on Saturday, Sundays, and Holidays.

Tipping

Our service contractor policy expressly forbids soliciting or accepting tips of any kind. If a worker attempts to solicit a tip please report it to the TotalExpo, Inc. Service Desk immediately. If you feel a worker has done an exception job, a great way to thank them is letting their supervisor at the Service Desk know.

Representatives or stewards of the union will be on the floor during move-in and will be checking to see that all exhibitors comply with the above rules. Your cooperation in complying with the above guidelines created by the Convention Services Division of the Local Union is appreciated.

**LIMITS OF LIABILITY AND RESPONSIBILITY
FOR MATERIAL HANDLING SERVICES
PROVIDED BY TOTALEXPO, INC.**

Insurance — It is understood that TotalExpo, Inc. is not an insurer. That insurance, if required, it is to be obtained by the exhibitor. Exhibit materials should be insured for the duration of the event, including point to point shipping. Endorsements to existing policies can usually be obtained for this purpose.

TotalExpo, Inc. shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.

TotalExpo, Inc. shall not be responsible for loss, theft, or disappearance of exhibit materials after the same has been delivered to designated booth location.

TotalExpo, Inc. shall not be responsible for loss, theft, or disappearance of exhibit materials during or after the close of a show. An Outbound Shipping Form or Bill of Lading must be turned in at the TotalExpo service desk for outbound shipments at close of the show. The Outbound Shipping Form or Bill of Lading will be checked at time of actual pick up from booth. Any discrepancies in piece counts with Outbound Shipping Form or Bill of Lading will be noted at this time.

TotalExpo, Inc. shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits, revenues or collateral costs, which may result from any loss or damage to any exhibit properties that are unable to be displayed.

TotalExpo, Inc. liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. And in any event the maximum liability shall be limited to \$0.30 per pound per article, with a maximum liability of \$500.00 per item, or \$1,000 per shipment, whichever is less. Claims for the loss or damage must be submitted to TotalExpo, Inc. prior to the close of the show.

TotalExpo, Inc. shall not be responsible for any loss, damage or delay due to Acts Of God, strikes, lockouts or work stoppages of any kind, or to any cause beyond its control.

Acceptance — The consignment or delivery of a shipment to TotalExpo, Inc. and/or its affiliates, by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as acceptance by such exhibitor and/or shipper of the terms and conditions set forth.

Fire Department Rules and Regulations

INHERENTLY FIRE RETARDANT OR FLAME RETARDANT TREATMENT:

1. All exhibit decorations, drapes, signs, banners, plastic displays, hay, straw, moss, split bamboo and other similar materials **MUST BE FLAME RETARDANT** to the satisfaction of the Fire Department and the State Fire Marshal.
2. Table/skirt coverings must be flame retardant treated unless they lay flat, with an overhang of no greater than 6".
3. Oilcloth, tarpaper, sisal paper, nylon, orlon and certain other plastic materials cannot be made flame retardant and their use is prohibited.
4. A certificate of Flame Resistance, provided by the exhibiting company or third party, shall be available for review by the Fire Marshal or on file with the Fire Marshal for all decorative materials.

VEHICLES/INTERNAL COMBUSTION ENGINES ON DISPLAY:

1. All autos, trucks and vehicles of any kind must show the location on the Fire Department approved floor plan 14 days prior to the show move-in date.
2. Any autos, trucks, motorcycles or other motorized vehicles displayed shall have their batteries disconnected and terminals taped.
3. All motor vehicle tanks containing fuel or which have ever contained fuel, shall be furnished with locking-type gas caps or sealed with tape. The level of gas in tanks cannot exceed three gallons or one-eighth tank, whichever amount is less.
4. Garden tractors, chainsaws, power plants and other gasoline-powered equipment shall be safeguarded in a similar manner.

COMBUSTIBLES:

1. Literature on display shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact matter.
2. No cardboard boxes or any combustible materials may be stored on top of or near any electrical wiring in the spaces behind the back-wall drapery (booth) or behind any display.

OBSTRUCTIONS:

Aisles designated on approved show floor plans shall be kept clean, clear and free of obstructions. Booth construction shall be substantial and fixed into position in specified areas for the duration of the show. Chairs, easels, signs and demonstration areas shall not be placed beyond booth area into aisles.

ELECTRICAL EXTENSION CORDS AND MULTI-PLUG ADAPTERS:

1. Extension cords shall service one appliance only and shall be a three wire approved type (with ground). The extension cord cannot exceed the capacity of the circuit breaker and cannot exceed fifteen amps.
2. Multi-plug adapters must be UL approved and have a current (electricity) overload safety device. Cube adapters and other devices with increase outlets are not acceptable unless equipped with an internal circuit breaker.
3. All spliced wires are prohibited.

COMPRESSED CYLINDERS:

1. Compressed cylinders must be attached to a stand if used upright or laid flat on the floor.
2. Compressed flammable gases are prohibited inside a building. This includes acetylene, hydrogen, propane, butane and L.P.G.

COOKING AND/OR WARMING DEVICES:

1. Cooking and/or warming devices shall be electric. Sterno may be used for warming trays. Cooking devices shall be approved by a recognized testing laboratory; e.g., U.L., F.M., CSA.
2. Cooking, warming devices and/or heated products shall be isolated from the public either placing the device a minimum of four feet back from the front of the booth or provide a plexiglass shield 18 inches high, ¼ inch thick across the front, and down both sides of the demonstration area.
3. Decorative candles are NOT permitted.

HEAT PRODUCING EQUIPMENT:

Welding, soldering or any open flame devices are prohibited.

Landscape Expo 2025

November 12-13 2025



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CONVENTION CENTER

EXHIBITOR ORDERING GUIDE

YOUR ROADMAP TO
A SUCCESSFUL EVENT



Where TECHNOLOGY Meets HOSPITALITY

EXPERTISE

WE HAVE DESIGNED & INSTALLED
MORE NETWORKS
FOR MAJOR TRADESHOWS
THAN ANY OTHER ORGANIZATION

FIRST CLASS CUSTOMER SERVICE

Leading up to the start of your event, our **customer service team will work with you** to ensure all the required information needed to install services is collected prior to your arrival. These items include; verifying your order, providing all pertinent IP and wireless information, collecting a floor plan, advanced payment, and confirmation of all required signatures. We understand **there are a lot of moving parts** when planning to exhibit at a convention and our mission to make this process as easy as possible.

It's our goal to make our team as accessible as possible. All our events are staffed with local team members for you to utilize, helping **ensure network reliability and the delivery of the services you need**. During move-in and show days, our team is available to assist you with your ordered services.

KNOWLEDGEABLE TECHNICAL SUPPORT

Our experienced technicians are **readily available** to perform troubleshooting, installation of additional services, relocations and much more.

Our team will be available **throughout the entire event** to provide you with the show experience you've always envisioned.

REDUNDANCY OF EQUIPMENT

We always have spares on-hand and are network ready. Smart City always keeps network switches and wireless access points on-hand and connected to the network. If a piece of equipment fails, we can replace it immediately with **little to no downtime**.

24/7 NETWORK MONITORING

All ports on the Smart City network are **polled every minute for network stability**. Certified network engineers are on staff in our Network Operations Center during event hours and on call 24/7.





Is the exclusive provider of the following services:



INTERNET

A woman with blonde hair wearing a headset is sitting at a desk, looking at a laptop screen. She is holding a smartphone in her left hand. The background is a modern office with large windows.

TELEPHONE

A man in a white shirt and black tie is smiling and pointing at a screen. He is sitting at a desk in an office environment.

CABLE TV

A close-up of a hand holding a black remote control. The remote has a red power button, a numeric keypad, and various function buttons like "HDMI", "MUTE", and "FREE-CH". The background is blurred.

Need just a **BASIC** CONNECTION?

Our **LIGHT WIRED INTERNET SERVICE**, ideal for **BASIC INTERNET USAGE** such as web browsing and checking email via a wired connection.

SHARED SERVICE	INCENTIVE **	BASE	ON-SITE
Light Wired Internet	\$795	\$995	\$1,194
Additional Device	\$131	\$164	\$194
EQUIPMENT & LABOR	INCENTIVE **	BASE	ON-SITE
Switch Rental	\$185	\$225	\$270
Patch Cables	\$50	\$62	\$74
Labor (Floor Work)	\$125	\$125	\$125

* **NOT FOR STREAMING**

** **ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

Light Wired Internet Includes:

- Average Usage up to 3 Mbps burstable to 5 Mbps, per device, on a shared network
- **Routers are not permitted on this service and will not work**
- Each device includes (1) Private IP Address
- Up to 4 additional IPs [devices] may be purchased separately
- Ethernet RJ45 Hardline drop and is DHCP (plug and play)

To connect multiple devices to this service a Switch Rental, Patch Cables and Floor Work are required. If more than 5 devices are needed, another main drop (Basic Internet w/ 1 Private IP) is required. An additional 4 devices can then be added to your order. A maximum of 10 devices in one location is permitted. The actual maximum bandwidth available is dependent upon the type of activity and how many users are accessing the Internet simultaneously at any given time.

ORDER NOW >



Order online at:
orders.smartcitynetworks.com
or call 888.446.6911

What if it's **MISSION CRITICAL?**

Our **DEDICATED WIRED SERVICES** are the
FASTEST AND MOST RELIABLE way
to deliver high quality experiences at your event.

DEDICATED SERVICES	STREAMING			INCENTIVE *	BASE	ON-SITE
	SD	or HD	or UHD			
6 Mbps Dedicated	2	1	N/A	\$3,495	\$4,370	\$5,244
10 Mbps Dedicated	3	2	N/A	\$5,900	\$7,375	\$8,850
15 Mbps Dedicated	5	3	N/A	\$7,850	\$9,810	\$11,772
20 Mbps Dedicated	6	4	1	\$11,700	\$14,630	\$17,556
25 Mbps Dedicated	7	5	2	\$19,250	\$24,060	\$28,872

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

Whether you are setting up your own booth Wi-Fi, Webcasting, HD Streaming, Gaming or require Point to Point connectivity, Dedicated Internet is the way to go!

Dedicated Services Include:

- Ethernet (1) RJ45 Hardline drop with VLAN
- **Wireless and Hardline routers are permitted**
- (5) Static Public IP addresses
- Speeds up to 1 Gbps available
- Additional Static IP addresses available for purchase

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Our **STANDARD HOTSPOT** provides
SIMPLE & SECURE WIRELESS
connectivity ideal for checking emails, browsing the web,
processing payments, and light website demonstrations.

STANDARD HOTSPOT PROVIDES 3 Mbps BURSTABLE TO 5 Mbps PER DEVICE*			
DEVICE LIMIT	INCENTIVE **	BASE	ON-SITE
5 Device Limit	\$2,339	\$2,807	\$3,368
15 Device Limit	\$4,133	\$4,960	\$5,952
30 Device Limit	\$6,762	\$8,114	\$9,737
Additional Access Point Rental	\$750	\$750	\$750

* **NOT FOR STREAMING.**

** **ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

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Order online at:
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or call 888.446.6911



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WILL YOUR BOOTH DEMO BRING OUT THE MASSES?

Our **PREMIUM HOTSPOT** combines
HIGH BANDWIDTH WIRELESS
with greater flexibility and customization options that generate
smoother product demos, quicker remote connectivity and superior
video streaming quality.

PREMIUM HOTSPOTS ARE NOT RATE LIMITED PER DEVICE

BANDWIDTH ALLOCATION	STREAMING			INCENTIVE *	BASE	ON-SITE
	SD	or HD	or UHD			
10 Mbps	3	N/A	N/A	\$8,800	\$10,560	\$12,672
20 Mbps	6	4	N/A	\$16,600	\$19,920	\$23,904
30 Mbps	10	6	1	\$24,200	\$29,040	\$34,848
40 Mbps	13	8	1	\$31,550	\$37,860	\$45,434
50 Mbps	16	10	2	\$39,050	\$46,860	\$56,232
Additional Access Point Rental	N/A	N/A	N/A	\$750	\$750	\$750

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

All Hotspots broadcast on the **5 Ghz frequency only** and include:

- (1) Custom network name or SSID
- (1) Password (8 character minimum)
- (1) Access Point - booth size may require additional Access Point rental

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Our **TELEPHONE SERVICES** provide reliable **VOICE SERVICE** solutions for Single Line, Multi Line, and Conference calls.

VOICE SERVICES	INCENTIVE *	BASE	ON-SITE
Single Line Telephone - With or Without Device	\$275	\$345	\$414
Multi Line Telephone	\$415	\$520	\$624
Polycom Speaker Phone	\$465	\$575	\$690

*** ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

We have specialized in telephone services for over 30 years. Smart City provides reliable phone services with crystal clear connections. Our telephone services can be used for reception check-in, conference calls in meeting rooms and for credit card processing machines.

Telephone Service Information:

- Multi Line telephones include (1) Main number and (1) rollover line
- Polycom speakerphones require power source, **electrical** services may need to be ordered separately
- Domestic Long Distance is included
- International calling is billed separately

ORDER NOW >



Order online at:
orders.smartcitynetworks.com
or call 888.446.6911

NEED CABLE TV SERVICES?



Smart City Networks is the exclusive provider of **CABLE TV SERVICES**. Visit our online ordering site to learn more.

Our cable services deliver high-definition channels with clear and crisp picture quality to satisfy even the most discerning of viewers.

***ORDER 14 DAYS PRIOR TO FIRST DAY OF MOVE-IN TO GET THE INCENTIVE RATE!**

****Cable services may require a deposit in some locations.**

ORDER NOW



Order online at:
orders.smartcitynetworks.com
or call 888.446.6911

FAQ

Frequently Asked Questions

DOES SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI?

Yes! Smart City Networks provides complimentary Wi-Fi in most designated public areas of the facility, such as the concourse lobbies and food courts. Check with your specific venue for locations. This service is made available to approximately 30 million guests, visitors, and attendees at our convention centers throughout the country. There is no requirement to purchase a Smart City Networks service in order to take advantage of the complimentary Wi-Fi.

WHY DOESN'T SMART CITY NETWORKS PROVIDE COMPLIMENTARY WI-FI IN THE EXHIBIT HALLS?

Exhibit halls are not public areas since this space is typically licensed to a company, government agency, or trade association for a private event. The space license agreement governs the availability of a range of services for the event and the license may or may not call for complimentary Wi-Fi services.

WILL MY PERSONAL HOTSPOT (MI-FI) WORK IN YOUR BUILDING?

Yes – however, the capability of your personal mobile hotspot is limited by your cellular carrier by the spectrum and Internet bandwidth capacity they have made available. Cellular carrier signals penetrate into a facility either from a nearby cellular tower or via an in-building Distributed Antenna System (DAS). It is important to remember that your personal mobile hotspot is obtaining a wireless signal from a shared cellular network, so service may be disrupted or become unreliable due to user density and demand on the carrier's network. In all cases, you have the option to take advantage of the complimentary Wi-Fi throughout the public areas, or if you choose, you can purchase an upgraded package based on your service requirements.

WHAT MUST BE IDENTIFIED ON MY FLOORPLANS?

Floor plans should include the surrounding booth numbers for orientation, measurements and easy identification of all required end location(s). Be sure to distinguish your main distribution line (MDL) and additional patch cables. Please reference Smart City's Communications Floorplan Worksheet.

TIP: Most of our venue's data jacks originate from a floor pocket. Be sure to submit a completed floorplan prior to the first day show move-in to avoid any additional labor charges.



Order online at:
orders.smartcitynetworks.com
or call 888.446.6911

DO YOU OFFER INCENTIVE RATES?

Yes! Orders received along with payment by the incentive deadline date will receive our early incentive pricing.

WHY ARE ROUTERS NOT ALLOWED ON A SHARED NETWORK?

Many times, Smart City has found that routers on a shared network are installed incorrectly, which can cause problems for other users of the network. Additionally, an accurate count of the number of devices on the network is required to determine the appropriate network size and bandwidth available to the network. For more information and to request the build-out of a special system to meet your needs, contact our team today for a quote.

CAN I PROVIDE MY OWN SWITCH AND/OR CABLING?

Yes, you can provide your own switch and patch cables for in booth cabling. Unless otherwise mandated by the venue.

Please Note: Connectivity can be guaranteed only to the point where Smart City Networks' services originate in the booth. Smart City Networks cannot guarantee service on customer/exhibitor-provided cable(s) and/or equipment. Any request for trouble diagnosis or problem resolution found not to be the fault of Smart City Networks (such as faulty equipment or damaged cable) may be billed to the exhibitor at the prevailing labor rate.

HOW MUCH BANDWIDTH DO I NEED?

To identify how much bandwidth you should require, please reach out to a technical representative in your organization, review your program specifications listed with any demonstrations or downloads you plan to run.

WHAT DOES SD, HD, AND UHD STAND FOR?

SD, HD, and UHD are the abbreviated names of three video streaming formats. The basic difference between each of the formats is the number of pixels comprising the video image. The greater the pixel count the sharper and more detailed your video will be.

FORMAT	RESOLUTION	BANDWIDTH REQUIRED
Standard Definition (SD)	720x480	3.0-5.0 Mbps
High Definition (HD)	1280x720 & 1920x1080	5.0-8.0 Mbps
Ultra High Definition (UHD)	3840x2160	25 Mbps

Our Promise ★★★★★

Smart City Networks is “Where Technology Meets Hospitality”. By anticipating and responding to our clients’ needs, we continue to lead the nation in providing quality advanced technology and telecommunication solutions to the trade show and event industry. We work to build personal relationships with our clients because excellent service requires an exceptional and long-lasting commitment.

“IN A HECTIC WORLD, WE PROVIDE PEACE OF MIND.”

EVENT-	THE LANDSCAPING EXPO
LOCATION-	ANAHEIM CONVENTION CENTER
DATE-	NOVEMBER 12-13, 2025



Please email all orders to Garth@avprofessionals.biz

THIS IS NOT A CONFIRMATION FOR YOUR AUDIO VISUAL ORDER
AN EMAILED WITH PAYMENT LINK WILL BE SENT FOR CONFIRMATION YOUR ORDER.

TEL (310) 213-9225 *1

Company :	Show Name: THE LANDSCAPING EXPO
Street:	Location: ACC - Hall A
City:	Booth #
State:	Delivery Date: NOV 11, 2025 Time Schedule: 12 PM -5 PM
Postal Code / Zip Code:	Event Date: NOV 12, 2025 Time: 10 AM
Tel:	Pick Up Date: NOV 13, 2025 Time: 3 PM
Ordered By:	Contact on site:
Email-	Tel:

<i>Presentation Equipment</i>	QTY.	PRICE	TOTAL
Tripod Screen 6ft with Skirt		\$ 50.00	
Tripod Screen 7ft/ 8ft with Skirt		\$ 75.00	
4x6 Whiteboard with easel, eraser, and markers		\$ 125.00	
<i>Visual Video/Data Display Equipment</i>	QTY.	PRICE	TOTAL
40" LED 1080P Flat Screen TV w/ Tablestand		\$ 350.00	
55" LED 4KI Flat Screen TV w/ 6 ft Pole Stand and Base		\$ 750.00	
60" LED 4K Flat Screen TV w/ 6 ft Pole Stand and Base		\$ 850.00	
70" LED 4K Flat Screen TV w/ 6 ft Pole Stand and Base		\$ 950.00	
75" LED 4K Flat Screen TV w/ 6 ft Pole Stand and Base		\$ 1,200.00	
85" LED 4K QLED Flat Screen TV w/ 6 ft Pole Stand and Base		\$ 1,350.00	
LCD Projector 5000 Lumens with Ultra Short Lens		\$ 450.00	
Panasonic DLP 8500 Lumens Projector 1080P Native Res w/ Lens		\$ 950.00	
Panasonic HD 12K Lumens Laser Projector w/ Lens		\$ 1,450.00	
Media Player with HDMI Cable		\$ 25.00	
52" TV Card with Skirt		\$ 35.00	
<i>Audio Equipment</i>	QTY.	PRICE	TOTAL
Shure UHF ULX Wireless Microphone Kit		\$ 150.00	
Omnidirectional SM 58 Shure Microphone (wired)		\$ 45.00	
Mackie 802 -4 Channel Shure Audio Mixer		\$ 60.00	
Soundcraft 10 Channel Audio Mixer		\$ 95.00	
QSC K8.2 Powered Speaker w/ Tripod (1000 Watt)		\$ 125.00	
QSC K12.2 Powered Speaker w/ Tripod (2000 Watt)		\$ 175.00	
<i>Laptops</i>	QTY.	PRICE	TOTAL
DEL/ACER Win 11 Laptop w/ Office Pro 2018 GE Nvidia Video Card		\$ 200.00	
HDMI Cable 50 ft		\$ 20.00	
RF Wireless Presenter with Laser Pointer (100' Range)		\$ 30.00	
<i>Lighting</i>	QTY.	PRICE	TOTAL
LED HEX Blizzard Uplight with Battery		\$ 40.00	
LED HOTSPOT Blizzard Lighting Step and Repeat		\$ 125.00	

PRINT NAME _____

SIGNATURE _____

DATE- _____

AVP WILL NOT RIG OR MOUNT
AV EQUIPMENT ON TO A DISPLAY WALLS

ADDITIONAL CHARGES	
TOTAL DUE	



PLAND DRIVE



ANAHEIM CONVENTION CENTER PARKING GUIDE



DISNEY WAY

ACC Parking at
The Shops at
Anaheim
Gardenwalk

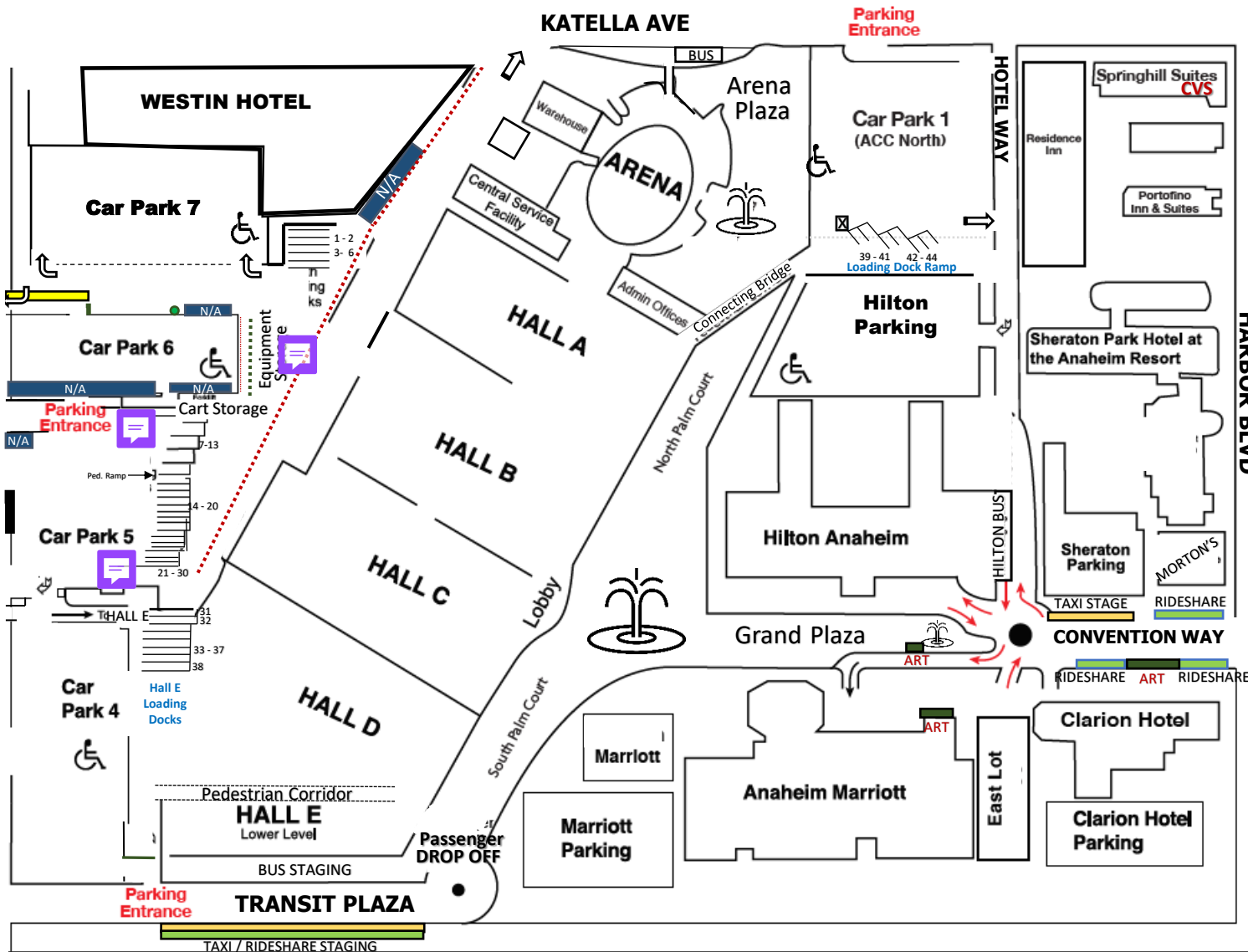


Hyatt House
Walgreens

Disney's
Toy Story
Parking



WEST STREET



Official Transportation Provider

via the ABF Freight® network

Let ArcBest® make your next trade show the easiest you have attended!

We have over 100 years of experience in the freight industry and a dedicated Trade Show division with service through North America through the ABF Freight® network.

Choose guaranteed, expedited shipping solutions – air or ground – with special discounted rates for your inbound and outbound shipments.

For personalized quotes, please call

800.654.7019

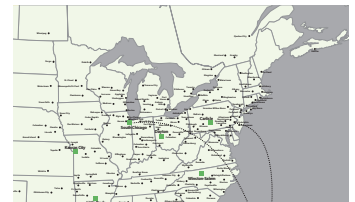
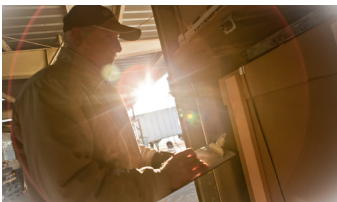
Our Services Include:

Priority handling of your inbound and outbound shipments

Guaranteed expedited air and ground services

LTL ground transportation

International transportation



Trust your important trade show shipment to the leader in exhibition transportation services

ArcBest®

REQUEST FOR INFORMATION

ArcBest® Trade Show Shipping

Exhibiting Company _____ Contact Name _____

Title _____ Email _____ Phone _____

SHIPPER INFORMATION

Company _____

Address _____

City _____ State _____ Zip _____

Pickup Date/Time _____

FREIGHT INFORMATION

Piece Count and Type _____

Total Weight _____

Dimensions (L) _____ (W) _____ (H) _____

SHIP TO: Warehouse ☐ Show Site ☐

Show Name _____

Booth No. _____

Contractor _____

Show Dates _____

Address _____

City _____ State _____ Zip _____

Delivery Date _____

ADDITIONAL INFORMATION

Residential Pickup ☐ Inside Pickup ☐

Liftgate ☐ Dock ☐

Would you like an ArcBest Trade Show Coordinator to contact you with a quote or information? ☐ YES ☐ NO

If you are faxing this form, please print a copy, complete the requested information, and then fax to 479.785.8701.

If you are completing electronically, you can either print and fax your request or click on the submit button to send your request to one of our Trade Show specialists.

ArcBest • Trade Show Shipping • P.O. Box 10048 • Fort Smith, AR 72917-0048

SUBMIT

800-654-7019

tradeshow@arcb.com | arcb.com





ANAHEIM FIRE & RESCUE
Community Risk Reduction Division
201 S. Anaheim Blvd., #300
Anaheim, CA 92805
(714) 765-4040
tradeshowsinspector@anaheim.net



EXHIBITOR

SPECIFICATIONS & REQUIREMENTS

References: California Fire Code, California Building Code

Booth Requirements

All exhibit booths shall be constructed with non-combustible or limited-combustible materials. Wood booths must be ¼ inch thick or greater.

Covered ceiling structures or enclosed rooms, including tents or canopies shall have one smoke detector placed on the ceiling for every 900 square feet.

Electrical appliances and cords must be U.L. approved. All temporary electrical wiring will stay accessible and be free from debris and storage materials. Hardback booths must be at least 9 inches from rear booth boundary line. Gas appliances must be A.G.A. approved.

Fire Equipment: Exhibit Halls, Meeting Rooms & Lobbies:

Storage, booth construction, easels, chairs and signs shall not block access to any fire/life safety equipment and shall not impede exit access, exit doors or aisles. Fire equipment, fire strobes, fire speakers, fire signage and fire extinguishers shall not be concealed and shall remain visible and unobstructed at all times.

Storage

Literature and product handouts shall be limited to reasonable quantities. Reserve supplies shall be kept in closed containers and stored in a neat and compact manner. No more than a 1 day supply of combustible storage is allowed beneath tables and in storage rooms. No storage of any kind will be allowed behind curtains, walls or on electrical cords of booths in any facility.

Decorative Material & Furniture

All drapes, fabrics, netting, succulent/plant walls or faux boxwood hedge walls and materials that are used for booth separation are required to be flame resistant. Canvas tents, canopies, awnings, curtains, straw, hay, inflatables, fabrics and materials are also required to be flame retardant. A copy of the California State Fire Marshal flame proof certificate must be provided to the Anaheim Fire & Rescue. If a California State Fire Marshal flame proof certificate is not provided, a sample of the material or product must be submitted to the Anaheim Fire Department for fire testing. If at any time it is determined that the material or product is not flame retardant, the materials shall be removed prior to show opening. Foam furniture in sprinklered areas shall meet TB 117 requirements. Foam furniture in unsprinklered areas shall meet TB133 requirements.

Cooking Appliances

Operation of any electrical cooking appliances, i.e. ovens, stoves, grills, hot plates, deep fryers, skillets, etc. and all demonstrations using these appliances must be isolated away from the public or be protected with a clear plastic shield. The shield must be placed along the front and the sides of the appliance. An Exhibitor Permit is required for the use of propane, butane, deep fryers, CO2 and Nitrogen used for food or beverage dispensing or any other compressed gas cylinders. **These requirements do not apply to microwave ovens, coffee pots, rice cookers, crockpot's, popcorn wagons or sterno used with chaffing dishes.**

Heat-Producing Equipment

Operation of any welding equipment, soldering device, etcetera, requires protection around equipment so it will not cause injury to the public during demonstration. All items shall be placed on a non-combustible surface. Approved welding screens will be required for welding equipment. **See permit section for compressed gas, natural gas, propane and butane.**

Machinery

Operation of any electrical, mechanical, or dust-producing equipment, which incorporates moving parts or could cause injury to the public require protection around machinery for the viewers' protection if safeguards are not currently in place. **This does not apply to normal electrical appliances such as lamps, computers, radios, etc.**

EXHIBITOR SPECIFICATIONS & REQUIREMENTS

References: California Fire Code, California Building Code

Candles

Use of any decorative candles for sale in booth space must be securely supported on a substantial non-combustible base so located as to avoid danger of ignition of combustible materials or tipping over. The candle flame shall be protected by a non-combustible container.

Vehicles

All liquid or gas fueled vehicles, and gasoline/diesel-powered equipment for display shall have batteries disconnected, fuel supplies at 1/4 tank or 5 gallons, whichever is less, and be furnished with locking gas caps or caps sealed with tape. Contact the Tradeshow Inspector for alternative fueled vehicles.

Helium

Helium cylinders shall be secured to a fixed object with one or more restraints or on a cart or other mobile device designed for the movement of compressed gas containers.

Fireplaces

All appliances shall be U.L. approved and a protective screen shall be provided in front of the fireplace if used with natural gas or gel fuel cans. A maximum of two 13 ounce gel fuel cans per fireplace may be used. Natural gas connections provided at the Anaheim Convention Center shall be conducted by a licensed plumbing contractor and requires an Exhibitor Permit.

Special Effects/Sparkular/Fireworks

The use of any of these products in the City of Anaheim requires a license from the California State Fire Marshal's Office. For more information, please contact tradeshowinspector@anaheim.net.

THE FOLLOWING ITEMS REQUIRE AN EXHIBITOR PERMIT:

A PERMIT SHALL BE SUBMITTED FOR APPROVAL A MINIMUM OF 14 DAYS PRIOR TO SHOW OPENING

Flammable or Combustible Aerosols/Liquids

Describe the use and amounts for each day of the show on the Exhibitor Permit form. Include the Safety Data Sheet (SDS) for the product. Quantities may be limited by Anaheim Fire & Rescue. **All flammable or combustible aerosol containers used for display purposes, must be empty.**

Compressed Gas/Hazardous Materials

Describe the use and amounts for each day of the show on the Exhibitor Permit form. Provide the cubic feet of each cylinder, how many cylinders per day you will need and how it will be used in your booth. Include the Safety Data Sheet (SDS) for each product. Quantities may be limited by Anaheim Fire & Rescue. Delivery and pick-up of cylinders to the exhibit booth or space shall be regulated by the general service contractor. **Natural gas connections shall be conducted by a licensed plumbing contractor.**

Open Flame

Describe the product used to create open flame and description of demonstration. Ear candles require a permit and description of how it will be used and what safety precautions will be taken. **A permit is not required for the use of candles in a tradeshow (refer to candle section). Sterno does not require a permit when used with chaffing dishes.**

Propane or Butane

Describe the use on the Show Permit form. Propane and Butane will be limited to two-17 ounce containers.

Two-Story Booths (One or More Staircases)

Submit booth diagrams that includes a wet stamp from a California Licensed Structural or Civil Engineer. Provide on the Exhibitor Permit: 1) the live load per square foot (provided by engineer) and square footage of the second floor (or any floors above floor level). 2) the width of each staircase and 3) any doors, walls or room separations or setups on the upper levels. Booths that do not have approval from Anaheim Fire & Rescue shall not be occupied or have storage on the second floor.

To Request this brochure in an alternative format, please call (714) 765-4040 or TTY (714) 765-5125. The City prohibits discrimination on the basis of race, color or national origin in programs, services and activities.



Exhibitor Liability Insurance Program

As a standard requirement for all our show exhibitors, it is necessary for you to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate. Insurance Coverage is not optional.

This insurance must be in force during the lease dates of the event, November 10-13 2025 naming The Landscape Expo (17671 Irvine Blvd, Suite 217 Tustin, CA 92780) as the certificate holder. The following must be named as additional insured: The Landscape Expo, Anaheim Convention Center and the City of Anaheim.

The Landscape Expo has requested that Rainprotection serve as their insurance management company. In addition to being able to provide exhibitors with insurance, we are also collecting and verifying that all insurance certificates, regardless of the insurer, are verified for compliance.

Rainprotection Insurance Program

If you do not have insurance, or you would rather not use your own insurance, (similar to when you rent a car – so that claims would not be filed against your policy), we have set up a program with Rainprotection Insurance through which, you can purchase compliant insurance instantly online.

Benefits of using this program:

- No Deductible – unlike your corporate policy, Rainprotection's policy has no deductible. Should there be a claim, you will have no out of pocket costs and your future rates will not go up since you would not need to submit a claim on your policy.
- No Hassles – you will not need to go back and forth with your broker adding additional insureds and making your insurance compliant with show requirements.
- Coverage for exhibitors who do not have an existing policy.
- Coverage for international exhibitors whose insurance will not cover them in the U.S.A.
- Easy and Inexpensive to purchase instantly online.
- Already pre-filled with all the proper show information.
- Submitted to show management for you - Once purchased, they automatically receive a copy.

Make This Process Simple - Purchase Your Insurance Now and Forget About It

Click the link below to purchase your Liability Insurance for \$109
(Plus any applicable taxes)

*While completing the online application, DO NOT check any boxes unless it
specifically relates to what you will be doing at your booth at the event*

[https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=RnNqBu9ZbUo\\$](https://www.totaleventinsurance.com/app/Customer/ExhibitorAnnual.aspx?eid=RnNqBu9ZbUo$)

After reading the above information, if you still decide to use your own insurance, please make it compliant and then submit a copy to:

sales@rainprotection.net



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Rainprotection Insurance 39 Ryder Avenue Dix Hills, NY 11746 www.Rainprotection.net	CONTACT NAME: PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A : Insurance Company Name INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS: Exhibitor Name Street City, State, Zip Code	NAIC #

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		Policy Number	11/10/2025 12:01 AM	11/13/2025 11:59 PM	GENERAL AGGREGATE \$ 2,000,000
	PRODUCTS - COMP/OP AGG \$ 1,000,000						
	PERSONAL & ADV INJURY \$ 1,000,000						
	EACH OCCURRENCE \$ 1,000,000						
	FIRE DAMAGE (Any one fire) \$ 300,000						
	AUTOMOBILE LIABILITY ANY <input type="checkbox"/> ALL <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> HIRED AUTO <input type="checkbox"/>						COMBINED SINGLE LIMIT (Per accident) \$
							ODILY INJURY (Per person) \$
							ODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/>						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/>						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N <input type="checkbox"/> N / A If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATU-TORY LIMITS <input type="checkbox"/> OTH - ER \$
							E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
							AD&D MAXIMUM MEDICAL DEDUCTIBLE TERMS OF PAYMENT

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured: The Landscape Expo, Anaheim Convention Center and the City of Anaheim. As respects to claims arising out of the operations of Exhibiting Company at the Landscape Expo - November 11-13, 2025.

CERTIFICATE HOLDER**CANCELLATION**

The Landscape Expo
17671 Irvine Blvd, Suite 217
Tustin, CA 92780

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Rainprotection Insurance



ANAHEIM FIRE & RESCUE
Community Risk Reduction Division
201 S. Anaheim Blvd., #300
Anaheim, CA 92805
(714) 765-4040
tradeshowinspector@anaheim.net



EXHIBITOR PERMIT

THIS PERMIT SHALL BE KEPT ON SHOW SITE

BOOTH # _____

SHOW NAME _____

LOCATION OF SHOW _____

CONTACT INFORMATION

BUSINESS NAME _____

ADDRESS _____

CITY, STATE, ZIP _____

PHONE NUMBER () _____ FAX () _____
Area Code Area Code

CONTACT NAME _____

SHOW DATES _____

EMAIL _____

I HEREBY APPLY FOR AN EXHIBITOR PERMIT FOR THE FOLLOWING USE:

- | | |
|---|---|
| <input type="checkbox"/> Flammable/Combustible Liquids/Aerosols | <input type="checkbox"/> 2-Story Booth (1 or more staircases) |
| <input type="checkbox"/> Compressed Gas/Hazardous Materials | <input type="checkbox"/> Open Flame (Sterno does not apply) |
| <input type="checkbox"/> Propane/Butane | <input type="checkbox"/> Other _____ |

PLEASE PROVIDE PERMIT INFORMATION AS REQUESTED ON EXHIBITOR REQUIREMENTS:

Applicant's Signature _____ Date: _____

Fire Department Approval _____ Date: _____

FIRE SAFETY REQUIREMENTS:

To Request this brochure in an alternative format, please call (714) 765-4040 or TTY (714) 765-5125. The City prohibits discrimination on the basis of race, color or national origin in programs, services and activities.

Exhibiting Company Name

Booth Number

Discounted Rate Deadline: Mon, October 27th, 2025 by 4:30pm. After this date all orders and payments will be processed at the regular rates.
Online Ordering Ends: Mon, November 3rd, 2025 by 4:30pm. After this date orders can be placed via email or fax.

Submit your order online! Visit <https://orders.totalexpo.com/> with Show Code: LAND25

Specialty Furniture Rental Options

How to View Images

- Please visit our [Online Market Place](#) to view images of specialty furniture using the above show code. Turn to the "How to Submit Your Order" page for Additional instructions.
- To request a copy of the Specialty Furniture Catalog please email: Info@totalexpo.com or orders@totalexpo.com.
- Rates include rental for the duration of the event.
- CANCELLATIONS:** If cancelled within 14 days prior to move-in, a 50% refund will be issued. Cancellations made after move-in begins receive no refund. It is understood that move-in would be the date TotalExpo, Inc. begins setting up the event which may be different then the published exhibitor first move in date.

Item #	Item	Description	Qty	Advance	Regular	Total
CONFERENCE TABLES						
36ATO	Atomic 36" Round	Glass Top, Chrome		\$ 398.00	\$ 526.00	
42ATO	Atomic 42" Round	Glass Top, Chrome		\$ 331.00	\$ 424.00	
CB8	42" Round Madison	Gray Acajou, Black		\$ 516.00	\$ 684.00	
CONF42	42" Round Table	White Top		\$ 516.00	\$ 684.00	
42BKCT	42" Round Table	Black Top, Black		\$ 492.00	\$ 624.00	
BKCT5N	5' Table	Black Top, Silver		\$ 573.00	\$ 679.00	
CONF5	5' Table	White Top, Silver		\$ 573.00	\$ 679.00	
BKCT8N	8' Table	Black Top, Silver		\$ 1,058.00	\$ 1,335.00	
CONF8	8' Table	White Top, Silver		\$ 1,058.00	\$ 1,335.00	
BKCT10N	10' Table	Black Top, Silver		\$ 1,058.00	\$ 1,335.00	
CONF10	10' Table	White Top, Silver		\$ 1,058.00	\$ 1,335.00	
CF2	Geo Table, Rectangle	Glass Top, Black		\$ 579.00	\$ 728.00	
CE2	Geo Table, Rectangle	Glass Top, Chrome		\$ 579.00	\$ 728.00	
CF1	Geo, Rounded Square	Glass Top, Black		\$ 348.00	\$ 437.00	
CE1	Geo, Round/Square	Glass Top, Chrome		\$ 348.00	\$ 437.00	
MADC05	Madison 5' Table	Gray Acajou, Chrome		\$ 579.00	\$ 728.00	
MADC08	Madison 8' Table	Gray Acajou, Chrome		\$ 1,058.00	\$ 1,335.00	
MADC10	Madison 10' Table	Gray Acajou, Chrome		\$ 1,058.00	\$ 1,335.00	
WD3	Work Table	White Top, White		\$ 364.00	\$ 448.00	
BARS & COUNTERS						
MTBLPI	Midtown Bar, Lighted	Taupe Glass Top,		\$ 1,764.00	\$ 2,183.00	
MTBUUL	Midtown Bar, Unlighted	Taupe Glass Top,		\$ 1,489.00	\$ 1,844.00	
MTCLPI	Midtown Powered	Taupe Glass Top,		\$ 1,731.00	\$ 2,183.00	
MTCPUL	Midtown Powered	Taupe Glass Top,		\$ 1,632.00	\$ 2,062.00	

Item #	Item	Description	Qty	Advance	Regular	Total
OFFICE & PRODUCT DISPLAY						
TECH3	3 Drawer File Cabinet Castors	Black Top, Black		\$ 210.00	\$ 267.00	
JD8	Madison Executive Desk	Gray Acajou,		\$ 689.00	\$ 874.00	
TECH	Tech Desk, Powered	Black Metal, Black		\$ 453.00	\$ 570.00	
TECH3B	Tech Desk, Powd w/ 3 Drawer	Black Metal, Black		\$ 684.00	\$ 861.00	
BC8	Madison Bookcase	Gray Acajou,		\$ 534.00	\$ 677.00	
PSHCCS	Posh Shelving	Chrome, Acrylic		\$ 497.00	\$ 607.00	
PDL36B	Powd Locking Pedestal, 36"	Black		\$ 617.00	\$ 776.00	
PDL36W	Powd Locking Pedestal, 36"	White		\$ 617.00	\$ 776.00	
PDL42B	Powd Locking Pedestal, 42"	Black		\$ 739.00	\$ 909.00	
PDL42W	Powd Locking Pedestal, 42"	White		\$ 739.00	\$ 909.00	
LAMPS						
LA15	Mason Floor Lamp	Brushed Silver		\$ 298.00	\$ 383.00	
LA14	Mason Table Lamp	Brushed Silver		\$ 166.00	\$ 206.00	
GREENERY						
HIDG4FT	Boxwood Hedge, 4'	Green, Black		\$ 669.00	\$ 849.00	
HIDG7FT	Boxwood Hedge, 7'	Green, Black		\$ 1,053.00	\$ 1,327.00	
DIVIDERS						
DIVBAR	Clear Divider, Bar	Clear, Black		\$ 221.00	\$ 265.00	
DIVFRE	Clear Divider	Silver, Clear		\$ 405.00	\$ 485.00	
DIVFCR	Clear Divider	Silver, Clear		\$ 811.00	\$ 970.00	
DIVFWL	Clear Divider	Silver, Clear		\$ 405.00	\$ 485.00	
DIVFST	Clear Divider, Sofa/Table	Silver, Clear		\$ 301.00	\$ 364.00	
DIVFWB	Freestanding Whiteboard	Silver, White		\$ 545.00	\$ 655.00	
MIRWHT	Miramar Divider, White	Molded Plastic		\$ 581.00	\$ 704.00	
STNSGN	Stanchion Sign Holder	Chrome		\$ 82.00	\$ 100.00	
STNCH1	Stanchion w/ Retractable	Black, Chrome		\$ 92.00	\$ 110.00	

Please note that carpet rentals are installed clean and without damage. Additional booth cleaning/vacuuming is not included with the booth space. (If excessive debris has accumulated during set up, then booth vacuuming should be ordered). If you find debris or damage to the rental item / carpet prior to setup, please notify the TotalExpo service desk immediately. The Exhibitor is liable for loss or damage to the equipment during the show until TotalExpo employees arrive to remove it at the end of the show. Exhibitor also agrees to be billed for any damages or loss of equipment other than caused by normal operation. Furniture, carpet, and accessories should only be used for their intended purpose with reasonable care. Chairs and tables should not be stood on; tables should not be stood or sat on. TotalExpo, Inc. assumes no responsibility for damage or bodily injury arising from improper use of furniture, carpet, and accessories.



Specialty Furniture



1161 Sandhill Ave, Unit A, Carson, CA 90746

Phone: (310) 320-4203 Fax: (310) 320-4265

www.totalexpo.com orders@totalexpo.com

Exhibiting Company Name

Booth Number

Specialty Furniture

Item #	Item	Description	Qty	Advance	Regular	Total
POWERED						
BKCT5P	5' Table, Powered	Black Top, Silver		\$ 651.00	\$ 824.00	
C5PWR	5' Table, Powered	White Top, Silver		\$ 651.00	\$ 824.00	
BKCT8P	8' Table, Powered	Black Top, Silver		\$ 1,342.00	\$ 1,698.00	
C8PWR	8' Table, Powered	White Top, Silver		\$ 1,342.00	\$ 1,698.00	
BKC10P	10' Table, Powered	Black Top, Silver		\$ 1,342.00	\$ 1,698.00	
C10PWR	10' Table, Powered	White Top, Silver		\$ 1,342.00	\$ 1,698.00	
P30BWH	30" Bar Table, Powered	White Top, Black		\$ 843.00	\$ 1,065.00	
P30CWH	30" Cafe Table, Powered	White Top, Black		\$ 841.00	\$ 1,065.00	
ADCTBP	Adelaide Cocktail Table	Black Top, Silver		\$ 441.00	\$ 558.00	
ADCTWP	Adelaide Cocktail Table	White Top, Silver		\$ 441.00	\$ 558.00	
NPLCHP	Naples Chair, Powered	Black Vinyl		\$ 894.00	\$ 1,128.00	
NPLLOP	Naples Loveseat	Black Vinyl		\$ 1,038.00	1,371.00	
NPLSOP	Naples Sofa, Powered	Black Vinyl		\$ 1,306.00	\$ 1,655.00	
C1YP	Sydney Powered Cocktail	Black Top, Brushed Steel		\$ 457.00	\$ 601.00	
C1WP	Sydney Powered Cocktail	White Top, Brushed Steel		\$ 457.00	\$ 601.00	
TCHP	Tech Chair, No Tablet	Gray Vinyl, Chrome Base		\$ 481.00	\$ 608.00	
TCHGRY	Tech Tablet Chair	Gray Vinyl, White Metal		\$ 481.00	\$ 608.00	
VNTBLK	Ventura Comm. Bar Table	Black Top, Silver		\$ 992.00	\$ 1,309.00	
VNTWHT	Ventura Comm. Bar Table	White Top, Silver		\$ 992.00	\$ 1,309.00	
VNTCBK	Ventura Comm. Cafe	Black Top, Silver		\$ 938.00	\$ 1,182.00	
VNTCWH	Ventura Communal Cafe	White Top, Silver		\$ 938.00	\$ 1,182.00	
CUBPOW	Wireless Charging Table	White, AC Plug In		\$ 519.00	\$ 655.00	
VILHUB	Village Charging Hub	Cream		\$ 347.00	\$ 437.00	
SOFT SEATING COLLECTIONS						
CHR002	Allegro Chair	Blue Fabric, Brushed Metal		\$ 719.00	\$ 909.00	
SFA002	Allegro Sofa	Blue Fabric, Brushed Metal		\$ 931.00	\$ 1,176.00	
BCHWHT	Baja Chair	White Vinyl		\$ 722.00	\$ 909.00	
BLVWHT	Baja Loveseat	White Vinyl		\$ 909.00	\$ 1,152.00	
BSFWHT	Baja Sofa	White Vinyl		\$ 1,097.00	\$ 1,385.00	
COCHTP	Cordoba Chair	Taupe Fabric, Black		\$ 573.00	\$ 728.00	
COLVTP	Cordoba Loveseat	Taupe Fabric, Black		\$ 827.00	\$ 1,043.00	
FAIRCW	Fairfax Chair	White Vinyl, Brushed Metal		\$ 489.00	\$ 618.00	
FAIRSW	Fairfax Sofa	White Vinyl, Brushed Metal		\$ 634.00	\$ 800.00	
KEYCHR	Key Largo Chair	Black Fabric, Wood		\$ 454.00	\$ 600.00	
KEYLOV	Key Largo Loveseat	Black Fabric, Wood		\$ 573.00	\$ 728.00	
KEYSOF	Key Largo Sofa	Black Fabric, Wood		\$ 632.00	\$ 800.00	
MONCHA	Montreal Chair	Blue, Black Metal		\$ 711.00	\$ 899.00	
MONLOV	Montreal Loveseat	Blue, Black Metal		\$ 909.00	\$ 1,152.00	
NPLCHR	Naples Chair	Black Vinyl		\$ 762.00	\$ 899.00	
NPLLOV	Naples Loveseat	Black Vinyl		\$ 909.00	\$ 1,152.00	
NPLSOF	Naples Sofa	Black Vinyl		\$ 1,094.00	\$ 1,384.00	
PALSOF	Palm Beach Sofa	White Vinyl		\$ 931.00	\$ 1,176.00	
STECOA	Sterling Chair	Gray Fabric		\$ 891.00	\$ 1,128.00	
STESOF	Sterling Sofa	Gray Fabric		\$ 1,303.00	\$ 1,650.00	
VALCHA	Valencia Chair	Spice Orange Velvet		\$ 489.00	\$ 618.00	
VALSOF	Valencia Sofa	Coffee Brown Velvet		\$ 634.00	\$ 800.00	
ACCENT CHAIRS						
ATHCHA	Atherton Chair	Brown Leather, Black Metal		\$ 673.00	\$ 849.00	
BOWCHA	Bowery Chair	Ochre Fabric		\$ 662.00	\$ 837.00	
BNMCSB	Brooklyn Meeting Chair	Black Vinyl, Black Swivel Base		\$ 383.00	\$ 486.00	
BNMCOW	Brooklyn Meeting Chair	White Vinyl, Black Swivel Base		\$ 383.00	\$ 454.00	

Item #	Item	Description	Qty	Advance	Regular	Total
ACCENT CHAIRS (Continued)						
BNMCOB	Brooklyn Meeting Chair	Black Vinyl, Oak-look		\$ 402.00	\$ 486.00	
BNMCSW	Brooklyn Meeting Chair	White Vinyl, Oak-look		\$ 402.00	\$ 486.00	
CNTCHR	Century Chair	Gray Velvet		\$ 695.00	\$ 837.00	
LABREA	La Brea Swivel Chair	Charcoal Gray Fabric		\$ 602.00	\$ 726.00	
LENCHA	Lena Chair	Moss Green Leather		\$ 602.00	\$ 728.00	
BCW	Madrid Chair	White Vinyl, Chrome		\$ 695.00	\$ 837.00	
MNCHCH	Munich Armless Chair	Gray Fabric, Black		\$ 473.00	\$ 570.00	
SWAN	Swanson Swivel Chair	White Vinyl, Chrome		\$ 484.00	\$ 609.00	
WENCHA	Wentworth Swivel Chair	Brown Vinyl		\$ 473.00	\$ 570.00	
GROUP SEATING						
BLDCBK	Blade Chair	Black		\$ 93.00	\$ 118.00	
BLDCRD	Blade Chair	Red		\$ 93.00	\$ 118.00	
BLDCSB	Blade Chair	Sky Blue		\$ 93.00	\$ 118.00	
SC3	Brewer Chair	Onyx, Chrome		\$ 163.00	\$ 206.00	
CCSCAZ	Chelsea Chair	Azure Blue, Black Swivel		\$ 163.00	\$ 206.00	
CCSCBK	Chelsea Chair	Black, Black Swivel		\$ 163.00	\$ 206.00	
CCSCYL	Chelsea Chair	Goldenrod Yellow Casters		\$ 163.00	\$ 206.00	
CCSCGY	Chelsea Chair	Gray, Black w/ Casters		\$ 163.00	\$ 206.00	
CCSCOR	Chelsea Chair	Orange, Black Swivel		\$ 163.00	\$ 206.00	
CCSCWL	Chelsea Chair	Walnut-look, Black		\$ 163.00	\$ 206.00	
CCBTAZ	Chelsea Chair	Azure Blue, Black Tower		\$ 163.00	\$ 206.00	
CCBTBK	Chelsea Chair	Black, Black Tower		\$ 163.00	\$ 206.00	
CCBTYL	Chelsea Chair	Goldenrod Yellow		\$ 163.00	\$ 206.00	
CCBTGY	Chelsea Chair	Gray, Black Tower Base		\$ 163.00	\$ 206.00	
CCBTOR	Chelsea Chair	Orange, Black Tower		\$ 163.00	\$ 206.00	
CCBTWL	Chelsea Chair	Walnut-look, Black		\$ 163.00	\$ 206.00	
XCHR	Christopher Chair	White Vinyl, Chrome		\$ 163.00	\$ 206.00	
DUET	Duet Stack Chair	Black, Chrome		\$ 110.00	\$ 146.00	
LMCHR	Laguna Chair	Maple, Chrome		\$ 163.00	\$ 206.00	
LUCCL	Lucent Chair	Frosted Acrylic, Chrome		\$ 248.00	\$ 315.00	
MALGRY	Malba Chair	Gray, Chrome		\$ 110.00	\$ 146.00	
MALGRN	Malba Chair	Green, Chrome		\$ 110.00	\$ 146.00	
MARCBK	Marina Chair	Black Vinyl, Brushed		\$ 193.00	\$ 255.00	
MARCBR	Marina Chair	Brown Fabric, Brushed		\$ 193.00	\$ 255.00	
MARCBE	Marina Chair	Ocean Blue Fabric		\$ 193.00	\$ 255.00	
MARCRD	Marina Chair	Red Fabric, Brushed		\$ 193.00	\$ 255.00	
MARCWH	Marina Chair	White Vinyl, Brushed		\$ 193.00	\$ 255.00	
PASCHR	Pasadena Chair	White Molded Plastic		\$ 400.00	\$ 505.00	
SC10	Razor Armless Chair	White		\$ 116.00	\$ 152.00	
RSTDIN	Rustique Chair w/ Arms	Gunmetal		\$ 166.00	\$ 206.00	
CS4	Syntax Chair	Black, Chrome		\$ 232.00	\$ 291.00	
ZENCHR	Zenith Chair	White, Chrome		\$ 207.00	\$ 276.00	
OTTOMANS						
BVLYBK	Beverly Bench Ottoman	Black Vinyl		\$ 414.00	\$ 522.00	
BVLYBN	Beverly Bench Ottoman	Brown Fabric		\$ 414.00	\$ 522.00	
BVLYGR	Beverly Bench Ottoman	Gray Fabric		\$ 414.00	\$ 522.00	
BVLYLN	Beverly Bench Ottoman	Linen Fabric		\$ 414.00	\$ 522.00	
BVLYOB	Beverly Bench Ottoman	Ocean Blue Fabric		\$ 414.00	\$ 522.00	
BVLYRD	Beverly Bench Ottoman	Red Fabric		\$ 414.00	\$ 522.00	
BVLYWH	Beverly Bench Ottoman	White Vinyl		\$ 414.00	\$ 522.00	
BVSMBK	Beverly Small Bench Ottoman	Black Vinyl		\$ 347.00	\$ 437.00	
BVSMBL	Beverly Small Bench Ottoman	Ocean Blue Fabric		\$ 347.00	\$ 437.00	

Exhibiting Company Name

Booth Number

Specialty Furniture

Item #	Item	Description	Qty	Advance	Regular	Total
OTTOMANS (continued)						
BVSMBN	Beverly Small Bench Ottoman	Brown Fabric		\$ 347.00	\$ 437.00	
BVSMGN	Beverly Small Bench Ottoman	Olive Green Fabric		\$ 347.00	\$ 437.00	
BVSMGY	Beverly Small Bench Ottoman	Gray Fabric		\$ 347.00	\$ 437.00	
BVSMNLN	Beverly Small Bench Ottoman	Linen Fabric		\$ 347.00	\$ 437.00	
BVSMNLV	Beverly Small Bench Ottoman	Lavender Fabric		\$ 347.00	\$ 437.00	
BVSMOR	Beverly Small Bench Ottoman	Orange Fabric		\$ 347.00	\$ 437.00	
BVSMRD	Beverly Small Bench Ottoman	Red Fabric		\$ 347.00	\$ 437.00	
BVSMWH	Beverly Small Bench Ottoman	White Vinyl		\$ 347.00	\$ 437.00	
BVSMYL	Beverly Small Bench Ottoman	Yellow Fabric		\$ 347.00	\$ 437.00	
END01B	Endless Curved Ottoman	Black Vinyl, Chrome		\$ 537.00	\$ 709.00	
END01W	Endless Curved Ottoman	White Vinyl, Chrome		\$ 537.00	\$ 709.00	
END02B	Endless Square Ottoman	Black Vinyl, Chrome		\$ 469.00	\$ 594.00	
END02W	Endless Square Ottoman	White Vinyl, Chrome		\$ 469.00	\$ 594.00	
MAR001	Marche Swivel Ottoman	White Vinyl		\$ 248.00	\$ 322.00	
MAR002	Marche Swivel Ottoman	Gray Fabric		\$ 248.00	\$ 322.00	
MAR003	Marche Swivel Ottoman	Linen Fabric		\$ 248.00	\$ 322.00	
MAR004	Marche Swivel Ottoman	Raspberry Fabric		\$ 248.00	\$ 322.00	
MAR005	Marche Swivel Ottoman	Red Fabric		\$ 248.00	\$ 322.00	
MAR006	Marche Swivel Ottoman	Rose Quartz Fabric		\$ 248.00	\$ 322.00	
MAR007	Marche Swivel Ottoman	Plum Fabric		\$ 248.00	\$ 322.00	
MAR008	Marche Swivel Ottoman	Meadow Green		\$ 248.00	\$ 322.00	
MAR009	Marche Swivel Ottoman	Pear Yellow Fabric		\$ 248.00	\$ 322.00	
MAR010	Marche Swivel Ottoman	Blue Fabric		\$ 248.00	\$ 322.00	
MAR011	Marche Swivel Ottoman	Orange Fabric		\$ 248.00	\$ 322.00	
MAR012	Marche Swivel Ottoman	Forest Green Vinyl		\$ 248.00	\$ 322.00	
MAR013	Marche Swivel Ottoman	Teal Velvet		\$ 248.00	\$ 322.00	
MAR014	Marche Swivel Ottoman	Distressed Brown Vinyl		\$ 248.00	\$ 322.00	
MAR015	Marche Swivel Ottoman	Black Vinyl		\$ 248.00	\$ 322.00	
MAR016	Marche Swivel Ottoman	Ivory Faux Sheep Fur		\$ 248.00	\$ 322.00	
VIB01	Vibe Cube Ottoman	Green Vinyl		\$ 182.00	\$ 243.00	
VIB02	Vibe Cube Ottoman	Blue Vinyl		\$ 182.00	\$ 243.00	
VIB04	Vibe Cube Ottoman	Red Vinyl		\$ 182.00	\$ 243.00	
VIB05	Vibe Cube Ottoman	Bright Yellow Vinyl		\$ 182.00	\$ 243.00	
VIB08	Vibe Cube Ottoman	Orange Vinyl		\$ 182.00	\$ 243.00	
VIB09	Vibe Cube Ottoman	White Vinyl		\$ 182.00	\$ 243.00	
VIB10	Vibe Cube Ottoman	Black Vinyl		\$ 182.00	\$ 243.00	
VIB11	Vibe Cube Ottoman	Steel Blue Vinyl		\$ 182.00	\$ 243.00	
VIB12	Vibe Cube Ottoman	Silver Vinyl		\$ 182.00	\$ 243.00	
VIB13	Vibe Cube Ottoman	Purple Vinyl		\$ 182.00	\$ 243.00	
VIB14	Vibe Cube Ottoman	Citrus Green Vinyl		\$ 182.00	\$ 243.00	
VIB15	Vibe Cube Ottoman	Taupe Vinyl		\$ 182.00	\$ 243.00	
VIB16	Vibe Cube Ottoman	Spice Orange Vinyl		\$ 182.00	\$ 243.00	
VIB17	Vibe Cube Ottoman	Desert Rose Vinyl		\$ 182.00	\$ 243.00	
ACCENT TABLES						
ADCTBK	Adelaide Cocktail Table	Black Top, Silver		\$ 314.00	\$ 400.00	
ADCTGL	Adelaide Cocktail Table	Glass Top, Silver		\$ 314.00	\$ 400.00	
ADCTWH	Adelaide Cocktail Table	White Top, Silver		\$ 314.00	\$ 400.00	
ADETBK	Adelaide End Table	Black Top, Silver		\$ 303.00	\$ 389.00	
ADETGL	Adelaide End Table	Glass Top, Silver		\$ 303.00	\$ 389.00	
ADETWH	Adelaide End Table	White Top, Silver		\$ 303.00	\$ 389.00	
ALC100	Alondra Cocktail Table	Glass Top, Chrome		\$ 386.00	\$ 485.00	

Item #	Item	Description	Qty	Advance	Regular	Total
ACCENT TABLES (Continued)						
ALC200	Alondra Cocktail Table	Brandy Maple Top, Chrome		\$ 386.00	\$ 485.00	
ALE100	Alondra End Table	Glass Top, Chrome		\$ 309.00	\$ 408.00	
ALE200	Alondra End Table	Brandy Maple Top, Chrome		\$ 309.00	\$ 408.00	
AURA	Aura Round Table	White Metal		\$ 171.00	\$ 218.00	
C1C	Geo Cocktail Table	Glass Top, Chrome		\$ 326.00	\$ 431.00	
C1FWB	Geo Cocktail Table	Brandy Maple Top, Black		\$ 326.00	\$ 431.00	
E1C	Geo End Table	Glass Top, Chrome		\$ 248.00	\$ 315.00	
E1FWB	Geo End Table	Brandy Maple Top, Black		\$ 248.00	\$ 315.00	
MESCTB	Mesa Cocktail Table	Black Top, Bronze		\$ 320.00	\$ 400.00	
MESCTG	Mesa Cocktail Table	Glass Top, Bronze		\$ 320.00	\$ 400.00	
MESCTW	Mesa Cocktail Table	Barnwood Top, Bronze		\$ 320.00	\$ 400.00	
MESEB	Mesa End Table	Black Top, Bronze		\$ 248.00	\$ 315.00	
MESETG	Mesa End Table	Glass Top, Bronze		\$ 248.00	\$ 315.00	
MESETW	Mesa End Table	Barnwood Top, Bronze		\$ 248.00	\$ 315.00	
REGBEN	Regis Bench/Table	Brushed Metal		\$ 369.00	\$ 487.00	
REGOTT	Regis End Table	Brushed Metal		\$ 309.00	\$ 389.00	
SEDBBK	Sedona Side Table	Black Top, Bronze		\$ 171.00	\$ 218.00	
SEDBWH	Sedona Side Table	White Top, Bronze		\$ 171.00	\$ 218.00	
SEDBWD	Sedona Side Table	Wood Top, Bronze		\$ 171.00	\$ 218.00	
C1E	Silverado Cocktail Table	Glass Top, Chrome		\$ 326.00	\$ 431.00	
E1E	Silverado End Table	Glass, Chrome		\$ 248.00	\$ 315.00	
C1Y	Sydney Cocktail Table	Black Top, Brushed Steel		\$ 326.00	\$ 431.00	
SYDBEC	Sydney Cocktail Table	Blue Top, Brushed Steel		\$ 331.00	\$ 400.00	
C1W	Sydney Cocktail Table	White Top, Brushed Steel		\$ 326.00	\$ 431.00	
SYDWDC	Sydney Cocktail Table	Barnwood Top, Brushed Steel		\$ 317.00	\$ 400.00	
E1Y	Sydney End Table	Black Top, Brushed Steel		\$ 309.00	\$ 408.00	
SYDBEE	Sydney End Table	Blue Top, Brushed Steel		\$ 331.00	\$ 400.00	
E1W	Sydney End Table	White Top, Brushed Steel		\$ 309.00	\$ 408.00	
SYDWDE	Sydney End Table	Barnwood Top, Brushed Steel		\$ 331.00	\$ 400.00	
TAOBK	Taos Side Table	Black Top, Bronze		\$ 171.00	\$ 218.00	
TAOBWH	Taos Side Table	White Top, Bronze		\$ 171.00	\$ 218.00	
TAOBWD	Taos Side Table	Wood Top, Bronze		\$ 171.00	\$ 218.00	
TMBTBL	Timber Table	Wood		\$ 171.00	\$ 218.00	
CAFÉ TABLES W/ STANDARD BLACK BASE						
30BKSC	30" Round Café Table	Black Top		\$ 331.00	\$ 424.00	
30BEC	30" Round Café Table	Blue Top		\$ 331.00	\$ 424.00	
30AGBC	30" Round Café Table	Brushed Gunmetal Top		\$ 331.00	\$ 424.00	
30YSBC	30" Round Café Table	Brushed Yellow Top		\$ 331.00	\$ 424.00	
ZTJ	30" Round Café Table	Graphite Nebula Top		\$ 331.00	\$ 424.00	
ZTA	30" Round Café Table	Gray Acajou Top		\$ 331.00	\$ 424.00	
30GSBC	30" Round Café Table	Green Top		\$ 331.00	\$ 424.00	
ZTK	30" Round Café Table	Maple Top		\$ 331.00	\$ 424.00	
30OSBC	30" Round Café Table	Orange Top		\$ 331.00	\$ 424.00	
ZTB	30" Round Café Table	Red Top		\$ 331.00	\$ 424.00	
30WH29	30" Round Café Table	White Top		\$ 331.00	\$ 424.00	
30WDBC	30" Round Café Table	Barnwood Top		\$ 331.00	\$ 424.00	
36BKSC	36" Round Café Table	Black Top		\$ 364.00	\$ 461.00	
ZTN	36" Round Café Table	Graphite Nebula Top		\$ 364.00	\$ 461.00	
ZTP	36" Round Café Table	Maple Top		\$ 364.00	\$ 461.00	
ZTQ	36" Round Café Table	White Top		\$ 364.00	\$ 461.00	

Exhibiting Company Name

Booth Number

Specialty Furniture

Item #	Item	Description	Qty	Advance	Regular	Total
BAR TABLE						
RSTSQT	Rustique Square Metal	Gunmetal		\$ 364.00	\$ 461.00	
BARSTOOLS						
BSS	Banana Barstool	Black, Chrome		\$ 331.00	\$ 437.00	
BST	Banana Barstool	White, Chrome		\$ 331.00	\$ 437.00	
BLDBBK	Blade Barstool	Black		\$ 160.00	\$ 201.00	
BLDBRD	Blade Barstool	Red		\$ 160.00	\$ 201.00	
BLDBSB	Blade Barstool	Sky Blue		\$ 160.00	\$ 201.00	
CBSBAZ	Chelsea Barstool	Azure Blue, Black Tower Base		\$ 221.00	\$ 279.00	
CBSBBK	Chelsea Barstool	Black, Black Tower Base		\$ 221.00	\$ 279.00	
CBSBYL	Chelsea Barstool	Goldenrod Yellow, Black Tower Base		\$ 221.00	\$ 279.00	
CBSBGY	Chelsea Barstool	Gray, Black Tower Base		\$ 221.00	\$ 279.00	
CBSBOR	Chelsea Barstool	Orange, Black Tower Base		\$ 221.00	\$ 279.00	
CBSBWL	Chelsea Barstool	Walnut-look, Black Tower Base		\$ 221.00	\$ 279.00	
XBAR	Christopher Barstool	White Vinyl, Chrome		\$ 248.00	\$ 315.00	
LMBAR	Laguna Barstool	Maple, Chrome		\$ 221.00	\$ 279.00	
ROLLBL	Lift Barstool	Black Vinyl, Chrome		\$ 287.00	\$ 376.00	
ROLLGY	Lift Barstool	Gray Vinyl, Chrome		\$ 287.00	\$ 376.00	
ROLLRD	Lift Barstool	Red Vinyl, Chrome		\$ 287.00	\$ 376.00	
ROLLWH	Lift Barstool	White Vinyl, Chrome		\$ 287.00	\$ 376.00	
LUBSCL	Lucent Barstool	Frosted Acrylic, Chrome		\$ 342.00	\$ 448.00	
MARBBE	Marina Barstool	Ocean Blue Fabric, Brushed Metal		\$ 320.00	\$ 400.00	
MARBBK	Marina Barstool	Black Vinyl, Brushed Metal		\$ 320.00	\$ 400.00	
MARBBR	Marina Barstool	Brown Fabric, Brushed Metal		\$ 320.00	\$ 400.00	
MARBRD	Marina Barstool	Red Fabric, Brushed Metal		\$ 320.00	\$ 400.00	
MARBWH	Marina Barstool	White Vinyl, Brushed Metal		\$ 320.00	\$ 400.00	
RSTSTL	Rustique Barstool	Gunmetal		\$ 176.00	\$ 237.00	
BSO01	Shark Barstool	White, Chrome		\$ 348.00	\$ 437.00	
BSR	Syntax Barstool	Black, Chrome		\$ 248.00	\$ 315.00	
ZENBAR	Zenith Barstool	White, Chrome		\$ 215.00	\$ 287.00	
BSO02	Zoey Barstool	White, Chrome		\$ 353.00	\$ 485.00	
COMMUNAL TABLES W/ SOLID TOPS & SILVER FRAME						
VNTBNP	Ventura Communal Bar	Black Top, Silver		\$ 894.00	\$ 1,128.00	
VNTMNP	Ventura Communal Bar	Maple Top, Silver		\$ 894.00	\$ 1,128.00	
VNTWNP	Ventura Communal Bar	White Top, Silver		\$ 894.00	\$ 1,128.00	
VNTCBN	Ventura Communal Café	Black Top, Silver		\$ 673.00	\$ 849.00	
VNTCMN	Ventura Communal Café	Maple Top, Silver		\$ 673.00	\$ 849.00	
VNTCWN	Ventura Communal Café	White Top, Silver		\$ 673.00	\$ 849.00	
COMMUNAL TABLES W/ GROMMET HOLES & SILVER FRAME						
VNTBMW	Ventura Communal Bar	Maple Top, Silver		\$ 855.00	\$ 1,128.00	
VNTBWW	Ventura Communal Bar	White Top, Silver		\$ 855.00	\$ 1,128.00	
VNTCMW	Ventura Communal Café	Maple Top, Silver		\$ 673.00	\$ 849.00	
VNTCWW	Ventura Communal Café	White Top, Silver		\$ 673.00	\$ 849.00	
EXECUTIVE CHAIRS						
TASKST	Task Stool	Black Fabric, Black		\$ 192.00	\$ 243.00	
CUPCHA	Cupertino Mid Back	Black Vinyl		\$ 298.00	\$ 376.00	
GENCHA	Genesis Chair	Black		\$ 243.00	\$ 303.00	
PROGB	Pro Executive Guest	Black Vinyl,		\$ 276.00	\$ 339.00	
PROEXB	Pro Executive High Back	Black Vinyl,		\$ 477.00	\$ 629.00	
PROEXE	Pro Executive High Back	White Vinyl,		\$ 477.00	\$ 629.00	
PROMDB	Pro Executive Mid Back	Black Vinyl,		\$ 298.00	\$ 376.00	
PROMID	Pro Executive Mid Back	White Vinyl,		\$ 298.00	\$ 376.00	

Item #	Item	Description	Qty	Advance	Regular	Total
CAFÉ TABLES W/ HYDRAULIC CHROME BASE						
30MAHC	30" Round Café Table	Gray Acajou Top		\$ 375.00	\$ 455.00	
30BRHC	30" Round Café Table	Red Top		\$ 375.00	\$ 455.00	
30WHHC	30" Round Café Table	White Top		\$ 375.00	\$ 455.00	
30WDHC	30" Round Café Table	Barnwood Top		\$ 375.00	\$ 455.00	
30BKHC	30" Round Café Table	Black Top		\$ 375.00	\$ 455.00	
30BEHC	30" Round Café Table	Blue Top		\$ 375.00	\$ 455.00	
30AGHC	30" Round Café Table	Brushed Gunmetal Top		\$ 375.00	\$ 455.00	
30YSHC	30" Round Café Table	Brushed Yellow Top		\$ 375.00	\$ 455.00	
30GRHC	30" Round Café Table	Graphite Nebula Top		\$ 375.00	\$ 455.00	
30GSHC	30" Round Café Table	Green Top		\$ 375.00	\$ 455.00	
30MTHC	30" Round Café Table	Maple Top		\$ 375.00	\$ 455.00	
30OSHC	30" Round Café Table	Orange Top		\$ 375.00	\$ 455.00	
36BKHC	36" Round Café Table	Black Top		\$ 408.00	\$ 509.00	
36GRHC	36" Round Café Table	Graphite Nebula Top		\$ 408.00	\$ 509.00	
36MTHC	36" Round Café Table	Maple Top		\$ 408.00	\$ 509.00	
36WTHC	36" Round Café Table	White Top		\$ 408.00	\$ 509.00	
BAR TABLES W/ STANDARD BLACK BASE						
30BKSB	30" Round Bar Table	Black Top		\$ 331.00	\$ 441.00	
30EBEB	30" Round Bar Table	Blue Top		\$ 331.00	\$ 441.00	
30AGBB	30" Round Bar Table	Brushed Gunmetal Top		\$ 331.00	\$ 441.00	
30YBBB	30" Round Bar Table	Brushed Yellow Top		\$ 331.00	\$ 441.00	
VTJ	30" Round Bar Table	Graphite Nebula Top		\$ 331.00	\$ 441.00	
VTA	30" Round Bar Table	Gray Acajou Top		\$ 331.00	\$ 441.00	
30GSBB	30" Round Bar Table	Green Top		\$ 331.00	\$ 441.00	
VTK	30" Round Bar Table	Maple Top		\$ 331.00	\$ 441.00	
30OSBB	30" Round Bar Table	Orange Top		\$ 331.00	\$ 441.00	
VTB	30" Round Bar Table	Red Top		\$ 331.00	\$ 441.00	
30WH42	30" Round Bar Table	White Top		\$ 331.00	\$ 441.00	
30WDBB	30" Round Bar Table	Barnwood Top		\$ 331.00	\$ 441.00	
36BKSB	36" Round Bar Table	Black Top		\$ 364.00	\$ 463.00	
VTN	36" Round Bar Table	Graphite Nebula Top		\$ 364.00	\$ 463.00	
VTP	36" Round Bar Table	Maple Top		\$ 364.00	\$ 463.00	
VTW	36" Round Bar Table	White Top		\$ 364.00	\$ 419.00	
BAR TABLES W/ HYDRAULIC CHROME BASE						
30BKHB	30" Round Bar	Black Top		\$ 375.00	\$ 455.00	
30BEHB	30" Round Bar	Blue Top		\$ 375.00	\$ 455.00	
30AGHB	30" Round Bar	Brushed Gunmetal		\$ 375.00	\$ 455.00	
30YSHB	30" Round Bar	Brushed Yellow		\$ 375.00	\$ 455.00	
30GRHB	30" Round Bar	Graphite Nebula		\$ 375.00	\$ 455.00	
30GSHB	30" Round Bar	Green Top		\$ 375.00	\$ 455.00	
30MTHB	30" Round Bar	Maple Top		\$ 375.00	\$ 455.00	
30OSHB	30" Round Bar	Orange Top		\$ 375.00	\$ 455.00	
30BRHB	30" Round Bar	Red Top		\$ 375.00	\$ 455.00	
30WHHB	30" Round Bar	White Top		\$ 375.00	\$ 455.00	
30WDHB	30" Round Bar	Barnwood Top		\$ 375.00	\$ 455.00	
30MAHB	30" Round Bar	Gray Acajou Top		\$ 375.00	\$ 455.00	
36BKHB	36" Round Bar	Black Top		\$ 408.00	\$ 509.00	
36GRHB	36" Round Bar	Graphite Nebula Top		\$ 408.00	\$ 509.00	
36MTHB	36" Round Bar	Maple Top		\$ 408.00	\$ 509.00	
36WTHB	36" Round Bar	White Top		\$ 408.00	\$ 509.00	