

**STRATEGIES IN LIGHT  
 SANTA CLARA CONVENTION CENTER  
 SANTA CLARA, CA  
 FEBRUARY 7–9, 2012**

**Order Forms**  
 Click on name to take  
 you directly to the form

- Payment Terms
- Furniture
- Carpet
- Cleaning
- Rental Units
- Cabinets
- Signs
- Union Regulations
- Labor/Lift
- Accessible Storage
- Non Official
- Shipping Information
- Material Handling
- Limits of Liability

**Official Service Contractor**

Brede/Allied Convention Service, Inc. Phone: 407-851-0261  
 2502 Lake Orange Drive Fax: 407-859-3904  
 Orlando FL 32837

**Show Management Contact**

Sue Ellen Rhine, Exhibit Services Manager Phone: 918-831-9440  
 PennWell Corporation Fax: 918-831-9729  
 1421 South Sheridan Rd  
 Tulsa OK 74112

**Show Information**

Backwall Drape: Black (Drape in the Light Pavilion will be Plum)  
 Siderail Drape: Black  
 Exhibit Hall Carpet: **Exhibitors are required to have floor covering in their booth**  
 Aisle Carpet Color: Black (Aisle carpet in the Light Pavilion will be Silver)  
 Booth Package: One i.d. sign showing company name & booth number.

**Important Dates (Check all order forms for additional deadlines)**

Non Official Exhibitor Appointed Contractor :	Friday	Jan 6, 2012
Brede/Allied Advanced Order Deadline:	Tuesday	Jan 24 2012
Advance Freight Deadline: (without surcharge)	Tuesday	Jan 24, 2012
General Exhibitor Setup:	Monday* Feb 6, 2012	4:00 PM — 9:00 PM
* Early Exhibitors, by appointment only. Contact Brede/Allied Customer Service at 407/851-0261		
Show Hours:	Tuesday Feb 7, 2012	8:00 AM — 4:00 PM
	Tuesday Feb 7, 2012	5:00 PM — 7:00 PM
	Wednesday Feb 8, 2012	10:00 AM — 7:00 PM
	Thursday Feb 9, 2012	9:00 AM — 2:00 PM
Exhibitor Move-out:	Thursday Feb 9, 2012	2:00 PM — 6:00 PM
Freight Re-Route Time:	Thursday Feb 9, 2012	6:00 PM



Find more on Bredeallied.com

**Shipping Information**

**Advance Warehouse:** Company Name, Booth Number  
 SIL  
 C/O Brede/Allied  
 C/O ABF  
 2135 O'Toole Ave  
 San Jose, CA 95131

**Show Site:** Company Name, Booth Number  
 SIL  
 C/O Brede/Allied  
 C/O Santa Clara CC  
 5001 Great America Pkwy  
 Santa Clara, CA 95054

# Payment Authorization



*The Leading Events for the Global LED and Lighting Industry*

THIS FORM ALONG WITH YOUR ORDER & CHECK AND CREDIT CARD INFORMATION FOR PAYMENT MUST BE RETURNED TO BREDE/ALLIED CONVENTION SERVICES AT THE ADDRESS ABOVE. A CREDIT CARD ON FILE IS REQUIRED WHEN USING BREDE/ALLIED CONVENTION SERVICE. ORDERS RECEIVED WITHOUT PAYMENT AND CREDIT CARD AUTHORIZATION WILL NOT BE PROCESSED.

- To receive discount pricing, order forms and full payment must be received by the deadline date on each form. Purchase Orders are not considered advance payment. Payment may be made by company check or credit card authorization. There will be a \$35.00 minimum service charge for handling returned payments - checks or credit cards.
- Any additional costs incurred for orders or services placed at show site, including labor and material handling, are due and payable upon presentation of the invoice. All adjustments must be made at show site. **ABSOLUTELY NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.**
- All accounts must be settled at the Brede/Allied service desk prior to show closing. Your show site representative must be made aware of this policy and have means of payment, unless credit card authorization below is signed. It is the responsibility of your show site representative to review the Statement of Account prior to the close of the show, as no adjustments will be made after the close of the show.
- The exhibiting firm is primarily responsible for payment of all charges.
- NOTE: RENTAL ITEMS NOT ORDERED, YET FOUND IN BOOTHS, ARE INVOICED AT "STANDARD-FLOOR" PRICING.
- INTERNATIONAL EXHIBITORS: We require 100% pre-payment of advance orders. Payment must be rendered by cash, check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard, or Visa credit cards.

## PAYMENT INFORMATION:

### CREDIT CARD INFORMATION - CREDIT CARD IS REQUIRED FOR SERVICES RENDERED:

We authorize Brede/Allied Convention Service to charge any additional amounts incurred by me or my show representative, including material handling and labor charges. If credit card is declined, Standard-Floor pricing prevails and a \$35.00 service charge will be added.

Charge to :( check one)    \_\_\_ MasterCard    \_\_\_ Visa    \_\_\_ American Express    \_\_\_ Discover

Account Number \_\_\_\_\_ Expiration Date \_\_\_\_\_ CVS# \_\_\_\_\_

Card Holder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Card Holder Billing Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Card Holder Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Card Holder Email: \_\_\_\_\_

### CHECK PAYMENT OPTION : Made Payable to: Allied Convention Service, Inc. and drawn in US funds.

Check # \_\_\_\_\_ Date \_\_\_\_\_ Amount \$ \_\_\_\_\_

**\*\*Wire Transfers are available. Please contact Customer Service for details.**

## ORDER SUMMARY

Furniture (Brede/Allied Only)	\$ _____	Labor (estimate)	\$ _____
Carpet	\$ _____	Material Handling (estimate)	\$ _____
Custom Rental Exhibits	\$ _____	Other Brede/Allied Services	\$ _____
Cleaning	\$ _____	Total Due	\$ _____
Signs	\$ _____		

Please check that you agree to our Terms and Conditions and acknowledge payments must be accompanied with order.

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



Find more on Bredeallied.com

# Furniture and Accessories



The Leading Events for the Global LED and Lighting Industry

## Tables

Qty	Item	Advance	Standard	Subtotal
<b>30" High Display Tables (includes white vinyl top, 3 side drape)</b>				
_____	4' x 2' draped table	\$158.00	\$205.50	\$ _____
_____	6' x 2' draped table	\$187.00	\$243.25	\$ _____
_____	8' x 2' draped table	\$216.50	\$281.50	\$ _____
_____	4th side drape	\$54.50	\$71.00	\$ _____
_____	4' x 2' undraped table	\$79.25	\$103.25	\$ _____
_____	6' x 2' undraped table	\$95.25	\$124.00	\$ _____
_____	8' x 2' undraped table	\$109.25	\$142.25	\$ _____
<b>42" High Display Tables (includes white vinyl top, 3 side drape)</b>				
_____	4' x 2' draped table	\$200.75	\$261.00	\$ _____
_____	6' x 2' draped table	\$229.75	\$298.68	\$ _____
_____	8' x 2' draped table	\$259.75	\$337.25	\$ _____
_____	4th side drape	\$54.50	\$71.00	\$ _____
_____	4' x 2' undraped table	\$122.00	\$158.75	\$ _____
_____	6' x 2' undraped table	\$138.00	\$179.50	\$ _____
_____	8' x 2' undraped table	\$152.00	\$197.75	\$ _____
<b>12" Tabletop Risers (includes white vinyl top)</b>				
_____	6' one step riser	\$90.00	\$117.00	\$ _____
_____	8' one step riser	\$90.00	\$117.00	\$ _____

Select Table Drape Color

- Black    White    Burgundy    Seafoam    Hunter Green  
 Navy    Silver    Red    Royal Blue    Dusty Rose

## Accessories

Qty	Item	Advance	Standard	Subtotal
_____	Padded Arm Chair-Gray	\$120.25	\$156.50	\$ _____
_____	Padded Side Chair-Gray	\$108.75	\$141.50	\$ _____
_____	Counter Stool w/Back-Gray	\$136.00	\$177.00	\$ _____
_____	Chrome Bag Rack	\$117.00	\$152.25	\$ _____
_____	Security Container	\$452.75	\$588.75	\$ _____
_____	Wastebasket	\$29.50	\$38.50	\$ _____
_____	Tripod Easel	\$59.00	\$76.75	\$ _____
_____	6 Pocket Literature Rack	\$170.00	\$221.00	\$ _____
_____	Chrome Stanchions	\$45.50	\$59.25	\$ _____
_____	Plastic Chain (per ft)	\$4.50	\$6.00	\$ _____
_____	22"x28" Chrome Sign Stand	\$97.75	\$127.25	\$ _____
_____	Vertical Tackboard 8'x4'	\$255.00	\$331.50	\$ _____
_____	Horizontal Tackboard 8'x4'	\$255.00	\$331.50	\$ _____
<b>Special Drapery</b>				
_____	3' high Special Drapery	\$18.50	\$24.25	\$ _____
_____	8' high Special Drapery	\$24.50	\$32.00	\$ _____

Select Special Drape Color

- Black    Royal Blue    Burgundy    Navy    Hunter Green  
 Seafoam    White    Red    Silver    Dusty Rose



### Important Notes

- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede/Allied.
- All charges must be paid prior to close of show.
- Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.

Form  
 Total

Subtotal \$	_____
9.25% Sales Tax \$	_____
Total \$	_____

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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

# Carpet

**Floor covering is not included with your exhibit space, therefore carpet and/or alternative floor covering is required in all exhibits.**

## Standard Carpeting

Select from Standard Colors (if no color is selected, show colors will prevail.)

- Black     Blue     Burgundy     Green  
 Gray     Plum     Red     Teal

Qty	Size	Advance	Standard	Subtotal
_____	10' x 10'	\$208.75	\$271.50	\$ _____
_____	10' x 20'	\$417.50	\$543.00	\$ _____
_____	10' x 30'	\$626.25	\$813.00	\$ _____
_____	10' x 40'	\$835.00	\$1086.00	\$ _____

- Standard carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.

## Options

Qty	Option	Size	Advance	Standard	Subtotal
_____	Carpet Padding	Size: _____ x _____	\$2.05	\$2.70	\$ _____
_____	Visqueen	Size: _____ x _____	\$1.25	\$1.65	\$ _____
			<i>per sq. ft.</i>	<i>per sq. ft.</i>	

## Cut & Fitted

_____	Cut & Fit to Booth Space <i>(per 10' increments)</i>	Size: _____ x _____ <i>(100 sq. ft. minimum)</i>	\$4.60 <i>per sq. ft.</i>	\$6.00 <i>per sq. ft.</i>	\$ _____
-------	---	---	------------------------------	------------------------------	----------

- Rental price includes laying, tape, visqueen and removal.
- Rental prices are quoted per square foot-to figure total square feet, multiply length x width + total square feet.

## Important Notes

- Orders cancelled after move-in begins will be charged 100% of the original price.
- All carpets ordered from us are installed clean. You may want to order cleaning services for debris created during set-up.
- All charges must be paid prior to close of show.

We will be bringing our own carpet.

Payment Method must be completed to process orders. Orders received without full payment or credit card will not be processed.

Form  
Total

Subtotal	\$ _____
9.25% Sales Tax	\$ _____
Carpet Total	\$ _____

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



# Booth Cleaning



The Leading Events for the Global LED and Lighting Industry

Minimum 100 square feet per day	Advance Price	Standard Price
Booth Vacuuming—once daily	.58 per sq. ft.	.76 per sq. ft.

Booth Size (sq. ft.)	Rate	# Days	Subtotal
_____	X _____	X _____	= \$ _____

*Note: There will be an additional labor charge for cleaning carpets that are subjected to excessive wear- and -tear such as wood or metal shavings generated by demonstrations in the booth or food sampling.*

# Periodic Porter Service

Includes emptying your booth's wastebasket(s) and policing your exhibit area at two hour intervals during show hours.

Booth Square Ft	Advance	Standard	Subtotal
1-1000 sq ft	\$153.75	\$200.00	\$ _____
1001-1500 sq ft	\$182.25	\$237.00	\$ _____
1501-2000 sq ft	\$208.50	\$271.25	\$ _____
2001-2500 sq ft	\$221.00	\$287.50	\$ _____
2501-3500 sq ft	\$264.75	\$344.25	\$ _____
3501-5000 sq ft	\$309.00	\$401.75	\$ _____
5001-7500 sq ft	\$353.25	\$459.25	\$ _____

For booths over 7501 sq. ft., please call Brede/Allied Customer Service for quote.



Days: \_\_\_\_\_ Hours \_\_\_\_\_ @ \$ \_\_\_\_\_ per day = \$ \_\_\_\_\_

### Important Notes

- Vacuuming/sweeping of booths & emptying of wastebaskets is not included in your booth space rental.
- All carpets ordered from us are installed clean. You may want to order cleaning services for debris created during set-up.
- Porter Service orders must be canceled 24 hours prior to ordered time or a minimum of 1 hour per laborer ordered will be charged.
- A credit card on file is required when using Brede/Allied Convention Service.
- All charges must be paid prior to close of show.

Form Total

Subtotal \$ \_\_\_\_\_

Cleaning Total \$ \_\_\_\_\_

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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

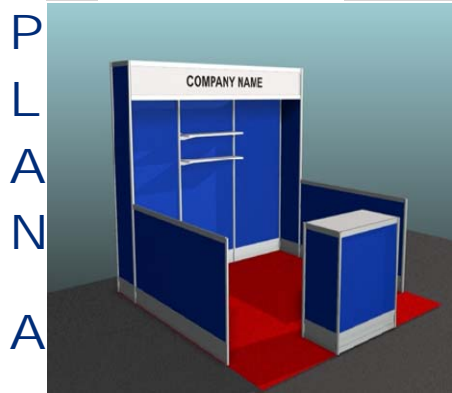
Find more on Bredeallied.com

# Basic Booth Rental

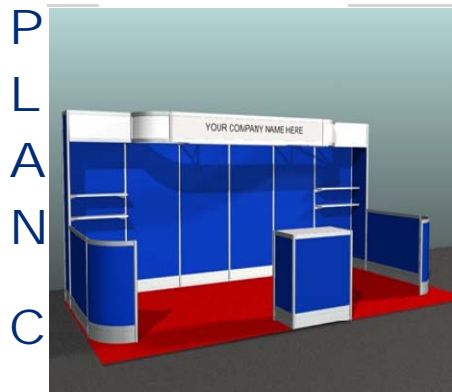
## Strategies in Light

The Leading Events for the Global LED and Lighting Industry

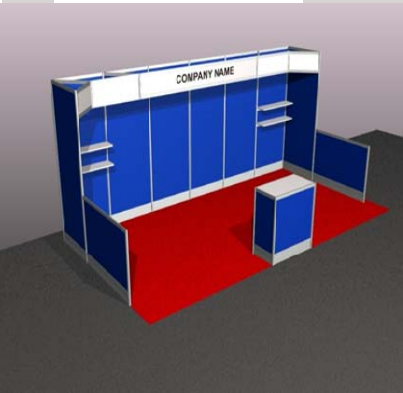
Qty	Advance	Standard	Subtotal
	\$2,991.00	\$3,888.50	\$



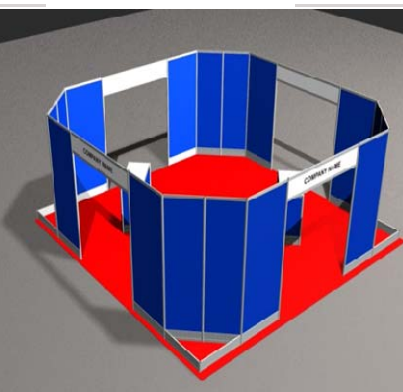
Qty	Advance	Standard	Subtotal
	\$6,164.00	\$8,013.25	\$



Qty	Advance	Standard	Subtotal
	\$5,258.00	\$6,835.50	\$



Qty	Advance	Standard	Subtotal
	\$10,869.00	\$14,129.75	\$



### Inclusions

- Standard Expo Carpeting
- Choice of Panels
- Standard Counter 20"x40"x41"
- Install and dismantle exhibit
- Header—One line with black block letters (see below to order header)

### Color Options

#### CARPET SELECTION

- Black     Blue     Burgundy  
 Green     Gray     Plum  
 Red     Teal

#### HARDWALL PANELS

- Gray     Blue     Black     White

#### NYLON LOOP PANELS

- Blue/Gray     Gray     Black

Electricity not included with Rental

Interested in a Custom Exhibit?  
 Email: dpremane@bredeallied.com

### Additional Options

Qty	Item	Advance	Standard	Subtotal
___	1M Shelf	\$55.00	\$71.50	\$
___	1M Angled Shelf	\$55.00	\$71.50	\$
___	Spot Lights (use w/ rental only)	\$53.75	\$70.00	\$

### HEADER COPY (Please print clearly):

(logos, color, & special lettering available at an additional cost. Call for quote.)

Additional Booth furnishings can be found throughout manual. Look for upgraded carpet, carpet pad, graphics, chairs, etc.

### Important Notes

- Rental Booths require pre-payment and include a 100% cancellation policy.
- A credit card on file is required when using Brede/Allied Convention Service.

Form Total

Subtotal \$ \_\_\_\_\_  
 9.25% SalesTax \$ \_\_\_\_\_  
 Est. Total \$ \_\_\_\_\_


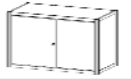
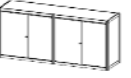
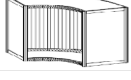
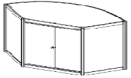
Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



Find more on Bredeallied.com

# Table Top & Cabinets

Qty	Item	Advance	Standard	Subtotal	
	Table Top with Header 1—8' Draped Table Included with Table Top Display		\$695.00	\$903.50	\$ _____
	Cabinet 20"x40"x41" Cabinet A		\$281.50	\$366.00	\$ _____
	Cabinet 20"x80"x41" Cabinet B		\$531.50	\$691.00	\$ _____
	Cabinet 20"x61"x41" Cabinet C		\$438.00	\$569.50	\$ _____
	Cabinet 20"x61"x41" Cabinet D		\$687.75	\$894.25	\$ _____

Cabinets have white panels. Additional color panels, printed graphics and other custom sizes not show are available. Please contact Customer Service for further details.

## Table Top Options

- Select Drape Color
- |                                 |                                     |                                   |                                |                                       |
|---------------------------------|-------------------------------------|-----------------------------------|--------------------------------|---------------------------------------|
| <input type="checkbox"/> Black  | <input type="checkbox"/> Royal Blue | <input type="checkbox"/> Burgundy | <input type="checkbox"/> White | <input type="checkbox"/> Seafoam      |
| <input type="checkbox"/> Silver | <input type="checkbox"/> Dusty Rose | <input type="checkbox"/> Red      | <input type="checkbox"/> Navy  | <input type="checkbox"/> Hunter Green |

HEADER COPY (Table Top Only) (Please print clearly):

(logos, color, & special lettering available at an additional cost. Call for quote.)

### Important Notes

- Orders cancelled after move-in begins will be charged 100% of the original price.
- A credit card on file is required when using Brede/Allied Convention Service.
- All charges must be paid prior to close of show.

### Form Total

Subtotal	\$	_____
9.25% Sales Tax	\$	_____
Est. Total	\$	_____

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



# Strategies in Light

*The Leading Events for the Global LED and Lighting Industry*

## Signs

High-quality signs and graphics will enhance the overall image of your booth. Our graphics department strives to produce the highest quality signs and graphics. High resolution digital printing in virtually any size or layout you may need or standard vinyl graphics. Prices indicated below are per card and one color copy on white background.

Qty	Size	Advance	Standard	Subtotal
	7" X 44"	\$63.75	\$95.75	\$
	11" X 14"	\$58.75	\$88.25	\$
	14" X 22"	\$105.25	\$158.00	\$
	22" X 28"	\$138.25	\$207.50	\$
	28" X 44"	\$165.00	\$247.50	\$
	Easel	\$12.75	\$19.25	\$

### Indicate Your Sign Copy Here:

Background Color: \_\_\_\_\_  
 Lettering Color: \_\_\_\_\_

Vertical  
 Horizontal

**DIGITAL GRAPHICS:** Brede/Allied can provide you the finest digital graphic reproduction technology available. Please contact us for full-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more. (10 sq. ft. minimum order).

Length (feet)	Width (feet)	Square foot	Advance	Standard	Subtotal
x	=	x	\$19.00 per sq. ft.	\$28.50 per sq ft..	

Banner  Foamcore  Gatorboard  Plexi  Show card  Sintra  Other \_\_\_\_\_

Special Instructions:

Vertical \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Horizontal \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

### Important Notes

- Signs require pre-payment and include a 100% cancellation policy.
- A credit card on file is required when using Brede/Allied Convention Service.
- All charges must be paid prior to close of show.

### Form Total

Subtotal \$ \_\_\_\_\_  
 9.25% Sales Tax \$ \_\_\_\_\_  
 Signs Total \$ \_\_\_\_\_

See following page for Art Requirements

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



# ART REQUIREMENTS

## Vector files are preferred.

Whenever possible, vector files should be sent. Bitmap images have resolution requirements for scalability where a vector image can be made as large as necessary. Embed ICC profiles when possible.

## How to send Bitmaps/Photos?

When sending Bitmaps, 300dpi should be considered a minimum as Image quality degrades when increasing scale. A general rule is for every 100% increase in size, resolution is cut in half (a 4"x4" image at 300dpi will become 150dpi when size is increased by 8"x8"). Properly scaled images with sufficient resolution will be between 40 to 150 MEGS for proper resolution at press. Also please embed any ICC profiles used.

## Size your image proportionate to the final production size.

For vector images, the scale does not matter, only the proportions. However, when sending a bitmap file, 20% of the final production size at 300dpi is the recommended minimum size and scale, more never hurts.

## Specify all PMS colors.

The Pantone Matching System provides a preference color to target as all PMS colors are not 100% reproducible utilizing CMYK production. All color specifications will be matched to the closest 4 color process. Orders without call-outs will be produced using the CMYK values contained in the digital file. Calls for colors or reproofs for color adjustments on orders with no call-outs may result in additional charges.

## Include a printed copy of the desired layout.

All artwork must be accompanied by a color hard copy with PMS colors specified. If PMS call-outs are not available please send an approved output to match to (Brochure, previously printed piece, etc.). We do not print fluorescent or metallic colors.

## Build your blacks.

We require that all black spot colors be built blacks (see breakdown). 50 C, 50 M, 50 Y, 100 K. This will ensure a true, rich black.

## Images copied from the web generally will not work.

Graphics requirements for web images are far more forgiving than with digital reproduction. Web pages generally contain low-resolution (72dpi) bitmap images that cannot be scaled efficiently. Original image files are required.

## When sending PC files, include your fonts.

Be sure when sending fonts from your PC that you include both the screen and printer versions. ALWAYS CONVERT TEXT TO CURVES, this eliminates all font issues such as defaulting or dropouts. Never send bitmap text as this eliminates edit capabilities. Try to stick to type 1 fonts and avoid true type.

## Acceptable Applications.

Brede/Allied is mostly PC based, we can accept MAC files but we cannot install MAC fonts. So if you're sending MAC files please convert the fonts to curves. The following applications and file formats should be used when sending digital art.

Applications	Formats	Media	Compression Utilities
Adobe CS2 (Includes Illustrator, Photoshop, Indesign)	Encapsulated Postscript (.eps) TIFF (.tiff)	DVD CD-ROM	Winzip Stuff-it
Corel draw 11	JPEG (.jpg)	ZIP	
Flexi Sign	PDF (.pdf)	3.5 floppy Original Art (scans limited to 11x14")	

FTP Site Address: <ftp://transfer.bredeallied.com>

User name: bredeallied

Password: graphics



Find more on [Bredeallied.com](http://Bredeallied.com)

# California Labor Guidelines

**Strategies in Light**

*The Leading Events for the Global LED and Lighting Industry*

To assist you in planning for your participation in this show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling. To help you understand the jurisdictions the various unions have, we ask you to read the following:

## ***SIGN, DISPLAY AND ALLIED CRAFTS UNION***

Members of the union claim jurisdiction over all setup and dismantling of exhibits including signs and carpet installation. This does not apply to the unpacking and placement of your merchandise [items produced by you for sales, scheduled for display in your booth, or literature describing same]. Any installation of exhibits or displays which requires the use of hand tools, or more than one (1) person, or longer than 30 minutes (including crating or uncrating) to install, or exceeds ten feet in any direction, shall be installed by employees covered by the Agreement.

## ***TEAMSTERS UNION***

This local claims jurisdiction over the operation of all material handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may only move material that can be hand-carried by one person in one trip. Hand-carried is defined as small cartons, packages, or portable lap-top computers that usually weigh less than 30 lbs. Unions claim jurisdiction under all other circumstances. No one, other than the official contractor's employees, is allowed to use dollies, hand trucks, or other mechanical equipment. This includes, but is not limited to, I&D employees, hotel employees and facility employees.

## ***FREIGHT HANDLING JURISDICTION***

Brede/Allied has the responsibility of receiving and handling all exhibit material and empty crates. It is our responsibility to manage the docks and schedule vehicles for the smooth and efficient move-in and move-out of the exposition. Brede/Allied will not be responsible, however, for any material they do not handle.

## ***LIFTS***

Due to Liability and Insurance regulations, Genie Lifts and/or other similar mechanical equipment are not permitted on the show floor unless it is the property of Brede/Allied and is operated and/or supervised by a Brede/Allied employee.

## ***BOOTH CLEANING & PORTER SERVICE***

Brede/Allied has been selected by Show Management to serve as your official contractor for this show. In that respect, Brede/Allied has jurisdiction over all booth cleaning and porter service. Exhibitors and/or Exhibitor Appointed Contractors (EACs) are **NOT PERMITTED** to have vacuum cleaners or any floor cleaning equipment on the show floor unless it is the property of Brede/Allied and is operated by a Brede/Allied appointed person or employee. For your convenience, a Booth Cleaning & Porter Service order form has been included in this exhibitor manual.

## ***GRATUITIES***

Brede/Allied requests that exhibitors do not tip our employees. Do not give coffee breaks other than mid-morning and mid-afternoon when union employees have a fifteen minute break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a Brede/Allied supervisor. Employees of Brede/Allied are paid an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Brede/Allied employees.

## ***IN GENERAL***

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed to Brede/Allied management personnel. It is recommended that any questions arising with regard to union jurisdictions or practices be directed to a management representative of Brede/Allied.



Find more on [Bredeallied.com](http://Bredeallied.com)

# Labor

- Place your order in advance. Starting time can be guaranteed only when labor is ordered for 8:00am, however; we will attempt to accommodate your needs.
- Labor will not be assigned until the exhibitor reports to the service/labor desk.
- Labor & services ordered for an exhibitor by other contractors, must be authorized, in writing, prior to show set up by the exhibiting company. A certificate of insurance must also be presented to Brede/Allied prior to any other contractor beginning work on the show floor. Payment for labor & services is the responsibility of the exhibitor.

### General Information

**Option A:  
 Brede/Allied  
 Supervised**

- All work performed & supervised by Brede/Allied Personnel
- Reduce at-show expenses and time spent
- Work performed under Brede/Allied supervision is straight time when possible.

**Installation  
 Information**

Shipped to \_\_\_ Warehouse \_\_\_ Show site      Shipment : \_\_\_ Crates \_\_\_ Boxes \_\_\_ Carpet/Pad      Electrical Under Carpet?  
 Scheduled Delivery Date \_\_\_ / \_\_\_ / \_\_\_      Carpet (if not shipped): \_\_\_ from Brede/Allied \_\_\_ None      \_\_\_ Yes \_\_\_ No  
 Special Equipment Required: \_\_\_\_\_      Blueprints/Instructions: \_\_\_ Attached

**Dismantle  
 Information**

*Provide the following information for outbound shipping:*

Official Show Carrier: \_\_\_ Ground \_\_\_ Air      Telephone Number: \_\_\_\_\_  
 Other Carrier: \_\_\_\_\_

Ship to: \_\_\_\_\_  
 Attn: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, ST, Zip: \_\_\_\_\_

**Option B:  
 Exhibitor  
 Supervised**

### General Information

- All work is performed under direction of the exhibitor.
- Exhibitor must meet labor at the Brede/Allied Service Desk at scheduled time.

### Supervisor Contact Information

Name: \_\_\_\_\_  
 Phone #: \_\_\_\_\_

**Labor/  
 Forklift  
 Rates**

	Labor Hours	Labor (Per Laborer, Per Hour)	5K Forklift, With Driver, Per Hour
STRAIGHT TIME	8:00am-4:30pm Mon-Fri	\$ 133.75	\$ 208.75
OVERTIME	All other hours, Mon-Fri & all day Saturday, Sunday & Holidays	\$ 215.00	\$ 290.00

- All labor is billed on a 1 laborer, 1 hour minimum. No shows will be billed at the minimum per laborer rate. Forklift is billed as a 1 hour minimum.

Labor	Option (A or B)	# of Laborers	Dates Required	Time	Approx. Hours	Forklift	# of Laborers	Dates Required	Time	Approx. Hours
Installation						Installation				
Dismantle						Dismantle				

**Important  
 Notes**

- Labor orders must be canceled 24 hours prior to ordered time or a minimum of 1 hour per laborer ordered will be charged.
- A credit card on file is required when using Brede/Allied Convention Service.
- All charges must be paid prior to close of show.

Form  
 Total

Subtotal \$ \_\_\_\_\_  
 Labor Total \$ \_\_\_\_\_

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



# Accessible Storage

THIS IS NOT AN ORDER FORM. THIS SERVICE MUST BE ORDERED ON SITE.

PLEASE NOTE: *This is Accessible Storage, not Secured Storage. This is not Empty Storage. Accessible Storage Items may not be the first items returned to your booth at the close of the show.*

<b>SET UP:</b>	One time set up charge of \$125.00	
<b>STORAGE:</b>	<u>Size of Storage Space (sq. ft.)</u>	<u>Rate (per day)</u>
	0-25	\$125.00
	26-50	\$187.00
	51-100	\$249.50
	101-150	\$311.50
	151-200	\$374.00
<b>ACCESS RATES:</b>	There is a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.	
<b>ACCESS CHARGES:</b>		
<b>Straight Time:</b>	8:00am-4:30pm Mon-Fri	\$133.75
<b>Overtime:</b>	All other hours, Mon-Fri, & all day Saturday, Sunday & Holidays	\$215.00



Find more on [Bredeallied.com](http://Bredeallied.com)

**What is Accessible Storage?** If you need to store materials that you do not have space for in your booth, such as back up equipment or hand-outs for attendees, Accessible Storage is an area at Show site designated to hold these items for you.

Request For Set-Up By Non-Official Exhibitor  
 Appointed Contractor



*The Leading Events for the Global LED and Lighting Industry*

The unpacking, erection, assembling, dismantling, and packing of displays and equipment must be done by the correct type of Union labor. Brede Exposition Services/Allied Service, the official contractor, will have skilled craftsmen available to assist Exhibitors. Arrangements for labor should be made through Brede Exposition Services/Allied Service in advance whenever possible. Official labor forms are included in this Exhibitor Service Manual.

Exceptions to the foregoing will be considered only in cases where permission has been requested in writing by the Exhibitor and received by Brede Exposition Services/Allied Convention Service no later than **January 6, 2012**. Exceptions will be granted only if it will not interfere with or prejudice the orderly set-up, interim service, or dismantling of the Exposition. An exception will not be granted if it is inconsistent with the commitments made and obligations assumed by Management in any contact with service contractors of its lease with the **Santa Clara Convention Center**. For services such as electrical, plumbing, telephone, drayage, rigging and booth cleaning, no exception will be made, and the contractor designated by Management will be used.

All agents representing the Exhibitor must be fully identified by the official Management badge. All agents or representatives who are performing services other than the Exhibitor's own employees must provide Brede Exposition Services/Allied Convention Service with **Certificates of Insurance naming Brede Exposition Services/Allied Convention Service, PennWell Corporation, Strategies In Light and the Santa Clara Convention Center as additional insured's** at the time that a request for an exception is made. These Certificates of Insurance must include public liability and property damage insurance for at least \$1,000,000, and workmen's compensation insurance in accordance with local law.

**Exhibitors wishing to use a contractor other than Brede/Allied to set up and dismantle their exhibits must fill out this form and return to us no later than the date shown above. If this form and the certificate of insurance from the non-official contractor are not received by January 6, 2012, your non-official contractor will be allowed to supervise only. There will be no exceptions after the Deadline. All labor must then be hired from Brede/Allied for installation and dismantle of the exhibit. There are no exceptions after the deadline date. We urge that you require your EAC to send their certificate of insurance certified by Priority Mail, Federal Express, UPS, etc. to obtain proof of delivery.**



Find more on Bredeallied.com

**PLEASE MAIL OR FAX YOUR COPY TO BREDE/ALLIED**

SHOW NAME	Strategies In Light	
COMPANY NAME		BOOTH #
NON-OFFICIAL CONTRACTOR		
CONTRACTOR ADDRESS		
PHONE#:		FAX#:
ESTIMATED ARRIVAL AT SHOW		# OF WORKERS
AUTHORIZED BY:		TITLE

# Shipping Information

Brede Exposition Services/Allied Convention Service, Inc. will receive your shipment(s) either in advance at our local warehouse or directly at the exhibit site. You may ship via the carrier of your choice. Ship prepaid, collect shipments will not be accepted.

SHIPPING INFORMATION	
<p><b><u>Advance Warehouse:</u></b>  <b>Must arrive no later than, Tuesday, January 24, 2012 to obtain advance pricing.</b>                      Freight will be accepted at the warehouse until 2/3/12, however, a penalty will apply.</p>	<p><b>SIL</b>                      Company Name &amp; Booth #                      C/O Brede/Allied                      C/O ABF Freight                      2135 O'Toole Ave                      San Jose, CA 95131</p>
<p><b><u>Direct - Show Site:</u></b>  <b>Must not arrive prior to Monday, February 6, 2012</b></p>	<p><b>SIL</b>                      Company Name &amp; Booth #                      C/O Brede/Allied                      C/O Santa Clara CC                      5001 Great America Parkway                      Santa Clara, CA 95054</p>



Find more on [Bredeallied.com](http://Bredeallied.com)

For rates see the Material Handling Order Form.

**ADVANCE SHIPMENTS TO BES/ACS WAREHOUSE** - crates, cartons, fiber cases only:

Rates include:

- Unloading crated materials. The warehouse cannot receive uncrated shipments.
- Storing at the warehouse for up to 30 days.
- Reloading onto our trucks and delivery to the exhibit site.
- Unloading materials and delivery to your booth.
- Picking up, storing and returning empty shipping containers.
- Reloading out freight for return onto your carrier

**DIRECT SHIPMENTS TO EXHIBIT SITE:**

Rates include:

- Unloading materials and delivery to your booth.
- Picking up, storing and returning empty shipping containers.
- Reloading equipment for return to your specified destination.

## Shipping Information (continued)

Read the "LIMITS OF LIABILITY & RESPONSIBILITY" form included in this service manual for extremely important information concerning shipping and Material Handling.

Please prepay all shipping charges. BES/ACS cannot accept or be responsible for collect shipments.

All shipments must have a bill of lading or delivery slip showing the number of pieces, weight and type of merchandise. Upon shipping, immediately send copies of bills of lading to BES/ACS and the name of your on-site representative.

Certified weight receipts are required for all shipments. BES/ACS will estimate weight for private vehicles without certified weight receipts.

Separate mixed van shipments between crated and uncrated and clearly identify the weights of each bill of lading.

All shipments must be consigned c/o Brede Exposition Services/Allied Convention Service, Inc. to enable us to accept them for handling. Convention centers and hotels will not accept direct shipments consigned to them, as they have no facilities for receiving or storing freight.

Labor and equipment for unloading and loading are included in the Material Handling rates. Labor and equipment will be available for uncrating, unskidding, assembling, positioning, leveling, dismantling, recrating and reskidding machinery and/or equipment of exhibitors. Place your orders for this labor with the "Labor" order form included in this service manual.

If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Shipping cartons will be picked up, stored and returned after the show if they are affixed with "Empty" labels by the exhibitor. These labels will be available at the BES/ACS service desk and are for **empty storage only**.

Shipping information, bills of lading and labels will be available at the BES/ACS service desk. *Exhibitors selecting non-official carriers will need to make their own arrangements for pick-up.*



# Strategies in Light<sup>®</sup>

The Leading Events for the Global LED and Lighting Industry

## EXHIBITION MATERIAL

### FOR ADVANCED SHIPMENTS ONLY

**MUST ARRIVE NO LATER THAN JANUARY 24, 2012 TO OBTAIN ADVANCE PRICING**

COMPANY NAME: \_\_\_\_\_ Booth # \_\_\_\_\_

**SIL**

C/O BREDE/ALLIED

C/O ABF FREIGHT

2135 O'TOOLE AVE

SAN JOSE, CA 95131

CARRIER \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES \_\_\_\_\_

**Brede** EXPOSITION SERVICES  
Allied Convention Service, Inc.  
www.bredeallied.com

2502 Lake Orange Drive  
Orlando, FL 32837  
Ph: 407.851.0261  
Fax: 407.859.3904  
info@bredeallied.com

# Strategies in Light<sup>®</sup>

The Leading Events for the Global LED and Lighting Industry

## EXHIBITION MATERIAL

### FOR ADVANCED SHIPMENTS ONLY

**MUST ARRIVE NO LATER THAN JANUARY 24, 2012 TO OBTAIN ADVANCE PRICING**

COMPANY NAME: \_\_\_\_\_ Booth # \_\_\_\_\_

**SIL**

C/O BREDE/ALLIED

C/O ABF FREIGHT

2135 O'TOOLE AVE

SAN JOSE, CA 95131

CARRIER \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES \_\_\_\_\_

**Brede** EXPOSITION SERVICES  
Allied Convention Service, Inc.  
www.bredeallied.com

2502 Lake Orange Drive  
Orlando, FL 32837  
Ph: 407.851.0261  
Fax: 407.859.3904  
info@bredeallied.com

*Important note: Hazardous materials will not be accepted at the warehouse.*

# Strategies in Light

The Leading Events for the Global LED and Lighting Industry

## EXHIBITION MATERIAL FOR DIRECT SHIPMENTS ONLY

**MUST NOT ARRIVE PRIOR TO FEBRUARY 6, 2012**

COMPANY NAME: \_\_\_\_\_ Booth # \_\_\_\_\_

**SIL**

C/O BREDE/ALLIED  
C/O SANTA CLARA CONVENTION CENTER  
5001 GREAT AMERICA PARKWAY  
SANTA CLARA, CA 95054

CARRIER \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES \_\_\_\_\_

**Brede** EXPOSITION SERVICES  
Allied Convention Service, Inc.  
www.bredeallied.com

2502 Lake Orange Drive  
Orlando, FL 32837  
Ph: 407.851.0261  
Fax: 407.859.3904  
info@bredeallied.com

# Strategies in Light

The Leading Events for the Global LED and Lighting Industry

## EXHIBITION MATERIAL FOR DIRECT SHIPMENTS ONLY

**MUST NOT ARRIVE PRIOR TO FEBRUARY 6, 2012**

COMPANY NAME: \_\_\_\_\_ Booth # \_\_\_\_\_

**SIL**

C/O BREDE/ALLIED  
C/O SANTA CLARA CONVENTION CENTER  
5001 GREAT AMERICA PARKWAY  
SANTA CLARA, CA 95054

CARRIER \_\_\_\_\_ NO. \_\_\_\_\_ OF \_\_\_\_\_ PIECES \_\_\_\_\_

**Brede** EXPOSITION SERVICES  
Allied Convention Service, Inc.  
www.bredeallied.com

2502 Lake Orange Drive  
Orlando, FL 32837  
Ph: 407.851.0261  
Fax: 407.859.3904  
info@bredeallied.com

*Important note: Hazardous materials will not be accepted at the show site.*



# Material Handling

## Material Handling Rate Schedule

Rates include all labor and equipment required to unload shipment, store up to 30 days in advance at the warehouse address, deliver to booth, handle empty containers to and from storage and remove from booth for reloading onto outbound carriers. Material Handling services, whether used completely or in part only, are offered as a package and the charges will be based on the total weight of the inbound shipment, rounded off to the next cwt.

Description	Rate per 100 lbs	Minimum Charge
	200 lb minimum charge	
Advance to Warehouse: Crated	\$ 162.00	\$ 324.00
Direct to Show site: Crated	\$ 162.00	\$ 324.00
Advance to Warehouse: Special Handling	\$ 194.50	\$ 389.00
Direct to Show site: Special Handling	\$ 194.50	\$ 389.00
Direct to Show site: Uncrated, Un-skidded, or Wrapped	\$ 216.00	\$ 432.00
Small Package Fee	\$ 55.00 each	

SMALL PACKAGE RATE: applies to a show site delivery of a single piece shipment from UPS, FedEx or US Mail weighing less than 35lbs.

Additional Services	
Late shipments: Freight not received at warehouse prior to the deadline date [See Shipping Instructions & Material Handling information form] and freight received at Show site after show opening.	\$ 32.50 per 100 lbs.
Shrink Wrap	\$75.00 per skid
Metal Banding	\$75.00 Per skid

## Calculate Estimated Material Handling Charges

Carrier(s)	Tracking #	Date of Arrival	# Pieces	Est. Weight cwt	Rate per cwt	Estimated Cost 200 lb minimum
					X	=
					X	=
					X	=
					TOTAL	

Show site Contact \_\_\_\_\_ Show site Phone \_\_\_\_\_

Please check that you have completed our Payment Authorization form and agree to our Terms and Conditions.

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



Find more on Bredeallied.com

## MATERIAL HANDLING POLICY AND GUIDELINES

- Shipments should not be addressed to the Hotel or Convention Center, as they do not have the facilities to receive such shipments and may refuse them, prior to the installation of the show.
- Remove all outdated shipping labels prior to shipment.
- All shipments should be made on a Brede Exposition Services/Allied Convention Service bill of lading. It is understood that all shipments are released to us at a value not to exceed 30¢ per pound with a maximum of \$50.00 per article.
- Please forward copies of all bills of lading to Brede Exposition Services/Allied Convention Service. This will assist in the tracing of shipment if necessary. Please be certain that all bills of lading have the waybill number on them, since no tracing can be done without these. Copies of these should also be given to your representative at the show.
- Any shipment requiring special handling due to length, width, height or weight will be handled on a time and material basis. Any single piece, due to its size, that cannot be fitted through doorway or elevators will be taken as far as possible and then becomes the responsibility of the exhibitor. Arrangements to enlarge such openings, if requested, will be made by Brede at the exhibitor's expense. Please contact Brede Exposition Services/Allied Convention Service prior to shipping this type of shipment.
- Brede Exposition Services/Allied Convention Service will not be responsible for the count or content of material if left in the booth prior to Brede Exposition Services/Allied Convention Service taking physical count and possession in preparation to moving such material.
- All outbound shipments must be tendered with a Brede Exposition Services/Allied Convention Service bill of lading.
- Make certain all of your materials are properly insured against fire, theft and all hazards while in transit to and from the convention, moving to and from your booth, and for the duration of the convention. This can usually be done with "riders" to your existing insurance policies.
- Exhibitor routings on outbound shipments will be honored when possible. In the event the designated carrier fails to pick up by the specified time, such shipments will be re-routed by Brede Exposition Services/Allied Convention Service.
- Brede Exposition Services/Allied Convention Service assumes no responsibility for concealed damage.
- Exhibits left on the booth floor without return instructions will be returned to the exhibitor's address, freight collect, if possible.
- Brede Exposition Services/Allied Convention Service as the Material Handling contractor, shall have control over all freight docks, doors, elevators and crate storage areas.
- Any shipment not handled by Brede, but for which Brede is required to handle storage of the empty shipping containers, a charge of \$25.00 per crate, case, box, or carton will be assessed.
- The responsibility of Brede Exposition Services/Allied Convention Service with respect to the goods stored hereunder shall be limited to the exercise of ordinary care and diligence by its officers and employees in receiving, handling, keeping and delivering the same. The company shall not be liable for loss or damage by the elements, fire, water, heat, frost, damp, dust, moth, rust, leakage, deterioration, acts of God, riot or unlawful disturbance of the peace or depreciation due to the lapse of time, ordinary wear and tear or perishable nature of the property, nor for injury to goods arising from the lack of proper packing or from improper packing or unpacking by other than its own employees, or other causes beyond its control.

**IF THE CARRIER DESIGNATED AND ARRANGED FOR BY YOU FAILS TO PICK UP YOUR OUTBOUND FREIGHT PRIOR TO THE DESIGNATED TIME, WE WILL RE-ROUTE YOUR FREIGHT IN ORDER TO CLEAR THE EXHIBIT HALL. SO THAT WE MAY RE-ROUTE YOUR FREIGHT TO MOVE BY THE PROPER MEANS OF TRANSPORTATION, PLEASE FILL IN THE INFORMATION BELOW.**

Ship to: \_\_\_\_\_  
 Street Address \_\_\_\_\_ City/State/Zip Code \_\_\_\_\_  
 Type of Carrier  Air  Motor Freight  Van Lines  
 EVENT OR SHOW SIL HALL OR HOTEL \_\_\_\_\_ SANTA CLARA CC  
 COMPANY NAME \_\_\_\_\_ BOOTH # \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 TELEPHONE \_\_\_\_\_ FAX \_\_\_\_\_ Email \_\_\_\_\_  
 AUTHORIZED BY (please print or type) \_\_\_\_\_ SIGNATURE \_\_\_\_\_



Find more on Bredeallied.com

# Limits of Liability

**Strategies in Light**

*The Leading Events for the Global LED and Lighting Industry*

**YOU ARE ENTERING A CONTRACT, WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.** The terms and conditions set forth below become a part of the Contract between Brede/Allied Convention Services and the Exhibitor. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

THE MATERIAL HANDLING SERVICE AGREEMENT IS SIGNED: OR  
EXHIBITOR'S MATERIALS ARE DELIVERED TO BREDE/ALLIED'S WAREHOUSE OR TO A SHOW  
OR EXPOSITION SITE FOR WHICH BREDE/ALLIED IS THE OFFICIAL SHOW CONTRACTOR, OR  
AN ORDER FOR LABOR AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH BREDE/ALLIED.

- It is understood that BES/ACS and its subcontractors are not insurers. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by BES/ACS hereunder are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. It is further understood and agreed that BES/ACS and its subcontractors do not provide for full liability should loss or damage occur.
- BES/ACS and its subcontractors shall not be responsible for damage to uncrated materials, materials improperly packed, glass breakage or concealed damage. BES/ACS and its subcontractors shall not be responsible for ordinary wear and tear in handling of equipment, nor for loss or damage due to fire, theft, windstorm, water, vandalism, acts of God, mysterious disappearance or other causes beyond their control.
- Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by BES/ACS or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), Exhibitor recognizes there will be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. All bills of lading covering outgoing shipment(s) submitted to BES/ACS or its subcontractors by Exhibitor will be checked at the time of pick-up from the booth and corrected where discrepancies exist.
- BES/ACS shall not be liable for any loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any other cause beyond its controls.
- BES/ACS shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, or for any other special, incidental or consequential damages.
- It is agreed that if BES/ACS or its subcontractors should be found liable for loss or damage to Exhibitor's equipment, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to \$ .30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less, as agreed upon damages and exclusive remedy. Provisions of this paragraph shall apply if loss or damage, regardless of cause or origin, results directly or indirectly to property through performance or nonperformance of obligations imposed by the offering of services to Exhibitors or from negligence, active or otherwise, by BES/ACS, its subcontractors or their employees.
- BES/ACS shall not be liable for damage to exhibitor's materials or equipment when forklift operator is under the supervision of the exhibitor or the exhibitor's representative.
- BES/ACS and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts of freight bills, such as UPS, Federal Express, Express Mail, Parcel Post and private vehicle, etc., due to their delivery procedures. Such shipments will be delivered to booth without guarantee of piece count or condition.
- Empty container labels will be available at the Service desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for **empty storage only**, and BES/ACS and its subcontractors assume no responsibility for loss or damage to contents while containers are in storage or for mislabeled containers.
- In order to expedite removal of materials from the show site, BES/ACS shall have the authority to change designated carriers, if such carriers do not pick up on time. Where no disposition is made by the Exhibitor, materials will be routed by BES/ACS at show site. BES/ACS assumes no liability as a result of such re-routing or handling.



Find more on [Bredeallied.com](http://Bredeallied.com)