

2008 CFDD ADVISOR CONFERENCE

Fairmont Princess Resort - Ballrooms A, B, C, & Foyers
Scottsdale, Arizona
October 13-15, 2008

Dear Exhibitor:

Brede Exposition Services is pleased to have been selected as the Official Service Contractor for the upcoming **2008 CFDD ADVISOR CONFERENCE**. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

Included in this service manual are forms for ordering various services and equipment. The Brede forms are to be returned to our office, the others to the specific contractors who are providing the services. Please analyze and submit your order forms as early as possible to take advantage of our discount pricing. The discount deadline date is listed on each form.

Please refer to the enclosed "GENERAL INFORMATION" sheet for vital facts and information about this event. If you have any additional questions about Brede's services, please do not hesitate to call Customer Service at 602/275-5900 or email at csarizona@brede.com.

A Brede Service Desk will be maintained in the exhibit area during exhibitor move-in and move-out and during show hours to answer your questions and assist with any last minute requirements.

We look forward to working with you and your company toward a successful show.

Thank you.

ATTENTION EXHIBITORS WITH UPS OR FEDEX SHIPMENTS

Brede Exposition Services would like to take this time to inform you that neither UPS or FedEx will come to the Fairmont Princess Resort to pick up outbound shipments. If you wish to ship out using either UPS or FedEx please review the following:

To ensure security of materials, Brede Exposition Services will handle UPS or FedEx outbound shipments by bringing the materials back to the Brede warehouse and arrange for UPS and FedEx pickup of these shipments the next business day. The cost for this service will be \$25.00 in addition to the round-trip material handling charges.

Exhibitors must complete a Brede Outbound Bill of Lading to authorize Brede Exposition Services to handle their materials. Brede Exposition Services must also have a credit card payment authorization on file.

ANY MATERIALS LEFT WITHOUT A COMPLETED AND SIGNED BREDE BILL OF LADING FORM WILL BE CHARGED \$350.00 IN ADDITION TO THE CHARGES LISTED ABOVE.

If you have any questions, please don't hesitate to contact Brede Exposition Services Customer Service Department at 602/275-5900 or csarizona@brede.com.

GENERAL INFORMATION

BREDE CUSTOMER SERVICE

- 602/275-5900 • Fax 602/275-0584 • e-mail: csarizona@brede.com
- Office Hours: 8:00 AM - 4:30 PM (pacific time)
- Questions regarding table & drape, booth furnishings, carpet, labor, material handling, Brede rental exhibits, signs, and forklift.
- No telephone orders accepted; please fax your order and credit card information to Brede.

SHOW MANAGEMENT CONTACT

Phil Chiricotti ~ Center for Due Diligence ~ 630/662-0284 ~ email: CFDD@theCFDD.com

EACH BOOTH INCLUDES (Included in the Exhibition Fee)

- 8' high BLACK/TEAL/GOLD/BLACK back drape
- 3' high TEAL side drape
- (1) 6' GOLD draped table
- (2) chairs
- (1) one-line booth ID sign with booth number

SPECIAL NOTE: The exhibit area is carpeted, however if you may rent carpet to coordinate the colors of your booth.

MATERIAL HANDLING

- All shipments received at the warehouse after **OCTOBER 8, 2008** are subject to additional late shipment charges.
- **A credit card is required for Material Handling Services.** Please complete on the "Recap of Services" form.
- Refer to the Estimated Material Handling Order Form for shipping addresses.
- **A Brede Bill of Lading is required for all outbound shipments.** Please turn in at the Brede Service Desk on show site.
- Exhibitors are urged to carry ALL-RISK INSURANCE to protect against damage, loss and all other hazards, from the time materials leave place of origin until they are returned after the show. This can usually be done by riders to existing policies. Please read our Limits of Liability.

INSTALLATION & DISMANTLE INFORMATION

Exhibitor Move-In:	Sunday	October 12, 2008	4:00 PM - 8:00 PM
Show Hours:	Monday	October 13, 2008	7:00 AM - 6:30 PM
	Tuesday	October 14, 2008	7:00 AM - 6:30 PM
	Wednesday	October 15, 2008	7:00 AM - 11:00 AM
Exhibitor Move-Out:	Wednesday	October 15, 2008	11:00 AM - 3:00 PM

* Drivers for all carriers must be checked in at the Brede Service Desk for pick-up of freight by: **1:00 PM on Wednesday, October 15, 2008.**

BOOTH UTILITIES & ADDITIONAL SERVICES

For electrical, telephone, audio visual, and computers, please contact the Fairmont Princess Resort.
For floral please contact the individual contractor from the enclosed order form.

EXHIBITOR SAFETY

Standing on chairs, tables or other rental furniture is prohibited. Brede will not be responsible for injuries caused by improper use of furniture. If assistance is required, please order labor on the Labor Order Form.

PAYMENT & PRICING POLICIES

Please make your Show Site Representative aware of the following policies:

DISCOUNT & STANDARD PRICING

- To take advantage of discount pricing orders must be received, with payment in full, no later than the following dates:

Custom Exhibits	SEPTEMBER 29, 2008
Rentals	SEPTEMBER 29, 2008
- Orders received with payment in full AFTER deadline dates will be invoiced at "Standard-Floor" pricing.

Advance to Warehouse Discount	OCTOBER 8, 2008
-------------------------------	-----------------

PAYMENT SCHEDULE

- Orders received without full payment or credit card information will not be processed.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

METHOD OF PAYMENT

- For your convenience, we accept cash, checks and money orders drawn on U.S. banks in U.S. funds, VISA, MasterCard and American Express.
- Purchase orders are not considered payment; therefore, a check or credit card is required.

CANCELLATION & ADJUSTMENTS

- Cancellations are invoiced at 50% of original price, unless noted on order sheet.
- No adjustments will be made after close of the show.

TAX EXEMPTION

- If tax exempt, a copy of your tax exempt certificate must accompany your order. This is not a resale certificate.
- No adjustments for tax exempt status will be made after close of the show.

THIRD PARTY PAYMENT BILLING

- To qualify for third party billing, both parties must complete and sign Brede's Third Party Payment Policy.
- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice(s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.
- See Third Party Payment Policy form.

MISCELLANEOUS

- Rental items not ordered, yet found in booths, are invoiced at "Standard-Floor" pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Brede Exposition Services.

RECAP OF SERVICES ORDERED / BILLING AUTHORIZATION

This form must be returned to Brede with your completed order forms and payment in full.

BOOTH #

- TABLE & DRAPE ORDER (for additional tables and drape not included in your booth package) \$ _____
- BOOTH FURNISHINGS ORDER..... \$ _____
- CARPET ORDER..... \$ _____
- LABOR ORDER..... \$ _____
- ESTIMATED MATERIAL HANDLING ORDER..... \$ _____
- FORKLIFT ORDER - BOOTH WORK ONLY..... \$ _____
- BOOTH CLEANING ORDER..... \$ _____
- BREDE RENTAL EXHIBITS ORDER..... \$ _____
- SIGN ORDER..... \$ _____

- TOTAL ESTIMATED CHARGES..... \$ _____

Please check here if you are tax exempt and include a copy of your exemption certificate. No adjustments for tax exempt status will be made after close of the show.

PAYMENT METHOD

Our Federal ID # is 86 -0896466

CREDIT CARD INFORMATION • CREDIT CARD IS REQUIRED FOR SERVICES RENDERED:

I authorize Brede Exposition Services 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 \$25.00 service charge will be added.

ZIP CODE IS REQUIRED FOR ALL CREDIT CARD PURCHASES

Cardholder's Name _____ Cardholder's Signature _____

Cardholder's Address _____ City _____ State _____ Zip _____

Visa MC AmEx

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Exp. Date

--	--	--	--

ENCLOSED CHECK OR MONEY ORDER PAYABLE TO BREDE EXPOSITION SERVICES :

Check Number _____ Dated _____ In the Amount of \$ _____

Note: International checks must be drawn on a U.S. bank, U.S. funds account only - processing fee \$25.00.

Please include 2008 CFDD ADVISOR CONFERENCE & booth number on all payments.

Purchase Orders are not considered payment, therefore, a check or credit card is required.

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.
ALL CHARGES MUST BE PAID PRIOR TO THE CLOSE OF THE SHOW.
 Orders received without full payment or credit card information will not be processed.
A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

TABLE & DRAPE ORDER FORM

DRAPE COLORS: Black, Blue, Burgundy, Green, Gray, Plum, Red, Teal, and White

(If no color is selected, show colors prevail.)

QTY		DISCOUNT PRICE	STANDARD PRICE <small>(late order)</small>	TOTAL
30" EXPO TABLES ~ DRAPED (30" high with white vinyl top)				
_____	2' X 2' DRAPED TABLE Color: _____	\$ 47.00	\$ 61.00	\$ _____
_____	4' X 2' DRAPED TABLE Color: _____	\$ 61.25	\$ 79.50	\$ _____
_____	6' X 2' DRAPED TABLE Color: _____	\$ 86.50	\$ 112.50	\$ _____
_____	8' X 2' DRAPED TABLE Color: _____	\$ 100.50	\$ 130.50	\$ _____
_____	FOURTH SIDE DRAPING ___4' X 2' ___6' X 2' ___8' X 2'	\$ 40.25	\$ 52.50	\$ _____
42" EXPO TABLES ~ DRAPED (42" high with white vinyl top)				
_____	2' X 2' DRAPED TABLE Color: _____	\$ 61.25	\$ 79.50	\$ _____
_____	4' X 2' DRAPED TABLE Color: _____	\$ 73.50	\$ 95.50	\$ _____
_____	6' X 2' DRAPED TABLE Color: _____	\$ 100.50	\$ 130.50	\$ _____
_____	8' X 2' DRAPED TABLE Color: _____	\$ 113.00	\$ 147.00	\$ _____
_____	FOURTH SIDE DRAPING ___4' X 2' ___6' X 2' ___8' X 2'	\$ 40.25	\$ 52.50	\$ _____
EXPO TABLE RISERS ~ DRAPED (12" high with white vinyl drape)				
_____	4' X 12" DRAPED RISER	\$ 34.50	\$ 45.00	\$ _____
_____	6' X 12" DRAPED RISER	\$ 50.00	\$ 65.00	\$ _____
_____	8' X 12" DRAPED RISER	\$ 67.50	\$ 87.50	\$ _____
30" EXPO TABLES ~ UNDRAPED (30" high with white vinyl top)				
_____	2' X 2' UNDRAPED TABLE	\$ 22.75	\$ 29.50	\$ _____
_____	4' X 2' UNDRAPED TABLE	\$ 27.00	\$ 35.00	\$ _____
_____	6' X 2' UNDRAPED TABLE	\$ 30.50	\$ 39.50	\$ _____
_____	8' X 2' UNDRAPED TABLE	\$ 37.00	\$ 48.00	\$ _____
42" EXPO TABLES ~ UNDRAPED (42" high with white vinyl top)				
_____	2' X 2' UNDRAPED TABLE	\$ 27.00	\$ 35.00	\$ _____
_____	4' X 2' UNDRAPED TABLE	\$ 30.50	\$ 39.50	\$ _____
_____	6' X 2' UNDRAPED TABLE	\$ 34.50	\$ 45.00	\$ _____
_____	8' X 2' UNDRAPED TABLE	\$ 39.25	\$ 51.00	\$ _____
EXPO SPECIAL DRAPING (Other than provided booth draping)				
_____	3' HIGH/PER LINEAR FOOT Color: _____	\$ 8.00	\$ 10.50	\$ _____
_____	8' HIGH/PER LINEAR FOOT Color: _____	\$ 10.00	\$ 13.00	\$ _____

PLEASE NOTE:

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.

TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:

SEPTEMBER 29, 2008

ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.

Sub Total \$ _____

8.3% AZ Tax \$ _____

Total Amount Due \$ _____

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.

Orders received without full payment or credit card information will not be processed.

A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.
















JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

BOOTH FURNISHINGS ORDER FORM

QTY			DISCOUNT PRICE	STANDARD PRICE (late order)	TOTAL
_____		Padded Side Chair - Gray Fabric	\$ 54.00	\$ 70.00	\$ _____
_____		Padded Arm Chair - Gray Fabric	\$ 68.00	\$ 88.50	\$ _____
_____		Custom Swivel Chair - Gray Fabric	\$ 82.25	\$ 107.00	\$ _____
_____		Counter Stool with Back - Gray Fabric	\$ 73.00	\$ 95.00	\$ _____
_____		Pedestal Table - Charcoal Gray Top - 30" h x 30"d	\$ 101.50	\$ 132.00	\$ _____
_____		Pedestal Table - Charcoal Gray Top - 42" h x 30"d	\$ 101.50	\$ 132.00	\$ _____
_____		Pedestal Coffee Table - Charcoal Gray Top - 18" h x 30"d	\$ 84.50	\$ 110.00	\$ _____
_____		Coffee Table 30"l x 20"w x 16"h	\$ 46.50	\$ 60.50	\$ _____
_____		Waste Basket	\$ 18.50	\$ 24.00	\$ _____
_____		Floor Easel	\$ 29.00	\$ 37.50	\$ _____
_____		Sign Stand - 22" x 28"	\$ 58.75	\$ 76.50	\$ _____
_____		Bag Rack	\$ 53.00	\$ 69.00	\$ _____
_____		Waterfall Rack	\$ 53.00	\$ 69.00	\$ _____
_____		Literature Rack	\$ 95.00	\$ 123.50	\$ _____
_____		Showcase - 72"	\$ 334.75	\$ 435.00	\$ _____
_____		Garment Rack	\$ 78.50	\$ 102.00	\$ _____
_____		Tackboard 4' x 8' (All tackboards are horizontal, double-sided, & velcro compatible)	\$ 128.75	\$ 167.50	\$ _____
_____		Perfboard 4' x 8' <input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical	\$ 128.75	\$ 167.50	\$ _____

Orders cancelled prior to move-in will be charged 50% of the original price. Orders cancelled after move-in begins will be charged 100% of the original price.

**TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH
 PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:
 SEPTEMBER 29, 2008**

ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.

Sub Total \$ _____

8.3% AZ Tax \$ _____

Total Amount Due \$ _____

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.

Orders received without full payment or credit card information will not be processed.

A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

MAIL OR FAX TO: Brede Exposition Services • 2501 East Magnolia Street • Phoenix, AZ 85034-6918

Phone 602/275-5900 • Fax 602/275-0584 • e-mail csarizona@brede.com

CARPET ORDER FORM

STANDARD CARPETING *(Visqueen Covering NOT Included)*

CHOOSE YOUR CARPET COLOR:

Black Blue Burgundy Gray Plum Red Teal Forest Green

QTY		DISCOUNT	STANDARD <small>(late order)</small>	TOTAL
_____	9' X 10' CARPET	\$ 97.00	\$ 126.00	\$ _____
_____	9' X 20' CARPET	\$ 194.00	\$ 252.00	\$ _____
_____	9' X 30' CARPET	\$ 291.00	\$ 378.00	\$ _____
_____	9' X 40' CARPET	\$ 388.00	\$ 504.00	\$ _____

SPECIAL CUT STANDARD CARPETING *(Visqueen Covering NOT Included)*

_____ FULL COVERAGE CARPET Size: _____ ft. X _____ ft. \$ 2.00 per sq. ft. \$ 2.60 per sq. ft. \$ _____
(100 sq. ft. minimum)

UPGRADE CARPETING - PLUSH 26 OZ *(includes visqueen covering)*

CHOOSE YOUR CARPET COLOR:

Beige Black Burgundy Charcoal Ice Navy
 Nu Blue Platinum Red Royal Blue Silver Cloud White

Booth Size _____ ft. X _____ ft. = _____ sq. ft. \$ 2.65 per sq. ft. \$ 3.45 per sq. ft. \$ _____
(100 sq. ft. minimum)

UPGRADE CARPETING - ULTRA PLUSH 45 OZ *(includes visqueen covering)*

CHOOSE YOUR CARPET COLOR:

Black Cabernet Charcoal Emerald Frost Medium Blue Navy Silver Cloud Wheat

Booth Size _____ ft. X _____ ft. = _____ sq. ft. \$ 3.25 per sq. ft. \$ 4.25 per sq. ft. \$ _____

OPTIONS

(100 sq. ft. minimum)

_____ CARPET PAD Size _____ ft. X _____ ft. \$.70 per sq. ft. \$.90 per sq. ft. \$ _____
 _____ VISQUEEN COVERING Size _____ ft. X _____ ft. \$.35 per sq. ft. \$.45 per sq. ft. \$ _____

PLEASE NOTE:

- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in begins will be charged 100% of the original price.
- Standard Carpets ordered in multiples of 2 or more do not include seaming and exact color match is not guaranteed.
- To guarantee availability of Upgrade Custom Carpet, orders must be received 30 days prior to show move-in.
- Cancelled orders for Upgrade Custom Carpet will be charged 100%.

TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH
 PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:

SEPTEMBER 29, 2008

ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.

Sub Total \$ _____

8.3% AZ Tax \$ _____

Total Amount Due \$ _____

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.

Orders received without full payment or credit card information will not be processed.

A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

MAIL OR FAX TO: Brede Exposition Services • 2501 East Magnolia Street • Phoenix, AZ 85034-6918
Phone 602/275-5900 • Fax 602/275-0584 • e-mail csarizona@brede.com

ARIZONA LABOR GUIDELINES & NON-OFFICIAL CONTRACTOR RULES

To assist you in planning for your participation in the 2008 CFDD ADVISOR CONFERENCE, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. The following is a description of the work rules and an outline of union jurisdiction.

Brede has skilled, friendly and quality conscious employees in Arizona available to assist you with most aspects of your exhibiting experience. Arrangements for labor and other services can be made through the forms provided in this exhibitor manual.

Currently, we have an agreement with the Local International Alliance of Theatrical and Stage Employees (IATSE). Members of this union claim jurisdiction over all setup and dismantling of exhibits, furniture installation, pipe and drape, hanging of signs and laying of floor coverings and unloading and delivering of all display related materials.

BOOTH LABOR

In addition to utilizing the services of the Official Service Contractor, Brede Exposition Services, exhibitors may use full-time company personnel that will be staffing their exhibit to assist in setup and/or dismantling of their own booths. Exhibitors may employ the services of Non-Official Contractors providing the following requirements are met:

- A. Exhibitors must advise Brede Exposition Services in writing, thirty (30) days prior to setup of the show, of their intent to hire an outside installation and dismantle company or exhibit house to supervise, install, and dismantle their exhibit. The Intent to Use Non-Official Contractor form must be completed by both parties and returned no less than thirty (30) days prior to setup.
- B. Non-official contractors must furnish proof of adequate insurance, in the form of an original copy of a policy rider listing Brede Exposition Services as an additional insured, furnished by their broker to Brede Exposition Services' office no less than thirty (30) days in advance of actual installation dates.
- C. Non-official contractors must furnish show management the names, addresses and telephone numbers of key executives for emergency contact.
- D. All personnel must be properly badged at show site.

This statement and insurance rider are not required by the exhibitors who plan to setup and dismantle their own booths or equipment with their own employees.

All non-official installation and dismantle contractors will be allowed on the exhibit floor only during official installation & dismantling hours, and must be identified with a temporary work pass, either supplied by show management or the official service contractor.

MATERIAL HANDLING

Exhibitors may hand-carry their own materials into the exhibit facility. The use or rental of dollies, flat carts, pallet jacks and other mechanical equipment, however is not permitted. Brede Exposition Services will control access to the loading dock in order to provide for a safe and orderly move-in/move-out. Only full time employees of the exhibiting company will be allowed to hand carry items. Brede Exposition Services will handle unloading or reloading at the dock of any and all contracted carriers.

LABOR ORDER FORM

Labor is available for installation and dismantling of exhibits, shrink wrapping and banding of materials.

	Per Person - Per Hour	Labor Hours
STRAIGHT TIME	\$ 68.00	Monday through Friday, 8:00 a.m. to 4:30 p.m.
OVERTIME	\$ 102.00	Monday through Friday, 4:30 p.m. to 8:00 a.m. All day Saturday, Sunday and observed union holidays

- **ONE HOUR MINIMUM PER PERSON** - Labor thereafter is charged in 1/2 hour increments per person.
- All orders must be received by **SEPTEMBER 29, 2008**. A 20% surcharge will be assessed on all Late/ Floor orders.
- **Labor cancellations** must be received prior to move-in and move-out respectively. Failure to notify Brede of such cancellation will result in a one-hour minimum charge per person requested.
- **A credit card is required for all labor orders.**

LABOR FOR	DATE	TIME	# OF LABORERS REQUESTED	EST. TIME PER PERSON	TOTAL EST. HRS.	SUPERVISION OPTION <small>(check one)</small>
SET-UP						A <input type="checkbox"/> Brede Supervised B <input type="checkbox"/> Exhibitor Supervised
DISMANTLE						A <input type="checkbox"/> Brede Supervised B <input type="checkbox"/> Exhibitor Supervised

Option A ~ Brede Supervised

This plan allows for exhibits to be set up prior to exhibitor's arrival. In order to reduce your at-show expenses and save time, supervision is provided by Brede. Work is performed under Brede supervision; and, where possible, on straight time. The charge for the service is 30% of the total labor bill, with a minimum of \$45.00 for installation and \$45.00 for dismantle. **Please provide the following information:**

Set Up Information:

Booth display being shipped to:	Shipment consists of:	Blue Prints & Exhibit Instructions:
<input type="checkbox"/> Warehouse	Crates _____	<input type="checkbox"/> Attached
<input type="checkbox"/> Showsite	Carpets/pads _____	<input type="checkbox"/> Shipped with display, in crate # _____
Scheduled to be delivered on: _____	Cartons/boxes _____	
Special Tools/ equipment required:	Carpet, if not shipped:	Electrical Placement is required under carpet:
<input type="checkbox"/> _____	<input type="checkbox"/> Ordered from Brede	<input type="checkbox"/> Yes
	<input type="checkbox"/> None	<input type="checkbox"/> No

Dismantle Information:

An Outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

In the event outbound shipping instructions are not turned in, please provide the following backup information:

Ship to: _____	Official Show Carrier: <input type="checkbox"/> Ground <input type="checkbox"/> Air
Attn: _____	Other Carrier: _____
Address: _____	<i>(Showsite Bill of Lading prevails)</i>
City, ST Zip: _____	Telephone Number: _____

Option B ~ Exhibitor Supervised

All work is performed under the direction of the exhibitor. Exhibitor must meet the scheduled labor at the Brede Service Desk. Failure to check in at the scheduled time will result in a one-hour minimum charge per person requested.

Contact Name: _____ Phone Number: _____

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

MATERIAL HANDLING RATE SCHEDULE

- All shipments received at the warehouse after **OCTOBER 8, 2008**, are subject to additional **late shipment charges**.*
- Uncrated, pad wrapped or specialized equipment will not be accepted at the warehouse.
- Advance shipments received at the warehouse will be stored for up to 30 days prior to the move-in.
- Direct Shipments will be accepted **during exhibitor move-in hours only**. Early Shipments will be refused.
- Rates include: Unload and deliver shipments to booth. Remove and store crates/boxes labeled **EMPTY** (get empty labels from on-site Brede Service Desk). Return crates/boxes at the close of the show. Remove freight from booth & load on outbound carrier from the loading dock.
- Shipments must be sent prepaid. Collect Shipments will be refused.
- Outbound Bill of Lading must be completed and turned in at the Brede Service Desk.

O/T** One Way <i>SHOW MOVE-IN ON ST SHOW MOVE-OUT ON OT</i> per 100 lbs.	O/T*** Two Ways <i>BOTH SHOW MOVE-IN AND SHOW MOVE-OUT ON OT</i> per 100 lbs.
200 lb. MINIMUM per shipment	

SHIPMENTS ~ CRATED

Includes shipments that can be unloaded at the dock with no additional handling required.

ADVANCE TO WAREHOUSE	\$85.00	\$106.25
DIRECT TO SHOW	\$101.25	\$126.50

SHIPMENTS ~ SPECIAL HANDLING

Includes shipments that are packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments without delivery receipts, such as Fed-EX, UPS, or POV (personally owned vehicles).

ADVANCE TO WAREHOUSE	\$106.25	\$133.00
DIRECT TO SHOW	\$126.25	\$158.00

SHIPMENTS - UNCRATED, UNSKIDDED OR WRAPPED

Includes shipments that are not in crates, cases, or boxes and/or unskidded machinery without proper lifting bars or hooks.

DIRECT TO SHOW ONLY	\$157.50	\$197.00
---------------------	----------	----------

SMALL PACKAGES ~ ADVANCE TO WAREHOUSE OR DIRECT TO SHOWSITE

- Receive cartons/envelopes weighing less than 25 lbs. per shipment without documentation.
- Deliver to booth (without guarantee of piece count or condition).

SMALL PACKAGES

\$40.50

*LATE SHIPMENTS & SITE SHIPMENTS RECEIVED BEFORE PUBLISHED MOVE-IN OR AFTER SHOW OPENING

- Freight received at the warehouse after **OCTOBER 8, 2008** or at Show Site prior to published move-in or after show opening, add an additional
- Additional transportation charges may apply (i.e., after truck has left freight warehouse, etc.)

LATE & OFF-TARGET SHIPMENTS

\$13.00
per 100 lbs.

SPECIAL SERVICES ~ RETURNED TO WAREHOUSE ~ CONTAINER STORAGE ~ VEHICLE SPOTTING

• Shipments returned to warehouse will be charged \$15.00 per 100 lbs. ~ \$250.00 minimum. • Storage will be charged if shipment is not routed or picked up after three working days. • Storage fees ~ prior to 30 days before show, or after 3 days following the show \$1.25 per 100 lbs. per day ~ (\$35.00 minimum). • On-Site container storage for freight brought in by exhibitors - \$16.00 per piece. Any vehicles driven into the exhibit hall under their own power will incur a round-trip spotting fee of \$160.00. Vehicles not moved in under their own power will be unloaded and charged based on weight.

** Freight handled EITHER into or out of the exhibit area on overtime will be charged overtime rates one way.

*** Freight handled BOTH into and out of the exhibit area on overtime will be charged overtime rates both ways.

SEPARATE SHIPMENTS RECEIVED BY BREDE WILL NOT BE COMBINED. 200 lb. minimum charge applies to each shipment Brede receives. **Example 1:** You shipped two boxes together from one origin via UPS weighing 75 lbs. each. The packages arrive as one shipment, this entire shipment will result in the minimum 200 lb. charge. **Example 2:** You shipped the same two boxes via UPS weighing 75 lbs. each. The packages arrive separately, at two separate times, this will result in TWO 200 lb. minimum charges. **Therefore, be sure to request that your carrier delivers your total shipment at the same time.** Shipments received at the same time from different destinations are considered separate shipments.

NOTE: Billed weight is based on incoming weight, whether the above services are used completely or in part. The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the INBOUND BILL OF LADING and/or the Certified Weight Ticket. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by BREDE. This weight will prevail.

OVERTIME CHARGES: Please see box above for detailed description.

Overtime charges apply on INBOUND shipments if:

1. Your shipment is to be delivered to your booth before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
2. Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
3. A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Overtime charges apply on OUTBOUND shipments if:

1. Your shipment is loaded after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday, or
2. Your carrier driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or Holiday.

Inbound Bill of Lading: All shipments must have a bill of lading or delivery slip showing the number of pieces, type of merchandise and weight. Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede for such shipments.

Empty Container Labels: Empty labels will be available at the Brede Service Desk. Affixing the labels is the sole responsibility of the exhibitor. Brede assumes no responsibility for removal of containers with old empty labels, improper information on empty labels or valuables stored in containers with empty labels.

IMPORTANT! PLEASE READ!

LIMITS OF LIABILITY

Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged as described below.

LIMITATIONS OF BREDE EXPOSITION SERVICE'S LIABILITY AND RESPONSIBILITY

1. Brede Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage.
2. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.
3. Brede Exposition Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after the show. Bills of lading covering outgoing shipments which are furnished to Brede Exposition Services by exhibitors, will be checked at time of actual pickup from booth and correction made where discrepancies occur.
4. Brede Exposition Services shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's material which make it impossible or impractical to exhibit same.
5. The consignment or delivery of a shipment to Brede Exposition Services by an exhibitor, or by any shipper on behalf of any exhibitor shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.
6. Brede Exposition Services shall exercise ordinary diligence and care in the receiving, handling and storage of all shipments. Brede Exposition Services shall not be liable for loss or damage by fire, acts of God, or causes beyond its control. Brede Exposition Service's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged. In any case, the liability of Brede Exposition Services is limited to \$.30 per pound per article, with a maximum of \$50.00 per item, and a maximum of \$1,000 per shipment. This applies while these goods are in Brede's warehouse, in vehicles for delivery, or at show site.
7. Claims for loss or damage which are not submitted to Brede Exposition Services within thirty (30) days of the close of the show on which the loss or damage occurred shall be considered waived. No suit or action shall be brought against Brede Exposition Services or its subcontractors more than one (1) year after the accrual of the cause of action therefore.
8. Shipments received without receipts, freight bills, or specified unit counts on receipts or freight bills (i.e., one lot, 800 cu. ft., etc.), such as UPS or van lines will be delivered to the exhibitor's booth without guarantee of piece count or condition. No liability will be assumed by Brede Exposition Services for such shipments.
9. Empty container labels will be available at the service desk. Affixing the labels is the sole responsibility of the exhibitor or his/her representative. All previous labels should be removed or completely covered. Brede Exposition Services assumes no responsibility for errors to the aforementioned procedure, removal of containers with old empty labels and without Brede Exposition Services labels, improper information on empty labels, or valuables stored in containers with empty labels.
10. Exhibitors should arrange for outgoing shipments during the show or immediately after its close. Brede will assist in the preparation of bills of lading. Be sure that your material has been carefully crated or packed, and properly tagged or marked.
11. In order to expedite removal of materials, Brede Exposition Services shall have authority, without further clearance with exhibitors, to change designated carriers.
12. Labor and services ordered on behalf of exhibitors by display builders or other parties must be so authorized in a letter from exhibitors. Payment for all labor and services will be the responsibility of the exhibitor.
13. Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.

The exhibitor agrees, in the event of a dispute with Brede Exposition Services relative to any loss or damage to any of their materials or equipment that they will not withhold payment of any amount due to Brede Exposition Services for Drayage or any other services provided by Brede Exposition Services as an offset against the amount of the alleged loss or damage. Instead, they agree to pay Brede Exposition Services at the close of the show for all such charges, and they further agree that any claim they may have against Brede Exposition Services shall be pursued independently by them as a completely separate transaction to be resolved on its own merits.

14. Service charge of 1-1/2% per month on any unpaid balance will be made starting 30 days after date of invoice.
15. Where an exhibitor indicates choice of carrier for pickup it is the exhibitor's responsibility to arrange with such carrier for said pickup service. If the carrier does not pick up within the time limited for the removal of exhibitor's materials at the Exhibit Hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the service performed.
16. Material left behind without orders placed at the Drayage Service Desk may be classified as abandoned. The Drayage Contractor shall not be responsible for same. We are not responsible for any delay of rush shipments. We will expedite such rush shipments to the best of our ability, but will not assume any financial responsibility for shipments which do not arrive at their destination at a dated time.
17. **EXHIBITORS ARE URGED TO CARRY ALL-RISK INSURANCE** covering your materials against damage, loss and all other hazards from the time shipments are made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost. It is understood that Brede Exposition Services is not an insurer, that insurance, if any, shall be obtained by the exhibitor and the amounts payable to Brede Exposition Services herunder are based on the value of the material handling services and the scope of Brede Exposition Services liability as set forth above.

*If you have any questions regarding the information on this page, please feel free to contact Brede Exposition Services
Phone 602/275-5900 • Fax 602/275-0584 • e-mail csarizona@brede.com*

ESTIMATED MATERIAL HANDLING ORDER FORM

INBOUND SHIPPING INFORMATION

ADVANCE SHIPMENTS:*
 Please use provided freight labels
 Receiving hours: M - F 8:00 a.m. to 4:00 p.m.

TO: Your Company Name / Booth #
 FOR: **2008 CFDD ADVISOR CONFERENCE**
 Brede Exposition Services*
 c/o Yellow Transportation
 2425 South 43rd Avenue
 Phoenix, Arizona 85009-6012

*Brede does not accept shipments that are not consigned to Brede Exposition Services. Such shipments will be refused.

	NUMBER OF PIECES	EST. WEIGHT	CARRIER(S)	TRACKING # (Please provide pro number)	EST. DATE OF ARRIVAL	EST.COST (Of Material Handling) (200 lb. min. per shipment)
ADVANCE SHIPMENTS <i>Warehouse</i>						

What is the weight of the single heaviest piece being shipped (if greater 3,000 pounds)? _____

Please provide a contact name and phone number for the person in charge of your move-in:

CONTACT NAME _____ PHONE #: _____

OUTBOUND SHIPPING INFORMATION

- **OUTBOUND BILLS OF LADING** must be completed and turned in at the Brede Service Desk.
- **DO NOT LEAVE YOUR BILL OF LADING IN YOUR BOOTH!!**
- A credit card is required for material handling services. Please complete credit card information on "Recap of Services" form.
- In the event a Bill of Lading is not turned into the Brede Service Desk, unidentifiable shipments will be discarded.
- Local cartage and storage services are available ~ rates furnished upon request.

JOB # 081008

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM. I have read and understand the Material Handling Rate Schedule as well as the Material Handling Limits of Liability as stated on the enclosed sheets.

Company Name _____ Contact Person _____ Booth No. _____
 Address _____ City/State _____ Zip _____
 Phone () _____ Fax () _____ e-mail address _____

ADVANCE WAREHOUSE

SHIP TO:

Brede EXPOSITION SERVICES
c/o Yellow Transportation
2425 South 43rd Avenue
Phoenix, Arizona 85009-6012

**2008 CFDD ADVISOR
CONFERENCE**

*Fairmont Princess Resort
Ballrooms A, B, C, & Foyers
Scottsdale, Arizona
October 13-15, 2008*

Exhibitor _____

Booth No(s): _____

***Must be received by:
OCTOBER 8, 2008***

----- Cut along line and tape label to shipment -----

ADVANCE WAREHOUSE

SHIP TO:

Brede EXPOSITION SERVICES
c/o Yellow Transportation
2425 South 43rd Avenue
Phoenix, Arizona 85009-6012

**2008 CFDD ADVISOR
CONFERENCE**

*Fairmont Princess Resort
Ballrooms A, B, C, & Foyers
Scottsdale, Arizona
October 13-15, 2008*

Exhibitor _____

Booth No(s): _____

***Must be received by:
OCTOBER 8, 2008***

----- Cut along line and tape label to shipment -----

The above labels are provided for your convenience.
Place one on each piece shipped to ensure proper delivery to WAREHOUSE.
If more labels are needed, copies are acceptable.

**HEAT ADVISORY
ATTENTION!**

HAZARDOUS MATERIALS WILL NOT BE ACCEPTED AT WAREHOUSE.

EXHIBIT SERVICES

THE SHOW MUST GO ON. AND WE'LL MAKE SURE IT DOES.



Brede Exposition Services

has selected Yellow® as the recommended **Ground and Air Transportation Provider** for your Trade Show. To insure prompt handling of your exhibit shipments both *to* and *from* the Trade Show, please route all Ground shipments via **Yellow** and all Air shipments via Yellow **Exact Express**®.

Shipping Your Trade Show Exhibit

- Specify the name of your Trade Show and Booth Number on your shipping documents and labels.
- Ship prepaid to the Trade Show as the show contractor does not accept collect shipments.
- When you are ready to ship to your Trade Show, call the Yellow Customer Service Center at **1-800-610-6500** to arrange your pick-up via Yellow **Exact Express**, **Definite Delivery**®, or **Standard Ground**™.

When the Trade Show is Over

- Specify on your shipping documents which service you prefer: Yellow **Exact Express**, **Definite Delivery**, or **Standard Ground** to deliver your exhibit to its next destination.

We Get Your

Show On The Road.

Or In The Air.

Your Choice.



YELLOW

The recommended **Ground and Air Transportation Provider** for your Trade Show

Yellow Exhibit Services

We get your show on the road. Or in the air. Your choice.

Single Source Provider

It's our job to make your job easier and to make sure your Trade Show is a success. Wherever your Trade Show materials need to be and whenever they need to be there, Yellow offers a wide range of services to satisfy all your shipping needs, including air and ground, expedited and guaranteed.

On-Site Representation

Yellow Exhibit Services has on-site representation available at most major Shows to ensure your special shipping needs are handled efficiently.

Award Winning Customer Service Center And Web Site – Keeping You On Track

We understand that Trade Show management isn't a Monday through Friday job – you work on the weekends and we do too. Both our Customer Service Center and Yellow web site have been recognized for their leading edge technology. They provide you the flexibility to track your Trade Show shipments – both ground and air – from pickup to delivery, 24 hours a day, 7 days a week. Simply call Yellow Customer Service at **1-800-610-6500** or log on to www.myyellow.com to schedule pickups, get rate quotes and proof of delivery, and to get answers to your Trade Show transportation questions.

Everywhere You Need To Be

The Yellow network of terminal locations throughout the U.S., Canada, and Mexico provides prioritized handling of your valuable Trade Show shipments. Anywhere and Any Time – Yellow Exhibit Services delivers for you.

Caravan Service

We can transport your Trade Show materials directly from Show to Show. Whether it's two Shows or twenty, Yellow Exhibit Services can manage your Show on the road or in the air.

Specializing In Expedited Solutions

Exact Express®

Our **Expedited** and **Day-Specific Delivery** service for your critical shipments throughout the U.S. and Canada – to, from, and between Trade Shows. Yellow Exact Express provides you with the peace of mind knowing that your Trade Show shipments will arrive exactly when you need them – Next Day, Second Day, Any Day Service, even on Saturday and Sunday.

- **100% Satisfaction Guarantee**
Yellow Exact Express is backed up with our industry-leading 100% Customer Satisfaction Guarantee.
- **Proactive Notification**
If there is a chance your Yellow Exact Express shipment won't make your requested delivery time, our Exact Express Service Coordinators will contact you immediately and offer options to satisfy your needs.

Definite Delivery®

Guaranteed delivery of your Trade Show shipments on or before our standard transit day. Yellow also provides 24/7 tracking and proactive notification.

Standard Ground™

Our Standard Ground service sets the standard for quality, reliability, and speed by offering the fastest, most reliable service of all national carriers. And now with **Standard Ground™ Regional Advantage**, Yellow provides 2 and 3 day service to targeted metropolitan areas. You can trust Yellow Exhibit Services for on-time deliveries.

Any Size Shipment

Yellow can handle any size shipment you may have – small to full truckloads. Anywhere, Any Time, Any Size – Yellow Exhibit Services says Yes We Can.

Proud to be members of:



YELLOW

YES WE CAN.®

myyellow.com



FORKLIFT ORDER FORM - BOOTH WORK ONLY

Forklifts with operators and helpers are available to assist you with your setup, unskidding, and/or spotting of machinery once it has been delivered to your booth. Do not order forklifts to unload your truck or deliver your freight to your booth from the loading dock.

- Forklifts need to be ordered in advance for more than 5,000 lbs. capacity. Please call your Brede Customer Service Representative to schedule and for a quote.
- All orders must be received by **SEPTEMBER 29, 2008**. A 20% surcharge will be assessed on all Late/ Floor orders.
- If cage is required, please call your Brede Customer Service Representative to schedule and for a quote.
- If crane is required, please call your Brede Customer Service Representative to schedule and for a quote.
- One hour will be charged on orders cancelled without 48 hours notice.
- Payment is due when services are rendered.
- A credit card is required for forklift services. Please complete credit card information on the "Recap of Services" form.

	Up to 5,000 lb. Capacity forklift & operator per hour	Helper (to spot machinery) per hour - per person	Labor Hours ONE HOUR MINIMUM
STRAIGHT TIME	\$113.00	\$68.00	Monday through Friday, 8:00 a.m. to 4:30 p.m.
OVERTIME	\$147.00	\$102.00	Monday through Friday, 4:30 p.m. to 8:00 a.m. All day Saturday, Sunday and observed union holidays

	# of Forklifts up to 5,000 lbs. (w/Operator)	Weight of Heaviest piece	# of Helpers	DATE	TIME	APPROX. HOURS
Install						
Dismantle						

Describe Work to be Done:

- Spotting of Equipment
- Installation/Dismantle of Header
- Other _____

Please Specify Other Equipment:

- Straps
- Chains
- Fork Extensions

Four (4) Stage Forklift Required:

- Yes
- No

Please provide a contact name and phone number for the person in charge of your move-in:

CONTACTNAME _____ PHONE #: _____

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

INTENT TO USE NON-OFFICIAL I & D CONTRACTOR

If your company plans to use a Contractor other than Brede Exposition Services, complete this form and return to the below address:

Non-official contractors must use labor supplied by Brede Exposition Services unless the following requirements are fulfilled:

1. Exhibitors must return this completed form to Brede Exposition Services at least thirty (30) days prior to the show.
2. Non-official contractors must **submit** proof of adequate insurance, in the form of an original policy rider, listing Brede as an additional insured, furnished by their broker to Brede's office no later than thirty (30) days in advance of actual installation dates. This must include a copy of your Worker's Compensation Insurance.
3. Non-official contractors must furnish Show Management the names, addresses and telephone numbers of key executives for emergency contact.
4. All personnel must be properly badged at show site.

Non-official installation and dismantle contractors may provide supervision. All Non-official contractors are allowed on the exhibit floor ONLY during official installation and dismantle hours, providing the information above is supplied.

If the exhibiting company fails to comply with any or all of the above, the Non-official contractor will not be permitted to service your exhibit, and Brede Exposition Services must be hired for installation and dismantle labor. The Non-official contractor will be able to provide supervision only.

NON-OFFICIAL CONTRACTOR:	_____
ADDRESS:	_____ _____ _____
PHONE #:	_____
FAX #:	_____
E-MAIL ADDRESS:	_____
CELL PHONE /PAGER #: (In case of emergency)	_____
CONTACT IN BOOTH:	_____

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____	Contact Person _____	Booth No. _____
Address _____	City/State _____	Zip _____
Phone () _____	Fax () _____	e-mail address _____

BOOTH CLEANING ORDER FORM

Minimum 100 square feet per day	DISCOUNT PRICE	STANDARD PRICE
Vacuum ONCE before show opens. Includes emptying of wastebaskets.	.30 per sq. ft.	.39 per sq. ft.
Vacuum before show opens and daily thereafter (3 DAYS). Includes emptying of wastebaskets.	.25 per sq. ft. per day	.33 per sq. ft. per day

Please Note: *If special cleaning services are required, please call the Brede Customer Service Department.*

Booth Size _____ sq. ft. x _____ rate x _____ number of days = \$ _____ TOTAL
(100 sq. ft. min.)

**TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH
 PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:
 SEPTEMBER 29, 2008
 ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.**

Total Amount Due \$ _____

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.
 Orders received without full payment or credit card information will not be processed.
A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____
 Address _____ City/State _____ Zip _____
 Phone (_____) _____ Fax (_____) _____ e-mail address _____

BREDE RENTAL EXHIBITS ORDER FORM

	QTY.	DISCOUNT PRICE	STANDARD PRICE	TOTAL
White Hardwall Panels				
Plan A ~ 10' exhibit	_____	\$ 1,748.00	\$ 2,272.50	\$ _____
Plan B ~ 20' exhibit	_____	\$ 3,494.00	\$ 4,542.25	\$ _____
Plan C ~ 20' exhibit	_____	\$ 3,847.00	\$ 5,001.00	\$ _____
Plan D ~ 20' x 20' exhibit	_____	\$ 7,504.50	\$ 9,755.75	\$ _____
Color Hardwall Panels				
Plan A ~ 10' exhibit	_____	\$ 1,992.00	\$ 2,589.50	\$ _____
Plan B ~ 20' exhibit	_____	\$ 3,974.25	\$ 5,166.50	\$ _____
Plan C ~ 20' exhibit	_____	\$ 4,385.75	\$ 5,701.50	\$ _____
Plan D ~ 20' x 20' exhibit	_____	\$ 8,556.25	\$ 11,123.00	\$ _____
• Choice of panel color (circle one): Black, Blue, Gray				
Velcro Compatible Panels				
Plan A ~ 10' exhibit	_____	\$ 2,184.00	\$ 2,839.25	\$ _____
Plan B ~ 20' exhibit	_____	\$ 4,368.75	\$ 5,679.50	\$ _____
Plan C ~ 20' exhibit	_____	\$ 4,809.00	\$ 6,251.75	\$ _____
Plan D ~ 20' x 20' exhibit	_____	\$ 9,382.25	\$ 12,197.00	\$ _____
• Choice of panel color (circle one): Black, Blue, Gray				

RENTAL INCLUDES:

- Standard Expo Carpeting --Choice of color: (circle one): *Black, Blue, Burgundy, Gold, Forest Green, Gray, Plum, Red and Teal*
- Movable Counter ~ 18" x 39" x 40"
- Header ~ One line with black block letters
COPY:

- (logos, color and special lettering available at an additional cost - call for quote)
- Labor to install and dismantle exhibit
- Material handling for rental exhibit where Brede is the official show contractor

ADDITIONAL OPTIONS:	QTY	DISCOUNT PRICE	STANDARD PRICE	TOTAL
• Standard Counter 18" x 39" x 40"	_____	\$194.25 each	\$ 252.50	= \$ _____
• Adjustable Shelves	_____	\$ 26.25 each	\$ 34.00	= \$ _____
• Spot Lights (for use with rental unit only)	_____	\$ 32.00 each	\$ 41.75	= \$ _____

***Additional booth furnishings can be found throughout this service kit.
 Look for upgraded carpet, carpet pad, graphics, couches, chairs, etc. . .***

PLEASE CALL FOR ADDITIONAL CUSTOM RENTAL DESIGNS

Please note:
Electricity is not included with rental.

Rental exhibits and panel colors are subject to availability. Please order early to assure colors and units desired.

TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:
SEPTEMBER 29, 2008
 ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.

Sub Total \$ _____
 8.3% AZ Tax \$ _____
Total Amount Due \$ _____

**PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.
 CANCELLED ORDERS WILL BE CHARGED 100%**
 Orders received without full payment or credit card information will not be processed.
A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

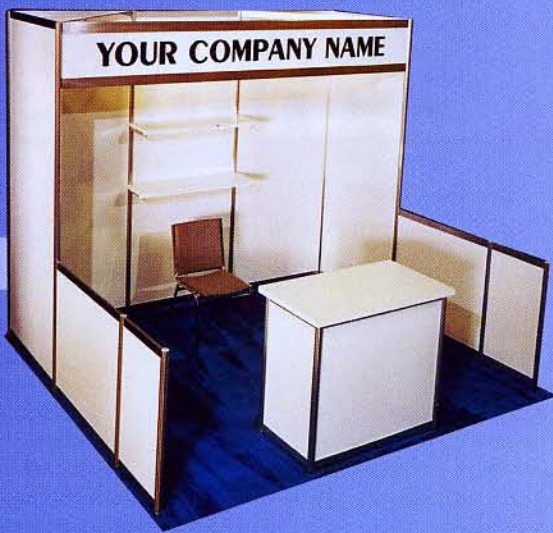
PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM. JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____

Address _____ City/State _____ Zip _____

Phone () _____ Fax () _____ e-mail address _____

B RENTAL EXHIBITS D E



Plan A



Plan B



Plan C



Plan D

--- Plan A --- 10' N-Line

Hardwall Panels • Carpet
Side Chair (1) • Counter (1)
Shelves (2) • Header
Labor to Install and Dismantle

--- Plan B --- 20' N-Line

Hardwall Panels • Carpet
Side Chairs (2) • Counter (1)
Shelves (4) • Header
Labor to Install and Dismantle

--- Plan C --- 20' N-Line

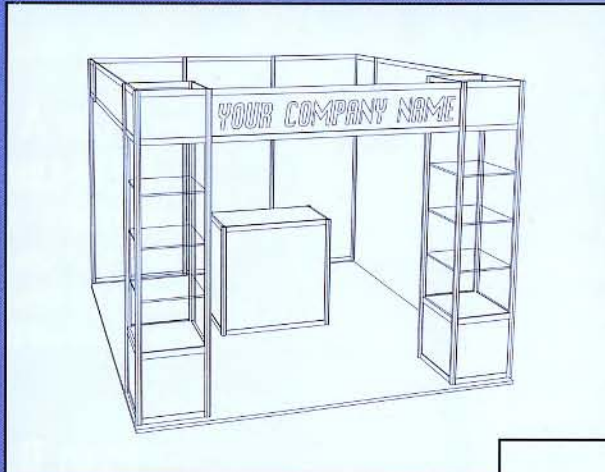
Hardwall Panels
Upgraded Curved Returns
Upgraded Curved Header
Carpet • Side Chairs (2)
Counter (1) • Shelves (4)
Labor to Install and Dismantle

--- Plan D --- 20' X 20' Island

Hardwall Panels • Carpet
Counters (2) • Headers (4)
Labor to Install and Dismantle
(Floral not included)

Brede Custom Exhibits

From the simple to the elaborate, Brede transforms empty booth space into a custom tailored exhibit.



Built to exact specifications, each custom exhibit is:

- Unique
- Affordable
- Practical
- Original
- Versatile
- Impressive
- Functional
- Attractive
- Productive
- Inviting

Custom exhibits are a sophisticated technique to present marketing messages more creatively and effectively.

Our engineering and design specialists work closely with each client to create a unique exhibit designed to meet a wide variety of today's marketing strategies.

With a century of service, Brede continues to provide viable alternatives to maximize booth space. Whether the image and budget are conservative or extravagant, Brede offers the perfect solution.



Call our experienced professionals for an innovative and customized approach.

Custom \kəs-təm\adj 1: made or performed according to personal order
2: specializing in custom work or operation

Brede EXPOSITION SERVICES

SIGN ORDER FORM

Special or custom signs can be made. Prices listed are for one color copy, ten words or less, on white card stock. We welcome inquiries regarding signs not listed.

QTY	SIZE	DISCOUNT PRICE	STANDARD PRICE <small>(late order)</small>	Additional Options	TOTAL
_____	7" X 11"	\$ 33.00	\$ 43.00	_____	\$ _____
_____	7" X 44"	\$ 37.75	\$ 49.00	_____	\$ _____
_____	11" X 14"	\$ 41.00	\$ 53.50	_____	\$ _____
_____	14" X 22"	\$ 48.25	\$ 62.75	_____	\$ _____
_____	22" X 28"	\$ 75.00	\$ 97.50	_____	\$ _____
_____	28" X 44"	\$113.50	\$ 147.50	_____	\$ _____

Indicate your Sign Copy Here:

Vertical Background Color: _____
 Horizontal Lettering Color: _____

DIGITAL GRAPHICS: Brede has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high resolution digital printing in virtually any size for banners, exhibit graphics and more.

Length _____ X	Width _____ =	Square foot _____	Discount \$15.00 sq. ft.	Standard \$20.00 sq. ft.	Sub-Total Digital Graphics \$ _____
<input type="checkbox"/> Foamcore	<input type="checkbox"/> Masonite	<input type="checkbox"/> PVC	<input type="checkbox"/> Plexi	<input type="checkbox"/> Gatorfoam	<input type="checkbox"/> Other _____

Vertical SPECIAL INSTRUCTIONS: _____
 Horizontal

TO RECEIVE THE DISCOUNT PRICE, ALL ORDERS WITH PAYMENT IN FULL MUST BE RECEIVED IN OUR OFFICE BY:

SEPTEMBER 29, 2008

ORDERS RECEIVED AFTER THIS DATE WILL BE CHARGED THE STANDARD PRICE.
 Orders received less than 48 hours prior to show opening and on Saturday, Sunday and Holidays will be billed at DOUBLE the "Standard-Floor" price.

Sub Total \$ _____

8.3% AZ Tax \$ _____

Total Amount Due \$ _____

PLEASE BE AWARE OF OUR PAYMENT AND PRICING POLICIES.

Orders received without full payment or credit card information will not be processed.
A CREDIT CARD IS REQUIRED WHEN USING BREDE EXPOSITION SERVICES.

PLEASE COMPLETE THE INFORMATION BELOW ON EACH ORDER FORM.

JOB # 081008

Company Name _____ Contact Person _____ Booth No. _____
 Address _____ City/State _____ Zip _____
 Phone () _____ Fax () _____ e-mail address _____

FAX YOUR ORDER TO (480) 473-3469 **FOR QUESTIONS CALL (480) 473-3451**

Conference Name: 2008 CFDD Advisor Conference	
Delivery Date & Time:	Pickup Date & Time:
Company Name:	Your Name:
On-Site Contact:	Booth #:
Phone No:	Fax No:

Description	Rate	# of Days	Qty	Total
Basic 5 amp Power Drop	\$75	1	x	=
Power Drop (10amps)	\$100	1	x	=
Power Drop (15 amps)	\$125	1	x	=
Power Drop (20 amp Dedicated Circuit)	\$150	1	x	=
A/C Power Strip	\$10	x	x	=
25' A/C Extension Cord	\$7.50	x	x	=
Subtotal:				
Service Charge (22%):				
Tax (7.95%):				
TOTAL 1:				

Description	Rate	# of Days	Qty	Total
Class 8 Phone Line Dial 9, Local, Long Distance, International	\$100*	1	x	=
DID Phone Line Dial 9, with a Direct Dial-In Number	\$350*	1	x	=
Telephone Handset	\$25	1	x	=
Polycom Speaker Phone	\$150	x	x	=
Fairmont.NET Shared High Speed Internet (1st Computer)	\$500	x	x	=
Fairmont.NET Shared High Speed Internet (Add'l Computers/ea)	\$50	x	x	=
Computer, Laptop	\$425	x	x	=
Computer, Desktop	\$275	x	x	=
Subtotal:				
Service Charge (22%):				
Tax (7.95%):				
TOTAL 2:				

*** Plus charges for actual calls made**
Telephone and Data Lines are on a first come first serve basis.
To guarantee lines, please include payment with your order.

Description	Rate	# of Days	Qty	Total
17" SVGA Monitor	\$110	x	x	=
21" SVGA Monitor	\$150	x	x	=
15" LCD Monitor	\$150	x	x	=
20" LCD Monitor	\$250	x	x	=
42" Plasma Monitor on Stand	\$1,000	x	x	=
1800 Lumen LCD Projector	\$650	x	x	=
27" TV with VCR with Draped Cart	\$200	x	x	=
Subtotal:				
Service Charge (22%):				
Tax (7.95%):				
TOTAL 3:				

This is a partial listing. Additional items are available upon request.

THIS FORM IS NOT VALID FOR EXHIBITS IN THE PAVILION TENT.

	TOTAL 1	TOTAL 2	TOTAL 3	
GRAND TOTAL		+	+	=

<p>TERMS: Customer agrees to pay in full for lost, stolen or damaged equipment. Prices are valid for booth events only. Basic power is minimum requirement for any booth requiring electrical service. Exhibit requests must be paid in full before equipment delivery. On-site orders are subject to a 50% surcharge.</p>	<p>PAYMENT ADDRESS: American Audio Visual Center c/o The Fairmont Scottsdale Princess 7575 E Princess Drive Scottsdale, AZ 85255 p: (480) 473-3451 f: (480) 473-3469</p>
---	---

Payment: Check Credit Card
Please enclose check

Card Holders Name: _____ Card Type: _____

Cardnumber: _____

Expiration Date: _____ Signature: _____

PLANT & FLORAL ORDER FORM

2008 CFDD ADVISOR CONFERENCE

Fairmont Princess Resort – Ballrooms A, B, C, & Foyers
October 12-15, 2008

EVENTS N MORE

602.682.7989 - PHONE
480.393.5378 – FAX

Payment in full must be received 10 days prior to show opening to receive discount pricing.

BLOOMING PLANTS - Table tops, planter boxes & desks	Disc. Price	Regular Price	Quantity	Total
MUM: Yellow ___ White ___ Lavender ___	\$18.00	\$20.00		
AZALEA: Red ___ Pink ___ White ___	25.00	30.00		
BROMELIAD: Red ___ Yellow ___ Pink ___	25.00	30.00		
KALANCHOE: Red ___ Yellow ___ Orange ___	20.00	25.00		
Colors may vary upon season				
FOLIAGE PLANTS - Table tops, floor corners				
REGULAR PLANTS: Ferns ___ Ivy ___ Pothos ___	15.00	25.00		
LARGE PLANTS: Ferns ___ Ivy ___ Pothos ___	30.00	40.00		
LARGE FLOOR PLANTS				
3 FOOT GREEN PLANT	39.00	49.00		
4 FOOT GREEN PLANT	49.00	59.00		
5 FOOT GREEN PLANT	59.00	69.00		
6 FOOT GREEN PLANT	69.00	79.00		
7 FOOT GREEN PLANT OR LARGER	CALL	CALL		
CUSTOM FLORAL ARRANGEMENTS				
MEDIUM - 10" Wide X 12" High; Color _____	45.00	55.00		
LARGE - 12" Wide X 18" High; Color _____	65.00	75.00		
BOUTONNIERS	10.00	12.00		
CORSAGE	18.00	20.00		
SPECIALITY ITEMS				
CACTUS GARDENS - MEDIUM	20.00	30.00		
CACTUS GARDENS - LARGE	35.00	42.00		
SPECIAL SERVICES AVAILABLE ON REQUEST—Balloons, Floral Arrangements, Hospitality Suites, Luncheons and Banquets.				
**All plants and material supplied on a rental basis only. Items damaged or missing from exhibitor's booth are the responsibility of the exhibitor and additional charges will apply. Prices include installation, servicing & removal.		TOTAL ORDER		
		SALES TAX - 8.3%		
		DELIVERY FEE - 15%		
All Rental items will remain the property of Events N More, LLC.		TOTAL PAYMENT DUE		

All orders must be paid in full prior to the opening of the show/event. No adjustments will be made after the close of the show/event. All cancellations must be made 10 days prior to show/event.

PAYMENT INFORMATION: Credit Card - Circle One: VISA, MasterCard or American Express
 Check Enclosed (Payable to: Events N More)

Card Number: _____ Expiration Date: ____/____/____

Name on Card: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Authorized Signature: _____

On-site Contact: _____ Phone: _____

Exhibiting Company: _____ Booth# _____

MAIL OR FAX COMPLETED FORM TO:

EVENTS N MORE

4340 E. Indian School Rd. Ste. 21-220

Phoenix, AZ 85018

602.682.7989 Phone 480.393.5378 Fax

plantrental@eventsnmore.org