

Exhibit Services, Inc.  
1814 Tappan Blvd., Tampa, Florida 33619  
813-623-1163 Fax 813-623-5913  
www.exhibitservices.net/ispe2007



ISPE  
2007 Annual Meeting Tabletop Exhibition  
Caesars Palace / Las Vegas, Nevada  
November 4-6 2007

Dear ISPE Exhibitor,

Your company is exhibiting at the above conference and *EXHIBIT SERVICES, INC.* has been appointed the official Exhibition Service Contractor. As the general contractor ES will provide services to exhibitors. The enclosed Exhibitor Service Kit contains shipping instructions, "Exclusive Drayage" and other services. Please read the following information very carefully.

### **Table Top Furnishings (Included with your exhibit fee)**

ISPE furnishes a 6' x 2' table top area consisting of one 6' blue-skirted display table, two folding chairs, one wastebasket and one 7" x 40" ID sign with company name and tabletop number. The entire display must be confined to the top of table only (nothing will be allowed to hang off, be located underneath, behind, in front, or along side of table). The exhibit area is fully carpeted with standard ballroom carpeting.

### **Electrical, Telephone Lines, Internet Access and Audio-Visual / Computers**

For these services, please see the attached forms at the end of the kit.

### **Shipping (Advance Warehouse) at Exhibit Services, 6255 S. Sandhill Rd #500, Las Vegas, NV, 89120**

**SHIP AS EARLY AS POSSIBLE! YOU GET 30 DAYS STORAGE WITH MATERIAL HANDLING FEES!**

Exhibit Services will begin accepting materials on October 1, 2007. Materials shipped to the advanced warehouse **MUST ARRIVE BY Wednesday, October 31, 2007**. Shipments that arrive after Wednesday, October 31, 2007 will be charged a late fee of 50% of material handling fees or a \$105.00 delivery charge, whichever is greater and delivery time cannot be guaranteed. Please refer to Inbound Shipping/Material handling information for address and following page for rates.

**Please use the pre-printed labels in this kit.**

### **Shipping Showsite (DO NOT Ship to Showsite!)**

**DON'T SHIP FREIGHT TO CAESARS PALACE!** Freight shipped to the Caesars Palace will either be **REFUSED** or you will be charged handling & storage fees from the Caesars Palace. The freight will then be turned over to Exhibit Services for delivery to booth and you will **ALSO** be charged material handling fees, **even if you are a guest of the hotel**. Please ship to the advance warehouse address above and you'll only be charged the one-time turnkey drayage. Exhibit Services is under contract with ISPE as the "**EXCLUSIVE**" material handling contractor and will handle ALL freight shipments in and out of the ballroom. It is much less expensive to ship to the advance warehouse and be charged a one-time material handling fee than to send freight to the Caesars Palace and be charged twice for the same service.

### **Freight Handling**

Exhibitors are **NOT** allowed to unload commercial freight carriers.

### **Exhibitor Set-Up**

Sunday, November 4, 2007 8:00 AM – 4:00 PM

### **Show Hours**

Sunday, November 4, 2007 5:00 PM – 6:30 PM  
Monday, November 5, 2007 7:15 AM – 4:15 PM  
Tuesday, November 6, 2007 7:00 AM – 11:00 AM

### **Exhibitor Teardown**

Tuesday, November 6, 2007 11:00 AM – 3:00 PM

If using an outbound carrier other than TEAM Worldwide, **it is the exhibitor's responsibility to schedule outbound shipments with their desired carrier.** Schedule your carrier to pickup your freight, directly from the exhibit hall, no later than the forced freight time. The forced freight time is 3:00 PM on Tuesday, November 6, 2007. If your carrier fails to check in at the Exhibit Service's service desk by the forced freight time, your freight will be forced to TEAM Worldwide.

### **Payment Policy**

Material handling fees **MUST** be paid in advance. Please fill out Credit Card & Payment Totals Form or have booth representative be prepared to present payment before any services are rendered or freight delivered to booth.

### **Deadlines**

**Freight Deadline – Wednesday, October 31, 2007** is the FINAL day for your freight to arrive at the advanced warehouse. Freight received after this date will be charged late fees.



## TEAMSTERS LOCAL 631 LAS VEGAS SHOWSITE WORK RULES

### EXHIBIT LABOR

TEAMSTERS LOCAL 631 HAS JURISDICTION THROUGH A LABOR AGREEMENT WITH ALL TRADE SHOW GENERAL CONTRACTORS FOR SETTING AND DISMANTLING OF DISPLAYS THAT INCLUDE ANY HARDWALLS, FLOOR COVERINGS, CEILINGS, DECORATIVE MATERIALS THAT HANG FROM CEILINGS AND PLATFORMS. 3<sup>RD</sup> PARTY I&D COMPANIES OR DISPLAY HOUSES ARE NOT ALLOWED TO SET-UP OR DISMANTLE ANY OF THE ABOVE DISPLAYS. 3<sup>RD</sup> PARTY I&D COMPANIES OR DISPLAY HOUSES ARE ONLY ALLOWED TO "SUPERVISE" THE SET-UP AND DISMANTLE OF THE ABOVE DISPLAYS. THE ABOVE RULES WILL BE STRICTLY ENFORCED.

EXHIBITORS ARE ALLOWED TO SET-UP AND DISMANTLE "POP-UP" DISPLAYS PROVIDING THAT ONLY FULL TIME EXHIBITING COMPANY PERSONNEL ARE USED. ALL EXHIBITING COMPANY PERSONNEL USED FOR SET-UP AND DISMANTLE MUST CARRY POSITIVE EXHIBITING COMPANY IDENTIFICATION SUCH AS MEDICAL IDENTIFICATION OR PAYROLL STUB. COMPANY IDENTIFICATION IS EXTREMELY IMPORTANT TO DISTINGUISH BETWEEN EXHIBITING COMPANY PERSONNEL AND NON-UNION WORKERS.

EXHIBITORS ARE ALSO ALLOWED TO UNPACK CONTAINERS OF PRODUCT, PROVIDING THAT WHATEVER IS UNPACKED IS THE ACTUAL PRODUCT THAT THE EXHIBITING COMPANY WOULD SELL OR MANUFACTURE. EXHIBITORS ARE ALLOWED TO TEST, MAINTAIN OR REPAIR THE ABOVE MANUFACTURED PRODUCT.

### FREIGHT HANDLING

**DO NOT SHIP FREIGHT TO CAESARS PALACE!** IF YOU **DO** SHIP FREIGHT TO CAESARS PALACE, YOU'LL BE CHARGED HANDLING AND STORAGE FEES FROM CAESARS PALACE AND YOU'LL ALSO BE CHARGED DRAYAGE BY EXHIBIT SERVICES, INC. THE BELLMEN OR THE BUSINESS CENTER EMPLOYEES ARE **NOT** ALLOWED TO DELIVER ANYTHING ONTO THE EXHIBIT FLOOR! THIS RULE IS **SERIOUSLY** ENFORCED. IT'S BEST TO SHIP FREIGHT TO THE ADVANCE WAREHOUSE AND INCUR A ONE TIME DRAYAGE FEE, THAN TO TRY TO SHIP TO THE HOTEL AND BE CHARGED TWICE FOR THE SAME SERVICE!

EXHIBITORS ARE ALLOWED TO "HAND CARRY" WITH ONE PERSON ONE TRIP, MERCHANDISE AND POP-UP DISPLAYS PROVIDING THAT NO MATERIAL HANDLING EQUIPMENT IS USED SUCH AS PUSH CARTS, TWO OR FOUR WHEEL DOLLIES OR ANYTHING ON WHEELS EVEN IF COMPANY OWNED. EXHIBITORS WILL NOT BE PERMITTED TO USE THE LOADING DOCK OR MAIN FREIGHT DOOR AREAS. IF AN EXHIBITOR CHOOSES TO "HAND CARRY" MATERIALS THEY MUST UTILIZE THE "HAND CARRY" DOORS.

### GRATUITIES

EXHIBIT SERVICES AND THE TEAMSTERS LOCAL 631 REQUEST THAT EXHIBITORS DO NOT TIP ITS EMPLOYEES BY GIVING MONEY, MERCHANDISE OR OTHER SPECIAL CONSIDERATION FOR SERVICES RENDERED. ANY ATTEMPTS TO SOLICIT A GRATUITY BY AN EMPLOYEE FOR ANY SERVICE SHOULD BE REPORTED IMMEDIATELY TO A SUPERVISOR OF THE CONTRACTOR. CONTRACTED EMPLOYEES ARE PAID AN EXCELLENT WAGE AND TIPPING IS NOT NECESSARY.

### IN GENERAL

ALL CRAFTSMEN DEALING WITH EXHIBITORS WILL DO SO IN A COURTEOUS AND PROFESSIONAL MANNER. ALL QUESTIONS ARISING WITH REGARDS TO THE UNION'S JURISDICTION OR PRACTICES MUST BE DIRECTED TO EXHIBIT SERVICES, INC. AND THE UNION STEWARD.

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### Credit Card & Payment Totals Form

Exhibit Services, Inc.  
Federal ID # 59-2945495

PAYMENT POLICY: Payment in full must accompany all advance orders. Payment can be made by check or credit card authorization. Orders without payment will not be processed. One copy of the order forms, with your check or credit card information must be forwarded to Exhibit Services, Inc. Charges incurred at show site must be paid upon presentation of invoice. Please complete Credit Card Authorization below or have your booth personnel prepared to pay any balance. Any additional charges not totaled on this form (i.e. extra furniture rentals, incorrect labor estimate, additional material handling weights, etc.) will be charged to the information listed below.

#### Payment Totals

Total amount Part A ... (Tabletop Rental Display).....\$ \_\_\_\_\_  
Total amount Part B..... (Signage / Graphics)..... \$ \_\_\_\_\_  
Total amount Part C..... (Display Labor).....\$ \_\_\_\_\_  
Total amount Part D..... (Drayage / Material Handling).....\$ \_\_\_\_\_

GRAND TOTAL..... \$ \_\_\_\_\_

Credit Card Authorization: AM EX \_\_\_\_ MASTER CARD \_\_\_\_ VISA \_\_\_\_ DISCOVER \_\_\_\_

Account #

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Expiration Date \_\_\_\_\_ Additional security numbers on credit card \_\_\_\_\_

Cardholders Name (Please Print) \_\_\_\_\_

Signature \_\_\_\_\_ Phone ( ) \_\_\_\_\_ - \_\_\_\_\_

Billing Address for this card \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email Address for sending receipt \_\_\_\_\_

Exhibitor Name \_\_\_\_\_ Table # \_\_\_\_\_

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## Part A

DEAD LINE FOR DISCOUNT PRICES: Friday, October 18, 2007 5:00 PM

### TABLE TOP RENTAL DISPLAY

Table Top Display w/  
Rounded Header  
Discount Price \$325.00



PRICE INCLUDES – Labor for setup & dismantle & company name on lighted header. Full color graphics package available for additional \$240 – please contact RobinConn@exhibitservices.net for options and pricing info.

All above items are non refundable after Exhibit Services, Inc. begins set-up.

Part A Total \_\_\_\_\_

7% Sales Tax \_\_\_\_\_

(Please add to Credit Card Form) Part A Grand Total \_\_\_\_\_

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## Sign Order Form Part B

### Signs – Banners – Posters – Graphics in *Four Color Process*

Logos – Photographic Images – Full Color Graphics – All signage delivered right to your booth

	<p><b><u>Table front and top banner</u></b></p> <p>Banner covers top of 24" wide tradeshow table and drapes over covering the front of a 30" tall table. Top is white, your copy and logo on the front. This a full color print. You can provide the artwork or logos via email or send us a cd. Email to robinconn@exhibitservices.net. If requested, we can email you a proof before printing.</p>	
		Fit 6' long table    \$175.00

After discount date, add 30% to cost of signs. 3 days or less from event add 50%. All logos, graphics, special fonts, must be provided via email or CD. Vector based artwork from Illustrator or CorelDraw is best, files such as "eps", "cdr" and "ai". Raster based art from Photoshop with file type "psd" should be full size with at least 100 dpi, RGB and should not be flattened. Other file types such as "jpg" are usually not very good quality and should only be used in a very small size. Please email [RobinConn@exhibitservices.net](mailto:RobinConn@exhibitservices.net) or call with questions.

Sign Order Total \_\_\_\_\_.

X 7% Sales Tax \_\_\_\_\_.

Part B Grand Total \_\_\_\_\_.  
 (Please add to Credit Card Form)

Exhibitor Name \_\_\_\_\_ Table # \_\_\_\_\_

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## Let Exhibit Services Set Up Your Display!

Did you know that it usually takes only 1 person 1 hour to set or dismantle standard pop-up displays? Can your booth representative be selling or networking somewhere else instead of setting up the display? Do they need to come in a day early for this? Are you paying for an additional hotel room night, per diem or meals? For an hour of display labor, is it worth paying the other associated costs for you're representative to set the display? If not, please see the next page to order display labor.

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## Display Labor Set-up & Dismantle Part C

Rates – Straight Time \$59.50 per hour – Overtime \$89.25 per hour – Double Time \$119.00

NOTE: **Straight Time** is from 8am-5pm M-F – Holidays excluded – 1- hour minimum per person, ½ - hour increments thereafter.  
**Overtime** is 6-8am & 5pm – 12am M-F, All day Sat & Sun till 5pm – **Double Time** is 12am – 6am Mon – Sat & Sunday after 5pm

### Service A (Exhibit Services Supervision)

You are authorized to set-up our display before we arrive. We understand that all work will be done on straight time where possible. A 25% supervision charge will be added to our final labor bill based on the rates shown above. (\$25.00 Minimum)

*To save you time and money PLEASE provide all of the following: Set-up plans, photo of finished booth with graphics locations, special instructions, # of pieces of inbound freight, addresses of outbound shipments for shipping after show, outbound preprinted shipping labels and must arrive by dates.*

NOTE: ES cannot always GUARANTEE exact completion time of installation or dismantle. Displays will be set to allow ample time for exhibitor to arrange brochures, product, etc. Dismantling and packing of displays will be ready by move-out deadline.

We would like the same service to dismantle our display ay close of show.

Estimate # of personnel for set-up \_\_\_X\_\_\_ set-up hours = \_\_\_X \$89.25 X 25% supervision = \$ \_\_\_\_.

Estimate # of personnel for dismantle \_\_\_X\_\_\_ dismantle hours = \_\_\_X \$59.50 X 25% supervision = \$ \_\_\_\_.

(PLEASE ADD TO CREDIT CARD FORM) PART C GRAND TOTAL\$ \_\_\_\_.

### Service B (Exhibitor Supervision)

We would like \_\_\_ (#) of labors available to erect our display under our supervision. We will pick-up laborers at the Exhibit Services service desk on \_\_\_\_\_ (date) at \_\_\_\_\_ (AM) (PM)

We would like \_\_\_ (#) of labors available to dismantle our display under our supervision. We will pick-up laborers at the Exhibit Services service desk on \_\_\_\_\_ (date) at \_\_\_\_\_ (AM) (PM)

NOTE: Exhibitor must report to service desk to sign out labor and return to service desk upon completion. Laborers ordered and not picked up at service desk will be billed one hour labor per # of laborers ordered. When scheduling labor for the dismantling, allow enough time for empty containers to be returned to booth after show closing.

Total # of personnel for set-up \_\_\_x \_\_\_ hours working = \_\_\_ hours x \$89.25 = \$ \_\_\_\_.

Total # of personnel for dismantle \_\_\_x \_\_\_ hours working = \_\_\_ hours x \$59.50 = \$ \_\_\_\_.

(PLEASE ADD TO CREDIT CARD FORM) PART C GRAND TOTAL\$ \_\_\_\_.

### Booth Contact Information (VERY IMPORTANT)

Pre Planning Name: \_\_\_\_\_ Phone \_\_\_\_\_

Onsite Contact Name: \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_ Cellphone \_\_\_\_\_ Pager \_\_\_\_\_

Contact's Hotel \_\_\_\_\_ Arrival \_\_\_\_\_ Departure \_\_\_\_\_

### Outbound Shipping Address for emergencies (exhibitor still must fill out an outbound shipping form)

Company Name \_\_\_\_\_ Attn: or Booth # \_\_\_\_\_

Address \_\_\_\_\_ Show Name \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Freight Carrier \_\_\_\_\_ Ground \_\_\_\_\_ or Air \_\_\_\_\_ (if Air, check service below)

(Check One  ) Next Day \_\_\_\_\_ Second Day \_\_\_\_\_ Deferred (3-5 Days) \_\_\_\_\_

Exhibitor Name \_\_\_\_\_ Table # \_\_\_\_\_















# Electrical Rental Information

**2007 ISPE Annual Meeting**  
Caesars Palace • November 4-6, 2007

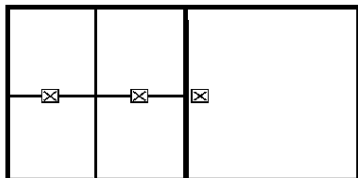
## ELECTRICAL ORDER CHECKLIST:

- Check rating plates on your equipment to ensure that you will have the proper power to operate your display.
- Do you require additional lighting? We can handle a variety of lighting options to enhance your display.
- Order 24 Hour power if required for refrigeration, computer systems, water pumps, heaters, etc.
- Indicate your electrical labor requirements for equipment hook-ups and/or power distribution on the Electrical Labor Order Form.
- If distribution is required, include a detailed electrical floor plan. Indicate both main power location(s) and distribution location(s). You may use the Booth Layout (Form H-3) for this purpose or provide your own floor plan.
- You may pre-wire your equipment to match our receptacles. Here is a list of the plugs that match our equipment receptacles:
  - 15 amp 120 volt: *Standard U-ground cord cap*
  - 20 amp 208 volt 1Ø or 3Ø: *Daniel Woodhead 26T10 or Hubbell 3521*
  - 60 amp 208 volt 1Ø or 3Ø: *Daniel Woodhead Trade Show Plug Y560P*
  - 100 amp 208 volt 1Ø or 3Ø: *Litton Veam Trade Show Plug CIR01GRH*
- Avoid code violations. Check the electrical code requirements on this information sheet.
- Labor is available to install and remove coaxial, fiber optic and twisted-pair cables for booth to booth, booth to satellite dish, and within the booth.
- Place your order before the discount rate deadline date and save on your electrical order!
- Payment must be included with your order to secure the discount rate. Include check or credit card authorization.

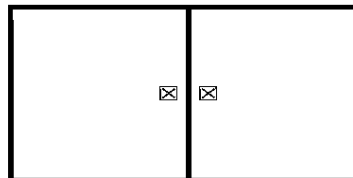
If you have any questions, please call us at 800.475.2098

## Where will my outlet be located?

There are four different types of trade show booths: Line Booths, Peninsula Booths, Back-to-Back Peninsula Booths, and Island Booths. Each type of booth has its own standard method of installation. In the following diagrams, the symbol ☒ represents the approximate location of power outlets:

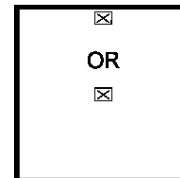


Line Booths



Peninsula Booths

Back-to-Back Peninsula Booths

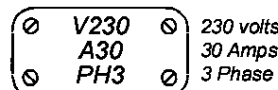
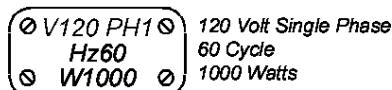


Island Booths

One drop within booth when power source is in ceiling or one location on perimeter when power is in the floor.

## How much power do I need?

Calculate your lighting needs by adding wattage in each location. For other equipment, read the ratings from the metal plates attached to each unit.



## ELECTRICAL CODE

Electrical requirements for an exhibit at all convention facilities are for the safety of all exhibitors and are based on national electrical codes and local ordinances.

Too frequently, fires have been traceable to faulty wiring, sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, exhibits at all convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problems. This work will be performed on a time and materials basis. If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to convention facilities.

Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember these points:

- All wiring must have a 3-wire grounded cord with a minimum of #14 gauge.
- Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of dip-on sign sockets, latex, or lamp cord wire in displays, or the use of 2-wire clamp on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities. **Please leave all 2-wire cords at home!**



# Electrical Rental Order Form

E-2-LV

RETURN TO: GES Exposition Services • 7050 Lindell Road, Las Vegas, NV 89118-4702 • Phone: 800.475.2098 • FAX: 866.329.1437  
 International Exhibitors Only: Phone: 702.515.5970 • FAX: 702.263.1520 Contact us Online: www.ges.com/contact

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Manual.



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**DISCOUNT DEADLINE DATE:**  
**October 4, 2007**

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
<p><b>By signing and delivering this form to Trade Show Electrical, customer agrees to all terms and conditions printed on this form. To receive the discount rate, we must receive your order, along with full payment, by the deadline date above. All other orders will be processed at the regular rate. No credits will be issued on services installed as ordered even though not used.</b></p>		

**Price List** **Important Information**

ITEM #	NON 24 HR. QTY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	24 HR. QTY	24 HR. ADV. RATE	24 HR. REG. RATE	TOTAL
<b>120V OUTLETS</b>								
6001		5 Amp/500 Watts	\$ 88.00	\$ 132.00		\$ 178.00	\$ 264.00	\$
6002		10 Amp/1000 Watts	\$ 158.25	\$ 237.25		\$ 316.50	\$ 474.50	\$
6003		15 Amp/1500 Watts	\$ 188.75	\$ 283.00		\$ 377.50	\$ 566.00	\$
6004		20 Amp/2000 Watts	\$ 210.75	\$ 316.00		\$ 421.50	\$ 632.00	\$
6005		30 Amp	Call For Quote			Call For Quote		
<b>208V 1Ø OUTLETS</b> <small>requires labor, maximum one (1) connection per outlet</small>								
6006		10 Amp	\$ 276.25	\$ 414.25		\$ 552.50	\$ 828.50	\$
6007		20 Amp	\$ 394.50	\$ 591.75		\$ 789.00	\$ 1,183.50	\$
6008		30 Amp	\$ 442.50	\$ 663.75		\$ 885.00	\$ 1,327.50	\$
6009		60 Amp	\$ 587.00	\$ 880.50		\$ 1,174.00	\$ 1,761.00	\$
6010		100 Amp	\$ 868.00	\$ 1,302.00		\$ 1,736.00	\$ 2,604.00	\$
6012		200 Amp	\$ 1,533.00	\$ 2,299.50		\$ 3,066.00	\$ 4,599.00	\$
<b>208V 3Ø OUTLETS</b> <small>requires labor, maximum one (1) connection per outlet</small>								
6013		10 Amp	\$ 315.50	\$ 473.25		\$ 631.00	\$ 946.50	\$
6014		20 Amp	\$ 420.50	\$ 630.75		\$ 841.00	\$ 1,261.50	\$
6015		30 Amp	\$ 588.25	\$ 882.50		\$ 1,176.50	\$ 1,765.00	\$
6016		60 Amp	\$ 783.50	\$ 1,175.25		\$ 1,567.00	\$ 2,350.50	\$
6017		100 Amp	\$ 1,042.25	\$ 1,563.50		\$ 2,084.50	\$ 3,127.00	\$
6019		200 Amp	\$ 1,692.25	\$ 2,538.25		\$ 3,384.50	\$ 5,076.50	\$
<b>480V 3Ø OUTLETS</b> <small>requires labor, maximum one (1) connection per outlet</small>								
6021		20 Amp	\$ 831.00	\$ 946.50		\$ 1,262.00	\$ 1,893.00	\$
6022		30 Amp	\$ 708.25	\$ 1,062.25		\$ 1,416.50	\$ 2,124.50	\$
6023		60 Amp	\$ 942.25	\$ 1,413.25		\$ 1,884.50	\$ 2,826.50	\$
6024		100 Amp	\$ 1,253.00	\$ 1,879.50		\$ 2,506.00	\$ 3,759.00	\$
6025		200 Amp	\$ 2,032.75	\$ 3,049.00		\$ 4,065.50	\$ 6,098.00	\$

**Also Available: 380V/220V 3Ø MOTOR & EQUIPMENT OUTLETS - CALL FOR QUOTE**

ITEM #	QTY	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
<b>TRANSFORMER(S) TO BOOST 208V TO 230V</b>					
6020		Boost Amp, 20 Amp Min. Price/Amp	\$ 4.50	\$ 6.75	\$

**LIGHTS** Price includes Outlet & Labor for Light Only.  
 Please call TSE at (702) 515-5955 for custom lights and lighting packages

6042		75 Watt Black Arms	\$ 79.00	\$ 118.50	\$
6026		150 Watt <sup>1</sup>	\$ 88.00	\$ 132.00	\$
6027		Double 150 Watt <sup>1</sup>	\$ 154.00	\$ 231.00	\$
6028		250 Watt Krypton <sup>1</sup>	\$ 137.25	\$ 206.00	\$
6029		1000 Watt Overhead <sup>2</sup>	\$ 342.00	\$ 512.75	\$
6044		4' Track w/3 Lights	\$ 224.25	\$ 336.25	\$
6046		Additional Track Light	\$ 40.25	\$ 60.25	\$

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.	1. Total All Items Ordered	\$
	2. Payment Enclosed	\$

**Authorized Signature - Please Sign: X**

AUTHORIZED NAME - PLEASE PRINT	DATE
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- **\*Dedicated and 24 Hour power will be at double the listed price.**
- Trade Show Electrical (TSE) is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your equipment. All electrical installations and connections to all electrical service should be made by a TSE electrician. TSE will not be responsible for any damage or loss to any equipment, component, computer hardware or software, and/or any damage or injury to any person caused by the installation, connection, or plugging in of any electrical outlet by person other than a TSE electrician.
- Electricity will be turned on 30 minutes prior to show open and will be turned off within approximately 30 minutes after show close.
- **OUTLET LOCATION & DISTRIBUTION** — All electrical outlets will be installed on the floor at the draped backwall of in-line and peninsula booths. All electrical outlets for island booths will be dropped to one main location per the exhibitor's floor plan. If no plan is provided, the outlets will be installed at our discretion. **Any additional power drops or locations are chargeable on a time and material basis. Distribution and connection of outlets are chargeable on a time and material basis.**
- **TSE JURISDICTION (Requires labor and/or material)** — All under-carpet distribution of electrical wiring. All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc., and the distribution of same from product to booth and from booth to booth. All motor and equipment hook-ups requiring hard wiring connections. Installation and/or repair of electrical fixtures. Installation of electrical motors and electrical apparatus to be energized.
- All outlets over 20 amps and/or with a voltage over 150 volts will require electrical labor. Labor is required to inspect equipment pre-wired to plug into our system. Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.
- **ELECTRICAL LABOR (See Electrical Labor Order Form)** — Labor rates are subject to labor contract effective at time of show. Starting time can only be guaranteed when labor is requested for the start of the working day at 8 a.m. The minimum charge per booth is one hour for installation and one (1) hour for dismantle. Time will commence per exhibitor's request. Failure to start labor at requested time will result in a one hour charge per electrician requested, unless 24-hour advance notice is provided in writing.

<sup>1</sup>On Stanchion, In-line Booths Only.  
<sup>2</sup>May require labor and/or lift at additional charge not available at some locations.

091506



# Electrical Labor Order Form

E-3-LV

RETURN TO: GES Exposition Services • 7050 Lindell Road, Las Vegas, NV 89118-4702 • Phone: 800.475.2098 • FAX: 866.329.1437  
International Exhibitors Only: Phone: 702.515.5970 • FAX: 702.263.1520 Contact us Online: www.ges.com/contact

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Manual.



**2007 ISPE Annual Meeting**  
Caesars Palace • November 4-6, 2007

**DISCOUNT DEADLINE DATE:**  
**October 4, 2007**

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
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**PLEASE COMPLETE THIS FORM FOR ALL ELECTRICAL LABOR NEEDED.**  
**TO DETERMINE IF YOU NEED ELECTRICAL LABOR, PLEASE READ THIS FORM CAREFULLY.**

- All under-carpet distribution of electrical wiring. All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc., and the distribution of same from product to booth and from booth to booth. All motor and equipment hook-ups requiring hard wiring connections. Installation and/or repair of electrical fixtures. Installation of electrical motors and electrical apparatus to be energized.
- All outlets over 20 amps and/or with a voltage over 150 volts will require electrical labor. Labor is required to inspect equipment pre-wired to plug into our system. Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.

### IMPORTANT INFORMATION & RATES

#### ELECTRICAL LABOR RATES AS FOLLOWS:

Electrician Per Hour	Discount	Regular	Show-Site
Straight Time	\$ 86.00	\$ 107.50	\$ 129.00
Overtime	\$ 172.00	\$ 215.00	\$ 258.00

- Straight Time: Monday through Friday 8:00 AM to 5:00 PM.
- Overtime: All other times Monday through Friday, and all day on Saturdays, Sundays & Holidays.
- Discount Rate: Rate applies to orders placed on or before the above discount deadline date.
- Regular Rate: Rate applies to orders placed after the above discount deadline date, but before the first day of exhibitor move-in.
- Show-Site: Rate applies to orders placed at show site.

**FLOOR WORK - UNDER CARPET DISTRIBUTION - TSE SUPERVISED (OK TO PROCEED)**

TSE will supervise labor to: (If this option is left unmarked and a floorplan has been submitted, TSE will proceed with the floor work.)

- Distribute power under carpet (Requires floor layout form H-3).

**A 30% surcharge will be added to the labor rates below for this professional supervision.**

**FLOOR WORK - UNDER CARPET DISTRIBUTION - EXHIBITOR SUPERVISED (DO NOT PROCEED)**

Exhibitor will supervise.

- Indicate workers needed for installation.

#### FW - Floor Work (under carpet distribution)

TYPE	DATE(S)	SCHEDULE START	END	# OF HOURS	QUANTITY		RATE	TOTAL
					ELECTRICIANS	FORKLIFT/AERIAL/LIFT		
FLOOR WORK		AM / PM	AM / PM				/HR	

Starting time can be guaranteed only when labor is requested 24 hours in advance for the start of the working day at 8:00 AM. All exhibit labor for 8:00 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (1/2) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "Not Ready" charge per worker will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (1/2) hour increments per worker. Labor dismantle is charged at 50% of labor in. Overtime rates may apply.

All booths requiring labor must send a booth floor plan to [tse@ts-electric.com](mailto:tse@ts-electric.com). PDF, JPG and CAD files are preferred. They can also be faxed to (702) 515-5739. Please write your booth number and show name and email address on the fax. To receive the advance rate, the booth layout form (H-3) or a scaled plan for electrical distribution must be attached to this form or emailed to: [tse@ts-electric.com](mailto:tse@ts-electric.com)

**GRATUITIES IN ANY FORM, INCLUDING CASH, GIFTS, OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY GES.** All rates are subject to change if necessitated by increased labor and material costs.

Aerial lift needs: Please see Hanging Sign form H-1 and H-2

**Electrical quotes can be provided based on accurate electrical quantity, power usage, and layout.**

**Please contact TSE at 702-515-5955 for more information.**

#### BW - Booth Work (Invoice will be calculated according to actual hours worked)

Please estimate the number of workers and hours per worker needed for installation in the space provided below.

TYPE	DATE(S)	SCHEDULE START	END	# OF HOURS	QUANTITY		RATE	TOTAL
					ELECTRICIANS	FORKLIFT/AERIAL/LIFT		
BOOTH WORK		AM / PM	AM / PM				/HR	
		AM / PM	AM / PM				/HR	

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

1. Total Labor Ordered	\$
2. 30% TSE Supervision	\$
3. Payment Enclosed	\$

Authorized Signature: **X**

AUTHORIZED NAME - PLEASE PRINT	DATE
--------------------------------	------

Las Vegas



# Electrical Credit Card Charge Authorization

E-4

RETURN TO: GES Exposition Services • 7050 Lindell Road, Las Vegas, NV 89118-4702 • Phone: 800.475.2098 • FAX: 866.329.1437  
International Exhibitors Only: Phone: 702.515.5970 • FAX: 702.263.1520 Contact us Online: www.ges.com/contact

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Manual.

**2007 ISPE Annual Meeting**  
Caesars Palace • November 4-6, 2007

**DISCOUNT DEADLINE DATE:**  
**October 4, 2007**

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
--------------	---------------	--------------

TSE requires payment in full at the time services are ordered. Further, TSE requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor, not covered by your initial payment.

You may arrange for a third party to handle your display and be billed for services. TSE will agree to this arrangement if the third party has a satisfactory payment record with us. **Both Firms must complete this form, including Third Party Credit Card Charge Authorization below.** If no third party is being used, only the "Exhibiting Firm" credit card charge authorization is required. Return form by the deadline date. **TSE reserves the right to deny any Third Party Billing Request that is not complete or received by the deadline date.**

It is understood and agreed that the exhibiting firm is ultimately responsible for payment of charges. If your named third party does not pay the invoice before the last day of the show, charges will revert to you, the exhibiting firm. All invoices are due and payable upon receipt.

### Exhibiting Firm

EXHIBITING FIRM		
STREET ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	

The items checked below are to be invoiced to the Exhibiting Firm:

- Electrical Outlets / Pre-Order only
- Electrical Outlets / Showsite only
- Electrical Outlets / All
- Stagehand Labor & Material
- Plumbing Outlets
- Other (Please Specify) \_\_\_\_\_
- Electrical Material
- Hanging Sign Labor & Material
- Electrical Labor In/Out
- Plumbing Labor & Material

### Third Party

THIRD PARTY		
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	

The items checked below are to be invoiced to the Third Party:

- Electrical Outlets / Pre-Order only
- Electrical Outlets / Showsite only
- Electrical Outlets / All
- Stagehand Labor & Material
- Plumbing Outlets
- Other (Please Specify) \_\_\_\_\_
- Electrical Material
- Hanging Sign Labor & Material
- Electrical Labor In/Out
- Plumbing Labor & Material

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

PLEASE SIGN **X** \_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
AUTHORIZED NAME - PLEASE PRINT

\_\_\_\_\_  
DATE

I agree in placing this order that I have accepted GES Payment Policy and GES Terms & Conditions of Contract.

PLEASE SIGN **X** \_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
AUTHORIZED NAME - PLEASE PRINT

\_\_\_\_\_  
DATE

### Exhibiting Firm Credit Card Charge Authorization (All Information Must Be Provided)

PROVIDE EXPIRATION DATE **EXPIRATION DATE**  MasterCard  VISA  Diners Club  Discover  American Express

Corporate  Personal

Account Number \_\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_ PLEASE PRINT

CARDHOLDER'S BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

PLEASE SIGN **X** \_\_\_\_\_  
CARDHOLDER'S SIGNATURE

\_\_\_\_\_  
DATE

### Third Party Credit Card Charge Authorization (All Information Must Be Provided)

PROVIDE EXPIRATION DATE **EXPIRATION DATE**  MasterCard  VISA  Diners Club  Discover  American Express

Corporate  Personal

Account Number \_\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_ PLEASE PRINT

CARDHOLDER'S BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

PLEASE SIGN **X** \_\_\_\_\_  
CARDHOLDER'S SIGNATURE

\_\_\_\_\_  
DATE

071405



**REQUEST FOR DATA SERVICES**

**Caesars Palace Las Vegas**  
 3670 Las Vegas Blvd. South  
 Las Vegas, Nevada 89109  
 1-800-214-7780



EVENT \_\_\_\_\_ DATE \_\_\_\_\_ BOOTH/ROOM \_\_\_\_\_  
 COMPANY \_\_\_\_\_ INSTALL DATE/TIME \_\_\_\_\_  
 CONTACT \_\_\_\_\_ REMOVAL DATE/TIME \_\_\_\_\_  
 E-MAIL \_\_\_\_\_ PHONE \_\_\_\_\_ EXT \_\_\_\_\_  
 ADDRESS \_\_\_\_\_ CELL \_\_\_\_\_ FAX \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

**IN ORDER TO QUALIFY FOR OUR ADVANCED RATE: FORM AND PAYMENT MUST BE RECEIVED FIFTEEN (15) DAYS PRIOR TO EVENT START DATE. ALL ORDERS RECEIVED WITHIN FOURTEEN (14) DAYS WILL BE BILLED AT THE STANDARD RATE.**

Data Services	(QTY)	ADVANCED	STANDARD	TOTAL
<b>NetStation</b> (DHCP NAT'd IP Address)				
<b>NetStation 256Kbps</b> – wired 128Kbps synchronous Internet connection.		\$300.00	\$400.00	
<b>NetStation 512Kbps</b> – wired 256Kbps synchronous Internet connection. The above NetStation products are for one device only, no additional devices may be added.		\$595.00	\$695.00	
<b>NetBooth/NetRoom</b> (Static Public IP Address) A wired shared (10 Base-T) Internet connection to a single exhibit floor/room location for two (2) computers/devices. Additional devices may be added.		\$1,095.00	\$1,245.00	
<b>NetEvent</b> (Static Public IP Address) A wired private (10 Base-T) connection with a dedicated minimum 1.5Mbps synchronous Bandwidth, Internet access for 29 computers/devices, up to two additional inter-networked Facility locations. Additional devices and locations may be added.		\$4,995.00	\$5,495.00	
<b>ADDITIONAL OPTIONS:</b>				
<b>Additional Computers/Devices</b> Additional computers or devices to NetBooth, NetRoom or NetEvent (each)		\$100.00	\$125.00	
<b>Additional Wired Locations</b> (May be added to NetEvent product only)		\$350.00	\$425.00	
<b>Hub Rental</b> - 10 Base-T Hub (\$150 replacement if not returned)		\$150.00	\$195.00	
<b>Cable Rental</b> (50 foot patch cable – Cat5)		\$50.00	\$65.00	
<b>100 Mbps Upgrade</b> (per location) This is an upgrade only of an existing order, LAN connection speed only		\$100.00	\$125.00	

**WIRELESS DEVICES NOT AUTHORIZED BY PNI ARE STRICTLY PROHIBITED**



**EACH DEVICE THAT CONNECTS TO THE EVENT NETWORK MUST HAVE A PNI ISSUED IP ADDRESS OR ACCESS CODE**

TO ENSURE PROMPT SERVICE PLEASE FAX TO **(702) 967-9310**  
 FOR QUESTIONS PLEASE CALL CUSTOMER SERVICE AT **(702) 967-9300** or **(800) 214-7780**

**GRAND TOTAL**

**LATE ORDERS WILL BE FULFILLED IN THE ORDER RECEIVED. ADVANCED ORDERS WILL BE FULFILLED FIRST.**

**IF ANY SPECIAL DATA AND/OR NETWORKING EQUIPMENT OR SERVICES ARE REQUIRED WHICH ARE NOT DETAILED ON THE FORM, PLEASE E-MAIL - [CSR@PRIORITYNETWORKS.NET](mailto:CSR@PRIORITYNETWORKS.NET)**

Booth/Room layout <b>Drop Location</b> Front  Attach map if available	Make checks payable to: Priority Networks 1856 Pama Lane Suite B Las Vegas, Nevada 89119.	I authorize the charges detailed within this request form to be charged to my credit card listed here. By signing I also agree that I have read and agree to the terms and conditions set forth for these services by PNI.	AMEX - VISA - M/C	
			Exp. Date	
		Credit Card Billing Address		
		City	State	Zip Code
Print Name				

\*\*Please see attached terms and conditions.

CARD HOLDER/AGREEMENT SIGNATURE \_\_\_\_\_



## **Terms and Conditions:**

- a) Servers and/or Routers of any type are allowed only on the NetEvent package. No Servers or Routers are allowed on the NetStation or NetBooth/NetRoom, including, but not limited to NAT, DHCP, and Proxy Servers.
- b) Every device connected to the Internet/Network must have a purchased IP address from Priority Networks, regardless of whether the IP address is actually used or not.
- c) Priority Networks reserves the right to disconnect any equipment that is found to be causing overall network problems without offering any refunds for services that have been disconnected.
- d) Client agrees not to resell, extend, bridge or otherwise misuse Priority Networks connections and/or services. Priority Networks reserves the right to disconnect any client if they are found to have violated this usage agreement.
- e) Priority Networks is not responsible for cable and/or equipment provided by the client or any third party.
- f) Service Location (Drop) is defined as the booth/room designated by the client. Service extended beyond 50' from the drop point will require an additional drop location and incur additional fee.
- g) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Idaho. In event of litigation, the place of venue shall be in the county of Ada in the State of Idaho.
- h) Modification: This agreement shall not be modified or amended by the parties except by written instrument signed by both parties.
- i) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto respecting the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- j) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by PNI to Client or its designee, to the terms and conditions herein contained.
- k) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- l) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, remote controls, cables, knobs, switches and cases are included in equipment responsibility.
- m) Equipment procedures:
  - 1) Exhibitors will be responsible for the protection of any equipment rented from PNI and will ensure that all equipment is returned to PNI. PNI reserves the right to charge the customer for any lost equipment.
  - 2) Rental equipment provided by PNI for this order will remain the property of PNI.
  - 3) Only PNI personnel are authorized to modify system wiring or cabling within the facility.
  - 4) All equipment must comply with F.C.C. Regulations.

### **Warranty Disclaimer/Damage Limitation**

- n) Priority Networks does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Priority Networks is a limitation of liability so that Client's sole remedy or recourse against Priority Networks shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Priority Networks shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.
- o) Client shall indemnify Priority Networks from third party claims arising from Client's use of Priority Networks' services and equipment.
- p) **Cancellation Policy:** A 10% fee will be applied to orders canceled between the date the order is placed, and the install date.

**It is illegal for any party to transmit or download copyrighted material. Under new laws Internet Service Providers may be prosecuted for any material that is transmitted on their network. In order to prevent our company being prosecuted, Priority Networks will take action against any customer found to be violating copyright laws.**

Digital Millennium Copyright Act ("DMCA") Notice. In operating the Service, we may act as a "services provider" (as defined in the DMCA) and offer services as an online provider of materials and links to third party web sites. As a result, third party materials that are not owned or controlled by us may be transmitted, stored, accessed or otherwise made available using the Service. If you believe any material available via the Service infringes a copyright, you should notify us using the notice procedure for claimed infringement under the DMCA. We will respond expeditiously to remove or disable access to material we determine may be infringing and will follow the procedures specified in the DCMA to resolve the claim between the notifying party and the alleged infringer who provided the applicable content. Our designated agent (the proper party for notice) to whom you should address infringement notices under the DMCA is:

Corporation Services Company, 1010 Union Ave. SE, Olympia, WA 98501.



CAESARS PALACE  
CONVENTION TELEPHONE INSTALLATION CHARGES

DESCRIPTION	INSTALL RATE
Single line phone	\$250.00
<b>Ordered within 7 days of installation</b>	<b>\$420.00</b>
Multi line phone w/2 lines	\$350.00
Each additional line	\$250.00
Hot line/Ring down circuit	\$350.00
Fax line (no equipment)	\$250.00
Modem line	\$300.00
Speaker phone	\$300.00
Conference phone	\$215.00
Polycom phone	\$350.00
14' line cord	\$15.00
25' line cord	\$25.00
50' line cord	\$40.00
75' line cord	\$60.00
Group messages	\$1.00 per guest room
Group wake-ups	\$1.00 per guest room
Voice mail	\$25.00 installation charge for meeting/event locations

Overtime charges are \$97.50 per hour, 2 hour minimum.

Expedite charges are \$50.00, for any request not received 7 days prior to due date.

**Overtime and expedite charges are added to all Telecommunications Requests not received within 7 days prior to due date.**

***Usage Charges are as follows:***

Local Calls are \$1.25 per call, plus \$.10 per minute after the first 30 minutes

Operator Assisted Calls \$1.25 per call

Toll Free Calls are \$1.25 per call, plus \$.10 per minute after the first 30 minutes

Directory Assistance Calls are \$1.25 per call

Long Distance Calls are \$9.62 for first minute and \$1.83 each additional minute (these rates may fluctuate due to current pricing from AT&T).

International Calls are \$10.87 for first minute and \$2.33 each additional minute (these rates may fluctuate due to current pricing from AT&T).

# Telecommunications Sales / Catering Request Form

\*\*                      \*\*

Order #1

<b>Organization Name</b>		<b>Today's Date</b>	
<b>Organization Contact</b>		<b>Telephone</b>	
<b>Billing Instructions</b>			
<b>Install Date / Time</b>			
<b>Removal Date / Time</b>			
<b>Install Location</b>			

Type of Instrument / Equipment	Class of Serv. (COS)	Telephone # (P/NP)	Instant Charge	Usage Charge
<b>Total Instruments</b>		<b>Total Charges</b>		

***Customer is responsible for all equipment provided by CAESARS PALACE. All equipment remains property of CAESARS PALACE. Customer agrees to reimburse CAESARS PALACE for lost and/or stolen equipment.***

<b>Sales/Catering Manager</b>	Derrod Mckinney	<b>Extension</b>	1174
<b>Today's Date</b>	2/1/2007		

**Telecom:    Phone - 702-731-7711    Fax - 702-856-3464**



# Audio / Visual Request Form



Company: _____	Onsite Contact: _____	Credit Card # _____
Address: _____	Booth / Room # _____	Exp. Date: _____
_____	Phone # _____	Name: _____
City: _____	Fax # _____	Signature: _____
State: _____	Delivery Date: _____	_____
Zip: _____	Pickup Date: _____	Email: _____

Video Equipment	QTY.	Daily Price	# of Days	Total
61" Plasma (16X9)		\$ 1,000.00		\$ -
50" Plasma (16X9)		\$ 500.00		\$ -
42" Plasma (16X9)		\$ 350.00		\$ -
37" Plasma (4X3)		\$ 500.00		\$ -
6' Plasma Stand		\$ 75.00		\$ -
Laptop		\$ 250.00		\$ -
Desktop		\$ 325.00		\$ -
Beta Deck Record		\$ 375.00		\$ -
Beta Deck Player		\$ 310.00		\$ -
DVD		\$ 60.00		\$ -
VHS		\$ 50.00		\$ -
S-VHS		\$ 125.00		\$ -
20" Monitor / VHS		\$ 95.00		\$ -
27" Monitor / DVD		\$ 190.00		\$ -
27" Monitor Video		\$ 100.00		\$ -
17" Computer Monitor		\$ 90.00		\$ -
20" Computer Monitor		\$ 125.00		\$ -
15" LCD Monitor		\$ 50.00		\$ -
20" LCD Monitor		\$ 120.00		\$ -
LCD Projector XU38		\$ 310.00		\$ -
LCD Projector XP56		\$ 625.00		\$ -

Screens	QTY.	Daily Price	# of Days	Total
Tripod 4x4		\$ 40.00		\$ -
Tripod 5X5		\$ 40.00		\$ -
Tripod 6X6		\$ 40.00		\$ -
Tripod 8X8		\$ 40.00		\$ -

FastFolds also Available Please call 702-866-1133

Rigging	QTY.	Daily Price	# of Days	Total
Rigging Points (weekly Rate)		\$ 65.00		\$ -
20' Scissor Lift		\$ 250.00		\$ -
Labor	Hours	Hourly Rate \$	Total	
All Rigging is subject to at least 1 Rigger @ 74.00 Hour with a 4 hour Minim.		\$ 74.00		\$ -

Audio Equipment	QTY.	Daily Price	# of Days	Total
UHF Combo (Check One) ( ) HH ( ) LAV ( ) Headset		\$ 125.00		\$ -
Wired Microphone		\$ 22.00		\$ -
Small Powered Speaker (AN1000)		\$ 45.00		\$ -
Large Powered Speaker (MPA5000)		\$ 45.00		\$ -
4 Channel Mixer		\$ 50.00		\$ -
12 Channel Mixer		\$ 125.00		\$ -
Cd player		\$ 60.00		\$ -
Appogee AE5 Professional Audio (2) AE5 Speakers (2) Stands (1) Small Effects (1) Mixer		\$ 220.00		\$ -
Appogee AE5 Professional Audio (4) AE5 Speakers (4) Stands (1) Small Effects (1) Mixer		\$ 550.00		\$ -

Terms & Conditions
<b>CANCELLATIONS:</b> Written cancellation of ordered equipment and Services must be received 24 hours prior to delivery. Failure to do so will result in a 100% charge to your account

**Encore Productions, Inc**  
 Phone# 702-866-1133 Fax# 702-866-1741  
 3570 Las Vegas Blvd. So. / Las Vegas, NV 89109

Totals	
Equipment Charges:	\$ -
Labor Charges:	\$ -
20% Service Charge: (\$20 Minimum)	\$ 20.00

Total Due: \$ 20.00