

**F R E E M A N**

6555 West Sunset Road  
Las Vegas, NV 89118  
Ph: 702-579-1700 • Fax: 469-621-5604  
FreemanLasVegasES@freemanco.com

**2010 INT'L LCT SHOW**  
**JANUARY 25-27, 2010**  
**VENETIAN AND PALAZZO RESORT AND**  
**CASINOS - HALL D**  
**LAS VEGAS, NEVADA**

# **ATTENTION!**

**ALL BANNERS MUST BE  
SHIPPED TO THE ADVANCE  
WAREHOUSE WITH  
HANGING INSTRUCTIONS.**

Ship your hanging sign to the Freeman advance Warehouse and receive a 10% discount on your Hanging sign labor, both for installation and dismantle. That's a savings of \$49.40 per hour! Please contact the Freeman Exhibitor Service Department at 702-579-1700 for more information.

If you wait until show site to order hanging sign labor, charges will **DOUBLE.**

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**INCLUDE THE FREEMAN METHOD OF  
 PAYMENT FORM WITH YOUR ORDER**

NAME OF SHOW: **2010 INT'L LCT SHOW / JANUARY 25-27, 2010**

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

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

For fast, easy ordering, go to [www.myfreemanonline.com](http://www.myfreemanonline.com)

## HANGING SIGN LABOR AND EQUIPMENT

### INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging signs must be assembled, installed by FREEMAN. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container **MUST** be received by the warehouse shipping deadline. If these procedures are not followed, FREEMAN cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed **SES Electrical Service Order Form**.
- If any hang point supports over 200 lbs., please use the **SES Electrical Service Order Form** included in this exhibitor manual.

### SIGN DESCRIPTION, SIZE & WEIGHT

- For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner \_\_\_\_\_ Metal or Wood \_\_\_\_\_ Other \_\_\_\_\_

Shape: Square \_\_\_\_\_ Triangle \_\_\_\_\_ Rectangle \_\_\_\_\_ Other \_\_\_\_\_

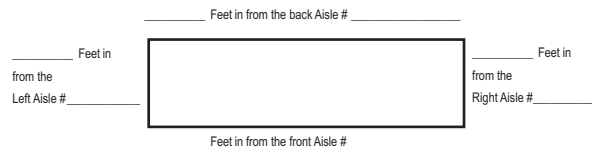
Size: Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_

Weight of Sign: \_\_\_\_\_

Does Your Sign Require Electricity \_\_\_\_\_ Rotating \_\_\_\_\_

### PLACEMENT DIAGRAM

- Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
- The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.



Number of feet from floor to top of sign: \_\_\_\_\_

**STRUCTURAL INTEGRITY STATEMENT  
 MUST ACCOMPANY ORDER**

(206583) LV-SECC 09/10

### EQUIPMENT AND LABOR RATES TO HANG SIGNS

#### Equipment With Crew

- **Show site prices will apply to all labor orders placed at show site**
- **Show site prices will apply if the hanging sign is not received by the warehouse shipping deadline**
- Rates are per lift and crew per hour
- Condor and Crew consists of condor, operator and rigger.
- Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
- Assembly and Ground Labor is an additional charge.
- One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Freeman components (cable, clamps, etc) will be used to install all hanging signs and charged accordingly

#### Labor Rates

	Advance Price	Show Site Price
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#### Condor

Condor with crew \$504.00 \$655.20

#### Sign Assembly

Sign Assembly/Ground Labor \$100.00 \$130.00

- **Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show.**

#### Installation Estimate

Approx Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Total Estimated Cost \_\_\_\_\_  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

#### Dismantle Estimate

Approx Hours \_\_\_\_\_ Hourly Rate \_\_\_\_\_ Total Estimated Cost \_\_\_\_\_  
 \_\_\_\_\_ @ \_\_\_\_\_ = \_\_\_\_\_

#### Please Note:

- Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
- In the event the order and sign are not received by the deadline date, show site rates will apply and the sign will be hung when the equipment and labor become available.

FREEMAN hanging sign labor

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

CONTACT NAME: \_\_\_\_\_ PHONE #: \_\_\_\_\_

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## MOTORS AND TRUSS

- ELECTRICAL SERVICE requirements to power the motors must be ordered in advance on the SES ELECTRICAL SERVICES ORDER FORM.
- ELECTRICAL LABOR requirements to hang the truss and motors must be ordered in advance on the SES RIGGING / HANGING ORDER FORM.
- The cost of Material Handling is included in the rates listed below.
- Orders received after the deadline date will be be charged the Show Site Price.

Description	Advance Price	Show Site Price	Total
<b>EQUIPMENT</b>			
_____ One Ton Hoist.....	\$ 417.00	\$ 542.10	\$ _____
_____ Half Ton Hoist.....	394.00	512.20	\$ _____
_____ 20.5" Box Truss (per foot).....	24.00	31.20	\$ _____
_____ 12" Box Truss (per foot).....	16.75	21.80	\$ _____
<b>Total for Equipment.....</b>			<b>\$ _____</b>

**STRUCTURAL INTEGRITY STATEMENT  
MUST ACCOMPANY ORDER**

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Las Vegas, NV 89118  
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**PLEASE INCLUDE THIS FORM WITH  
YOUR HANGING SIGN ORDER FORM**

NAME OF SHOW: **2010 INT'L LCT SHOW / JANUARY 25-27, 2010**

COMPANY NAME: \_\_\_\_\_

BOOTH #: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

PHONE #: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

For Assistance, please call 702-579-1700 to speak with one of our experts.

## **STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES**

\_\_\_\_\_, the contracted exhibitor at the **2010 INT'L LCT SHOW** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

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

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Display House/Builder (if applicable): \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Authorized Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail: \_\_\_\_\_

**Please complete and return form to:**

**FREEMAN  
7000 Placid #101  
Las Vegas, NV 89118  
Fax: 469-621-5604**

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DISCOUNT PRICE  
DEADLINE DATE  
JANUARY 8, 2010

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NAME OF SHOW: **2010 INT'L LCT SHOW / JANUARY 25-27, 2010**

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

ADDRESS: \_\_\_\_\_ BOOTH SIZE \_\_\_\_\_ X \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_ CUSTOMER # \_\_\_\_\_

PHONE #: \_\_\_\_\_ EXT.: \_\_\_\_\_ FAX #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ PRINT NAME: \_\_\_\_\_

CONTACT'S E-MAIL \_\_\_\_\_

E-MAIL FOR INVOICE \_\_\_\_\_  CHECK IF YOU ARE A NEW FREEMAN CUSTOMER

Invoices will be sent by e-mail, please provide e-mail address of the person who reconciles your invoices if different than above.

## METHOD OF PAYMENT

**BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

**COMPANY CHECK**

Please make check payable to: Freeman. Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)

Please reference (206583) on your remittance.

**CREDIT CARD**

For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

**BANK TRANSFER**

Bank Transfer to Bank of America, N.A.; Dallas, TX

Wire Transfer

ABA#: 026009593 ACCT #1252039192 Freeman

International Wire Transfer

Swift Code: BOFAUS3N ACCT #1252039192 Freeman

ACH Direct Deposit

ABA# 111000012 ACCT #1252039192 Freeman

Please reference Name of Show & Booth Number so we can properly credit your account.

Note: Customers are responsible for any bank processing fees.

AMERICAN EXPRESS  DISCOVER  MASTERCARD  VISA  DINERS CLUB  CARTE BLANCHE

Account No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Personal Credit Card

Company Credit Card

Cardholder Name (Print): \_\_\_\_\_ Signature: \_\_\_\_\_

Cardholder Billing Address: \_\_\_\_\_

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

## ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	RENTAL EXHIBITS & ACCESSORIES	INSTALLATION LABOR	DISMANTLE LABOR	MATERIAL HANDLING
HANGING SIGNS	SIGNS			GRAND TOTAL	

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: [www.myfreemanonline.com](http://www.myfreemanonline.com).
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Sales Representative.

### TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.

<http://feedback.freemanco.com/?206583>

(206583)

Freeman method of payment