

EASY IS NICE, ON ANY DEVICE.

FreemanOnline® provides you with all the right tools to ensure a seamless execution at show site, from move-in to move-out. With an enhanced FreemanOnline, we are making it easier than ever for you to get what you want to have a great event:

- Access important show information
- Track freight
- Receive notifications
- Receive assistance through Concierge Services while at show site
- Order Freeman products and services pre-show, during move-in and while the show is open
- Expedite the move out process
- Access invoices after the show

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high blue and white backwall drape and 3' high blue side dividers. All inline booths will receive a 7" x 44" one-line identification sign.

Please note that electrical service is not included but to accommodate possible power requirements, electrical outlets will be installed in every inline booth.

Please refer to the electrical outlet order form for applicable rates and information on extended power and 24-hour power.

EXHIBIT HALL CARPET

Exhibit floor covering is Mandatory. Rental Carpet is available through Freeman. Please refer to the Carpet Brochure and Order Form.

The exhibit area is NOT carpeted; however, the aisles will be carpeted in Tuxedo.

DISCOUNT PRICE DEADLINE DATE

Order early to take advantage of advance order discount rates, place your order by THURSDAY, OCTOBER 26, 2017.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

NOTE: PLEASE REFERENCE TARGET FLOOR PLAN WHICH WILL BE AVAILABLE ON TUESDAY, JULY 18, 2017.

Thursday	November 16	8:00 a.m. - 4:30 p.m. - Targeted Move-In
Friday	November 17	8:00 a.m. - 4:30 p.m. - Targeted Move-In
Saturday	November 18	8:00 a.m. - 4:30 p.m. - NO FREIGHT DELIVERIES
Sunday	November 19	HALL IS DARK
Monday	November 20	8:00 a.m. - 4:30 p.m. - Targeted Move-In
Tuesday	November 21	8:00 a.m. - 4:30 p.m. - Targeted Move-In
Wednesday	November 22	8:00 a.m. - 4:30 p.m. - Targeted Move-In
Thursday	November 23	HALL IS DARK
Friday	November 24	8:00 a.m. - 4:30 p.m.
Saturday	November 25	8:00 a.m. - 4:30 p.m.

All exhibits must be fully installed by 4:30 p.m., Saturday, November 25, 2017.

EXHIBIT HOURS

Sunday	November 26	10:00 a.m. - 5:00 p.m.
Monday	November 27	10:00 a.m. - 5:00 p.m.
Tuesday	November 28	10:00 a.m. - 5:00 p.m.
Wednesday	November 29	10:00 a.m. - 5:00 p.m.
Thursday	November 30	10:00 a.m. - 2:00 p.m.

EXHIBITOR MOVE-OUT

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Thursday	November 30	2:30 p.m. - 10:00 p.m.
Friday	December 01	8:00 a.m. - 4:30 p.m.
Saturday	December 02	8:00 a.m. - 4:30 p.m.
Sunday	December 03	HALL IS DARK
Monday	December 04	8:00 a.m. - 4:30 p.m.
Tuesday	December 05	8:00 a.m. - 12:00 p.m.

SERVICE CENTER HOURS

We will have staff available at show site at the Exhibitor Services Center as follows:

Thursday	November 16	8:00 a.m. - 4:30 p.m.
Friday	November 17	8:00 a.m. - 4:30 p.m.
Saturday	November 18	8:00 a.m. - 4:30 p.m.
Sunday	November 19	HALL IS DARK
Monday	November 20	8:00 a.m. - 4:30 p.m.
Tuesday	November 21	8:00 a.m. - 4:30 p.m.
Wednesday	November 22	8:00 a.m. - 4:30 p.m.
Thursday	November 23	HALL IS DARK
Friday	November 24	8:00 a.m. - 4:30 p.m.
Saturday	November 25	8:00 a.m. - 4:30 p.m.
Sunday	November 26	8:00 a.m. - 5:00 p.m.
Monday	November 27	8:00 a.m. - 5:00 p.m.
Tuesday	November 28	8:00 a.m. - 5:00 p.m.
Wednesday	November 29	8:00 a.m. - 5:00 p.m.
Thursday	November 30	8:00 a.m. - 10:00 p.m.
Friday	December 01	8:00 a.m. - 4:30 p.m.
Saturday	December 02	8:00 a.m. - 4:30 p.m.
Sunday	December 03	HALL IS DARK
Monday	December 04	8:00 a.m. - 4:30 p.m.
Tuesday	December 05	8:00 a.m. - 12:00 p.m.

DISMANTLE AND MOVE-OUT INFORMATION

- Freeman will begin returning empty crates starting **as soon as the aisle carpet has been removed. This process will take approximately 6 hours.**
- All exhibitor materials must be removed from the exhibit facility by **12:00 p.m., Tuesday, December 05, 2017.**
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-out deadline, please have all carriers check-in by **10:00 a.m., Tuesday, December 05, 2017.**

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and Labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
8201 West 47th Street
McCook, Illinois 60525
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION
(800) 995-3579 Toll Free US & Canada
Fax (469) 621-5810
(817) 607-5100 Local & International

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freemanco.com/store by THURSDAY, OCTOBER 26, 2017. Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect — **before, during and after** your show. Additionally, you can now access FreemanOnline from any device — **desktop, laptop, tablet** or via our new **Freeman Online Mobile App**.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use Freeman Online, click on the **“Create an Account”** link. To access Freeman Online without using the email link, visit www.freemanco.com/store. You can also download and use the FOL Mobile App from the Apple or Android store, or here: folmobile.freemanco.com. A mobile web version of the Freeman Online Mobile App is available to extend mobile use for those users that do not have an Apple or Android device or who do not want to download the app.

If you need assistance with Freeman Online, please call our Customer Support Center at (888) 508-5054 Toll Free US and Canada or +1(512) 982-4186 Local and International.

SHIPPING INFORMATION

Warehouse shipping address:

RADIOLOGICAL SOCIETY OF NORTH AMERICA
Exhibiting Company Name
Booth # _____
c/o FREEMAN
2500 West 35th Street
Chicago, IL 60632

NOTE: Any shipment that has a single piece that weighs over 5,000 lbs. MUST have that shipment delivered direct to Show Site and NOT to Freeman's Advance Receiving Warehouse.

Freeman will accept crated, boxed or skidded materials beginning **THURSDAY, OCTOBER 19, 2017** at the above address. Materials arriving after **WEDNESDAY, NOVEMBER 08, 2017** will be received at the warehouse with an additional after deadline charge.

Warehouse receiving hours are 8:00 a.m. to 3:30 p.m. Monday through Friday.

Show site shipping address:

RADIOLOGICAL SOCIETY OF NORTH AMERICA
Exhibiting Company Name
Booth # _____
c/o FREEMAN
McCormick Place
2301 S. Lake Shore Drive
Chicago, IL 60616

NOTE: All trucks should check-in at the McCormick Place Marshalling Yard on 31st Street (See enclosed map.)

Freeman will receive shipments at the above address beginning **THURSDAY, NOVEMBER 16, 2017 at 8:00 a.m. per the target move-in schedule.** Shipments arriving before this date will be refused by the facility.

Please Note: All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

LABOR INFORMATION

If utilizing Freeman labor, please refer to the appropriate order form to place your order for Labor. Exhibitors will need to pick up and release their labor at the Service Desk. Straight Time, Overtime and Double Time Labor invoicing will be in compliance with MPEA Legislation. Refer to the Labor Jurisdictions form for additional information.

CLEANING SERVICE

FREEMAN is the exclusive contractor. No other cleaning service, including exhibitor-appointed contractors or installation and dismantle companies, will be allowed to perform this service. Only full time employee's of the exhibiting company are allowed to perform cleaning services.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (773) 473-7080.

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Chicago Exhibitor Services at (773) 473-7080 or Freeman's Customer Support Center at (888) 508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by THURSDAY, OCTOBER 26, 2017.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

No children are allowed in the exhibit hall during installation and dismantle. Children under the age of 16 are not allowed on the exhibit floor at any time.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation.

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at 773-473-7080 with any questions or needs you may have.



REDUCING YOUR FOOTPRINT

Freeman actively engages in green practices within day-to-day operations and is committed to producing events in the most environmentally friendly way possible. Freeman has collaborated with a number of customers to make their events greener and is dedicated to broadening this effort.

Green Tips for Exhibitors

Interested in going Green and saving money with your exhibit booth? Follow these tips to assist you in making your sustainable booth strategies at least cost-neutral, and possibly cost-saving!

Supplies and Ordering

- Order exhibit supplies early and utilize online ordering systems to eliminate paper waste.
- Consider renting a booth from Freeman or buying materials locally, preventing shipping cost and lowering emissions.
- Rent Freeman Classic Carpet which contains recycled content and is also recyclable.
- Provide giveaways made of recycled, responsibly grown natural fiber, nontoxic and biodegradable materials. Ensure giveaways are useful, not merely promotional in nature. Electronic Giveaways are smart and trendy, like a USB storage drive with your content already loaded.

Printing, Recycling and Waste Management

- Encourage less printing and provide more information digitally when it comes to booth literature, fulfilling requests via email and website referrals.
- If you need to print, use a local printer in the city where the show will be held and choose paper that contains at least 50% post-consumer recycled content.
- Ask Freeman about new paper-based signage materials that are comparably priced to plastic. There are good alternatives to foam core and PVC which are not as easily recyclable.
- Participate in the exhibit donation program by providing materials that are eligible for donation to local charities, such as pens, bags and notepads.

Shipping and Transportation

- If you must ship materials, planning out your booth in a timely way to meet shipping deadlines can also help maximize consolidation and cost-savings.
- Choose a SmartWay™-certified hauler at no additional cost to ensure your transportation company is practicing sustainable shipping.
- Set a goal to leave no trace behind by shipping out all booth properties and packing materials and donating extra giveaways thereby minimizing any waste for the show.
- If you are attending another trade show that many of your fellow exhibitors are also participating in, ask your General Service Contractor or Show Management to set up a caravan service to save on fuel emissions—and cost of transportation.

Personnel and Best Practices

- Take advantage of local or regional representatives to staff your booth, rather than bringing staff from far away offices, reducing travel cost.
- Bring Green as part of your company message providing recycling bins in your booth and information on what you have done to exhibit in a sustainable way.

These steps can help as we all strive to make smarter and more environmentally sound decisions. For more information on the Freeman Sustainability Initiative, contact goinggreen@freemanco.com.



FREEMAN

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THIS FORM
 WITH YOUR ORDER
 PLEASE USE BLACK INK

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

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 contact's email.

METHOD OF PAYMENT

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL 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 (430808) on your remittance.

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

CREDIT/DEBIT CARD
 For your convenience, we will use this authorization to charge your credit/debit 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:

AMERICAN EXPRESS **MASTER CARD** **VISA** **We do not accept credit card information via email.**

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	UTILITIES	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.freeman.com.
- Orders received after the deadline or without payment will be charged 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 Exhibitor Sales.

FREEMAN method of payment

FREEMAN

8201 West 47th St
Mc Cook, IL 60525
(773) 473-7080 Fax: (469) 621-5603

RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017

In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

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

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT.

FAX:

CONTACT'S E-MAIL:

Indicate which services are to be invoiced to the Third Party:

- | | |
|---|---|
| <input type="checkbox"/> ALL FREEMAN SERVICES | <input type="checkbox"/> FREEMAN EXHIBIT TRANSPORTATION |
| <input type="checkbox"/> I&D LABOR/SUPERVISION | <input type="checkbox"/> RENTAL FURNITURE/CARPET/SIGNS |
| <input type="checkbox"/> MATERIAL HANDLING/IN & OUT | <input type="checkbox"/> BOOTH CLEANING |
| <input type="checkbox"/> UTILITIES | <input type="checkbox"/> OTHER _____ |

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

THIRD PARTY CREDIT/DEBIT CARD AUTHORIZATION

- AMERICAN EXPRESS MASTERCARD VISA **We do not accept credit card information via email.**

ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Expositions, Ltd., Freeman Audio Visual, Freeman Exhibit, Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, agents, assigns, companies, and related entities including, but not limited, to any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where as a sale. All rentals include delivery, installation, and removal from EXHIBITOR'S booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption for the State in which the services are to be used. Resale are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any charge hereunder exceeds the maximum rate allowed by applicable law, the charge shall automatically be reduced to the maximum rate allowed, and any excess charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the estimate of charges and the actual charges incurred for material handling, labor time & materials, utility services or equipment usage, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

Claims will not be considered, or adjustments made unless in writing, by Exhibitor, prior to the close of the event. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, its directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. Exhibitor shall indemnify and hold harmless Freeman, its directors, employees, and agents from and against any and all claims, liabilities, damages, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless, and defend FREEMAN from and against any and all demands, claims, causes of action, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and/or property damage arising out of work performed by labor provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR'S of FREEMAN includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by FREEMAN to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

MATERIAL HANDLING

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site

not included as part of your material handling charges. Please contact freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

1. DEFINITIONS. For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, agents, assigns, companies, and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and custom purposes. The term "Exhibitor" means the Exhibitor, its employees, agents, and representatives.

2. PACKAGING/CRATES AND STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. **FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.**

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. **FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.**

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. **FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT.** Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup. Freeman is not responsible for any wait time or other charges including business center charges arising from delivery or pickup of Exhibitor's materials.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. **FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISES OUT OF IMPROPERLY LOADED OR LABELED MATERIALS.**

6. DESIGNATED CARRIERS. Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. **IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.**

7. FORCE MAJEURE. Freeman's performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of Exhibitor's materials.

8. CLAIM(S) FOR LOSS. Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than **thirty (30) business days** after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than one (1) year** after the date of loss or damage occurred.

a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment due Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is a less. For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price. All shipment weights are subject to correction and charges determined by the actual or re-weighed weight of the shipment.

c. LIMITATION OF LIABILITY. IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

9. DECLARED VALUE. Declarations of Declared Value are between the Exhibitor and the selected Carrier ONLY, and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

10. JURISDICTION / VENUE. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor's violation of Federal, State, County or Local ordinance and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.

12. LIEN. Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or mail at least (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to

13. WAIVER & RELEASE. Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.

14. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.

AIR CARGO

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Service Request and Shipping Instruction Contract is NON-NEGOTIABLE and has been prepared by Shipper, or if by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by the Shipper. The Shipper agrees that this shipment is subject to the TERMS stated herein All TERMS, including but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

1. DEFINITIONS: In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, directors, agents, assigns, companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, directors, agents, assigns, companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper's payments and Freeman's services, which the parties have in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. Freeman's RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repeatedly by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padded or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight published by the National Motor Freight Association. For shipments of Perishable Commodities, U.S. and Canadian shipments must be packed to travel without spoilage for 72 hours from time of pickup; all international shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.

(b) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted Freeman will attempt to issue a second and Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$.50 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):

(a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;

(b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing;

(c) personal effects;

(d) and other inherently fragile or unique items, including prototypes, etc.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:

(a) whenever or wherever the claimed loss or damage may occur;

(b) even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;

(c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, and agents from and against any and all demands, claims, causes of action, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within (5) business days of delivery, of any loss or damage to the shipment. Notice of concealed damage must be in writing or via e-mail at exhibit.transportation@freeman.com within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. If the claim is for loss or damage involving International shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

9. CHOICE OF FORUM: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES (INCLUDING ADOPTED INTERNATIONAL CONVENTIONS) AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment; stop the shipment in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of the right of Freeman to control the handling of the property and all matters related to payment for the shipment.

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman T possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. Y conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, directors, agents, assigns, companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, directors, agents, assigns, companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper's payments and Freeman's services, which the parties have in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for the performance of individuals or who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. PACKAGING AND CRATES. Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, padwrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight published by the National Motor Freight T Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper stowage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted Freeman will attempt to issue a second and Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

7. INSURANCE. Freeman IS NOT AN INSURER. Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES. Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

(THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$5.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE. Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift debit cards, credit cards, and any other items of extraordinary value. (e) For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **Freeman's MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current. (b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gasses, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation. (c) Shipper shall defend and indemnify Freeman, its employees, directors, and agents from and against any and all demands, claims, causes of action, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

10. CLAIMS. Claims must be in writing within nine (9) months after the date of delivery of the property (or in the case of export within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151 as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 5 business days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be in writing or via e-mail at exhibit.transportation@freeman.com within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Claims more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

11. CHOICE OF FORUM / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; (b) Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and charges determined by the actual or re-weighed weight of the shipment.

13. SMALL PACKAGE PROGRAM. If items shipped via Freeman's Small Packages program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE \$100 per package UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within 15 days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

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

NAME OF SHOW: RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

SPECIAL DISCOUNT PACKAGE PLANS

- Package items cannot be substituted or traded.
- Rates are based on full package, whether used completely or in part.

DISCOUNT FURNITURE BOOTH PACKAGE OPTIONS - 10'x10'

PACKAGE A (Discount: \$580.95 each)
 (Standard: \$755.20 each)

**Please circle color for CARPET:*
 Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) 6L' x 24"W x 30"H draped table*
- (2) Limerick® Chairs by Herman Miller
- (1) Wastebasket
- (1) 1000 Watt (10 amp) Outlet

**Please circle color for TABLE DRAPE:*
 Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

***Indicate color selection for this item. A color will be selected for you if not indicated.**

PACKAGE B (Discount: \$616.55 each)
 (Standard: \$801.50 each)

**Please circle color for CARPET:*
 Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) 6L' x 24"W x 42"H draped counter*
- (2) Limerick® Stools by Herman Miller
- (1) Wastebasket
- (1) 1000 Watt (10 amp) Outlet

**Please circle color for COUNTER DRAPE:*
 Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

***Indicate color selection for this item. A color will be selected for you if not indicated.**

PACKAGE C (Discount: \$640.15 each)
 (Standard: \$832.20 each)

**Please circle color for CARPET:*
 Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) Black - Cafe table 30"H x 24"W
- (2) Black Diamond Side Chairs
- (1) Wastebasket
- (1) 1000 Watt (10 amp) Outlet

***Indicate color selection for this item. A color will be selected for you if not indicated.**

PACKAGE TOTAL

Description	Quantity	Price	9% Tax	Total

FREEMAN furniture package

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

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

NAME OF SHOW: RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

SPECIAL DISCOUNT PACKAGE PLANS

- Package items cannot be substituted or traded.
- Rates are based on full package, whether used completely or in part.

ALL INCLUSIVE DISCOUNT BOOTH PACKAGE OPTIONS - 10'x10'

**PLAN A (Discount: \$ 889.80 each)
 (Standard: \$1156.75 each)**

**Please circle color for CARPET:*

Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) 6L' x 24"W x 30"H draped table*
- (2) Limerick® Chairs by Herman Miller
- (1) Wastebasket
- Booth Vacuuming - One Time
- 300 pounds of Material Handling Services - Direct Showsite Shipment
- (1) 1000 Watt (10 amp) outlet

**Please circle color for TABLE DRAPE:*

Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

***Indicate color selection for this item. A color will be selected for you if not indicated.**

**PLAN B (Discount: \$ 925.35 each)
 (Standard: \$1202.95 each)**

**Please circle color for CARPET:*

Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) 6L' x 24"W x 42"H draped counter*
- (2) Limerick® Stools by Herman Miller
- (1) Wastebasket
- Booth Vacuuming - One Time
- 300 pounds of Material Handling Services - Direct Showsite Shipment
- (1) 1000 Watt (10 amp) outlet

**Please circle color for COUNTER DRAPE:*

Black Blue Brown Dark Green Flax
 Gold Gray Plum Red White

***Indicate color selection for this item. A color will be selected for you if not indicated.**

**PLAN C (Discount: \$ 949.10 each)
 (Standard: \$1233.85 each)**

**Please circle color for CARPET:*

Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

- (1) ID Sign
- (1) 9' x 10' Carpet*
- (1) Black - Cafe table 30"H x 24"W
- (2) Black Diamond Side Chairs
- (1) Wastebasket
- Booth Vacuuming - One Time
- 300 pounds of Material Handling Services - Direct Showsite Shipment
- (1) 1000 Watt (10 amp) outlet

***Indicate color selection for this item. A color will be selected for you if not indicated.**

PACKAGE TOTAL

Description	Quantity	Price	9% Tax	Total

FREEMAN all inclusive booth package

FURNISH FORWARD

Freeman sets the stage for success with temporary furnishings that make lasting impressions. With high-quality furniture in shapes and styles that suit your budget and design needs, Freeman always provides an ideal solution for your exhibit.

- Sleek and professional furniture products transform your exhibit into a destination
- Extensive selection of seating, surfaces, and display fixtures provides a completely custom and comprehensive approach to your brand experience
- No assembly required: Hassle-free shipment, setup, and tear down allow your exhibitors to focus on what matters: new business
- Prices are all-inclusive and cover delivery, installation and material handling with no hidden fees



SUPERIOR SEATING

Sit back and relax – your search for comfortable seating is over. Choose from a sleek selection of sofas, loveseats and chairs that are sure to take your exhibit design to the next level.

ITEMS PICTURED BELOW

Swanson Chair | 810875 | **Page 10**

Silverado Cocktail Table | 82014 | **Page 17**

Powered Locking Pedestal, 42" | 85063 | **Page 23**



SEATING

Naples



CHAIR *SELECT*
black leather **810119**

36"L 30"D 28"H
⊕ Powered options available



LOVESEAT *SELECT*
black leather **830120**

62"L 30"D 28"H
⊕ Powered options available



SOFA *SELECT*
black leather **830119**

87"L 30"D 28"H
⊕ Powered options available

Heathrow



ARMLESS CHAIR *SELECT*
black leather **810116**

24"L 24"D 28"H



CORNER CHAIR *SELECT*
black leather **810117**

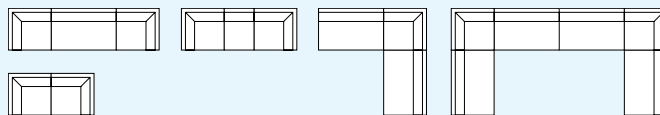
24"L 24"D 28"H



SOFA *SELECT*
black leather **830116**

48"L 24"D 28"H

possible configurations



⊕ See pages 22 and 23 for all Powered options.

SEATING

South Beach



SOFA *SELECT*
platinum suede **8301**

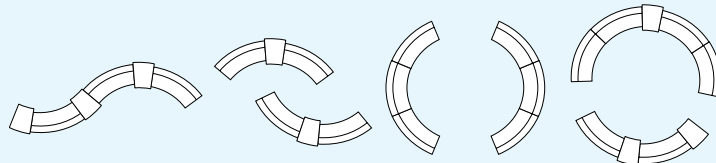
69"L 29"D 33"H



OTTOMAN *SELECT*
platinum suede **8151**

25"L 31"D 18"H

possible configurations



Key Largo



LOVESEAT *SELECT*
black fabric **830950**

57"L 35"D 34"H



SOFA *SELECT*
black fabric **830951**

79"L 35"D 34"H



CHAIR *SELECT*
black fabric **810950**

35"L 35"D 34"H

SEATING

Allegro

CHAIR *SELECT*

blue fabric **81019**

36"L 34.5"D 30"H



SOFA *SELECT*

blue fabric **83015**

73"L 34.5"D 30"H



Fairfax

CHAIR *SELECT*

white vinyl/brushed metal **810949**

27"L 26"D 30"H



SOFA *SELECT*

white vinyl/brushed metal **830949**

62"L 26"D 30"H



Hopi

CHAIR *SELECT*

gray linen **810140**

21"L 25"D 34"H



LOVESEAT *SELECT*

gray linen **830150**

48"L 25"D 34"H



Tangiers

CHAIR *SELECT*

beige fabric **810118**

34"L 37"D 36"H



SOFA *SELECT*

beige fabric **830118**

78"L 37"D 36"H



Roma

CHAIR *SELECT*

white vinyl **81020**

37"L 31"D 33"H

⊗ Powered options available



SOFA *SELECT*

white vinyl **83016**

78"L 31"D 33"H

⊗ Powered options available



⊗ See pages 22 and 23 for all Powered options.

CASUAL SEATING

Look no further for a great variety of **informal, modern seating options**. Here you will find chairs, sofas, stools, ottomans – even sophisticated bar sets – that turn exhibits into destinations.

OTTOMANS

ENDLESS SQUARE *SELECT*

white leather 815122
black leather 815123

34"L 34"D 15"H

ENDLESS CURVED OTTOMAN *SELECT*

white leather 815953
black leather 815952

60.5"L 37.5"D 15"H



OTTOMAN BENCH *SELECT*

white leather 815120
black leather 815121

60"L 20"D 18"H

HALF BENCH OTTOMAN *SELECT*

white vinyl 815119

39"L 22.5"D 18"H



ITEMS PICTURED BELOW

Roma Sofa Powered | 83017 | **Page 5, 22**

Regis Bench/Table | 82074 | **Page 18**

Swanson Chair | 810875 | **Page 10**

Work Desk | 820706 | **Page 21**

Regis End Table | 82075 | **Page 18**

Ice Side Chair | 810814 | **Page 9**



OTTOMANS

VIBE CUBE **SELECT**

- blue vinyl 81518
- red vinyl 81519
- orange vinyl 81525
- pink vinyl 81520
- yellow vinyl 81517
- black vinyl 81530
- white vinyl 81531

18"L 18"D 18"H



MARCHE SWIVEL OTTOMAN **SELECT**

- gray fabric 815151
- red fabric 815154
- blue fabric 815159
- linen fabric 815152
- meadow green fabric 815157
- pear yellow fabric 815158
- plum fabric 815156
- raspberry fabric 815153
- rose quartz fabric 815155
- white vinyl 815150

17"Round 18"H



EDGE LED CUBE OTTOMAN* **SELECT**

- high density plastic 81526

20"L 20"D 20"H



BANQUETTES

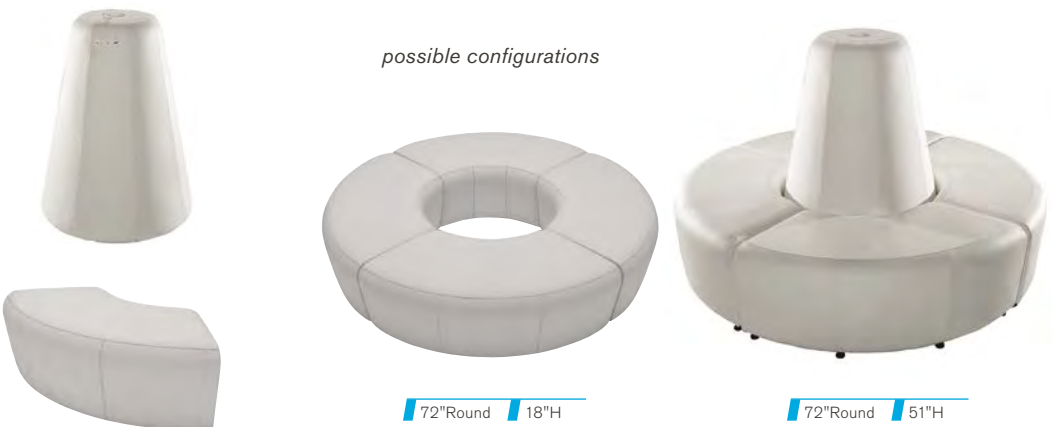
CENTER CONE **SELECT**
8506

38"Round 51"H

Powered

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.

possible configurations



QUARTER CURVED OTTOMAN **SELECT**
8507

53"L 22"D 18"H

72"Round 18"H

72"Round 51"H

See pages 22 and 23 for all Powered options.

*Electrical power must be ordered separately

OCCASIONAL CHAIRS

**BLACK DIAMOND
SIDE CHAIR** **ESSENTIALS**
71089

21"W | 23"L | 32"H

**BLACK DIAMOND
ARMCHAIR** **ESSENTIALS**
71090

20"W | 21"L | 33"H

DIVA CHAIR **ESSENTIALS**
71091

18"W | 16"L | 31"H



**LIMERICK® CHAIR
BY HERMAN MILLER** **ESSENTIALS**
gray 210108

18"W | 17.75"L | 33"H

MADRID CHAIR **SELECT**
black leather/chrome 8102
white leather/chrome 810816

30"L | 30"D | 31"H



ITEMS PICTURED BELOW

Powered Locking Pedestal, 36" | 85061 | **Page 23**

White Vibe Cube | 81531 | **Page 7**



OCCASIONAL CHAIRS

MEETING CHAIR *SELECT*
 white vinyl **810948**
 espresso bonded leather **810835**
 taupe microfiber **810836**

25.5"L 23.5"D 34"H



TUB CHAIR *SELECT*
 black fabric **8103**

31"L 31"D 31"H

MADDEN CHAIR *SELECT*
 light gray vinyl **810843**

27"L 32"D 33"H



ICE SIDE CHAIR *SELECT*
 transparent **810814**

17.25"L 20"D 32"H

MALBA CHAIR *SELECT*
 gray **810131**
 green **810130**

20"L 20"D 32"H



OCCASIONAL CHAIRS

CHRISTOPHER CHAIR **SELECT**

white vinyl/chrome **810846**

17"L 19"D 35"H

ZENITH CHAIR **SELECT**

white/chrome **810851**

18.5"L 22"D 32"H

RUSTIQUE CHAIR

WITH ARMS **SELECT**

gunmetal **810841**

20"L 18"D 31"H



RAZOR ARMLESS CHAIR **SELECT**

white high density plastic **810837**

15.38"L 15.5"D 30.5"H

SWANSON CHAIR **SELECT**

white vinyl **810875**

28"L 25"D 30"H



BERLIN STACK CHAIR **SELECT**

white & red plastic/chrome **810811**
white & black plastic/chrome **810810**

18"L 22"D 32"H

WENDY CHAIR **SELECT**

clear acrylic **810847**

15"L 20"D 36"H



CONFERENCE CHAIRS

GRAY GASLIFT CHAIR **ESSENTIALS**

with arms **71046**
without arms **71045**

26"W 20"L 38"H Adjustable

LABREA CHAIR **SELECT**

charcoal gray fabric **810874**

35"L 27"D 40"H

**ALTURA CONFERENCE/
GUEST CHAIR** **SELECT**

black fabric/black steel **81063**

25"L 20"D 34"H



LUXOR EXECUTIVE CHAIR **SELECT**

black leather **810807**

27"L 28"D 47"H Adjustable

**PRO EXECUTIVE
HIGH BACK CHAIR** **SELECT**

white vinyl **810844**
black vinyl **810946**

25"L 24"D 48"H Adjustable



**PRO EXECUTIVE
MID BACK CHAIR** **SELECT**

white vinyl **810945**
black vinyl **810944**

24"L 22"D 40"H Adjustable

**PRO EXECUTIVE
GUEST CHAIR** **SELECT**

black vinyl **810947**

24"L 22"D 36"H

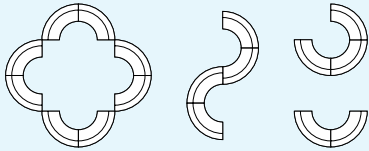


BARS & BARSTOOLS

MARTINI BAR **SELECT**
 gray metal rounded bar with frosted
 glass top and chrome legs **8501**

67"L | 22"D | 45"H

possible configurations



BLACK DIAMOND STOOL **ESSENTIALS**
71088

22"W | 18"L | 46"H

GRAY GASLIFT STOOL **ESSENTIALS**
 with arms **71048**
 without arms **71047**

24"W | 20"L | 46"H | Adjustable

DIVA COUNTER STOOL **ESSENTIALS**
71092

17"W | 16"L | 36"H

The Intermediate 25" seating height



LIMERICK® STOOL
BY HERMAN MILLER **ESSENTIALS**
 gray **210109**

18"W | 17.75"L | 44"H

LIFT HYDRAULIC
BARSTOOL **SELECT**
 gray vinyl/chrome **810872**
 red vinyl/chrome **810873**
 black vinyl/chrome **810871**
 white vinyl/chrome **810870**

15" Round | 23-33.5"H | Adjustable



APEX BARSTOOL **SELECT**
 black vinyl **33010**
 blue ultra suede **33009**
 red vinyl **33042**
 white vinyl **33043**

21"L | 21"D | 33"H



BARS & BARSTOOLS

BANANA BARSTOOL **SELECT**

white vinyl/chrome **810103**
black vinyl/chrome **810104**

21"L 22"D 30"H

ZENITH BARSTOOL **SELECT**

white/chrome **810850**

19"L 20"D 44"H

ZOEY BARSTOOL **SELECT**

white vinyl/chrome **810840**
black vinyl/chrome **810834**

15"L 16"D 26-30.5"H



CHRISTOPHER BARSTOOL **SELECT**

white **810848**

19"L 15"D 41"H

ICE BARSTOOL **SELECT**

transparent/chrome legs **810815**

16"L 14"D 33"H

SHARK SWIVEL BARSTOOL **SELECT**

white plastic/chrome **810202**

22"L 19"D 34-44"H Adjustable



RUSTIQUE BARSTOOL **SELECT**

gunmetal **810839**

13"L 13"D 30"H

GIN BARSTOOL **SELECT**

maple wood/chrome **810505**

16"L 16"D 29"H

OSLO BARSTOOL **SELECT**

blue plastic/chrome **810200**
white plastic/chrome **810201**

17"L 20"D 30"H



TURN THE TABLES IN YOUR FAVOR

Bring professionalism to the table with our sleek variety of surfaces and tabletops. Choose from modern glass tops and more.

ITEMS PICTURED BELOW

Endless Square Ottoman | 815122 | **Page 6**

Geo End Table | 82035 | **Page 17**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**

Ice Barstool | 810815 | **Page 13**



DRAPED OR UNDRAPED TABLES & COUNTERS



ESSENTIALS

TABLES (30" HEIGHT)	3'	4'	6'	8'
Draped	130330	130430	130630	130830
Draped on Fourth Side			12404630	12404830
Undraped	131330	131430	131630	131830

COUNTERS (42" HEIGHT)	3'	4'	6'	8'
Draped	130342	130442	130642	130842
Draped on Fourth Side			12404642	12404842
Undraped	131342	131442	131642	131842

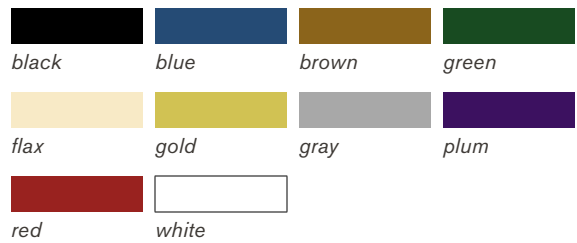


Table-top risers are also available in a variety of sizes. See order form for details.



PEDESTAL TABLES

Soho Series



BLACK-TOP CAFÉ **ESSENTIALS**
72069

24" Round 30"H

72067

36" Round 30"H

BLACK-TOP MINI **ESSENTIALS**
72066

18" Round 18"H



BLACK-TOP BISTRO **ESSENTIALS**
72070

24" Round 42"H

72068

36" Round 42"H

Chelsea Series



BUTCHER BLOCK-TOP CAFÉ **ESSENTIALS**
72063

30" Round 30"H

72064

36" Round 30"H



BUTCHER BLOCK-TOP BISTRO **ESSENTIALS**
720163

30" Round 42"H

720164

36" Round 42"H

STANDARD BASE CAFÉ TABLE **SELECT**

liquid white 820232
blue steel 8201203

30" Round 29"H

STANDARD BASE BAR TABLE **SELECT**

liquid white 820231
blue steel 8201204

30" Round 42"H



HYDRAULIC BASE CAFÉ TABLE **SELECT**

liquid white 820224

30" Round 29"H

HYDRAULIC BASE BAR TABLE **SELECT**

liquid white 820230

30" Round 45"H

MADISON HYDRAULIC BASE CAFÉ TABLE **SELECT**

gray acajou 820241

30" Round 29"H

MADISON HYDRAULIC BASE BAR TABLE **SELECT**

gray acajou 820240

30" Round 45"H

MADISON CAFÉ TABLE **SELECT**

gray acajou 820265

30" Round 29"H

MADISON BAR TABLE **SELECT**

gray acajou 820264

30" Round 42"H

OCCASIONAL, END & COCKTAIL TABLES

Studio Series

BLACK END TABLE **ESSENTIALS** 115104

17"W 17"L 18"H

BLACK COCKTAIL TABLE **ESSENTIALS** 115103

36"W 20"L 15"H



Silverado

END TABLE **SELECT** tempered glass/painted steel 82015

24" Round 22"H

TABLE **SELECT** tempered glass/painted steel 82014

36" Round 17"H



Alondra

END TABLE **SELECT** glass/chrome 820252

20"L 20"D 20"H

COCKTAIL TABLE **SELECT** glass/chrome 820250

47"L 24"D 16"H

END TABLE **SELECT** wood/chrome 820253

20"L 20"D 21"H

COCKTAIL TABLE **SELECT** wood/chrome 820251

47"L 24"D 17"H



Geo

END TABLE **SELECT** wood/black steel 82028

20"L 20"D 21"H

COCKTAIL TABLE **SELECT** wood/black steel 82027

47"L 24"D 17"H

END TABLE **SELECT** glass/chrome 82035

26"L 26"D 20"H

TABLE **SELECT** glass/chrome 82034

50"L 22"D 16"H



FREEMAN

OCCASIONAL, END & COCKTAIL TABLES

Sydney

END TABLE **SELECT**

black laminate/brushed steel **82054**
white laminate/brushed steel **82055**

27"L 23"D 22"H

TABLE **SELECT**

black laminate/brushed steel **82052**
white laminate/brushed steel **82053**

48"L 26"D 18"H

⊕ Powered options available



Oliver

END TABLE **SELECT**

walnut finish **82088**

22" Round 22"H

TABLE **SELECT**

walnut finish **82087**

47"L 27"D 19"H



Regis

END TABLE **SELECT**

brushed metal **82075**

16"L 15.5"D 16.5"H

BENCH/TABLE **SELECT**

brushed metal **82074**

47"L 15.5"D 16"H



AURA ROUND TABLE **SELECT**

white metal **820844**

15" Round 22"H

EDGE LED CUBE TABLE* **SELECT**

white plastic/clear
acrylic top **82057**

20"L 20"D 20"H



⊕ See pages 22 and 23 for all Powered options.

*Electrical power must be ordered separately

OCCASIONAL, END & COCKTAIL TABLES

GEO SQUARE-ROUND TABLE *SELECT*

glass/black steel **82043**
 glass/chrome **82044**

42"L | 42"D | 29"H



CONFERENCE TABLES

GEO CONFERENCE TABLE *SELECT*

glass/black steel **82041**
 glass/chrome **82051**

60"L | 36"D | 29"H

MADISON CONFERENCE TABLE *SELECT*

gray acajou **820260**

42"Round | 29"H



TABLES

ITEMS PICTURED BELOW

Endless Curved Ottoman | 815953 | **Page 6**

Silverado Table | 82014 | **Page 17**

Zoey Barstools | 810840 | **Page 13**

30" Round Hydraulic Base Bar Table | 820230 | **Page 16**



FREEMAN

CONFERENCE TABLES



MADISON 5' TABLE **SELECT**
gray acajou **820261**
60"L 48"D 29"H



MADISON 8' TABLE **SELECT**
gray acajou **820262**
96"L 60"D 29"H



MADISON 10' TABLE **SELECT**
gray acajou **820263**
120"L 48"D 29"H



COMMUNAL TABLE (MAPLE WITH GROMMETS) **SELECT**
laminate/metal
82058
72"L 26"D 30"H
82059
72"L 26"D 42"H



COMMUNAL TABLE (MAPLE) **SELECT**
laminate/metal
82067
72"L 26"D 30"H
82068
72"L 26"D 42"H



COMMUNAL TABLE (WHITE) **SELECT**
laminate/metal
82063
72"L 26"D 30"H
82066
72"L 26"D 42"H



42" ROUND WHITE CONFERENCE TABLE **SELECT**
white laminate **820708**
42" Round 29"H



6' OVAL CONFERENCE TABLE **SELECT**
granite nebula **820203**
72"L 42"D 29"H



8' RECTANGULAR CONFERENCE TABLE **SELECT**
granite **820115**
96"L 44"D 29"H

OFFICE

MADISON DESK **SELECT**
gray acajou **84075**

60"L 30"D 29"H

MADISON CREDENZA **SELECT**
gray acajou **84077**

60"L 20"D 29"H

MADISON BOOKCASE **SELECT**
gray acajou **84078**

36"L 12"D 72"H



COMPUTER DESK / TABLE

WORK DESK **SELECT**
white laminate **820706**

48"L 24"D 30"H

MERLIN TABLE **SELECT**
gray laminate **820707**

46"L 29"D 30"H



TABLES

ITEMS PICTURED BELOW

Key Largo Sofa | 830951 | **Page 4**

Black Diamond Stool | 71088 | **Page 12**

Key Largo Chair | 810950 | **Page 4**

Soho Black Top Bistro | 36" Round - 72068 | **Page 16**

Sydney Powered Table | 82052 | **Page 18, 23**

Aura Round Table | 820844 | **Page 19**



POWERED

All Powered options will have an **adapter included with rental**. Additional adapters can be ordered separately.

POWERED SEATING

NAPLES CHAIR, POWERED* **SELECT**

black vinyl **810120**

36"L 30"D 28"H



Power Panel Detail



NAPLES LOVESEAT, POWERED* **SELECT**

black vinyl **830122**

62"L 30"D 28"H



Power Panel Detail



NAPLES SOFA, POWERED* **SELECT**

black vinyl **830121**

87"L 30"D 28"H



Power Panel Detail

ROMA CHAIR, POWERED* **SELECT**

white vinyl **81021**

37"L 31"D 33"H



Power Panel Detail



ROMA SOFA, POWERED* **SELECT**

white vinyl **83017**

78"L 31"D 33"H



Power Panel Detail

**Electrical power must be ordered separately*

POWERED TABLES

G30 COCKTAIL TABLE, POWERED* **SELECT**
white top **82070**

72"L 26"D 18"H

G30 CAFÉ TABLE, POWERED* **SELECT**
white top **82071**

72"L 26"D 30"H

G30 BAR TABLE, POWERED* **SELECT**
white top **82072**

72"L 26"D 42"H



TECH DESK WITH 3 DRAWER FILE CABINET, POWERED* **SELECT**
black metal **84083**
desk only **84084**

60"L 30"D 30"H

SYDNEY COCKTAIL TABLE, POWERED* **SELECT**
black laminate/brushed steel **82076**
white laminate/brushed steel **82073**

48"L 26"D 18"H



POWERED PRODUCT PEDESTALS

POWERED* LOCKING PEDESTAL, 36" **SELECT**
black **85060**
white **85061**

24"L 24"D 36"H

POWERED* LOCKING PEDESTAL, 42" **SELECT**
black **85062**
white **85063**

24"L 24"D 42"H



Power Panel Detail

ADAPTERS

4-WAY CHARGING ADAPTER* **SELECT**
black **850800**
white **850801**

36"L

All Powered options will have one adapter included per power panel. Additional adapters can be ordered with the rental.



BANQUETTE

CENTER CONE **SELECT**
8506

38"Round 51"H

Powered

Banquette Cone has 3 AC and 2 USB plugs built into the center cone.



*Electrical power must be ordered separately

POWERED

STORAGE

3 DRAWER
FILE CABINET
ON CASTORS **SELECT**
84080

16"L 20"D 28"H



FILE CABINET
WITH LOCK **ESSENTIALS**
standard size

TWO-DRAWER
74082

15"W 29"L 28"H

FOUR-DRAWER
74081

15"W 29"L 50"H



REFRIGERATOR



SMALL
REFRIGERATOR* **ESSENTIALS**
75057

19"W 19"L 34"H



REFRIGERATOR* **SELECT**
white - 14.0 cubic feet 8503001

28"L 28"D 64"H

LIGHTING



MASON TABLE
LAMP* **SELECT**
white/brushed silver 850707

16" Round 26"H



MASON FLOOR
LAMP* **SELECT**
white/brushed silver 850708

18" Round 55"H

*Electrical power must be ordered separately

DISPLAY

Some of the most essential elements of your exhibit are the surfaces on which you display your show materials. That's why we have an appealing variety of displays, from standing cylinders to sleek computer desks to draped tables and counters, to ensure your show space will be both attractive and interactive.

DISPLAY CYLINDERS **ESSENTIALS**

black

low **75020**

30"W 15"H

medium **75021**

18"W 20"H

high **75022**

24"W 36"H

Available in rectangular sizes.



DISPLAY CUBES **ESSENTIALS**

black

12" small **75030**

12"W 12"L 42"H

18" medium **75031**

18"W 18"L 36"H

24" large **75032**

24"W 24"L 42"H



ORION COMPUTER

KIOSK **ESSENTIALS**

black **75079**

28"L 28"D 40.5"H

(Computer not included.)



DISPLAY

COUNTER **ESSENTIALS**

black **72056**

24"W 49"L 42"H



DISPLAY

ITEMS PICTURED BELOW

Ottoman Bench | 815120 | **Page 6**

Powered Locking Pedestal, 36" | 85061 | **Page 23**



ACCESSORIES

We know that every exhibit is different and requires certain pieces that may be hard to find. That's why we offer an assortment of accessories that will meet your needs, from literature racks to bulletin boards to refrigerators and file cabinets. No matter the requirement, your exhibit will always stand out with these striking and functional pieces.

TABLET STAND

MOBILE TABLET STAND *SELECT*

white **850714**

black **850715**

14"L 13"D 44.5"H

The Mobile Tablet Stand will adjust to fit any tablet with dimensions of at least 6.75"x 9.375" but not larger than 8.5"x 2.5", including Apple iPad, Samsung Galaxy Tab and Lenovo IdeaPad.



TABLET STAND ACCESSORIES

BROCHURE HOLDER* *SELECT*

black **850711**

8.625"L 1.1"D 11.325"H

WIRELESS PRINTER HOLDER* *SELECT*

black **850712**

3.3"L 1.9"D 5.28"H

CHARGING SHELF* *SELECT*

black **850713**

14.85"L 7.17"D 1"H



*To be ordered with the tablet stand

ACCESSORIES

CHROME STANCHION WITH 8' RETRACTABLE BELT *ESSENTIALS*
220121

42"H

CHROME SIGN HOLDER *ESSENTIALS*
220118

Holds 22" x 28" sign

ROUND LITERATURE RACK *ESSENTIALS*
750135

17"W | 17"L | 57"H

Revolving black display holds printed materials for easy access from 20 pockets.



FLAT LITERATURE RACK *ESSENTIALS*
750136

10"W | 55"H

Forward-facing black display presents printed materials in six pockets.

CHROME COAT TREE *ESSENTIALS*
220109

ALUMINIUM EASEL *ESSENTIALS*
220134

CHROME BAG RACK *ESSENTIALS*
220110

SPECIAL DRAPING (not pictured)

Special drape is available in a variety of colors. Refer to the order form for details.



FLOOR-STANDING BULLETIN BOARD *ESSENTIALS*
10201484

48"W | 96"L | 78"H



CORRUGATED WASTEBASKET *ESSENTIALS*
220106



WASTEBASKET *ESSENTIALS*
wastebasket color may vary.
220107

FREEMAN

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Discount Price	Standard Price	Total
SEATING					
Naples Group - Black Leather					
_____	810119*	Chair.....	363.55	472.60	_____
_____	830120*	Loveseat.....	425.45	553.10	_____
_____	830119*	Sofa.....	473.55	615.60	_____
Heathrow Group - Black Leather					
_____	810116*	Armless Chair.....	239.75	311.70	_____
_____	810117*	Corner Chair.....	281.45	365.90	_____
_____	830116*	Sofa.....	408.10	530.55	_____
South Beach Group - Platinum Suede					
_____	8301*	Sofa.....	615.20	799.75	_____
_____	8151*	Ottoman.....	268.40	348.90	_____
Key Largo Group - Black Fabric					
_____	830950*	Loveseat.....	307.65	399.95	_____
_____	830951*	Sofa.....	341.65	444.15	_____
_____	810950*	Chair.....	235.15	305.70	_____
Allegro Group - Blue Fabric					
_____	81019*	Chair.....	231.45	300.90	_____
_____	83015*	Sofa.....	369.25	480.05	_____
Fairfax Group - White Vinyl					
_____	810949*	Chair.....	198.20	257.65	_____
_____	830949*	Sofa.....	316.50	411.45	_____
Hopi Group - Gray Linen					
_____	810140*	Chair.....	168.50	219.05	_____
_____	830150*	Loveseat.....	215.25	279.85	_____
Tangiers Group - Beige Fabric					
_____	810118*	Chair.....	280.00	364.00	_____
_____	830118*	Sofa.....	395.15	513.70	_____
Roma Group - White Vinyl					
_____	81020*	Chair.....	258.70	336.30	_____
_____	83016*	Sofa.....	396.65	515.65	_____

CASUAL SEATING

Ottomans					
_____	815122*	Endless Square - White Leather.....	196.60	255.60	_____
_____	815123*	Endless Square - Black Leather.....	196.60	255.60	_____
_____	815953*	Endless Curved - White Leather.....	257.35	334.55	_____
_____	815952*	Endless Curved - Black Leather.....	257.35	334.55	_____
_____	815120*	Bench - White Leather.....	244.75	318.20	_____
_____	815121*	Bench - Black Leather.....	244.75	318.20	_____
_____	815119*	Half-Bench Ottoman - White Vinyl.....	244.75	318.20	_____

FREEMAN furnishings

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E-MAIL ADDRESS : _____

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Qty	Part #	Description	Discount Price	Standard Price	Total
CASUAL SEATING					
_____	81518*	Vibe Cube - Blue Vinyl.....	64.95	84.45	_____
_____	81519*	Vibe Cube - Red Vinyl.....	64.95	84.45	_____
_____	81525*	Vibe Cube - Orange Vinyl.....	64.95	84.45	_____
_____	81520*	Vibe Cube - Pink Vinyl.....	64.95	84.45	_____
_____	81517*	Vibe Cube - Yellow Vinyl.....	64.95	84.45	_____
_____	81530*	Vibe Cube - Black Vinyl.....	64.95	84.45	_____
_____	81531*	Vibe Cube - White Vinyl.....	64.95	84.45	_____
_____	815151*	Marche Swivel Ottoman - Gray Fabric.....	166.15	216.00	_____
_____	815154*	Marche Swivel Ottoman - Red Fabric.....	166.15	216.00	_____
_____	815159*	Marche Swivel Ottoman - Blue Fabric.....	166.15	216.00	_____
_____	815152*	Marche Swivel Ottoman - Linen Fabric.....	166.15	216.00	_____
_____	815157*	Marche Swivel Ottoman - Meadow Green Fabric.....	166.15	216.00	_____
_____	815158*	Marche Swivel Ottoman - Pear Yellow Fabric.....	166.15	216.00	_____
_____	815156*	Marche Swivel Ottoman - Plum Fabric.....	166.15	216.00	_____
_____	815153*	Marche Swivel Ottoman - Raspberry Fabric.....	166.15	216.00	_____
_____	815155*	Marche Swivel Ottoman - Rose Quartz Fabric.....	166.15	216.00	_____
_____	815150*	Marche Swivel Ottoman - White Vinyl.....	166.15	216.00	_____
_____	81526*	Edge LED Cube - High Density Plastic.....	223.65	290.75	_____
Banquettes					
_____	8506*	Banquette, Center Cone w/Electrical Charging Outlet.....	475.85	618.60	_____
_____	8507*	Banquette, Quarter Curve Ottoman.....	314.55	408.90	_____
Occasional Chairs					
_____	71089	Black Diamond Side Chair	125.15	162.70	_____
_____	71090	Black Diamond Arm Chair.....	152.20	197.85	_____
_____	210108	Limerick® Chair by Herman Miller.....	83.80	108.95	_____
_____	8102*	Madrid Chair - Black Leather/Chrome.....	769.60	1,000.50	_____
_____	810816*	Madrid Chair - White Leather/Chrome.....	769.60	1,000.50	_____
_____	810948*	Meeting Chair - White Vinyl.....	171.55	223.00	_____
_____	810835*	Meeting Chair - Espresso Bonded Leather.....	237.30	308.50	_____
_____	810836*	Meeting Chair -Taupe Microfiber.....	310.95	404.25	_____
_____	8103*	Tub Chair - Black Fabric.....	280.00	364.00	_____
_____	810843*	Madden Chair - Light Gray Vinyl.....	280.00	364.00	_____
_____	810814*	ICE Side Chair - Transparent/Chrome.....	203.75	264.90	_____
_____	810131*	Malba Chair - Gray Molded Plastic.....	74.70	97.10	_____
_____	810130*	Malba Chair - Green Molded Plastic.....	71.85	93.40	_____
_____	810846*	Christopher Chair - White Vinyl/Chrome.....	137.95	179.35	_____
_____	810851*	Zenith Chair - White/Chrome.....	116.25	151.15	_____
_____	810841*	Rustique Chair with Arms - Gunmetal.....	137.95	179.35	_____
_____	810837*	Razor Armless Chair - White High Density Plastic.....	62.75	81.60	_____
_____	810875*	Swanson Chair - White Vinyl.....	153.40	199.40	_____
_____	810811*	Berlin Stack Chair - White & Red Plastic/Chrome.....	105.75	137.50	_____
_____	810810*	Berlin Stack Chair - White & Black Plastic/Chrome.....	105.75	137.50	_____
_____	810847*	Wendy Chair - Clear Acrylic.....	78.45	102.00	_____

FREEMAN furnishings

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Qty	Part #	Description	Discount Price	Standard Price	Total
CASUAL SEATING					

Conference Chairs

_____	71046	Gray Gaslift Chair With Arms.....	234.85	305.30	_____
_____	71045	Gray Gaslift Chair Without Arms.....	221.15	287.50	_____
_____	810874*	Labrea Chair - Charcoal Gray Fabric.....	204.50	265.85	_____
_____	81063*	Altura Conference/Guest Chair - Black Fabric/Black Steel.....	434.85	565.30	_____
_____	810807*	Luxor Executive Chair - Black Leather.....	315.20	409.75	_____
_____	810844*	Pro Executive High Back Chair - White Vinyl.....	212.70	276.50	_____
_____	810946*	Pro Executive High Back Chair - Black Vinyl.....	212.70	276.50	_____
_____	810945*	Pro Executive Mid Back Chair - White Vinyl.....	202.60	263.40	_____
_____	810944*	Pro Executive Mid Back Chair - Black Vinyl.....	202.60	263.40	_____
_____	810947*	Pro Executive Guest Chair - Black Vinyl.....	210.00	273.00	_____

Bars & Bar Stools

_____	8501*	Martini Bar.....	1,334.25	1,734.55	_____
_____	71088	Black Diamond Stool.....	192.05	249.65	_____
_____	71048	Gray Gaslift Stool With Arms.....	322.85	419.70	_____
_____	71047	Gray Gaslift Stool Without Arms.....	284.15	369.40	_____
_____	210109	Limerick® Stool by Herman Miller.....	111.45	144.90	_____
_____	810872*	Lift Hydraulic Barstool - Gray Vinyl/Chrome.....	107.25	139.45	_____
_____	810873*	Lift Hydraulic Barstool - Red Vinyl/Chrome.....	107.25	139.45	_____
_____	810871*	Lift Hydraulic Barstool - Black Vinyl/Chrome.....	107.25	139.45	_____
_____	810870*	Lift Hydraulic Barstool - White Vinyl/Chrome.....	107.25	139.45	_____
_____	33010*	Apex Barstool - Black Vinyl.....	133.10	173.05	_____
_____	3309*	Apex Barstool - Blue Ultra Suede.....	133.10	173.05	_____
_____	33042*	Apex Barstool - Red Vinyl.....	133.10	173.05	_____
_____	33043*	Apex Barstool - White Vinyl.....	133.10	173.05	_____
_____	810103*	Banana Barstool - White Vinyl/Chrome.....	184.15	239.40	_____
_____	810104*	Banana Barstool - Black Vinyl/Chrome.....	184.15	239.40	_____
_____	810850*	Zenith Barstool - White/Chrome.....	116.25	151.15	_____
_____	810840*	Zoey Barstool - White Vinyl.....	342.00	444.60	_____
_____	810834*	Zoey Barstool - Black Vinyl.....	342.00	444.60	_____
_____	810848*	Christopher Barstool - White.....	121.25	157.60	_____
_____	810815*	ICE Barstool - Transparent/Chrome.....	217.10	282.25	_____
_____	810202*	Shark Swivel Barstool - White Plastic/Chrome.....	155.05	201.55	_____
_____	810839*	Rustique Barstool - Gunmetal.....	137.95	179.35	_____
_____	810505*	Gin Barstool - Maple Wood/Chrome.....	206.35	268.25	_____
_____	810200*	Oslo Barstool - Blue Plastic/Chrome.....	231.45	300.90	_____
_____	810201*	Oslo Barstool - White Plastic/Chrome.....	231.45	300.90	_____

FREEMAN furnishings

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FREEMAN furnishings

Qty	Part #	Description	Discount Price	Standard Price	Total
-----	--------	-------------	----------------	----------------	-------

TABLES

Draped Tables & Counters

Draped Tables - Tables are 24" wide					
<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Green	<input type="checkbox"/> Flax	
<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White	

_____	124330	Draped Table 3'L x 30"H	86.70	112.70	_____
_____	124430	Draped Table 4'L x 30"H	111.45	144.90	_____
_____	124630	Draped Table 6'L x 30"H	143.05	185.95	_____
_____	124830	Draped Table 8'L x 30"H	172.95	224.85	_____
_____	12404630	4th Side Drape 6'L x 30"H	35.40	46.05	_____
_____	12404830	4th Side Drape 8'L x 30"H	35.40	46.05	_____
_____	124342	Draped Counter 3'L x 42"H	117.75	153.10	_____
_____	124442	Draped Counter 4'L x 42"H	139.40	181.20	_____
_____	124642	Draped Counter 6'L x 42"H	172.15	223.80	_____
_____	124842	Draped Counter 8'L x 42"H	199.45	259.30	_____
_____	12404642	4th Side Drape 6'L x 42"H	47.05	61.20	_____
_____	12404842	4th Side Drape 8'L x 42"H	47.05	61.20	_____

Undraped Tables & Counters

Undraped Tables - Tables are 24" wide					
--	--	--	--	--	--

_____	125330	Undraped Table 3'L x 30"H	32.25	41.95	_____
_____	125430	Undraped Table 4'L x 30"H	37.65	48.95	_____
_____	125630	Undraped Table 6'L x 30"H	49.60	64.50	_____
_____	125830	Undraped Table 8'L x 30"H	59.00	76.70	_____
_____	125342	Undraped Counter 3'L x 42"H	59.00	76.70	_____
_____	125442	Undraped Counter 4'L x 42"H	63.60	82.70	_____
_____	125642	Undraped Counter 6'L x 42"H	75.25	97.80	_____
_____	125842	Undraped Counter 8'L x 42"H	85.25	110.85	_____

Table Top Corrugated Risers - Risers are 8" wide					
---	--	--	--	--	--

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	30.75	40.00	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	30.75	40.00	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	36.10	46.95	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	36.10	46.95	_____
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	41.50	53.95	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	41.50	53.95	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	47.00	61.10	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	47.00	61.10	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	57.50	74.75	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	57.50	74.75	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	68.05	88.45	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	68.05	88.45	_____

Pedestal Tables - SoHo Series

_____	72069	Black Top Cafe - 30"H x 24"W.....	177.00	230.10	_____
_____	72067	Black Top Cafe - 30"H x 36"W.....	182.05	236.65	_____
_____	72066	Black Top Mini - 18"H x 18"W.....	96.90	125.95	_____
_____	72070	Black Top Bistro - 42"H x 24"W.....	701.35	911.75	_____
_____	72068	Black Top Bistro - 42"H x 36"W.....	198.70	258.30	_____

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Discount Price	Standard Price	Total
TABLES					
Pedestal Tables - Chelsea Series - Butcher Block Top					
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	182.05	236.65	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	182.05	236.65	_____
_____	720163	Butcher Block Top Bistro Table - 42"H X 30"W.....	198.70	258.30	_____
_____	720164	Butcher Block Top Bistro Table - 42"H X 36"W.....	198.70	258.30	_____
Pedestal Tables					
_____	820232*	Standard Base Cafe Table - Liquid White.....	219.35	285.15	_____
_____	8201203*	Standard Base Cafe Table - Blue Steel.....	179.35	233.15	_____
_____	820231*	Standard Base Bar Table - Liquid White.....	158.25	205.75	_____
_____	8201204*	Standard Base Bar Table - Blue Steel.....	227.55	295.80	_____
_____	820224*	Hydraulic Base Cafe Table - Liquid White.....	248.75	323.40	_____
_____	820230*	Hydraulic Base Bar Table - Liquid White.....	236.65	307.65	_____
_____	820241*	Madison Hydraulic Base Cafe Table - Gray Acajou.....	242.25	314.95	_____
_____	820240*	Madison Hydraulic Base Bar Table - Gray Acajou.....	242.25	314.95	_____
_____	820265*	Madison Cafe Table - Gray Acajou.....	181.85	236.40	_____
_____	820264*	Madison Bar Table - Gray Acajou.....	199.10	258.85	_____
Occasional End & Cocktail Tables					
_____	82015*	Silverado End Table - Tempered Glass/Painted Steel.....	280.45	364.60	_____
_____	82014*	Silverado Table - Tempered Glass/Painted Steel.....	297.50	386.75	_____
_____	820252*	Alondra End Table - Glass/Chrome.....	168.50	219.05	_____
_____	820250*	Alondra Cocktail Table - Glass/Chrome.....	233.80	303.95	_____
_____	820253*	Alondra End Table - Wood/Chrome.....	297.50	386.75	_____
_____	820251	Alondra Cocktail Table - Wood/Chrome.....	233.80	303.95	_____
_____	82028*	Geo End Table - Wood/Black Steel.....	264.10	343.35	_____
_____	82027*	Geo Cocktail Table - Wood/Black Steel.....	280.45	364.60	_____
_____	82035*	Geo End Table - Glass/Chrome.....	280.45	364.60	_____
_____	82034*	Geo Table - Glass/Chrome	280.45	364.60	_____
_____	82054*	Sydney End Table - Black Laminate/Brushed Steel.....	197.50	256.75	_____
_____	82055*	Sydney End Table - White Laminate/Brushed Steel.....	197.50	256.75	_____
_____	82052*	Sydney Table - Black Laminate/Brushed Steel.....	235.30	305.90	_____
_____	82053*	Sydney Table - White Laminate/Brushed Steel.....	235.30	305.90	_____
_____	82088*	Oliver End Table - Walnut Finish.....	172.30	224.00	_____
_____	82087*	Oliver Table - Walnut Finish.....	191.20	248.55	_____
_____	82075*	Regis End Table - Brushed Metal.....	137.55	178.80	_____
_____	82074*	Regis Bench Table - Brushed Metal.....	193.75	251.90	_____
_____	820844*	Aura Round Table - White Metal.....	147.00	191.10	_____
_____	82057*	Edge LED Lighted Table - White Plastic/Clear Acrylic.....	223.65	290.75	_____
_____	82043*	Geo Square - Round Table-Glass/Black Steel.....	190.80	248.05	_____
_____	82044*	Geo Square - Round Table-Glass/Chrome.....	190.80	248.05	_____
Conference Tables					
_____	82041*	Geo Conference Table - Glass/Black Steel.....	205.95	267.75	_____
_____	82051*	Geo Conference Table - Glass/Chrome.....	205.95	267.75	_____
_____	820260*	Madison Conference Table - Gray Acajou.....	311.40	404.80	_____

FREEMAN furnishings

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: **X**

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Discount Price	Standard Price	Total
_____	820261*	Madison 5' Conference Table - Gray Acajou.....	377.25	490.45	_____
_____	820262*	Madison 8' Conference Table - Gray Acajou.....	753.45	979.50	_____
_____	820263*	Madison 10' Conference Table - Gray Acajou.....	753.45	979.50	_____
_____	82058*	Communal Table 30"H (Maple with Grommets).....	559.05	726.75	_____
_____	82059*	Communal Table 42"H (Maple with Grommets).....	782.65	1,017.45	_____
_____	82067*	Communal Table 30"H Maple Solid.....	559.05	726.75	_____
_____	82068*	Communal Table 42"H Maple Solid.....	782.65	1,017.45	_____
_____	82063*	Communal Table 30"H White Solid.....	559.05	726.75	_____
_____	82066*	Communal Table 42"H White Solid.....	782.65	1,017.45	_____
_____	820708*	42" Round Conference Table - White Laminate.....	254.20	330.45	_____
_____	820203*	6' Oval Conference Table - Graphite Nebula.....	363.55	472.60	_____
_____	820115*	8" Rectangular Conference Table - Granite.....	513.90	668.05	_____

Computer Desk/Table

_____	84075*	Madison Desk - Gray Acajou.....	363.85	473.00	_____
_____	84077*	Madison Credenza - Gray Acajou.....	303.20	394.15	_____
_____	84078*	Madison Bookcase - Gray Acajou.....	258.80	336.45	_____
_____	820706*	Work Desk - White Laminate.....	218.95	284.65	_____
_____	820707*	Merlin Table - Gray Laminate.....	227.35	295.55	_____

POWERED

Powered Seating

_____	810120*	Naples Chair, Powered - Black Vinyl.....	454.40	590.70	_____
_____	830122*	Naples Loveseat, Powered - Black Vinyl.....	701.35	911.75	_____
_____	830121*	Naples Sofa, Powered - Black Vinyl.....	841.50	1,093.95	_____
_____	81021*	Roma Chair, Powered - White Vinyl.....	363.85	473.00	_____
_____	83017*	Roma Sofa, Powered - White Vinyl.....	563.50	732.55	_____

Powered Tables

_____	82070*	G30 Cocktail Table 18" H, Powered - White Top.....	239.60	311.50	_____
_____	82071*	G30 Cafe Table 30" H, Powered - White Top.....	239.60	311.50	_____
_____	82072*	G30 Bar Table 42" H, Powered - White Top.....	433.35	563.35	_____
_____	84083*	Tech Desk w/3 Drawer File Cabinet, Powered - Black Metal.....	325.40	423.00	_____
_____	84084*	Tech Desk, Powered - Black Metal.....	285.45	371.10	_____
_____	82076*	Sydney Cocktail Table, Powered - Black.....	220.35	286.45	_____
_____	82073*	Sydney Cocktail Table, Powered - White.....	220.35	286.45	_____

Powered Product Pedestals

_____	85060*	Powered Locking Pedestal 36" H, Black.....	266.20	346.05	_____
_____	85061*	Powered Locking Pedestal 36" H, White.....	266.20	346.05	_____
_____	85062*	Powered Locking Pedestal 42" H, Black.....	266.20	346.05	_____
_____	85063*	Powered Locking Pedestal 42" H, White.....	266.20	346.05	_____

Adapters

_____	850800*	4-Way Charging Adapter - Black.....	16.25	21.15	_____
_____	850801*	4-Way Charging Adapter - White.....	16.25	21.15	_____

DISPLAY & ACCESSORIES

Product Storage

_____	84080*	3 Drawer File Cabinet on Castors - Black.....	109.45	142.30	_____
_____	74082	File Cabinet w/Lock - Two Drawer - Standard Size.....	133.65	173.75	_____
_____	74081	File Cabinet w/Lock - Four Drawer - Standard Size.....	208.65	271.25	_____

FREEMAN furnishings

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: **X**

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

Qty	Part #	Description	Discount Price	Standard Price	Total																		
Refrigerator																							
_____	75057	Small Refrigerator.....	379.30	493.10	_____																		
_____	8503001*	Refrigerator - White.....	762.45	991.20	_____																		
Lighting																							
_____	850707*	Mason Table Lamp - White/Brushed Silver.....	73.00	94.90	_____																		
_____	850708*	Mason Floor Lamp - White/Brushed Silver.....	107.20	139.35	_____																		
Display																							
_____	75020	Display Cylinder - Black - Low.....	226.30	294.20	_____																		
_____	75021	Display Cylinder - Black - Medium.....	226.30	294.20	_____																		
_____	75022	Display Cylinder - Black - High.....	226.30	294.20	_____																		
_____	75030	Display Cube - Black - 12" Small.....	222.25	288.95	_____																		
_____	75031	Display Cube - Black - 18" Medium.....	238.25	309.75	_____																		
_____	75032	Display Cube - Black - 24" Large.....	270.15	351.20	_____																		
_____	75079	Orion Computer Kiosk.....	438.00	569.40	_____																		
_____	72056	Display Counter - Black.....	219.70	285.60	_____																		
Tablet Stand																							
_____	850714*	Mobile Tablet Stand - White.....	336.50	437.45	_____																		
_____	850715*	Mobile Tablet Stand - Black.....	336.50	437.45	_____																		
Tablet Stand Accessories																							
_____	850711*	Brochure Holder - Black.....	33.10	43.05	_____																		
_____	850712*	Wireless Printer Holder - Black.....	33.10	43.05	_____																		
_____	850713*	Charging Shelf - Black.....	33.10	43.05	_____																		
Accessories																							
_____	220121	Chrome Stanchion w/8' Retractable Belt.....	76.95	100.05	_____																		
_____	220118	Chrome Sign Holder.....	98.40	127.90	_____																		
_____	750135	Round Literature Rack.....	206.60	268.60	_____																		
_____	750136	Flat Literature Rack.....	182.95	237.85	_____																		
_____	220109	Chrome Coat Tree.....	36.75	47.80	_____																		
_____	220134	Aluminum Easel.....	39.95	51.95	_____																		
_____	220110	Chrome Bag Rack.....	98.40	127.90	_____																		
_____	10201484	Floor Standing Bulletin Board.....	214.85	279.30	_____																		
_____	220106	Corrugated Wastebasket.....	11.75	15.30	_____																		
_____	220107	Wastebasket.....	17.40	22.60	_____																		
Special Drape																							
<table border="1" style="width: 100%;"> <tr> <td colspan="6">Special Drape</td> </tr> <tr> <td><input type="checkbox"/> Black</td> <td><input type="checkbox"/> Blue</td> <td><input type="checkbox"/> Brown</td> <td><input type="checkbox"/> Green</td> <td><input type="checkbox"/> Flax</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Gold</td> <td><input type="checkbox"/> Gray</td> <td><input type="checkbox"/> Plum</td> <td><input type="checkbox"/> Red</td> <td><input type="checkbox"/> White</td> <td></td> </tr> </table>						Special Drape						<input type="checkbox"/> Black	<input type="checkbox"/> Blue	<input type="checkbox"/> Brown	<input type="checkbox"/> Green	<input type="checkbox"/> Flax		<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White	
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<input type="checkbox"/> Gold	<input type="checkbox"/> Gray	<input type="checkbox"/> Plum	<input type="checkbox"/> Red	<input type="checkbox"/> White																			
_____	12103	Special Drape 3'H (per ft.).....	17.95	23.35	_____																		
_____	12108	Special Drape 8'H (per ft.).....	24.60	32.00	_____																		

TOTAL COST		
_____	+	_____ = _____
Sub-Total		9% Tax Total Cost

Taxes: Due to varying taxes across counties and cities for various categories, applicable taxes will be applied to your order accordingly based on the jurisdictions of the show city.

*Asterisk indicates item is a Freeman Select furnishing

FREEMAN furnishings

FROM THE GROUND UP

Engage your audience from the moment they set foot in your exhibit with Freeman's custom carpets. Our colorfast carpeting boasts a consistent shade every time and the padding exceeds industry standards, ensuring that you'll be floored by the quality. Freeman's custom options include borders, patterns and logo applications in both our classic and prestige carpeting lines.

- Colorfast carpet technology guarantees a uniform and professional look throughout the life of your exhibit
- Diverse customization options guarantee the fulfillment of your brand standards
- All carpet and padding is manufactured with recycled material
- Rental prices are all-inclusive so there are never hidden charges for material handling or pickup



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

PRESTIGE CARPET

Freeman's prestige carpet combines plush comfort with durable soil and stain resistance, perfect for high-traffic areas. Five popular colors are available in a luxurious 40-ounce weight and all nine designer colors are available in a 28-ounce weight.

Freeman's prestige carpet packages include new 10-foot-wide carpet, delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Price includes environmentally friendly disposal of carpet after usage. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Custom Options

Prestige carpets can also be customized to fit your exhibit needs with unique logos, patterns and borders. Call the phone number on the Quick Facts for assistance.



*Colors available in both 28 oz. and 40 oz.

CLASSIC CARPET

Custom Cut

Freeman classic carpet is available in a range of colors and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

Standard Cut

Our classic carpet comes in a variety of sizes. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



Actual colors may vary slightly

FREEMAN

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

- Orders received after the deadline or without payment will be charged the Standard price.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to www.freeman.com

10' CLASSIC CARPET , PADDING & PLASTIC COVERING

CHOOSE YOUR CARPET COLOR:

- Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' Classic Carpet	\$ 247.80	\$ 322.15	_____
_____	10' x 20' Classic Carpet	\$ 495.65	\$ 644.35	_____
_____	10' x 30' Classic Carpet	\$ 743.45	\$ 966.50	_____
_____	10' x 40' Classic Carpet	\$ 991.20	\$ 1,288.55	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 88.75	\$ 115.40	_____
_____	10' x 20' Carpet Padding - Single Layer	\$ 177.50	\$ 230.75	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 266.20	\$ 346.05	_____
_____	10' x 40' Carpet Padding - Single Layer.....	\$ 354.95	\$ 461.45	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 177.50	\$ 230.75	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 354.95	\$ 461.45	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 532.45	\$ 692.20	_____
_____	10' x 40' Carpet Padding - Double Layer.....	\$ 709.90	\$ 922.85	_____
_____	Plastic Covering (price per sq. ft.).....	\$.53	\$.70	_____

9' CLASSIC CARPET, PADDING & PLASTIC COVERING**

CHOOSE YOUR CARPET COLOR:

- Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Discount	Standard	Total
_____	9' x 10' Classic Carpet	\$ 190.65	\$ 247.85	_____
_____	9' x 20' Classic Carpet	\$ 381.25	\$ 495.60	_____
_____	9' x 30' Classic Carpet	\$ 571.90	\$ 743.45	_____
_____	9' x 40' Classic Carpet	\$ 762.45	\$ 991.20	_____
_____	9' x 10' Carpet Padding - Single Layer.....	\$ 79.85	\$ 103.80	_____
_____	9' x 20' Carpet Padding - Single Layer.....	\$ 159.75	\$ 207.70	_____
_____	9' x 30' Carpet Padding - Single Layer.....	\$ 239.60	\$ 311.50	_____
_____	9' x 40' Carpet Padding - Single Layer.....	\$ 319.45	\$ 415.30	_____
_____	9' x 10' Carpet Padding - Double Layer.....	\$ 159.75	\$ 207.70	_____
_____	9' x 20' Carpet Padding - Double Layer.....	\$ 319.45	\$ 415.30	_____
_____	9' x 30' Carpet Padding - Double Layer.....	\$ 479.20	\$ 622.95	_____
_____	9' x 40' Carpet Padding - Double Layer.....	\$ 638.90	\$ 830.55	_____
_____	Plastic Covering (price per sq. ft.).....	\$.53	\$.70	_____

9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.

TOTAL COST		
Sub- Total	+	9% Tax
	=	Total Cost

FREEMAN standard size carpet

FREEMAN

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

- Guaranteed new, high-quality carpet.
- Orders received after the deadline or without payment will be charged the Standard price and are subject to availability.
- Prestige and Custom Cut Classic Carpet are subject to a 100% cancellation charge.
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.

All carpets, padding and plastic covering contain recycled content and are recyclable.

For fast, easy ordering, go to www.freeman.com

CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal

- Order Custom Cut Classic Carpeting by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **2.95**

CHOOSE YOUR CARPET COLOR - 16 oz. Carpet:

- Black Blue Gray Green Latte Midnight Blue Plum Red Red Pepper Tuxedo

16 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)	Discount	Standard	Total
Per sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @ \$	2.95	3.85	_____

PRESTIGE CARPET - includes plastic covering, delivery, material handling, installation and removal

CHOOSE YOUR CARPET COLOR - 28 oz. Carpet:

- Black Cardinal Charcoal Cream Gray Pearl Navy Toast Wedgewood White

28 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)	Discount	Standard	Total
1 - 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @ \$	4.10	5.35	_____
Over 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @ \$	3.45	4.50	_____

CHOOSE YOUR CARPET COLOR - 40 oz. Carpet:

- Black Charcoal Gray Pearl Navy White

40 oz. Carpet Rental - Price per sq. ft. (100 sq. ft. minimum)	Discount	Standard	Total
1 - 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @ \$	4.85	6.30	_____
Over 700 sq. ft. Booth Size: _____ x _____ = _____ sq. ft. @ \$	4.30	5.60	_____

CARPET PADDING - includes delivery, material handling, installation and removal

- Order Carpet Padding by the sq. ft. if your size is not listed on the standard size order form.

Sample: Booth Size: 10 x 25 = 250 sq. ft. @ \$ **.88**

Qty	Description (Price per sq. ft. (90 sq. ft. minimum))	Discount	Standard	Total
_____	Carpet Padding -1/2" (90 - 700 sq. ft.)	\$.88	\$ 1.14	_____
_____	Carpet Padding -1/2" (Over 700 sq. ft.)	\$.68	\$.88	_____
_____	Double Carpet Padding - 1/2" (90 - 700 sq. ft.)	\$ 1.77	\$ 2.30	_____
_____	Double Carpet Padding - 1/2" (Over 700 sq. ft.)	\$ 1.37	\$ 1.78	_____

TOTAL COST			
_____	+	_____	= _____
Sub- Total		9% Tax	Total Cost

FREEMAN cut to size carpet

F R E E M A N

8201 West 47th Street
 McCook, IL 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

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

FREEMAN cleaning

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to www.freeman.com/store

CLEANING SERVICES

- Cleaning Services include vacuuming of booth area and emptying wastebasket at time of vacuuming.
- Prices are based on total square footage of booth regardless of area to be cleaned.
- 100 sq. ft. minimum
- **Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service.**
- **Show Site Prices will apply to all cleaning orders placed at show site.**

VACUUMING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total Price
_____	610100	Booth Vacuuming-One Time34	.44	_____
_____	610200	Booth Vacuuming-2 Days68	.88	_____
_____	610300	Booth Vacuuming-3 Days	1.02	1.32	_____
_____	610400	Booth Vacuuming-4 Days	1.36	1.76	_____
_____	610500	Booth Vacuuming-5 Days (Duration of Show).....	1.53	1.98	_____

SHAMPOOING (per sq ft - 100 sq ft minimum)

Qty (sq. ft.)	Part #	Description	Advance Price	Show Site Price	Total Price
_____	630100	Shampoo Carpet-One Time.....	0.71	.92	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total Price
--------------	--------	-------------	---------------	-----------------	-------------

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

_____	620500	Exhibit Area / Under 500 sq. ft.	58.75	76.35	_____
_____	6201500	Exhibit Area / 501 - 1,500 sq. ft.....	84.45	109.80	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sq. ft.....	100.90	131.15	_____
_____	6203500	Exhibit Area / Over 2,500 sq. ft.			Call For Quote

MISCELLANEOUS SERVICES

Qty	Part #	Description	Discount Price	Show Site Price	Total
_____	640100	Tile Cleaning--One Night Only	0.35	0.45	_____
_____	640200	Anti-Static-per sq ft.....	0.21	0.27	_____
_____	640300	Full Time Porter Service per hour	32.75	42.55	_____

TOTAL COST

_____	+	_____	= \$	_____
Subtotal		N/A %Tax		Total Cost

FIT TO PRINT

.....

SmartFabric™ is a triple layered fabric made of 100% polyester that's ideal for printed graphics. It's an extremely versatile all-in-one fabric and has been treated to meet NFPA 701 small-scale flammability standards.



SMARTFABRIC™ RENTAL EXHIBITS



10 x 10 ft. unit

FRAME

117"W 93.5"H



10 x 20 ft. unit

FRAME

234"W 93.5"H

CLEAR ACRYLIC SHELF

36"W 12"H .25"D

(up to 15lbs each)

RENTAL EXHIBITS INCLUDE:

- Custom Fabric Graphic (item purchased to keep)
- Zippered Carrying Case for Fabric Graphic (item purchased to keep)
- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

FRAME ONLY UNIT

This option is available for customers who have previously rented the SmartFabric™ Rental Exhibit and are reusing their backwall graphic. Fabric from other sources will not be installed on this Freeman frame rental. If you need Freeman to create a new graphic, please select the SmartFabric™ Rental Exhibit. No fabric graphics will be provided separately from the rental unit.



10 x 10 ft. frame



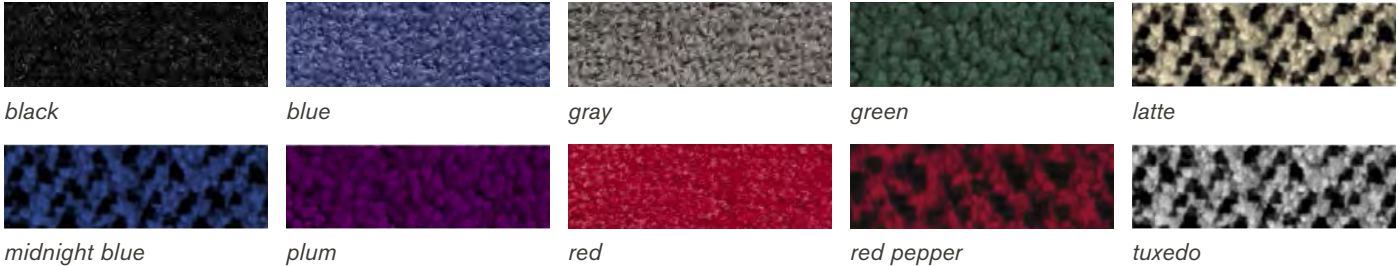
10 x 20 ft. frame

RENTAL EXHIBITS INCLUDE:

- Rental Frame
- 9'x10' or 9'x20' Classic Carpet (color selections on page 3)
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2 Arm Lights per 10' Booth
- 4 Arm Lights per 20' Booth
- 2 Clear Acrylic Shelves per 10' Booth (36"x12", up to 15 lbs.)
- 4 Clear Acrylic Shelves per 20' Booth (36"x12", up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

CLASSIC CARPET

9'x10' or 9'x20' (16 oz.) – Color Options Included with Rental Package Options Above



9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

PRESTIGE CARPET

(28 oz.) – Available Upgrade Color Options



*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

ACCESSORIES

SmartFabric Rental packages include these accessories. Refer to the "Rental Exhibits Include" sections of each package. These items are available to order as additional accessories if needed.

SMARTFABRIC ZIPPERED CARRYING CASE

20"W 8"H 16"D



CLEAR ACRYLIC SHELF

36"W 12"H .25"D
(up to 15lbs each)



CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will contact you to review the process for providing graphic files and to review helpful tips that will ensure a successful graphic print. Freeman can custom design a graphic file for you using our graphic design services that guarantees a high resolution backwall graphic. Ask your Exhibitor Sales Specialist for more information.

“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.



FREEMAN

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 Mc Cook, IL 60525
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 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

SMARTFABRIC EXHIBIT

SmartFabric Exhibits provide a custom printed fabric graphic to keep and re-use on future events.



SmartFabric Rental Exhibit Includes:

- 116.5" X 92.5" Custom Fabric Graphic (Purchased item to keep)
- Carrying Case for Graphic (To carry the purchased fabric graphic)
- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 2-Arm Lights (per 10 ft.)
- 2 Shelves (36" x 12", supports up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

Classic Carpet: Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' SmartFabric Exhibit.....	\$ 1,895.00	\$ 2,463.50	_____
_____	10' x 20' SmartFabric Exhibit.....	\$ 3,695.00	\$ 4,803.50	_____

CUSTOM GRAPHICS

A Freeman Exhibitor Sales Specialist will be contacting you to review the process for providing graphic files and helpful tips that will ensure a successful graphic print.

FRAME ONLY UNIT

The SmartFabric frame only unit is for exhibitors who have previously rented the SmartFabric exhibit (above) and have the fabric graphic ready for re-use. If you need a new graphic made, please select the SmartFabric Rental Exhibit (above). No fabric graphics will be printed without the rental unit.



Frame Only Unit Includes:

- Classic Carpet 9' X 10' or 9' X 20' (Select color below)
- Installation & Dismantle of Exhibit
- Material Handling of Exhibit
- Nightly Vacuuming
- 2-Arm Lights (per 10 ft.)
- 2 Shelves (36" x 12", supports up to 15 lbs.)
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

Classic Carpet: Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

Qty	Description	Discount	Standard	Total
_____	10' x 10' Frame Only Unit.....	\$ 1,195.00	\$ 1,553.50	_____
_____	10' x 20' Frame Only Unit.....	\$ 1,995.00	\$ 2,593.50	_____

ACCESSORIES

Qty	Description	Discount	Standard	Total
_____	SmartFabric Arm Light	\$ 65.00	\$ 84.50	_____
_____	SmartFabric Acrylic Shelf (supports up to 15 lbs.).....	\$ 150.00	\$ 195.00	_____
_____	SmartFabric Carrying Case (purchase).....	\$ 20.00	\$ 26.00	_____

QUICK TIPS

• Orders received after the deadline or without payment will be charged the Standard price and are subject to availability. All graphics are subject to a 100% cancellation charge once production begins.

The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer's specifications.

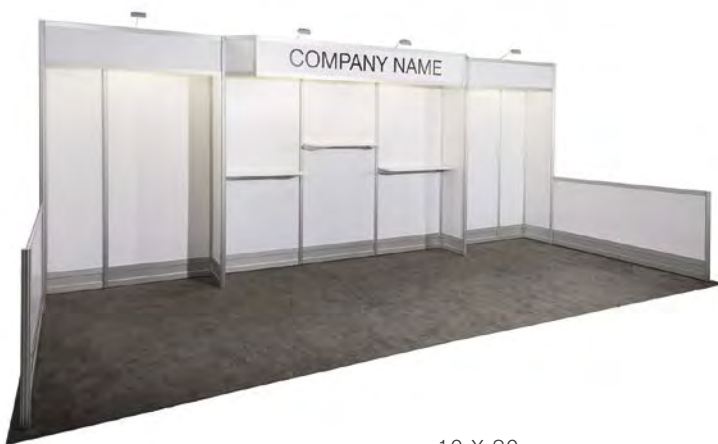
9' carpet is laid toward the front edge, leaving 1' at the back of the booth for access to utility ports.

TOTAL COST		
_____	+	_____ = _____
Sub-Total		9 % Tax Total Cost

RENTAL EXHIBITS THAT IMPRESS

When it comes to designing your exhibit, effective solutions don't require expensive investments. Take the stress out of your upcoming show with a rental booth exhibit from Freeman. With quality rental options that meet your budget requirements, we'll have you exhibit ready at a moment's notice, without the hassle of ownership.

PACKAGE 1



10 X 20

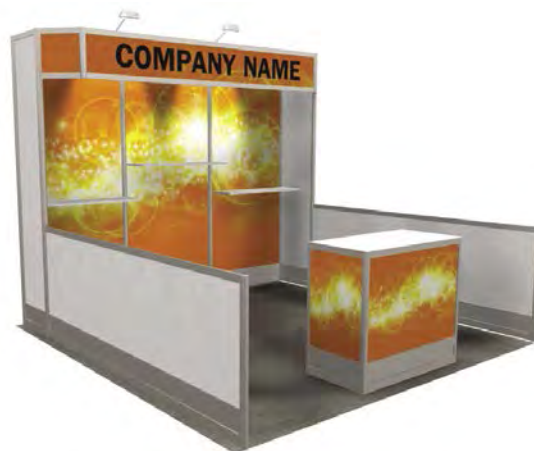


10 X 10

PACKAGE 1 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 2



10 X 20



10 X 10

PACKAGE 3



10 X 20



10 X 10

PACKAGE 4



10 X 20



10 X 10

PACKAGE 2 UPGRADE OPTIONS

With Graphics and Cabinet

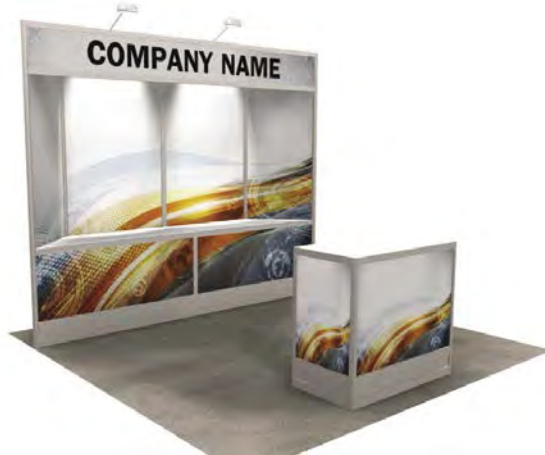
10 X 10



PACKAGE 3 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 4 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

PACKAGE 5



10 X 20



10 X 10

PACKAGE 6



10 X 20



10 X 10

PACKAGE 5 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



PACKAGE 6 UPGRADE OPTIONS

With Graphics and Cabinet

10 X 10



FREEMAN

Other upgrade options available that allow you to change the panels to slatwall, add shelves, change the metal color and add cabinets as a storage option with the dual purpose of a reception counter.



10 X 10

SLATWALL



10 X 10

COLORED PANELS



10 X 10

SHELVES



10 X 10

BLACK METAL



CABINETS

Booth Panel Options – Color Options Included with Rental Package



Classic Carpet (16 oz.) – Color Options Included with Rental Package Options Above



9' carpet is laid toward the front edge, leaving 1' at the back of the booth for utility port access. Actual colors may vary slightly.

Prestige Carpet (28 oz.) – Available Upgrade Color Options



*Colors available in both 28 oz. and 40 oz. Actual colors may vary slightly.

Rental Exhibits Include:

- 9x10 or 9x20 Classic Carpet
- Exhibit Installation & Dismantle
- Exhibit Material Handling
- Nightly Vacuuming
- 2-arm lights per 10' Booth
- Power (500 watts) for LIGHTS only (and Labor to hang lights)

questions?

All packages can be customized or modified to fit your specific needs. To speak with an Exhibitor Sales Specialist, call the number listed on the Quick Facts.



“CLEAN FOOTPRINT” BOOTH PACKAGE

When you select the “Clean Footprint” package your booth will use only materials that can be reused or recycled. All flooring, lighting, furniture and booth structure will go back into inventory to be reused again. Your personalized graphic panels used in the booth will be on a reusable and recyclable substrate.

FREEMAN

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 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

All Exhibits Include: installation & dismantle of exhibit, material handling of exhibit, 9' x 10' or 9' x 20' classic carpet with nightly vacuuming, 2 arm lights (per 10' unit), power (500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	
Package 1	<input type="checkbox"/> 10' x 10'	2,302.15	2,992.80	<input type="checkbox"/> 10' x 20'	4,492.50	5,840.25	_____
Package 2	<input type="checkbox"/> 10' x 10'	1,282.15	1,666.80	<input type="checkbox"/> 10' x 20'	2,453.65	3,189.75	_____
Package 3	<input type="checkbox"/> 10' x 10'	1,914.70	2,489.10	<input type="checkbox"/> 10' x 20'	3,718.60	4,834.20	_____
Package 4	<input type="checkbox"/> 10' x 10'	1,720.95	2,237.25	<input type="checkbox"/> 10' x 20'	3,331.20	4,330.55	_____
Package 5	<input type="checkbox"/> 10' x 10'	2,022.95	2,629.85	<input type="checkbox"/> 10' x 20'	4,062.90	5,281.75	_____
Package 6	<input type="checkbox"/> 10' x 10'	2,119.80	2,755.75	<input type="checkbox"/> 10' x 20'	4,290.90	5,578.15	_____

CHOOSE YOUR PANEL

- Black Fabric
 Blue Fabric
 Gray Fabric
 White Hardwall
 White Perfboard

CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibit. The following colors are available:

Check color choice

- Black Blue Gray Green Latte
 Midnight Blue Plum Red Red Pepper Tuxedo

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line. Now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 Watts.

Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

- Black Blue Brown Burgundy PMS Color _____
 Red Teal White Green Font Type _____

*Unless font type is indicated, Helvetica will be used.

Indicate exactly how you want your company name to appear:

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

- Slatwall & Shelves Cabinets & Counters Specialty Colored Metal Recyclable Graphics
 Colored Panels Creating a Custom Exhibit Graphics & Custom Logo White Eco-Board

The product offered has recyclable content or has eco-friendly attributes and is 100% recyclable according to manufacturer's specifications.

TOTAL COST		
_____	+	_____ = _____
Sub-Total		9 % Tax Total Cost

FREEMAN

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NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

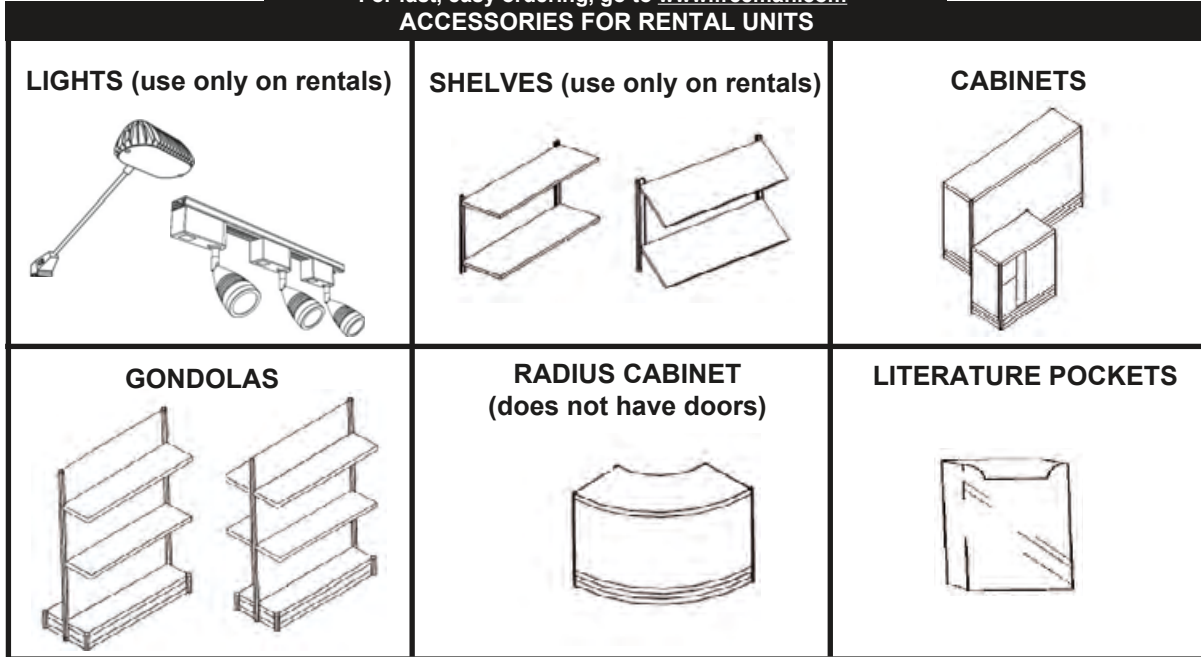
COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com
ACCESSORIES FOR RENTAL UNITS



Qty	Part #	Description	Discount Price	Standard Price	Total
LIGHT FIXTURES (electrical service & labor to install lights not included)					
___	172512	Arm Light	95.20	123.75	_____
___	172514	4' Tracklight (3 lights)	289.25	376.05	_____
___	17252	Halogen Light	N/A	N/A	_____

CABINETS & LOCKS					
Cabinets					
<input type="checkbox"/> Black Fabric <input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> White PVC					
___	17305	1M x ½M x 36" High.....	499.50	649.35	_____
___	17306	1M x ½M x 42" High.....	559.65	727.55	_____
___	17308	2M x ½M x 36" High.....	629.15	817.90	_____
___	17309	2M x ½M x 42" High.....	658.80	856.45	_____
___	173010	1M Radius x ½M x 36" High.	467.85	608.20	_____
___	173011	1M Radius x ½M x 42" High..	547.40	711.60	_____
(Radius Cabinets do not have doors)					
___	17301	Cabinet Lock	24.20	31.45	_____
Inside Shelves Available Quoted on Request					

Qty	Part #	Description	Discount Price	Standard Price	Total
GONDOLAS					
Gondolas					
<input type="checkbox"/> Blue Fabric <input type="checkbox"/> Gray Fabric <input type="checkbox"/> Perboard <input type="checkbox"/> White PVC					
___	174541	Single Sided 1M x 4' High...	320.85	417.10	_____
___	174542	Double Sided 1M x 4' High..	427.10	555.25	_____
___	174581	Single Sided 1M x 8' High...	469.85	610.80	_____
___	174582	Double Sided 1M x 8' High..	597.25	776.45	_____

SHELVES					
___	17201	1M Straight (37" x12")	74.65	97.05	_____
___	17206	1M Angled (37" x 12")	86.70	112.70	_____

LITERATURE POCKETS					
___	174015	For 8½ x 11 Literature	30.00	39.00	_____

TOTAL COST					
_____	+	_____	=	_____	_____
Sub-Total		9% Tax		Total Cost	

Don't see what you need?
 Please call Exhibitor Sales at (773) 473-7080.

** Remember to make a selection for items with checkboxes. Otherwise, a selection will be made for you.*

FLEXING TO FIT YOUR NEEDS

TotalFlex® provides the ability to configure exhibits to fit your space, budget and vision from show to show. Available for rent or for purchase, this pop-up display is versatile, lightweight and durable, and setup can be completed without tools in only a few minutes.

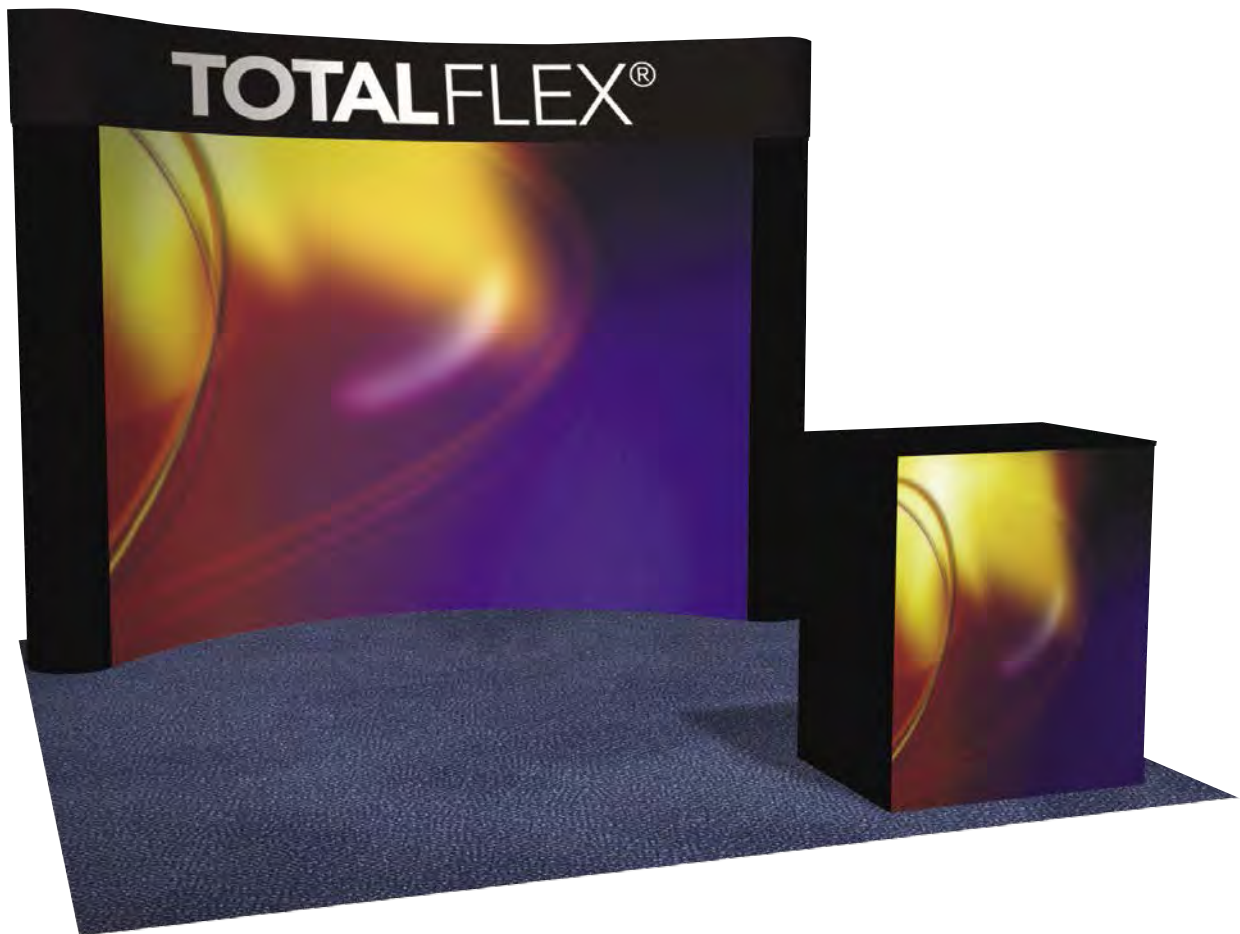


Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

The TotalFlex® solution is the most versatile exhibit option available:

- Floor unit cases easily convert into a podium.
- Velcro-compatible fabric panels available in a wide selection of colors.
- Compatible with shelves, lights and other innovative trade show accessories.
- Available in a variety of sizes for rent or purchase, including a tabletop version (shown on front).
- Freeman offers full graphic and logo design solutions.*
- All TotalFlex® rental units include installation & dismantling of display system, material handling, 9'x10' or 9'x20' Classic Carpet with nightly vacuuming, 200-watt halogen lights (1 light for the table-top unit, 2 lights per 8x10 unit) as well as power and labor to hang them.

**Graphic design elements are priced separately and not included with TotalFlex® order.*



FLOOR UNITS

- 10'w x 8'h Floor Standing Unit
- 20'w x 8'h Floor Standing Unit

TABLE TOP UNITS

- 6'w x 40"h Table Top Unit
- 8'w x 40"h Table Top Unit

FREEMAN

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 FreemanChicagoES@freeman.com

DISCOUNT PRICE
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 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

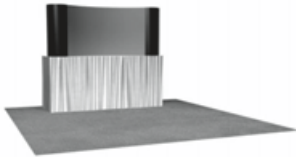
CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

TABLETOP UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
40"H x 6"W	1,020.05	1,326.05	_____	_____
40"H x 8"W	1,185.30	1,540.90	_____	_____
PURCHASE*				
Size	Discount Price	Standard Price		
40"H x 6"W	1,270.75	1,652.00	_____	_____
40"H x 8"W	1,441.70	1,874.20	_____	_____

*Shipping Not Included

Rental Units Include:
 Draped Table (select color below)
 Classic Carpet 9' X 10' (select color below)
 Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Nightly Vacuuming
 1-200 Watt Halogen Light (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
 1-Case
 One Time Installation & Dismantle

Header Identification Sign - (white with black text) Indicate copy below:

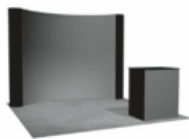
Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

***Other Colors Also Available for Purchase Units**
9' x 10' Classic Carpet: Black Blue Green Gray
 Latte Midnight Blue Plum Red Red Pepper Tuxedo

Table Drape:
 Black Blue Brown Green Flax
 Gold Gray Plum Red White

FLOOR UNIT



RENTAL			QTY	TOTAL
Size	Discount Price	Standard Price		
8'H x 8'W	1,698.15	2,207.60	_____	_____
8'H x 10'W	2,028.60	2,637.20	_____	_____
PURCHASE*				
Size	Discount Price	Standard Price		
8'H x 8'W	2,883.40	3,748.40	_____	_____
8'H x 10'W	3,384.85	4,400.30	_____	_____

*Shipping Not Included

Rental Units Include:
 Classic Carpet 9' X 10' (select color below)
 Installation & Dismantle of Exhibit
 Material Handling of Exhibit
 Nightly Vacuuming
 1-Podium - 8'H X 10'W unit only
 2-200 Watt Halogen Lights (Power (500 watts) for LIGHTS only and Labor to hang lights)

Purchase Units Include:
 2-Cases
 One Time Installation & Dismantle
 1-Podium - 8'H X 10'W unit only

Header Identification Sign - (white with black text) Indicate copy below:

Fabric Panel Colors for All Units: Black Gray

Additional Fabric Panel Colors for Purchase Units Only:
 Blaze Red Blueberry Emerald Silver

***Other Colors Also Available for Purchase Units**
9' x 10' Classic Carpet: Black Blue Green Gray
 Latte Midnight Blue Plum Red Red Pepper Tuxedo

All Classic carpet contain recycled content and are recyclable.

CUSTOM GRAPHIC / PHOTO PANELS

Our custom graphic panels can dramatically enhance your exhibit's appearance.

Please check the box to have an Exhibitor Sales Specialist contact you to assist in creating a unique exhibit.

OPTIONAL ACCESSORIES			RENTAL			PURCHASE			
Part #	Description	Qty	Discount Price	Standard Price	Total	Qty	Discount Price	Standard Price	Total
1715800	2-200 Watt Halogen Light Kit	_____	193.80	251.95	_____	_____	273.55	355.60	_____
1715801	1-200 Watt Halogen Light Kit	_____	102.60	133.40	_____	_____	199.45	259.30	_____
1715802	Straight Shelf	_____	74.15	96.40	_____	_____	136.85	177.90	_____
1715803	Angled Shelf	_____	74.15	96.40	_____	_____	136.85	177.90	_____

QUICK TIPS

- * If shipping literature or products, material handling rates will apply.
- * Order in advance to save time, money and ensure availability. **Orders received after the deadline date or without payment will be charged the Standard Price.**

PURCHASE UNITS TOTAL COST

Sub-Total	+	10.25% Tax	=	Total Cost
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RENTAL UNITS TOTAL COST

Sub-Total	+	9% Tax	=	Total Cost
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MATERIAL MATTERS

The materials you use for your exhibit speak volumes about your brand. Freeman digitally prints high-resolution, photo-quality images on an impressive variety of fabrics. From custom carpeting to hanging banners, no matter the size, shape or color, Freeman can print it beyond your expectations.

- Freeman's exhibit specialists deliver one-stop solutions for design, fabrication and custom graphics that meet both long and short-term usage goals
- Stretch fabrics can be used to customize almost any three-dimensional object
- Further customize exhibits with aluminum framing to transform digital graphics into back walls and other free-standing structures
- Integrated lighting is available for enhanced effects



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

COMPREHENSIVE CAPABILITIES

Freeman can digitally print high-resolution, photo-quality images on nylon, stretch fabrics, carpeting and a variety of other materials. No matter what size, shape, or color, Freeman can print it. We can further customize exhibits with:

- Aluminum framing to transform large digital graphics into backwalls and other free-standing structures
- Integrated lighting for enhanced effects
- A wide variety of opaque and translucent materials

ONE-STOP SOLUTIONS

Freeman's exhibit specialists can deliver a range of services to fit any budget and work with both long and short-term usage goals.

- Design
- Custom Graphics
- Installation and Dismantling
- Fabrication
- Lighting Effects
- Shipping and Storage

GEOMETRIC STRUCTURES

For detailed specifications on structures such as these, or for more information on our wide range of versatile fabric solutions, please contact our representatives at the number listed in your exhibitor information.



F R E E M A N

8201 West 47th Street
 McCook, IL 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 19, 2017**

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

FREEMAN fabric solutions

NAME OF SHOW: RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to www.freeman.com/store

STANDARD PURCHASE -- Standard Framing, Sizes, and Fabric

- Single-sided graphics, frame hardware and harness included.
- Complete the "Hanging Sign" order form. (Labor and hardware to hang sign are NOT included.)
- Orders received after the deadline date are subject to availability and will be charged standard prices.

An Exhibitor Sales Specialist will contact you for details.

Square Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 10'	3'	40'	\$ 7,196.20	\$10,794.30	_____
_____	10' x 10'	4'	40'	\$ 8,549.45	\$12,824.20	_____
_____	15' x 15'	3'	60'	\$10,184.70	\$15,277.05	_____
_____	15' x 15'	4'	60'	\$12,019.40	\$18,029.10	_____

Circle Signs

Quantity	Diameter	Height	Circumference (Linear Ft.)	Discount Price	Standard Price	Total
_____	10'	3'	31.42'	\$ 6,357.50	\$ 9,536.25	_____
_____	10'	4'	31.42'	\$ 7,345.95	\$11,018.95	_____
_____	15'	3'	47.12'	\$ 8,962.80	\$13,444.20	_____
_____	15'	4'	47.12'	\$10,377.70	\$15,566.55	_____

Triangle Signs

Quantity	Length	Height	All Sides (Linear Ft.)	Discount Price	Standard Price	Total
_____	10' x 10'	3'	30'	\$ 5,535.95	\$ 8,303.95	_____
_____	10' x 10'	4'	30'	\$ 6,456.00	\$ 9,684.00	_____
_____	15' x 15'	3'	45'	\$ 8,561.10	\$12,841.65	_____
_____	15' x 15'	4'	45'	\$12,203.30	\$18,304.95	_____

Serpentine Signs

Quantity	Length	Height	Double Sided (Linear Ft.)	Discount Price	Standard Price	Total
_____	15'	3'	30'	\$ 4,656.60	\$ 6,984.90	_____
_____	15'	4'	30'	\$ 5,845.70	\$ 8,768.55	_____
_____	20'	3'	40'	\$ 7,009.85	\$10,514.80	_____
_____	20'	4'	40'	\$ 8,240.90	\$12,361.35	_____
_____	30'	3'	60'	\$ 9,179.40	\$13,769.10	_____
_____	30'	4'	60'	\$11,106.05	\$16,659.10	_____

Total: _____ x 10.25%(Tax) _____ = _____

CUSTOM PURCHASE -- Custom Framing, Various Custom Sizes, and Fabrics

- Please check the box to have an Exhibitor Sales Specialist contact you regarding FREE Samples of materials and/or quotes.

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com/store

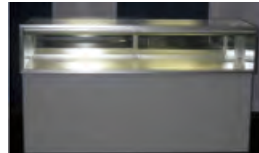
SHOWCASES



FULL VISION CASE



TOWER CASE



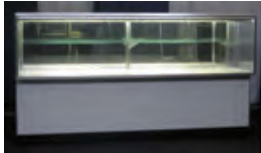
QUARTER VISION CASE



CORNER VISION CASE



WALLCASE



HALF VISION CASE

Qty	Part #	Description	Discount Price	Standard Price	Total
-----	--------	-------------	----------------	----------------	-------

FULL VISION CASE

1-8" & 1-10" Glass Shelf with Adjustable Brackets
 26" High Front Glass Display Section
 Case is 20" Deep
 Available in 4', 5' and 6' lengths

_____	101043	4'.....	\$622.05	\$808.65	\$ _____
_____	101051	5'.....	\$622.05	\$808.65	\$ _____
_____	101061	6'.....	\$622.05	\$808.65	\$ _____

HALF VISION CASE

1-10" Glass Shelf with Adjustable Brackets
 18" High Front Glass Display Section
 Case is 20" Deep
 Available in 4', 5' and 6' lengths

_____	101042	4'.....	\$622.05	\$808.65	\$ _____
_____	101050	5'.....	\$622.05	\$808.65	\$ _____
_____	101060	6'.....	\$622.05	\$808.65	\$ _____

TOWER CASE

Dimensions are 20"L x 20"D x 80"H
 3 Glass Shelves
 Lights
 Locks
 Available in 20 x 20 Square Only

_____	1010200	20 x 20.....	\$815.60	\$1060.30	\$ _____
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Qty	Part #	Description	Discount Price	Standard Price	Total
-----	--------	-------------	----------------	----------------	-------

QUARTER VISION CASE

12" High Front Glass Display Section
 Case is 20" Deep
 Available in 4', 5' and 6' lengths

_____	101044	4'.....	\$622.05	\$808.65	\$ _____
_____	101052	5'.....	\$622.05	\$808.65	\$ _____
_____	101062	6'.....	\$622.05	\$808.65	\$ _____

CORNER VISION CASE

Includes Rear Access and Glass Shelves
 Case is 20" Deep
 Available in Full, Half, and Quarter Sizes
 *Cases on the sides in picture above are not included

_____	101091	Full.....	\$760.25	\$988.35	\$ _____
_____	101090	Half.....	\$760.25	\$988.35	\$ _____
_____	101092	Quarter.....	\$760.25	\$988.35	\$ _____

WALLCASE

Dimensions are 48"L x 20"D x 72" H
 (4) 12" Glass Shelves
 Adjustable Brackets
 Lights
 Locks
 60" High Sliding Glass Doors
 Available in See-Thru (pictured above) and Solid

_____	1010203	Solid.....	\$787.90	\$1024.25	\$ _____
_____	1010204	See-Thru.....	\$787.90	\$1024.25	\$ _____

- All showcases are 20"D x 38"H, have lights, locks, sliding mirror doors, gray exterior, and off-white interior aluminum frames.
- All keys must be left with the showcase or a charge of \$10.00 will be assessed.
- Electrical hook-up is **NOT** included. Please order electrical hook-up service from the electrical contractor.

TOTAL COST

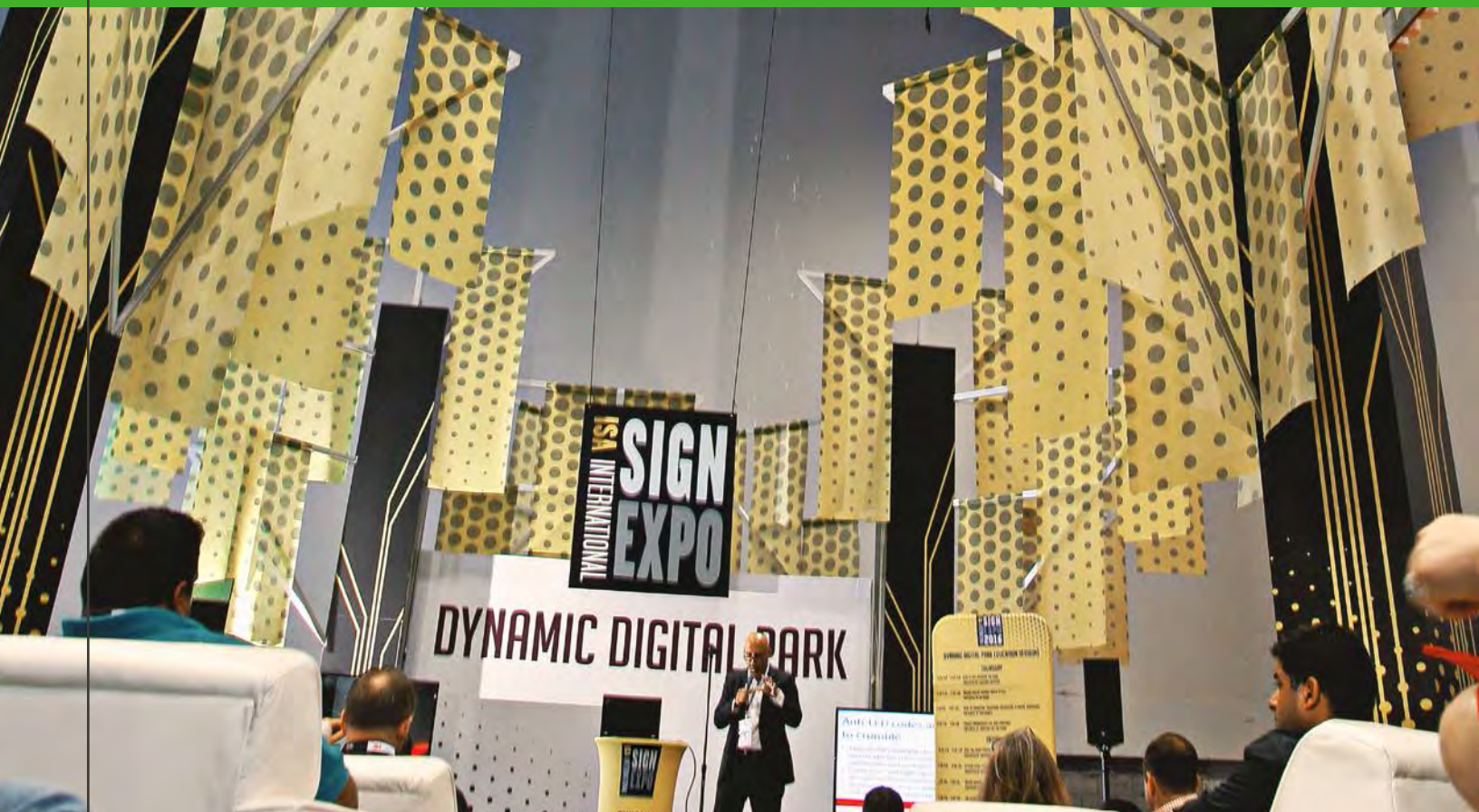
Sub-Total _____ + Tax (9%) _____ = TOTAL _____

SEEING IS BELIEVING

.....

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine "high definition," which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Freeman's extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

SUPERIOR QUALITY CONTROL

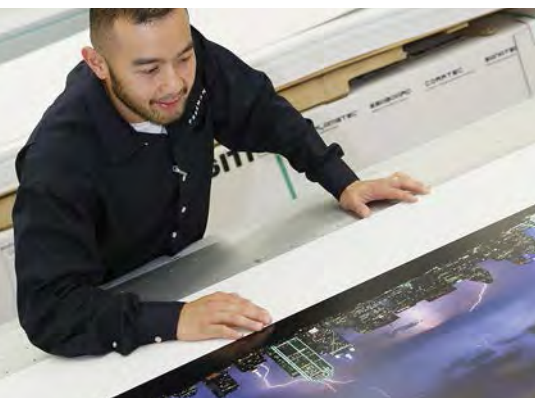
Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



FREEMAN

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com
GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.
 Please see artwork guidelines for electronic files on page 2 of this form.
Note: All graphics are subject to a 100% Cancellation Charge.

DIGITAL GRAPHICS

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

_____ L X _____ W = _____ sq.ft.

sq. ft. _____ \$ 13.60 per sq. ft. discount price
 x or = \$ _____
 \$ 20.45 per sq. ft. standard price

- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:
 Electronic File Name _____

Application _____
 PMS Colors _____

Backing Material:

- | | |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore) | <input type="checkbox"/> Masonite |
| <input type="checkbox"/> Freeman PVC (PVC) | <input type="checkbox"/> Plexi |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam) | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other |

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Vertical Horizontal Use Your Judgment For Sign Layout

Special Instructions _____

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11" @	36.85	55.30 =	_____
7" x 22" @	25.50	38.25 =	_____
7" x 44" @	46.75	70.15 =	_____
9" x 44" @	48.45	72.70 =	_____
11" x 14" @	46.75	70.15 =	_____
14" x 22" @	67.85	101.80 =	_____
14" x 44" @	73.10	109.65 =	_____
22" x 28" @	80.50	120.75 =	_____
28" x 44" @	110.45	165.70 =	_____
20" x 60" @	110.45	165.70 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.

Vertical Horizontal Use Your Judgment For Sign Layout

Background Color: _____

Lettering Color: _____

TOTAL COST		
Sub-Total	+	10.25 % Tax
		=
		Total Cost

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

• Files below 10 MB can be delivered via email. Larger files may be posted to Freeman's FTP site. You may get the password and other needed information from your Freeman service representative in order to post files. However, a hard copy proof and backup of the files on CD-Rom/DVD may be required to be sent via overnight delivery in addition to posting the electronic files. Please call (773) 473-7080 for assistance.

installation & dismantle



When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists is ready to assist you with all of your exhibit requests, from beginning to end.

Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.

DO I NEED TO ORDER labor?

installation and dismantling services available

Freeman will work closely with you to coordinate every phase of your trade show participation, including:

- Preplanning and budget consultation
- Support service coordination – electrical, furnishings, floral and more
- Shipping and storage management
- On-site supervisors with dedicated floor managers
- Skilled labor and technicians for installation and dismantling
- Full, in-house carpentry
- Graphics production
- Emergency repairs and refurbishing
- Postshow evaluations
- Multiple show coordination

Supervise any labor yourself, or if you need assistance, Freeman I&D experts will do it for you.

if you use Freeman staff

Exhibits are set up prior to your arrival under the direction of Freeman I&D supervisors. We charge 30% of the total labor charge, with a minimum \$45 fee.

if you supervise yourself

Installation – Your labor supervisor must check in at the labor desk to pick up laborers. Upon completion of work, your supervisor must return to the labor desk to release the laborers. Start time is guaranteed only when labor is requested for the start of the working day.

Dismantling – When scheduling dismantling labor, be sure to allow time for empty containers to be returned to the booth after the close of your show. Start time is guaranteed only when labor is requested for the start of the working day.

questions?

Call customer service at the number listed on Quick Facts.
For fast, easy ordering, visit us at www.freemanco.com.

EXHIBITOR BOOTH SET-UP / DISMANTLE INFORMATION

There are two options available to exhibitors to have their displays set-up and taken down at McCormick Place. Exhibitors can either set-up / dismantle their display with their own employees, or the exhibitor can hire union labor. The guidelines for both options are detailed below. If you have any questions, please contact Freeman.

(1) Consistent with safety and the skills and training necessary to perform the task, as determined by the Authority, an exhibitor and exhibitor employees ("Exhibitor employee" means any person who has been employed by the exhibitor as a full-time employee for a minimum of 6 months before the show's opening date) are permitted in a booth of any size with the use of the exhibitor's ladders and hand tools to:

- (i) Set-up and dismantle exhibits displayed on Authority premises;
- (ii) Assemble and disassemble materials, machinery, or equipment on Authority premises; and
- (iii) Install all signs, graphics, props, balloons, other decorative items, and the exhibitor's own drapery, including the skirting of exhibitor tables, on the Authority's premises.

(2) An exhibitor and exhibitor employees are permitted in a booth of any size to deliver, set-up, plug in, interconnect, and operate an exhibitor's electrical equipment, computers, audio-visual devices, and other equipment.

(3) An exhibitor and exhibitor employees are permitted in a booth of any size to skid, position, and re-skid all exhibitor material, machinery, and equipment on Authority premises.

Please note: (4) An exhibitor and exhibitor employees are prohibited at any time from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on Authority premises.

UNION JURISDICTIONS AT McCORMICK PLACE

Should you choose to utilize a contractor for your labor, the following guidelines apply at McCormick Place. (see McCormick Place forms for jurisdictions pertaining to services provided by McCormick Place):

McCormick Place is a union building, and jurisdictions are clearly established. Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Above all, there should be no need for disputes. If there is a disagreement, contact your Floor Manager. They will contact the appropriate contractor, who will take up the matter with the appropriate union official. There are established procedures for settling disagreements and using them will prevent problems.

RIGGERS

Responsible for uncrating, unskidding, positioning and reskidding of all machinery.

TEAMSTERS

Responsible for the handling of all material (except machinery) in and out of the exhibit hall.

DISPLAY LABOR (Unified Labor Force Combining Carpenters and Decorators)

Responsible for uncrating of exhibits and display materials; installing and dismantling exhibits, including cabinets, fixtures, shelving units, furniture; laying of floor tile and carpets; hanging and installation of non-electric signs; rekrating of exhibits and machinery; installing and dismantling scaffolding, bleachers and ganging of chairs; installing of all drape, cloth and/or tacked fabric panels; and velcro signs.

HANGING SIGNS

Depending on the type of hanging sign, it will be assembled & installed by decorators or electricians. See Freeman hanging sign form and/or McCormick Place forms for jurisdictions.

CLEANING/PORTER SERVICE

Freeman is the exclusive cleaning contractor. No other cleaning services, including exhibitor appointed contractors are allowed to perform these services.

ELECTRICIANS

Labor must be ordered for the following: Distribution of electrical services overhead and under flooring, connection of all service to the building, connection of all services 208v and higher, assembly of truss, lighting, etc. that is suspended from the building structure.

SPECIAL NOTES: All labor is entitled to certain break times and lunch breaks. Below is an approximate schedule:

Morning Breaks (approximately):	9:30 a.m.	to	9:45 a.m.
Lunch Schedules (approximately):	12:00 Noon	to	12:30 p.m.
Afternoon Breaks (approximately):	2:30 p.m.	to	2:45 p.m.

LEGISLATIVE CHANGES AT McCORMICK PLACE, CHICAGO, IL

STRAIGHT TIME WINDOW - EFFECTIVE 11/30/11

The Illinois General Assembly, the contractors, MPEA and the unions have all agreed to enact changes to expand the straight time window available to exhibitors. These windows are as follows:

Teamsters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time for all time worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Riggers			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 hours worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Decorators			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day, Good Friday, Martin Luther King Day
	Double Time from midnight to 6:00 am		

Carpenters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 8:00 am - 4:30 pm	Over Time 6:00 am - 6:30 pm	Double Time for all time worked
	Over Time after 4:30 pm and 8 consecutive hours worked until 8:30 pm • See below		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time after 8:30 pm		
<ul style="list-style-type: none"> • If less than 8 hours worked 4:30 pm to 6:30 pm Over Time. After 6:30 pm Double Time. • Example: Carpenter worked 12:30 pm through 4:30 pm Carpenter shall be paid Over Time until 6:30 pm and Double Time after 6:30 pm. 			

Carpenters (Break of Show)	
Monday - Friday	Saturday
Straight Time for all hours worked until 8:30 p.m.	6:00 a.m. - 6:30 p.m. Over Time for all hours worked
Over Time until Midnight (This does not alter Over Time after 8 hours worked)	

Electricians			
Sunday	Monday - Friday	Saturday	Holidays
Double Time until Monday 7:00 am start time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour time period	7:00 am or 8:00 am start shall be 8 Over Time for the 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 3:30 pm or 4:30 pm depending on start time	New Years Day Memorial Day Independence Day Labor Day, Thanksgiving Day, Christmas Day
	Double Time after midnight until 6:00 am		

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

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

FREEMAN installation & dismantle labor

NAME OF SHOW: RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to www.freeman.com

DISPLAY LABOR (Half Hour Minimum per Worker)

Description	Advance Price Per Hour	Standard Price Per Hour
Straight Time - 8:00 a.m. to 4:30 p.m. Monday through Friday	\$ 114.35	\$ 148.65
Overtime - 4:30 p.m. to 8:30 p.m. Monday through Friday; 6:00 a.m. - 6:30 p.m. Saturday	\$ 171.45	\$ 222.90
If a Display Laborer has not worked eight (8) straight time hours on that day between 8:00 a.m. and 4:30 p.m., Monday through Friday (Holidays excluded), Double Time rates will apply for that day during the hours of 6:30 p.m. to 8:30 p.m., Monday through Friday.		
Double Time - 8:30 PM - 8:00 AM Monday through Friday (unless noted above); Before 6:00 a.m. and after 6:30 p.m. Saturday; ALL DAY Sunday and Holidays.	\$ 228.65	\$ 297.25

NOTE: On the break of a show occurring on Monday through Friday, work performed from: 12:00 Noon to 8:30 P.M. shall be charged at Straight Time; from 8:30 P.M. to Midnight shall be charged at Overtime (time and a half). (For shows that close prior to 12:00 Noon, Overtime charges will apply after 8 hours).

- **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**
 - **Show Site prices will apply to all labor orders placed at show site.**
 - Price is per person/per hour
 - Start time guaranteed only when labor is requested for the start of the working day (8:00 a.m.), unless the official set up time begins later in the day.
 - Half hour minimum per man--labor thereafter is charged in half (1/2) hour increments.
 - Supervisor must check in at Service Desk to pick up laborers. Upon completion of work, supervisor must return to Service Desk to release laborers.
 - Labor must be cancelled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker.
 - When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
 - Freeman supervising jobs will be completed at our discretion prior to show opening and before the hall must be cleared.
- Please include setup plan/photo, special instructions and inbound shipping information with this order.**

INSTALLATION LABOR

SUPERVISION BY FREEMAN I & D Please complete the information on the reverse side

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is **30%** of the total installation labor bill, with a minimum of **\$45.00**.

Emergency Contact: _____ Phone Number: _____

SUPERVISION BY EXHIBITOR PERSONNEL

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Installation						= \$ _____

DISMANTLE LABOR

SUPERVISION BY FREEMAN I & D Please complete the information on the reverse side

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is **30%** of the total dismantle labor bill, with a minimum of **\$45.00**.

Emergency Contact: _____ Phone Number: _____

SUPERVISION BY EXHIBITOR PERSONNEL

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
Total Dismantle						= \$ _____

F R E E M A N

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: X
CONTACT NAME: _____ PHONE #: _____

FREEMAN SUPERVISED LABOR

IN ORDER TO BETTER SERVE YOU--PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

INBOUND SHIPPING INFORMATION AND SET-UP INFORMATION:

Freight will be shipped to: Warehouse _____ Show Site _____ Date _____
Total No. of: Crates _____ Cartons _____ Fiber Cases _____
Other (Specify) _____
Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____ In Crate No. _____
Carpet: With Exhibit _____ Rented From Freeman _____ Color _____ Size _____
Electrical Placement: Drawing Attached _____ Drawing With Exhibit _____ Electrical Under Carpet _____
Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____
Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION:

Ship To: _____

METHOD OF SHIPMENT

FREEMAN EXHIBIT TRANSPORTATION

Common Carrier

Air Freight

Next Day

2nd Day

Deferred

Expedited

OTHER CARRIER: (Please indicate the carrier's name)

Other Common Carrier: _____

Other Air Freight: _____

Van Line: _____

FREIGHT CHARGES

Prepaid

Collect

Bill To: _____

In the event your selected carrier fails to show on final move-out day, please select one of the following options:

Reroute via Freeman's choice

Delivery back to warehouse at Exhibitor's Expense.

PLEASE NOTE: Freeman will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.

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NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com/store

HANGING SIGN LABOR AND EQUIPMENT

INSTRUCTIONS

- **Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.**
- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman. Please refer to the Freeman Terms and Conditions found in the Exhibitors Services Manual as it relates. 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** arrive by the warehouse shipping deadline date of **WEDNESDAY, NOVEMBER 8, 2017**. 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 and Local Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify Freeman immediately for special authorization.
- The weight of signs or materials is not to exceed 250 lbs. per hanging point. Any sign weighing in excess of 500 lbs. will require a "structural integrity" form.

SIGN DESCRIPTION, SIZE & WEIGHT

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

Type: Cloth Banner ___ Metal or Wood ___ Other ___

Shape: Square ___ Triangle ___ Rectangle ___ Other ___

Size: Height ___ Length ___ Width ___

Weight of Sign: _____

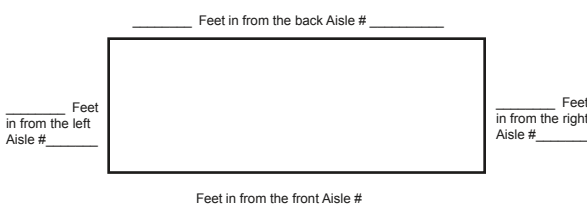
Does Your Sign Require Electricity ___ Assembly ___

Is Your Sign Designed to Rotate? ___ Yes ___ No

(Initial in the applicable box above)

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: _____

RSNA 2017 (Proj.# 14-430808)

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time

8:00 A.M. to 4:30 P.M., Monday through Friday

Overtime

4:30 P.M. TO Midnight, Monday through Friday,
 8:00 A.M. TO 4:30 P.M. Saturday

Double Time

Midnight TO 6:00 A.M. Monday through Friday
 4:30 P.M. TO Midnight Saturday

ALL DAY SUNDAY AND HOLIDAYS

• **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation**

Crew Size - MINIMUM of two people under normal circumstances. However, at Freemans discretion, based on the scope of work and safety, 3 or more men may be required.

Materials

Cable, clamps, etc. additional and charged accordingly

Equipment With Crew

• **Standard prices will apply to all orders placed after the deadline date.**

- Rates are per lift and crew per hour
- Half hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Straight time cannot be guaranteed

	Straight Time	Overtime	Double Time
Condor Condor with 2 Man Crew (up to 500 lbs lift capacity)			
Advance Price	\$438.25	\$552.45	\$666.95
Standard Price	\$506.95	\$655.35	\$804.15

Additional Crew	Assembly Labor (Per person / Per hour)		
Advance Price	\$114.35	\$171.45	\$228.70
Standard Price	\$148.70	\$222.90	\$297.30

**Electrical Assembly	Assembly Labor (Per person / Per hour)		
Advance Price	\$104.75	\$155.95	\$208.25

Installation Estimate

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
 _____ @ _____ = _____

Dismantle Estimate

Approx Hours _____ Hourly Rate _____ Total Estimated Cost _____
 _____ @ _____ = _____

Supervision for assembly and disassembly of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor.

Please indicate method of supervision you require for assembly/disassembly:

- ___ Freeman
- ___ Exhibitor Personnel
- ___ Display House

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.

FREEMAN hanging sign labor



8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

**DEADLINE DATE
 OCTOBER 26, 2017**

PLEASE INCLUDE THIS FORM
 WITH YOUR HANGING SIGN
 ORDER FORM

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

_____, the contracted exhibitor at the **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017** 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, MCCORMICK PLACE, 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: _____

Printed Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

Complete and return form to address listed at the top of this form.

FREEMAN structural integrity statement

F R E E M A N

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McCook, Illinois 60525
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freeman.com

HANGING SIGNS ***Hanging of Signs in McCormick Place*** ***Procedures and Rules***

RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017

Hanging of signs, both electrical and non-electrical, is permitted in McCormick Place facilities with permission, under the following conditions and limitations. These conditions have been reviewed and provide absolute limits which cannot be exceeded under any conditions.

1. The top of the sign may not exceed the 24' height limitation specific to your booth type and building. Please refer to the General Information Bulletin to determine your height limitation.
2. All hanging signs must be sent to the Freeman warehouse, 2500 West 35th Street, Chicago, IL 60632, and be received by WEDNESDAY, NOVEMBER 8, 2017.
3. The weight of signs or materials is not to exceed 250 lbs. per hanging point. Any sign weighing in excess of 500 lbs. will require a "structural integrity" form.
4. All signs, regardless of size, should be constructed of lightweight metals and plastics to allow greater flexibility and ease of installation.
5. The placement of all "hanging signs" shall be determined by Freeman prior to installation to insure minimum stress to the supporting framework.
6. No signs are to be hung from any electrical fixtures, raceways, any water, gas, air, fire protection piping, supports or hangers.
7. All electrical and neon signs must conform to electrical codes of the City of Chicago.
8. Freeman is responsible for all hanging signs. Freeman will pre-assemble all signs. No display house will be allowed to assemble any hanging sign. This pertains only to assembly. Dismantling can be done by a display house.
9. Set-up instructions must be included with the Order Form and with sign crates.
10. Because of the structure of the ceiling, and the location of exhibits, in relation to support beams, your sign may have to be moved from your original specifications.
11. Exhibitor personnel or your display house may supervise on your behalf. Exhibitors who do NOT provide supervision (either company personnel or display house) agree to accept the charges for time, materials and equipment as determined by Freeman and/or the Electrical Contractor.
12. YOU ARE REQUIRED TO MAKE ALL ARRANGEMENTS PRIOR TO MOVE-OUT FOR THE OUTBOUND DISMANTLING, PACKING AND SHIPPING OF YOUR HANGING SIGN. FREEMAN CANNOT BE HELD LIABLE FOR DAMAGES OR MISPLACEMENT OF SIGN(S) SHOULD OUTBOUND DISMANTLING ARRANGMENTS NOT BE MADE. ALL PERTINENT INFORMATION AND ARRANGEMENTS MUST BE GIVEN TO THE FREEMAN SERVICE CENTER IN EACH FACILITY.
13. If exhibitors are providing their own hanging hardware, it must be made in the United States and stamped with the Working Load Limit Capacity on the hardware for Freeman to use this equipment in the installation of your booth. If the hardware does not meet this criteria, Freeman will provide the appropriate hardware at an additional charge.

ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

F R E E M A N

Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 7 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.myfreemanonline.com.

IMPORTANT ELECTRICAL EXHIBITING INFORMATION

Exhibitors requiring electrical services should thoroughly read and understand the rules and regulations posted in the Exhibitor Service Kit.

All questions or concerns can be directed to Freeman's electrical department for clarification at +1(773) 379-5040 or faxed to +1(773) 379-5042.

All exhibitor provided equipment for connection to Freeman electrical or for distribution of power within the exhibit may require an inspection to ensure compliance with all Federal, State and Local Codes as listed on the Electrical Order Form.

Exhibitor provided equipment for electrical distribution or equipment connection shall require Freeman to make the final connection from Freeman's power distribution equipment to the exhibit. This is required only to ensure proper voltage and connection prior to energizing any exhibits.

As an exhibitor, should you choose to provide equipment with electrical connectors to plug directly into Freeman electrical equipment, the following list provided will ensure the proper connection:

500 Watts to 2000 Watts - Standard U-Ground 15 or 20 Amp Cord Cap / 515 or 520

20 Amp 120/208 5 Wire - Hubbel Male - HBL 2511 / L2120P

30 Amp 120/208 5 Wire – Hubbel Male – HBL 2811/L2130P

30 Amp Y277 / 480 5 Wire - Hubbel Male - HBL 2821 / L2230P

60 Amp 208v & 480v Daniel Woodhead 5 Wire - Male Y560P

100 Amp 208v & 480v Mini-Cam - Male Leviton 15SDM - Female 15SDF
(Hots – Male Neutral & Ground – Female)

200 / 400 Amp 208v & 480v Large-Cam - Male Hubbel HBL 400PT EKE - Female
Hubbel HBL 400CT (Hots – Male Neutral & Ground – Female)

All of the above listed items may be found at your local electrical wholesale houses. Should you require additional information, please contact Freeman's electrical department.

Hopefully, you find this information useful in planning your event. If we can provide further assistance, please don't hesitate to contact Freeman's electrical department.

We appreciate your business.

F R E E M A N

ELECTRICAL SERVICES

The grid below may be printed to lay out your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

1. **Location of the main power drop.** Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions.
2. **Location and load of all outlets.** Please provide specific dimensions and wattages/amperages. *Please do not simply place an X where power is required.*
3. **Booth orientation.** Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

SHOW NAME _____

DATES _____

COMPANY NAME _____

BOOTH # _____

Adjacent Aisle or Booth# _____

Adjacent Aisle or Booth # _____

A measurement scale can be applied as necessary to reflect the size of your booth.


10 x 10 use 1 square = 1/4 foot

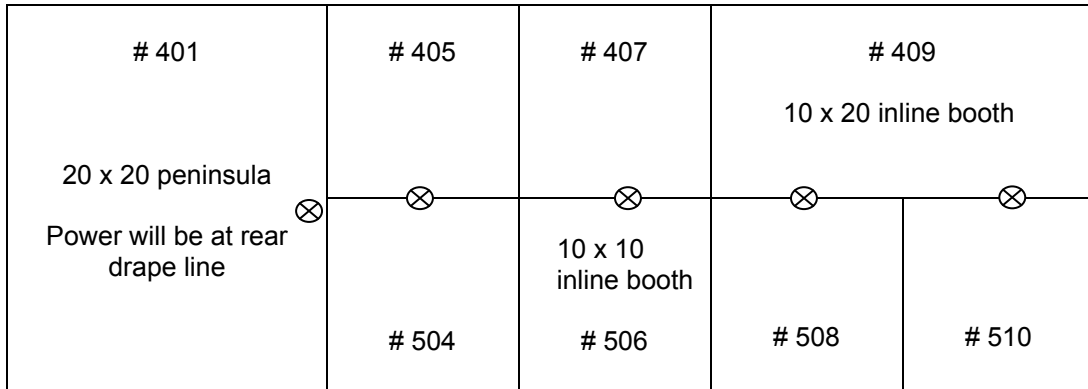
20 x 20 use 1 square = 1/2 foot

40 x 40 use 1 square = 1 foot

SAMPLE LAYOUTS

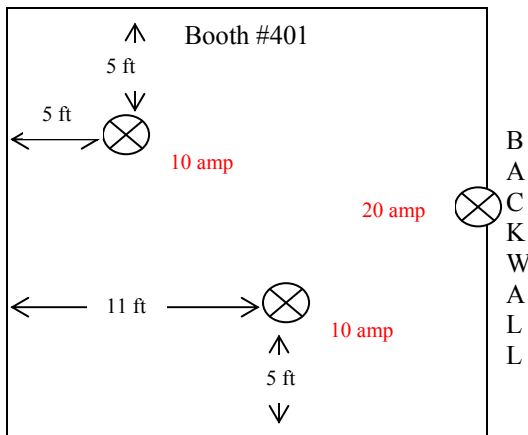
INLINE BOOTHS

Power is run or dropped to inline booths along the back walls or drupe line of multi booth sections. The “main power locations” therefore are always located at the back of inline and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = 

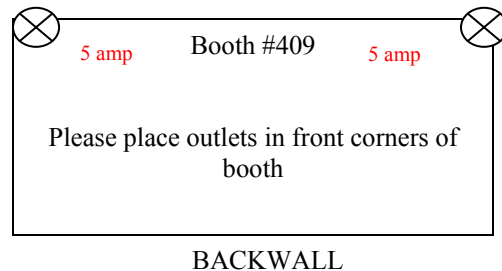


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401
Order = 2-10 amp, 1-20 amp outlets



10 x 20 Inline – Booth # 409
Order = 2 x 5 amp outlets



ISLAND BOOTHS

Electrical layouts are always required for island booths and **must include** the following information:

1. Main Drop.

Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

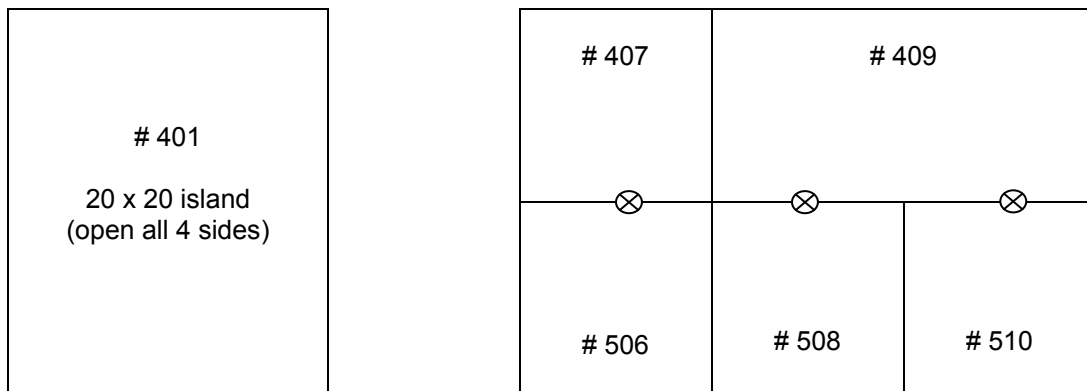
2. Location and load of all outlets.

Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

3. Booth orientation.

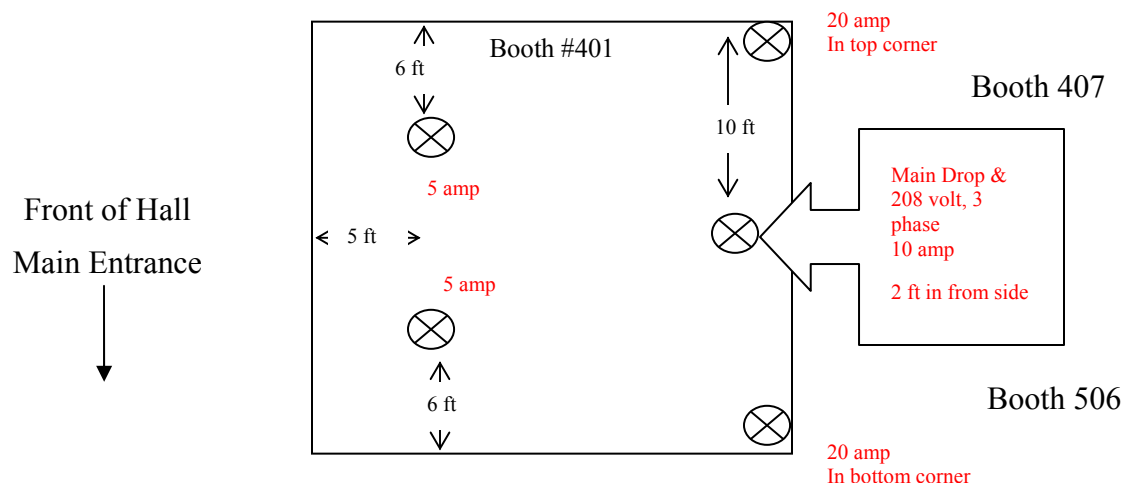
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

Section of show floor plan



20 x 20 Island – Booth # 401

Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets



ELECTRICAL USAGE GUIDE

The following wattages are approximate and are provided to help you estimate your power usage. We recommend that you refer to a specification sheet or the electrical stamp or label usually located on the back or bottom of any electrical apparatus and order one outlet for each piece of equipment to avoid tripping/power outages during the event.

100 WATTS = 1 AMP

WATTAGE		WATTAGE	
Blender	1000	Imprinter for T-Shirts	2000
Can Opener	500	Iron	700 - 1100
Credit Card Reader / Lead Retrieval	100	Juicer	
Cash Register	100 - 200	Single	500
Coffee Pot		Double	1000
Household size	1200	Laminator	2000
Large Brewer	1500 - 2000	Lead Retrieval / Card Reader	100
Computers		Lights with Freeman rental booths	200 each
Desk Top (monitor & CPU)	200 - 900	Microwave Oven	500 – 2000
Lap Top	150 - 300	Mixer	500 – 1000
Monitor (independent)	50 - 200	Photocopier	dependent upon size – may require 208v
Computer Printer		Pizza Oven (small)	30 amp/120 volt Special Connection
Dot Matrix	100 - 500	Plasma TV – 32” to 50”	1000
Laser	400 - 1000	Popcorn Maker	2000
Crock Pot	200 -1000	Projector (May be dependent upon size)	1000
DVD Player	100	Refrigerator	
Electric Frying Pan	1200 - 2000	Small	100
Fax Machine	1000	Regular	700
Food Processor	500 – 2000	Meat Slicer	500 - 1000
Glue Gun	300	Steamer	2000
Griddle	1500	Stereo (amplifier)	100 - 500
Hair Dryer	1000 - 1900	Television	100 - 500
Heat Lamps (per lamp)	250	Toaster	1000
Heater (portable)	1500 - 2000	Toaster Oven	1500
Hot Plate		Typewriter	100
Single	1000	Vacuum Cleaner	1500
Double	1500 – 2000	Water Cooler	100
Hot Water Heater	30 amp/208 volt/Single Phase		

F R E E M A N

RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017

FREEMAN ELECTRICAL MATERIALS PRICE LIST

The following materials will be available for Rental onsite. If there is a specific item you will require that is not shown on this list, please contact one of our Electrical experts at: 773-473-7080.

NOTE:

Exhibitors may use their own plug strips provided they are UL listed and incorporate overload protection.

Extension Cords

15'	\$ 23.85
25'	\$ 30.65
50'	\$ 49.80
75'	\$ 66.40
100'	\$ 83.05

Plug Strips/Quad Boxes

Power Strip	\$ 22.55
Euro Power Strip	\$ 60.90
Quad Box	\$ 38.75
6-Way Box	\$175.70

Cord Caps

3 Wire, 15a.....	\$ 17.00
5 Wire, 20a.....	\$ 42.15
5 Wire, 30a	\$ 53.50
5 Wire, 60a	\$140.65
5 wire, 100a Mini-Cam	\$ 84.40
5 wire, 200/400 Cam	\$141.65

Machine Tails

10/5, 20a or 30a	\$ 56.25
6/5, 60a	\$126.55
4/5, 100a	\$174.80
2/0, 200a	\$175.75
4/0, 400a	\$211.00

Feeder Cable

10/5, 20a or 30a Round.....	\$ 3.30/ft
10/5, 20a or 30a Flat.....	\$ 7.20/ft
6/5, 60a Round	\$ 4.50/ft
6/5, 60a Flat	\$ 8.35/ft
4/5, 100a	\$ 4.50/ft
2/0, 200a	\$ 2.85/ft
4/0, 400a	\$ 3.60/ft

Transformers/Switches

Buck/Boost	\$ 6.95/amp
Disconnects	\$ 4.25/amp
Transformer	\$ 84.55

For additional information please contact Freeman Electrical Inc. at 773-473-7080.

FREEMAN

8201 West 47th Street
McCook, Illinois 60525
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
DEADLINE DATE
OCTOBER 26, 2017**

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
COMPANY NAME: _____ BOOTH #: _____
CONTACT NAME: _____ PHONE #: _____
E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freeman.com or call 773-473-7080.

For fast, easy ordering, go to www.freeman.com/store

ELECTRICAL LABOR

LABOR RATES & SCHEDULE:

Straight Time - 8:00 am - 4:30 pm Monday through Friday (Excluding Holidays)
Overtime - 4:30 pm to Midnight Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.
Double Time - After (8) hours at work on Saturday, or after 4:30 pm on Saturday; regardless of starting time.
ALL DAY Sunday and Holidays and Midnight to 6:00 am Monday through Friday
Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Description

Electrician - ST	\$104.75
Electrician - OT	\$155.95
Electrician - DT	\$208.25

Rates are per lift and crew, per hour

Condor crew consists of 1 Operator and 1 Ground Man

Condor Crew - ST	\$368.65
Condor Crew - OT	\$471.05
Condor Crew - DT	\$575.65

Scissor Lift with Operator

Scissor Lift Operator - ST	\$184.30
Scissor Lift Operator - OT	\$235.50
Scissor Lift Operator - DT	\$287.80

Dismantle labor will be charged at 40% of the total install time rounded to the next half hour.

• Start time guaranteed only at start of working day.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman service desk to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring.

OK TO PROCEED WITHOUT EXHIBITOR PRESENT:

Complete Before: Date _____ Time _____

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

PRINT NAME: _____

AUTHORIZED SIGNATURE: _____

EXHIBITOR SUPERVISION (DO NOT PROCEED):

Date _____ Time _____ # of Electricians _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- Distribution of electrical overhead (more than one drop location in your booth).
- Distribution of electrical through booth structure.
- Mounting of plasmas/LCD monitors and lights.
- Connection or hard wiring of all exhibitor equipment.
- Lighting used as spot or flood lights.
- Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- Wiring of overhead signs.
- Installation of electrical headers and/or light boxes.
- Other _____

Labor Request

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ # Electrician _____

Date _____ Time _____ Est. # Hours _____ Lift Type _____

NAME OF ON-SITE CONTACT: _____

CELL PHONE: _____

Special Instructions: _____

FREEMAN electrical labor

ELECTRICAL INSTRUCTIONS

- 1 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
- 2 A minimum charge of one half (1/2) hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of one half (1/2) hour.
- 3 Charges for labor commence at time of dispatch to service the labor call. A one half (1/2) hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
- 4 Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
- 5 Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

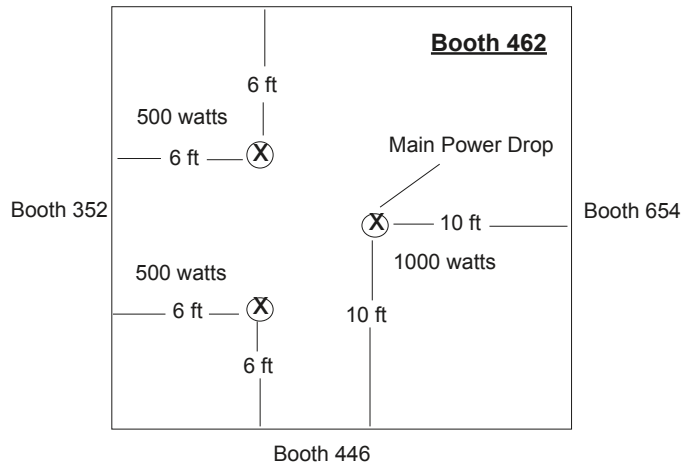
CANCELLATION POLICY

A 50% refund will be applied to electrical outlets cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.
3. Booth orientation - please provide surrounding aisle and/or booth numbers.



F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freeman.com or call 773-473-7080.

For fast, easy ordering, go to www.freeman.com

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

110/120 VOLT

	Quantity (For Show Hours Only)	Quantity (For 24 hrs/day Double Price)	Discount Price	Standard Price	TOTAL
500 Watts (5 amps)	_____	_____	109.45	164.20 = \$	_____
1000 Watts (10 amps)	_____	_____	218.95	328.45 = \$	_____
1500 Watts (15 amps)	_____	_____	237.35	356.05 = \$	_____
2000 Watts (20 amps)	_____	_____	256.95	385.45 = \$	_____
3000 Watts (30 amps)	_____	_____	488.10	732.15 = \$	_____

208 VOLT SINGLE PHASE (Labor Required for Connection)

30 Amps	_____	_____	510.60	765.90 = \$	_____
60 Amps	_____	_____	558.20	837.30 = \$	_____
100 Amps*	_____	_____	1,117.60	1,676.40 = \$	_____
200 Amps	_____	_____	2,140.50	3,210.75 = \$	_____

208 VOLT THREE PHASE (Labor Required for Connection)

30 Amps	_____	_____	667.65	1,001.50 = \$	_____
60 Amps	_____	_____	722.95	1,084.40 = \$	_____
100 Amps*	_____	_____	1,179.10	1,768.65 = \$	_____
200 Amps*	_____	_____	2,358.10	3,537.15 = \$	_____
400 Amps*	_____	_____	4,423.60	6,635.40 = \$	_____

Transformer to Boost 208V to Approx. 230V - \$8.65 per Amp (20 Amp Min.)

Qty of Amps _____ X Price \$ _____ = \$ _____

480 VOLT THREE PHASE (Labor Required for Connection)

30 Amps	_____	_____	770.90	1,156.35 = \$	_____
60 Amps	_____	_____	1,046.30	1,569.45 = \$	_____
100 Amps*	_____	_____	1,212.30	1,818.45 = \$	_____
200 Amps*	_____	_____	2,423.25	3,634.90 = \$	_____
400 Amps	_____	_____	4,811.20	7,216.80 = \$	_____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand (200w)	_____	_____	148.15	222.25 = \$	_____
Double Light Stand (400w)	_____	_____	227.60	341.40 = \$	_____
Arm Light**	_____	_____	142.80	214.20 = \$	_____
Overhead Light	_____	_____	432.60	648.90 = \$	_____

For single or double light stand; price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

*May require labor and/or lift at additional charge. Please contact ChicagoElectrical@Freeman.com for estimated charges.

**Requires a hard wall surface for installation.

ADDITIONAL INFORMATION

FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to:

**DEADLINE DATE OF:
 OCTOBER 26, 2017**

MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified.

24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

CANCELLATION

A 50% refund will be applied to electrical services cancelled after installation. Refunds will not be issued for materials and/or labor charges related to the installation.

OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact chicagoelectrical@freeman.com.

EXTENSION CORDS AND POWER STRIPS

Extension cords and power strips are available for rental at the Freeman Service Desk. Extension cords and power strips owned and used by Exhibitors MUST comply with the City of Chicago Electrical Code. Please contact us for additional information.

TOTAL COST

Outlet(s)	\$ _____
Lighting	\$ _____
Tax 9% Rental	\$ _____
GRAND TOTAL	\$ _____

FREEMAN electrical

ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

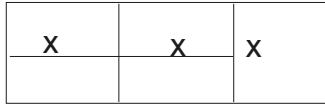
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

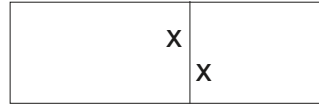
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle.)



IN-LINE BOOTHS / PENINSULA

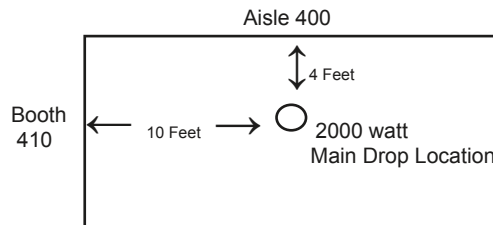


BACK TO BACK PENINSULA

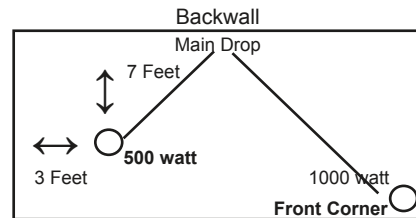
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at freemanco.com to print as a base layout.



Island Booth with one outlet



10 X 20 Booth with multiple outlets
Labor Required

OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 40% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitors' equipment will be modified to conform to Freeman receptacles. Labor and materials to install or change a cord cap will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

F R E E M A N

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 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

Freeman extended power

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.
 For fast, easy ordering go to www.freeman.com

EXTENDED POWER

Power is turned on each day per the schedule outlined below. If you require power outside any of the scheduled install/dismantle days / times below this is considered Extended Power and is a charge which can be ordered for a **flat fee per day in addition to the outlet price**, see pricing listed below. If you need Extended Power please place an order in advance or during the show.

24 HOUR POWER

Please note that 24 hour power orders are for SHOW DAYS only. 24 hour power begins at 8:00 a.m. on Sunday, November 26 and runs through 4:00 p.m. on Thursday, November 30. This can be found on the Freeman Electrical order form.

POWER SCHEDULE

Thursday	November 16	8:00 a.m. - 5:00 p.m.
Friday	November 17	8:00 a.m. - 5:00 p.m.
Saturday	November 18	8:00 a.m. - 5:00 p.m.
Sunday	November 19	HALL IS DARK
Monday	November 20	8:00 a.m. - 5:00 p.m.
Tuesday	November 21	8:00 a.m. - 5:00 p.m.
Wednesday	November 22	8:00 a.m. - 5:00 p.m.
Thursday	November 23	HALL IS DARK
Friday	November 24	8:00 a.m. - 5:00 p.m.
Saturday	November 25	8:00 a.m. - 5:00 p.m.
Sunday	November 26	8:00 a.m. - 5:30 p.m. (Show Day)
Monday	November 27	8:00 a.m. - 5:30 p.m. (Show Day)
Tuesday	November 28	8:00 a.m. - 5:30 p.m. (Show Day)
Wednesday	November 29	8:00 a.m. - 5:30 p.m. (Show Day)
Thursday	November 30	8:00 a.m. - 4:00 p.m.

Any electrical needed after 4:00 p.m. on Thursday, November 30 through the move-out is considered Extended Power and must be ordered.

EXTENDED POWER

	Price (per day)	Dates Needed
110 Volt _____	\$150.00	_____
208 Volt _____	\$300.00	_____
480 Volt _____	\$500.00	_____
Any Combination _____	\$800.00	_____

TOTAL COST

Sub-Total _____ + Tax *N/A* TOTAL _____

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (708) 255-7141 • Fax (469) 621-5603
 Email: riggingchicagoav@freeman.com

**DISCOUNT PRICE
 DEADLINE DATE
 OCTOBER 26, 2017**

INCLUDE THE FREEMAN METHOD OF
 PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS: _____

For Assistance, please email our experts at RiggingChicagoAV@freeman.com or call 708-255-7100.

For fast, easy ordering, go to www.freeman.com

HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR

- All rigging must comply with MPEA and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by FREEMAN. Exhibitor's display company and/or I & D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging or flown objects. No one other than Freeman employees will be permitted in lifts.
- FREEMAN requires an engineered print of all truss and lighting rigging, including rigging point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with load and required information three (3) weeks prior to move-in may prohibit your rig from being hung.
- All electrical components provided by outside vendors are considered freight and may be subject to material handling charges.
- Time will commence per exhibitors request. Failure to start at the requested time will result in a 4 hour minimum charge per labor person requested, unless 24-hour advance notice is provided in writing.
- Freeman labor installs/dismantles all programmable dimmable lighting fixtures, video walls, audio, and projection equipment.
- For Pre Rigging: Please contact FREEMAN for availability.

Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday

Overtime: 4:30 P.M. to Midnight Monday through Friday; First (8) hours at work on Saturday up to 4:30 P.M.

Double Time: After (8) hours at work on Saturday, or after 4:30 P.M. on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays and Midnight to 6:00 a.m. Monday through Friday

• **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**

LIGHTING DESIGNER INFORMATION:

Name: _____ Phone: () _____
 Company Name: _____

Description	Price
-------------	-------

RIGGING EQUIPMENT

- Rates are per lift and crew, per hour

Condor crew consists of 1 Operator and 1 Ground Man

Condor Crew - ST	368.65
Condor Crew - OT	471.05
Condor Crew - DT	575.65

Scissor Lift with Operator

Scissor Lift Operator - ST	184.30
Scissor Lift Operator - OT	235.50
Scissor Lift Operator - DT	287.80

RIGGING LABOR (high riggers, ground riggers and electricians)

Electrical Rigger - ST	104.75
Electrical Rigger - OT	155.95
Electrical Rigger - DT	208.25

MISCELLANEOUS EQUIPMENT

	Discount Price	Standard Price
One Ton Hoist (power not included - complete Electrical Order Form)	\$ 557.30	\$ 724.50
Half Ton Hoist (power not included - complete Electrical Order Form)	\$ 392.05	\$ 509.65
12" x 12" Box Truss (per foot) - Silver or Black	\$ 22.30	\$ 29.00
12" x 18" Box Truss (per foot) - Black	\$ 25.50	\$ 33.15
20.5" Box Truss (per foot) - Black	\$ 28.55	\$ 37.10
Small Rotator	\$ 278.70	\$ 362.30
Large Rotator	\$ 557.30	\$ 724.50
Design Fee	\$ 222.95	\$ 289.85
Corner Block	\$ 107.20	\$ 139.35

- Dismantle labor will be charged at 40% of the total install time rounded to the next half hour.
- Show site price applies to all labor orders placed at show site.
- If exhibitors are providing their own hanging hardware, it must be made in the United States and stamped with the Working Load Limit Capacity on the hardware for Freeman to use this equipment in the installation of your booth. If the hardware does not meet this criteria, Freeman will provide the appropriate hardware at an additional charge.
- Exhibitors will be allotted (1) one Condor Crew per 20 hoists.
- Please attach a detailed production schedule that includes a daily list of labor and equipment needed for the duration of the show.

* One Design Fee is required for all Hoist orders and any booth bringing in hoists from outside vendors.

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freeman.com or call 773-473-7080.

For fast, easy ordering, go to www.freeman.com/store

HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR

INSTALLATION LABOR

SUPERVISION BY FREEMAN ELECTRIC RIGGING LABOR

Please complete the information on the reverse side

- Installation of your exhibit will be completed at our discretion prior to show opening.
- The charge for this service is the total installation labor bill, with **\$123.60 per hour charge**.

Emergency Contact: _____ Phone Number: _____

SUPERVISION BY EXHIBITOR PERSONNEL

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (\$123.60)						= \$ _____
Total Installation						= \$ _____

DISMANTLE LABOR

SUPERVISION BY FREEMAN ELECTRIC RIGGING LABOR

Please complete the information on the reverse side

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
- The charge for this service is the total dismantle labor bill, with **\$123.60 per hour charge**.

Emergency Contact: _____ Phone Number: _____

SUPERVISION BY EXHIBITOR PERSONNEL

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate	Total Estimated Cost
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
Freeman Supervision (\$123.60)						= \$ _____
Total Dismantle						= \$ _____

PLEASE NOTE:
IF EXHIBITOR APPOINTED CONTRACTOR (EAC) DOES NOT SHOW UP AT THE DESIGNATED TIME, THE CLIENT COULD BE RESPONSIBLE FOR THE ORDERED ELECTRICAL LABOR.

FREEMAN hanging truss & chain hoist

F R E E M A N

8201 West 47th Street
McCook, IL 60525
(773) 473-7080 • Fax (469) 621-5603
Email: FreemanChicagoES@freeman.com

IMPORTANT INFORMATION - PLEASE READ PRIOR TO ORDERING

HANGING TRUSS & LIGHTING EQUIPMENT

OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must operate all chain motors, including the final trim.
- Freeman personnel/employees only will be allowed in aerial lifts.
- Freeman personnel/employees only will be allowed to operate mechanized equipment.
- Freeman personnel/employees must assemble and disassemble any and all overhead rigging. This includes, but is not limited to:
 - * The assembly of all truss
 - * The attachment and disassembly of light fixtures to truss
 - * The installation and dismantle of power sources, programmable dimmable lighting packages, chain motors and span sets.
- The Electrical Contractor will run all initial power sources and Freeman personnel will make all connections to the dimmable power sources.
- Freeman Electricians install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Rigging Plot in a DWG format with the order forms - plot must reflect the following:
 1. Hang point locations
 2. Height above the floor of each hang point
 3. Weight that will be suspended from each hang point
 4. Exhibit plan showing the location of the hang points and the structure as it pertains to the exhibit plan
- **Complete the Structural Integrity Statement.**
- Send the above information to Freeman at the address on the order forms

GROUND-SUPPORTED TRUSS & LIGHTING EQUIPMENT

OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES

- Freeman Electricians will provide installation and dismantle labor of self-climbing and/or mechanized truss systems.
- Freeman Electricians must install and dismantle any programmable dimmable lighting fixtures that are attached to any ground-supported truss.
- Freeman Electricians must assemble and disassemble as well as install and dismantle all electrical hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- **Complete the Structural Integrity Statement**
- Send the above information to Freeman at the address on the order forms

IMPORTANT INFORMATION (continued)

NON-ELECTRICAL HANGING SIGNS (UNDER 250 POUNDS)

OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble, install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the “Hanging Sign” shipping labels provided
- Send the above information to Freeman at the address on the order forms

NON-ELECTRICAL HANGING SIGNS

(OVER 250 POUNDS - CHAIN HOIST OR FALL IS REQUIRED)

OFFICIAL CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Assembly Instructions
- All rigging plans must be submitted in a DWG format to Freeman Rigging Manager three (3) weeks prior to move-in.
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the “Hanging Sign” shipping labels provided
- Send the above information to Freeman at the address on the order forms

ELECTRICAL HANGING SIGNS

OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES

- Electrical contractor will assemble and disassemble all electrical hanging signs.
- Electrical contractor will install and dismantle all electrical hanging signs.
- Electrical contractor will install chain hoist and attach sign to the hoist for signs over 250 pounds.
- Power for chain hoist must be included with your order for electrical services.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Hanging Sign Order Form
- Complete the Electrical Labor Order Form
- Complete the Electrical Services Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- Ship sign to Freeman warehouse using the “Hanging Sign” shipping labels provided.
- Send the above information to electrical contractor at the address on the order forms

F R E E M A N

8201 West 47th Street
McCook, Illinois 60525

(773) 473-7080 • Fax (469) 621-5603

Email: FreemanChicagoES@freeman.com

**DISCOUNT PRICE
DEADLINE DATE
OCTOBER 26, 2017**

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

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For Assistance, please email our experts at chicagoelectrical@freeman.com or call 773-473-7080.

For fast, easy ordering, go to www.freeman.com/store

COMPRESSED AIR: 90-100 lbs. PSI (Rental tax of 9% applies)

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet.....	_____	596.55	894.85 = \$	_____
Additional outlets within 15 feet.....	_____	296.05	444.10 = \$	_____
Air line footage per foot.....	_____	4.90	4.90 = \$	_____

Total _____

Standard connection is a 1/4" AMFLO C-1 quick disconnect. **Note:** Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water. Exhibitors are not allowed to bring air compressors on the show floor.

WATER (Rental tax of 9% applies)

Service Charge for water outlet.....	_____	529.50	794.25 = \$	_____
Water line footage per foot.....	_____	4.90	4.90 = \$	_____

Total _____

Note: Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

DRAINS (Rental tax of 9% applies)

Service Charge for first drain outlet at rear of booth.....	_____	529.50	794.25 = \$	_____
Drain Line Footage per foot.....	_____	4.90	4.90 = \$	_____

Total _____

FILL & DRAINS (Purchase tax of 10.25% applies)

0 - 200 Gallons.....	_____	243.60	365.40 = \$	_____
201 - 400 Gallons.....	_____	304.50	456.75 = \$	_____
Each Additional 100 Gallons (after 400 Gallons).....	_____	45.90	68.85 = \$	_____

Total _____

NOTE: Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Prices for fill & drains are based on straight time, one hour minimum. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of 1/2 hour additional labor charge will apply to lay lines under the carpet. A minimum of 1/2 hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

GASES & MISCELLANEOUS EQUIPMENT

(Rental tax of 9% applies to equipment and material - purchase tax of 10.25% applies to Gas Type)

Please call for an estimate and complete the following:

Gas Type _____ \$ _____
Equipment/Material _____ \$ _____

LABOR (Tax not applicable)

	Price
Straight Time.....	\$ 106.95 = \$ _____
Overtime.....	\$ 156.45 = \$ _____
Double Time.....	\$ 207.15 = \$ _____

Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday

Overtime: 4:30 P.M. to 8:00 A.M. Monday through Friday; First (8) hours at work on Saturday up to 4:30 P.M.

Double Time: After (8) hours at work on Saturday, or after 4:30 P.M. on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays.

Dismantle labor will be charged at 40% of the total install time rounded to the next half-hour.

In order to obtain the DISCOUNT price, your order and Method of Payment form **must be received by deadline date.**

PURCHASE TOTAL COST

Subtotal	+	10.25% Tax	= \$	Total Cost
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RENTAL TOTAL COST

Subtotal	+	9% Tax	= \$	Total Cost
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PLUMBING CONDITIONS AND REGULATIONS

1. To receive discount prices, order must be received by Freeman with full payment.
2. Dismantle labor will be charged at 40% of the total install time rounded to the next half-hour.
3. Credit will not be given for connections installed and not used.
4. All material and equipment furnished by Freeman for this service order shall remain Freeman property and shall be removed **ONLY BY FREEMAN** at the close of the show.
5. All equipment must comply with state and local safety codes.
6. Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
7. Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
8. All equipment using water must have inlet and outlet properly tagged.
9. Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
10. Rates listed are for services only. Additional labor and material charges may apply.
11. Service outlet size will be determined by the volume required.
12. All work performed within booth attaching lines to equipment will be charged on a time and material basis.
13. All outlets will be installed on the floor at the backwall of booth if no floorplan is provided.
14. Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
15. Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
16. Exhibitors are not allowed to bring air compressors on the show floor.
17. Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.
18. Please contact our Plumbing Department at 773-473-7080 for an estimate regarding labor or additional footage.

ATTENTION:

Most bottled gases are required to be removed nightly from the show floor per MPEA regulations. Additional charges for removal and re-installation will apply. If you have questions regarding this, please contact our plumbing department at: 773-473-7080.

Natural gas lines are required to be installed with hard piping. Additional labor charges will apply to the outlet pricing. Please contact our plumbing department at: 773-473-7080 for quotation.

Certain areas require overhead drops for air, water and gas lines. Additional labor charges will apply for overhead work. Please contact our plumbing department at: 773-473-7080 for information.

- **Electricity or electrical labor to connect and operate any plumbing apparatus is NOT INCLUDED.**
- **All electrical requirements must be ordered on the Electrical Order Form.**

***Order By: October 26, 2017 to Receive Early Order Pricing!**

Exhibiting Company Name:	Booth #:
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Packages	QTY.	Early Order	Show Rate	Total
Apple iPad with Floor Stand - White		\$295.00	\$383.50	
32" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$720.00	\$936.00	
42" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$870.00	\$1,131.00	
46" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,035.00	\$1,345.50	
55" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,445.00	\$1,878.50	



Flat Screen Monitors	QTY.	Early Order	Show Rate	Total
24" Flat Screen - 1080P, with Dell Sound Bar - Choose One: Table Top -or- Wall Mounted		\$290.00	\$377.00	
32" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$475.00	\$617.50	
42" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$625.00	\$812.50	
46" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$790.00	\$1,027.00	
55" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,200.00	\$1,560.00	
60" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,400.00	\$1,820.00	
70" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$1,800.00	\$2,340.00	
80" Flat Screen - 1080P, with Internal Speakers - Choose One: Table Top -or- Wall Mounted		\$2,800.00	\$3,640.00	
<i>Please call for pricing on Flat Screens 90" and larger, LED & LCD Video Wall Options</i>		<i>Please call for pricing!</i>		



Flat Screen Accessories	QTY.	Early Order	Show Rate	Total
Mounting Bracket - (32"- 80" Flat Screen) *Only required if providing your own Flat Screen		\$150.00	\$195.00	
Single Post Stand - (up to 24" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$150.00	\$195.00	
Dual Post Stand - (32"- 80" Flat Screen; Mounting Bracket Required - Charges May Apply)		\$225.00	\$292.50	



Touchscreen Displays	QTY.	Early Order	Show Rate	Total
32" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$800.00	\$1,040.00	
46" Touchscreen - Choose One: Table Top -or- Wall Mounted		\$1,300.00	\$1,690.00	
<i>Please call for pricing on Touchscreens 65" and larger</i>		<i>Please call for pricing!</i>		



Computing	QTY.	Early Order	Show Rate	Total
Desktop Computer with Monitor (3.2 GHz or faster)		\$275.00	\$357.50	
Laptop Computer (Core i5/2.5ghz/4GB/300GBHD/DVD)		\$325.00	\$422.50	
Apple iPad		\$175.00	\$227.50	
iPad Floor Stand - White		\$150.00	\$195.00	
Apple 21.5" iMac (Intel Core 2 Duo/3.06 GHz)		\$300.00	\$390.00	
Apple 15" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$450.00	\$585.00	
Apple 17" MacBook Pro (2.3 GHz Quad Core with Thunderbolt)		\$550.00	\$715.00	



Additional Audio Visual Equipment	QTY.	Early Order	Show Rate	Total
USB Media Player		\$120.00	\$156.00	
Choose: Blu-ray -or- DVD Player		\$150.00	\$195.00	
Sound Bar - 2.1 Full Range, with Built-in Subwoofer		\$75.00	\$97.50	
Small High Performance PA System (2 speakers, 1 Mixer/Amp)		\$330.00	\$429.00	
Wireless Microphone - Choose One: Handheld -or- Headset -or- Lavalier		\$240.00	\$312.00	



Quoted Equipment	QTY.	Early Order	Show Rate	Total

***Early order rate is subject to a 30% increase when ordering equipment after October 26, 2017.**



Contact Your Freeman Representative	Total Your Order		
<p>LEE BLUNDELL lee.blundell@freeman.com Phone: 708.255.7158 Fax: 469.621.5603</p> <p>Don't see what you are looking for? Please call to discuss the options!</p>	Equipment Sub-Total		
	State Rental Tax on Equipment Only (9%)		
	Handling & Onsite Freeman Audio Visual Supervision:		
	If your equipment subtotal is: Less than \$430, add \$130 \$430-\$2,999, add \$180 Please call for quote if order is \$3,000+		
	TOTAL CHARGES:		
<p><i>*Freeman Electrical will charge the exhibitor directly for the in-booth delivery, set-up, and dismantle fees. Please contact Freeman Electrical for a labor quote.</i></p>			



Please Fill in All Information Below Before Submitting Your Order

Contact Information

Your Name:	Booth Number:
Exhibiting Company Name:	
Company Address:	
City / State:	Zip Code:
Phone:	Fax:
Email:	
Third Party (If Applicable):	
Signature:	

Delivery Information

*A representative must be in your booth at the time of delivery unless alternate arrangements are made.
Delivery subject to readiness of the booth structure and set-up. Please call us at 708.255.7158 with questions.*

On-Site Contact Person:	Cell Phone:
Please Select Your Preferred Date and Time of Delivery (Choose One):	
Friday, November 24, 2017	<input type="checkbox"/> 8:30am - 12pm <input type="checkbox"/> 1pm - 4:30pm
Saturday, November 25, 2017	<input type="checkbox"/> 8:30am - 12pm <input type="checkbox"/> 1pm - 4:30pm
If You Have a Special Delivery Request, Please Note it Here:	

Payment Information

Method of Payment (Choose One):

Credit Card * In an effort to maximize the security of customer payments, a Freeman representative will include a link to our secure portal to provide credit card payment, with your order confirmation.

Check *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.

Key Account *Key Account customers have been pre-approved with net 30 terms.

Bank Transfer * Please reference the Show Name and Booth Number so we may properly credit your account.
Wire Transfer: Bank Transfer to Bank of America, N.A.; Dallas, TX
 ABA#: 026-009-593, ACCT #: 4426831545 Freeman Audio Visual, Inc.
 Physical address routing identifiers: 100 West 33rd Street, New York, NY

International Wire Transfer
 Swift Code: BOFAUS3N ACCT # 4426831545 Freeman Audio Visual, Inc.
 CHIPS address: 0959 Freeman Audio Visual, Inc.
 Physical address for international routing identifiers: 100 West 33rd Street, New York, NY

ACH Direct Deposit
 ABA# 111-000-012 ACCT # 4426831545 Freeman Audio Visual, Inc.
 ABA routing transit number physical bank address: 901 Main Street, Dallas,TX

Note: Customers assume responsibility for any bank processing fees.

*** For your convenience, Freeman will use your authorization to charge your credit card account for advanced and on site orders placed by your company representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of the Exhibitor including without limitation, any shipping charges.*

*** All payments must be made in advance in US funds.*

***Full payment, including any applicable tax, is due at the time the order is placed.*

Cancellation Policy: Any cancellation must be received within **7 days** of show open to avoid being charged one day's rental rate. Cancellations after delivery will result in a day's charge and labor incurred.

***Order By: October 26, 2017 to Receive Early Order Pricing!**

Company Name:



Meeting Room Audio Visual Packages (Daily Rentals)	QTY.	Early Order	Daily Rate	Total
Small Meeting Room Package (Up to 50 people)				
* 96" Tripod Screen with Skirt, Projector(4000 lumens), Projection Stand with Skirt		\$470.00	\$611.00	
Medium Meeting Room Package (50 - 150 people)				
* 7.5' X 10' Fast fold Screen, Projector (4000 Lumens), Projection Stand with Skirt		\$645.00	\$838.50	
Large Meeting Room Package (150 people +)				
* 10.5' X 14' Fast fold Screen, Projector (6000 Lumens) , Projection Stand with Skirt		\$990.00	\$1,287.00	
Meeting Room Flat Screen Packages (Daily Rentals)				
46" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$520.00	\$676.00	
55" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$725.00	\$942.50	
70" Flat Screen Package - 1080P, with Dual Post Stand and External USB Media Player		\$1,015.00	\$1,319.15	
A La Carte Meeting Room Projection Equipment (Daily Rentals)				
* LCD XGA Computer Projector (4000 lumens)		\$425.00	\$552.50	
* Projection Stand (for LCD Projectors)		\$20.00	\$26.00	
* Tripod Screen Circle One: 70" \$30 • 84" \$35 • 96" \$45		\$	\$	
* Flip Chart w/ Pad and Markers		\$40.00	\$52.00	
NOTE: Any orders that include Projection Equipment (Projectors, Tripod/Fast Fold Screens, & Flip Charts) will require Projectionist Labor. Projection Equipment designated () above. Please see below for Projectionist Labor Rates.				



A La Carte Meeting Room Equipment (Daily Rentals)	QTY.	Early Order	Daily Rate	Total
Choose: Blu-ray -or- DVD Player		\$75.00	\$97.50	
Laptop Computer (Core i5/2.5ghz/4GB/300GBHD/DVD)		\$165.00	\$214.50	
HP Laser Printer (40 PPM)		\$97.50	\$126.75	
Wireless Presentation Mouse		\$30.00	\$39.00	
**GES Electrical will charge exhibitors directly for delivery, install, and dismantle fees of (non-projection) equipment listed above. Handling & Onsite Freeman Audio Visual Supervision of \$130 or \$180 will apply. Call for a quote on orders \$3,000+.				



Quoted Additional Equipment	QTY.	Early Order	Daily Rate	Total
Freeman has a full complement of Computer, Audio, Video and Lighting Inventory, as well as design capabilities. Whether your needs are big or small, our experts are available to help you! Please contact us at: 708.255.7158 for a custom quote.				

Early order rate is subject to a 30% increase when ordering equipment after October 26, 2017.



Contact Your Freeman Representative	Total Your Order		
LEE BLUNDELL lee.blundell@freeman.com Phone: 708.255.7158 Fax: 469.621.5603 Online at: www.freeman.com Don't see what you are looking for? Please call to discuss the options!	Equipment Sub-Total		
	*Projectionist Labor on Projection Equipment		
	**Handling & Onsite Freeman Audio Visual Supervision		
	State Rental Tax on Equipment Only (9%)		
	TOTAL CHARGES:		
*Projectionist Labor is based on a 5 hr minimum -or- 8 hr minimum if an Operator is required: \$82.50 Straight Time, \$123.75 Overtime, \$165 Double Time A Projectionist Labor Estimate for projection equipment, install, and dismantle will be provided by your Freeman representative upon confirmation of your Audio Visual order.			
**Handling & Onsite Supervision: If your equipment subtotal is less than \$430, add \$130 handling; \$430-\$2,999, add \$180 handling. For orders over \$3,000, call for a handling quote.			

Contact Information

Name:	
Exhibiting Company Name:	
Company Address:	
City / State:	Zip Code:
Phone:	Fax:
Email:	
Third Party (If Applicable):	
Signature:	

Meeting Information

*A representative must be in your meeting room at the time of delivery unless alternate arrangements are made.
Delivery subject to readiness of the meeting room and set-up. Please call us at 708.255.7158 with questions.*

On-Site Contact Person:	Cell Phone:
Date of Meeting:	Meeting Room Location:
Start Time:	End Time:
Seating Style:	Seating Capacity:
Rehearsal Required: <input type="checkbox"/> Yes <input type="checkbox"/> No If so, what time?	

Additional Meeting Days:

Date of Meeting:	Meeting Room Location:
Start Time:	End Time:
Seating Style:	Seating Capacity:
Date of Meeting:	Meeting Room Location:
Start Time:	End Time:
Seating Style:	Seating Capacity:

Payment Information

Method of Payment (Choose One):

- Credit Card** * In an effort to maximize the security of customer payments, a Freeman representative will include a link to our secure portal to provide credit card payment, with your order confirmation.
- Check** *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.
- Key Account** *Key Account customers have been pre-approved with net 30 terms.
- Bank Transfer** * Please reference the Show Name and Booth Number so we may properly credit your account.
Wire Transfer: Bank Transfer to Bank of America, N.A.; Dallas, TX
 ABA#: 026-009-593, ACCT #: 4426831545 Freeman Audio Visual, Inc.
 Physical address routing identifiers: 100 West 33rd Street, New York, NY
International Wire Transfer
 Swift Code: BOFAUS3N ACCT # 4426831545 Freeman Audio Visual, Inc.
 CHIPS address: 0959 Freeman Audio Visual, Inc.
 Physical address for international routing identifiers: 100 West 33rd Street, New York, NY
ACH Direct Deposit
 ABA# 111-000-012 ACCT # 4426831545 Freeman Audio Visual, Inc.
ABA routing transit number physical bank address: 901 Main Street, Dallas,TX
Note: Customers assume responsibility for any bank processing fees.

*** For your convenience, Freeman will use your authorization to charge your credit card account for advanced and on site orders placed by your company representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of the Exhibitor including without limitation, any shipping charges.*

*** All payments must be made in advance in US funds.*

Cancellation Policy: Any cancellation must be received within **7 days** of show open to avoid being charged one day's rental rate.
Cancellations after delivery will result in a day's charge and labor incurred.

Freeman

TRANSPORTATION COMPLETE



Freeman's all-inclusive shipping and material handling package means transporting your exhibit materials has never been simpler or as affordable.

Double the convenience... zero surprises.

Package includes:

- Round trip standard ground transportation AND material handling services
- No additional fees, no surprises
- Pick-up and transportation from point of origin to either advance warehouse or show site – your choice.
- Pre-printed shipping labels & outbound paperwork

Benefits:

- Turnkey pricing ensures precise budgeting
- No additional handling, pick-up or delivery fees
- No additional fuel surcharges or overtime surcharges
- No carrier waiting time fees
- Experienced on-site transportation reps from move-in through move-out
- All charges on your Freeman invoice
- LTL (less than truck load) shipping

To take advantage, call 1-800-995-3579 or email exhibit.transportation@freemanco.com for a quote.

*Services apply to destinations anywhere in the Continental U.S.

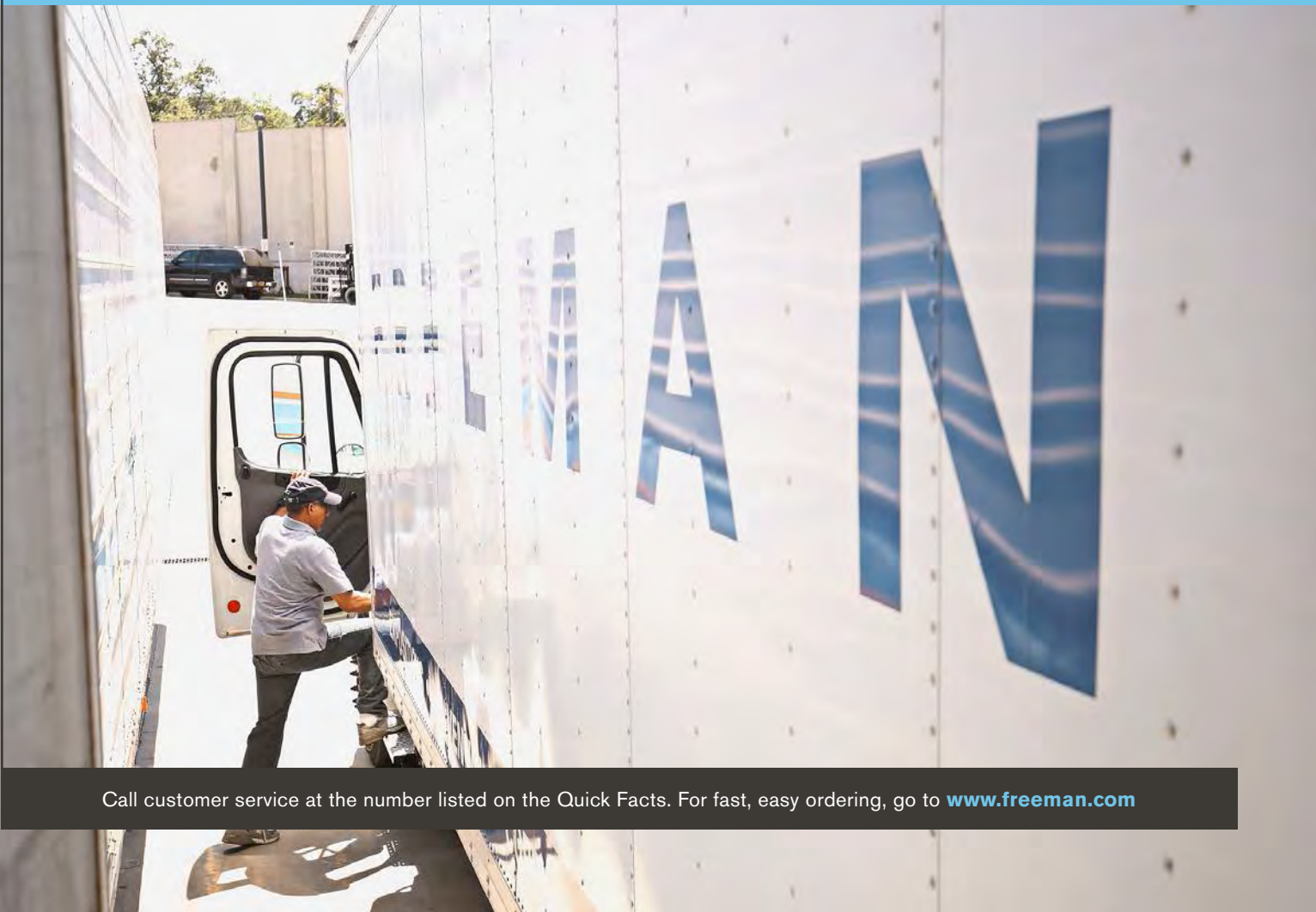


F R E E M A N
INNOVATION DEDICATED TO YOUR BRAND

RESULTS, DELIVERED

With more than 85 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

EXHIBIT TRANSPORTATION SERVICES

Freeman works directly with you and show site decision makers to transport your exhibit to any location with ease.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

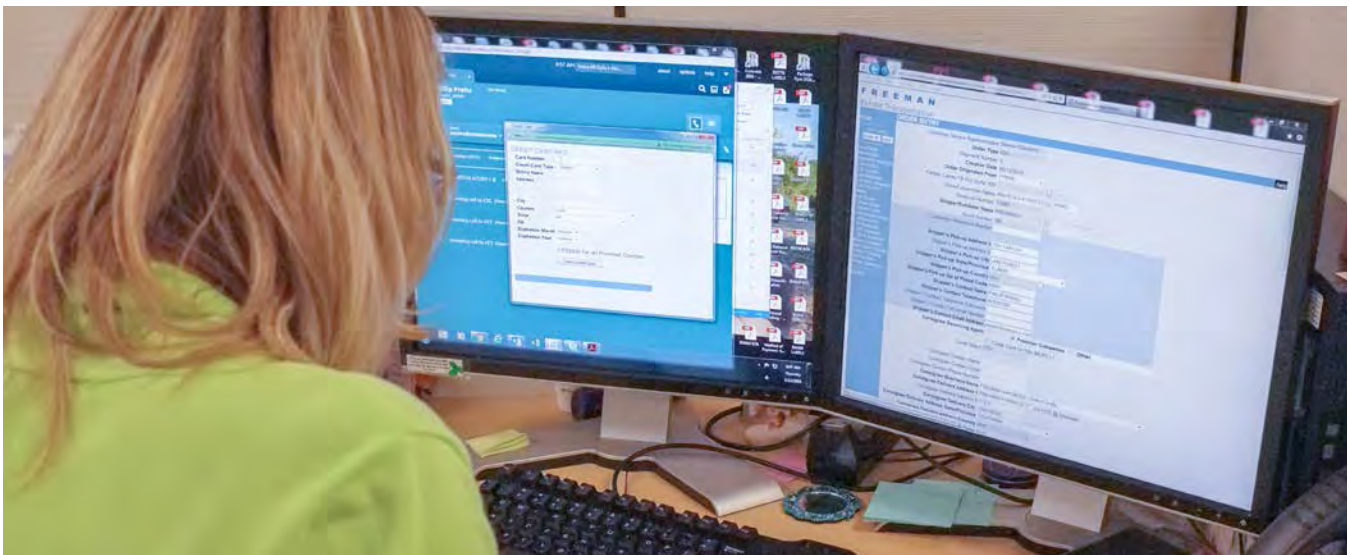
questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit www.freeman.com

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at exhibit.transportation@freeman.com

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at international.freight@freeman.com

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM TO ORDER YOUR INBOUND AND OUTBOUND SHIPPING.



FREEMAN

(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

COMPLETE THIS FORM ONLY IF YOU ARE SHIPPING YOUR EXHIBIT MATERIALS BY FREEMAN EXHIBIT TRANSPORTATION

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call applicable number listed above to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the U.S. must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5100 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (State) (Zip)

DESTINATION

- I will be shipping to the **WAREHOUSE**

FREEMAN / Exhibiting Company Name / Booth #

RADIOLOGICAL SOCIETY OF NORTH AMERICA

C/O: FREEMAN
2500 WEST 35TH ST
CHICAGO, IL 60632

MUST BE DELIVERED BY NOVEMBER 08, 2017

- I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #

RADIOLOGICAL SOCIETY OF NORTH AMERICA

C/O: FREEMAN
MCCORMICK PLACE
2301 S LAKE SHORE DR
CHICAGO, IL 606161497

CANNOT BE DELIVERED BEFORE NOVEMBER 16, 2017

TYPE OF SERVICE

- Next Day Air: Delivery next business day by 5:00 PM
 Second Day Air: Delivery second business day by 5:00 PM
 3-5 Day Service: Delivery within 3 - 5 business days
 Declared Value \$ _____

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

- Standard Ground: Dependent on distance
 Expedited Ground: Tailored to specific requirements
 Specialized: Pad wrapped, uncrated, truck load

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Est. Weight
___ Crates (wooden)	_____
___ Cartons (cardboard)	_____
___ Cases/Trunks (fiber) (color _____)	_____
___ Skids/Pallets	_____
___ Carpet (color _____)	_____
___ Other (_____)	_____
___ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:

exhibit.transportation@freeman.com

or

Fax: (469) 621-5810

A TRANSPORTATION SPECIALIST WILL CALL YOU TO CONFIRM RECEIPT OF ORDER AND FINALIZE DETAILS.

SHOW # (430808) _____

FREEMAN exhibit transportation

F R E E M A N

R U S H

DO NOT DELAY

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: OCTOBER 19, 2017

RECEIVING DATE BEGINS: OCTOBER 19, 2017

DEADLINE DATE IS: NOVEMBER 08, 2017

DEADLINE DATE IS: NOVEMBER 08, 2017

TO: _____

EXHIBITOR NAME

TO: _____

EXHIBITOR NAME

**C/O: FREEMAN
2500 WEST 35TH ST**

**C/O: FREEMAN
2500 WEST 35TH ST**

CHICAGO, IL 60632

CHICAGO, IL 60632

WAREHOUSE

WAREHOUSE

RADIOLOGICAL SOCIETY OF NORTH

RADIOLOGICAL SOCIETY OF NORTH

EVENT: *AMERICA* _____

EVENT: *AMERICA* _____

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

F R E E M A N

F R E E M A N

R U S H

R U S H

DO NOT DELAY

DO NOT DELAY

CANNOT DELIVER BEFORE NOVEMBER 16, 2017

CANNOT DELIVER BEFORE NOVEMBER 16, 2017

TO: _____
EXHIBITOR NAME

TO: _____
EXHIBITOR NAME

C/O: FREEMAN
MCCORMICK PLACE
2301 S LAKE SHORE DR

CHICAGO, IL 606161497

C/O: FREEMAN
MCCORMICK PLACE
2301 S LAKE SHORE DR

CHICAGO, IL 606161497

SHOW SITE

SHOW SITE

RADIOLOGICAL SOCIETY OF NORTH
EVENT: _____ **AMERICA**

RADIOLOGICAL SOCIETY OF NORTH
EVENT: _____ **AMERICA**

BOOTH NO: _____ NO. _____ OF _____ PCS

BOOTH NO: _____ NO. _____ OF _____ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

F R E E M A N

R U S H
DO NOT DELAY

RECEIVING DATE BEGINS: OCTOBER 19, 2017
DELIVERY DEADLINE DATE: NOVEMBER 8, 2017

TO: _____
EXHIBITOR NAME

C/O FREEMAN
2500 WEST 35TH STREET
CHICAGO, IL 60632

HANGING SIGN

RADIOLOGICAL SOCIETY OF NO AMERICA 2017

BOOTH # _____ NO. OF PIECES _____

CARRIER _____

F R E E M A N

R U S H
DO NOT DELAY

RECEIVING DATE BEGINS: OCTOBER 19, 2017
DELIVERY DEADLINE DATE: NOVEMBER 8, 2017

TO: _____
EXHIBITOR NAME

C/O FREEMAN
2500 WEST 35TH STREET
CHICAGO, IL 60632

HANGING SIGN

RADIOLOGICAL SOCIETY OF NO AMERICA 2017

BOOTH # _____ NO. OF PIECES _____

CARRIER _____

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading “prepaid.”
- “Prepaid” designates that the transportation charges will be paid by the exhibitor or a third party.

HOW SHOULD I LABEL MY FREIGHT?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually and is subject to the applicable show weight minimum. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one “cwt.” (one hundred weight). All shipments are subject to reweigh.
- On the Material Handling Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the rate for the freight category that best describes your shipment. There are four categories of freight:

Crated: material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.

Uncrated: material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting points.

Carpet and/or Pad Only: shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

- All inbound and outbound shipments are subject to overtime charges if the shipments are received, loaded or unloaded during the overtime hours specified on the Material Handling Order Form. This includes both warehouse and show site shipments.
- Add any late delivery or off-target charges listed on the Material Handling Order Form if the freight will be received after the deadlines listed on the Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.

- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will either be rerouted on Freeman’s carrier choice or delivered back to the warehouse at the exhibitor’s expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

WHERE DO I GET A FORKLIFT?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Rigging Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Freeman Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at www.freeman.com.

OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

- Cranes
- Accessible storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER

FREEMAN material handling

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.myfreemanonline.com, select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

MATERIAL HANDLING SERVICES

CRATED: Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

SPECIAL HANDLING: (See definitions on back) Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and/or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **Federal Express, UPS, Airborne Express & DHL** are included in this category due to their delivery procedures.

UNCRATED: Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

STRAIGHT TIME: 8:00 A.M. to 4:30 P.M. Monday through Friday

OVERTIME: 4:30 P.M. to 8:00 A.M. Monday through Friday, ALL DAY Saturday

DOUBLE TIME: ALL DAY Sunday and Holidays
 (Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price per CWT	200 lbs. Minimum
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RATE CLASSIFICATIONS:

Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment	\$ 103.90	\$ 207.80
Showsite Shipment (200 lb. minimum)		
Crated or Skidded Shipment	\$ 86.90	\$ 173.80
Small Package - Maximum weight is 30 lbs. per shipment*	\$ 46.05	

* A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs. that is received on the same day, from the same shipper and delivered by the same carrier.

ADDITIONAL SURCHARGES:

Shipment Delivered after Deadline Date (in addition to above rates)		
Warehouse Shipment after NOVEMBER 9, 2016	\$ 25.95	\$ 52.00
Showsite Shipment after OFF TARGET	\$ 21.75	\$ 43.50
Overtime Charge - Inbound/Outbound (in addition to above rates)		
Crated or Skidded Shipment	\$ 21.70	\$ 43.50
Mobile & Transportable Units - Self Propelled		
Mobile & Transportable Units Flat rate	\$ 539.00	

**** ALL RATES ARE ROUND TRIP ****

Description	Weight	CWT	Price per CWT	Estimated Total Cost
	÷ 100 =			
Surcharges	÷ 100 =			
			Sub-Total	
			TOTAL	

F R E E M A N

8201 West 47th Street
 McCook, Illinois 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

DISCOUNT PRICE
 DEADLINE DATE
OCTOBER 26, 2017

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

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to www.freeman.com/store

RIGGING EQUIPMENT AND LABOR

LEGISLATIVE CHANGES AT McCORMICK PLACE, CHICAGO, IL

STRAIGHT TIME WINDOW - EFFECTIVE 11/30/11

The Illinois General Assembly, the contractors, MPEA and the unions have all agreed to enact changes to expand the straight time window available to exhibitors. This window is as follows:

Straight Time, Overtime, Double Time Window			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 hours worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day Memorial Day Independence Day Labor Day
	Double Time from midnight - 6:00 am	Double Time	Thanksgiving Day Christmas Day

Please contact Freeman Exhibitor Services at (773) 473-7080 for details.

- Consistent with Safety and the skills and training necessary to perform the task, an exhibitor and exhibitor employees are permitted in a booth of any size in regards to set up and dismantle of machinery or equipment.
- An exhibitor and exhibitor employees are permitted in a booth of any size to skid, position and re-skid all exhibitor material, machinery, and equipment.
- An exhibitor and exhibitor employees are prohibited at any time from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment.
- It is understood that an "Exhibitor Employee" is defined as any person who has been employed by the exhibitor as a full-time employee for a minimum of six months before the show's opening date.

Your show manager has established parameters for the normal work day/straight time that is available to you the exhibitor. However, if you would like to utilize Straight Time on Monday through Friday, and Overtime on Saturday outside of your shows published hours, the following conditions must be met:

- You must receive permission from Show Management to work before or after established Exhibitor Installation and Dismantle times for the event.
- Labor orders must be placed in advance and confirmed 48 hours prior to your requested start date and time.
- ••Labor orders may be subject to a 4-hour billable charge, and a prorated share of applicable foremen/steward costs. If this situation exists, Freeman will communicate this to you allowing you to decide whether you want to incur this additional cost.
- Cancellations must be received 24 hours in advance of the requested start date and time, or you will be subject to the charges as stated in ••item #3 above. These charges would also be applicable to an exhibitor who fails to appear and begin work at the requested time.

FREEMAN forklift / rigging labor

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / November 26 - 30, 2017**
 COMPANY NAME _____ BOOTH #: _____
 CONTACT NAME: _____ PHONE #: _____
 E-MAIL ADDRESS _____

For Assistance, please call 773-473-7080 to speak with one of our experts.

For fast, easy ordering go to www.freeman.com/store

RIGGING EQUIPMENT AND LABOR

Part #	Description	Advance Price per Hour	Standard
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Forklift Labor

Prices do not include crew. Crew consists of rigger foreman and one rigger.
 (Half hour minimum per forklift)

3090600	Man Cage for Forklift.....	\$ 57.00	\$ 74.10
3090700	Boom for Forklift.....	\$ 57.00	\$ 74.10
30405	Sm.Forklift - up to 5,000 lbs	\$ 68.80	\$ 89.45
304015	Lg.Forklift - up to 15,000 lbs.....	\$117.20	\$152.35
30404	4- Stage Forklift	\$104.75	\$136.20

Two Man Rigging Crew--Crew consists of a rigging foreman and one rigger (Half hour minimum)

3020400	Rigging Crew - ST.....	\$260.70	\$338.90
3020401	Rigging Crew - OT	\$390.80	\$508.05
3020402	Rigging Crew - DT.....	\$505.55	\$657.20

Additional Rigging Labor (Half hour minimum per person)

3020200	Rigger Foreman - ST	\$137.55	\$178.80
3020201	Rigger Foreman - OT	\$206.30	\$268.20
3020202	Rigger Foreman - DT	\$259.45	\$337.30
3020100	Rigger - ST	\$123.15	\$160.10
3020101	Rigger - OT	\$184.50	\$239.85
3020102	Rigger - DT.....	\$246.10	\$319.95

PLEASE NOTE: There may be situations due to safety concerns or unusual circumstances where the contractor, at their discretion, may need to modify crew size.

•Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Please complete the forms below and return with your completed Method of Payment Form.

INSTALLATION

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							Total	

DISMANTLE

Part #	Description	Date	Start Time	# of Equip/ Person	Approx Hrs per Person	Total Hours	Hourly Rate	Estimated Total Cost
Describe work to be done: _____							Sub-Total	
_____							Tax	N/A
_____							Total	



OUTBOUND MATERIAL HANDLING
AND SHIPPING LABELS

8201 West 47th St
 Mc Cook, IL 60525
 (773) 473-7080 Fax: (469) 621-5603
 FreemanChicagoES@freeman.com

NAME OF SHOW: **RADIOLOGICAL SOCIETY OF NORTH AMERICA / NOVEMBER 26 - 30, 2017**

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

For Assistance, please call (773) 473-7080 to speak with one of our experts.

For fast, easy ordering, go to www.freeman.com

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

Freeman Exhibit Transportation **Other Carrier**

No need to schedule your outbound shipment. Carrier Name: _____
 Charges will appear on your Freeman invoice. Carrier Phone: _____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
 Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select a Level of Service:

1 Day: Delivery next business day Standard Ground
 2 Day: Delivery by 5:00 P.M. second business day Specialized: Pad wrapped, uncrated, or truckload
 Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

Have loading dock Lift gate required
 Inside delivery Air ride required
 Pad wrap required Residential
 Do not stack

Select Desired Number of Labels: _____

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center. Shipments without a Material Handling Agreement turned in will be returned to our warehouse at exhibitor's expense.

**DIRECTIONS & ADDRESS TO:
McCORMICK PLACE MARSHALLING AREA
(2900 So. Moe Drive, Chicago, IL 60616)**

North of Chicago to McCormick Place: Interstate 90 (Kennedy Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

West of Chicago to McCormick Place: Interstate 290 (Eisenhower Expressway) east to Interstate 94 (Dan Ryan Expressway). South on Interstate 94 (Dan Ryan Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

Southwest of Chicago to McCormick Place: Interstate 55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

South of Chicago to McCormick Place: Interstate 94 (Dan Ryan Expressway) to Interstate 55 North (Stevenson Expressway). Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

F R E E M A N

8201 West 47th Street
McCook, Illinois 60525
1-773-473-7080 • Fax 1-469-621-5603
Email: FreemanChicagoES@freeman.com

ALL FREIGHT MUST BE ACCOMPANIED BY A CERTIFIED SCALE TICKET

ALL DRIVERS MUST PROVIDE THE FOLLOWING INFORMATION ON THEIR BILLS OF LADING:

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. SHIPPER'S NAME
4. PIECE SUMMARY
5. ACTUAL HEAVY & LIGHT WEIGHT CERTIFIED SCALE TICKETS
6. NET, GROSS AND TARE WEIGHT

PIECE SUMMARIES MUST BE BROKEN INTO THE FOLLOWING CATEGORIES:

1. CRATES.....(WOODEN BOXES)
2. CARTONS.....(CARDBOARD BOXES)
3. CARPETS.....(RUGS AND PADS)
4. SKIDS.....(PALLETS)
5. BUNDLES
6. MACHINES
7. MISCELLANEOUS.....(LOOSE OR UNPACKED ITEMS)

ALL BILLS MUST CONTAIN THIS INFORMATION
BEFORE THE FREIGHT CLERK CAN ACCEPT THEM

WE REQUIRE TWO COPIES OF YOUR BILLS OF LADING

**IF YOU CANNOT PROVIDE ANY OF THE REQUESTED
INFORMATION, PLEASE CONTACT YOUR DISPATCH
OR CHECK YOUR FREIGHT CLERK**

**PLEASE KEEP YOUR C.B. RADIO TUNED TO CHANNEL 35
WHILE IN THE McCORMICK PLACE COMPLEX**

INBOUND freight procedures

F R E E M A N

8201 West 47th Street
McCook, Illinois 60525
1-773-473-7080 • Fax 1-469-621-5603
Email: FreemanChicagoES@freeman.com

ALL DRIVERS MUST PROVIDE THE FOLLOWING
INFORMATION TO PICK UP FREIGHT FROM A SHOW:

1. BOOTH NUMBER
2. EXHIBITOR'S NAME
3. DESTINATION OF THE FREIGHT
4. CARRIER'S NAME (OR BROKER'S NAME)
5. AREA WHERE VEHICLE IS PARKED

***IF THE LOAD HAS BEEN BROKERED OUT TO YOUR
COMPANY, YOU MUST HAVE THE EXHIBITOR OR THE
BROKER FAX THE FREEMAN COMPANY A RELEASE ON
THEIR LETTERHEAD.***

THE FAX NUMBER FOR THE MARSHALLING YARD IS
1-312-674-0748

WE MUST RECEIVE THE RELEASE BEFORE WE CAN
ISSUE THE HARDCARD TO PICK UP THE FREIGHT

**THERE MAY BE A WAITING PERIOD BEFORE THE
FREIGHT IS READY TO BE PICKED UP
PLEASE WAIT IN THE MARSHALLING YARD UNTIL YOU
ARE ISSUED A BILL FROM THE FREIGHT CLERK**

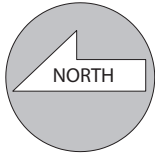
**PLEASE KEEP YOUR C.B. RADIO TUNED TO CHANNEL 35
WHILE IN THE McCORMICK PLACE COMPLEX**

**IF YOU DO NOT HAVE ANY OF THE REQUESTED
INFORMATION PLEASE CONTACT YOUR DISPATCH
FOR ASSISTANCE**

OUTBOUND freight procedures

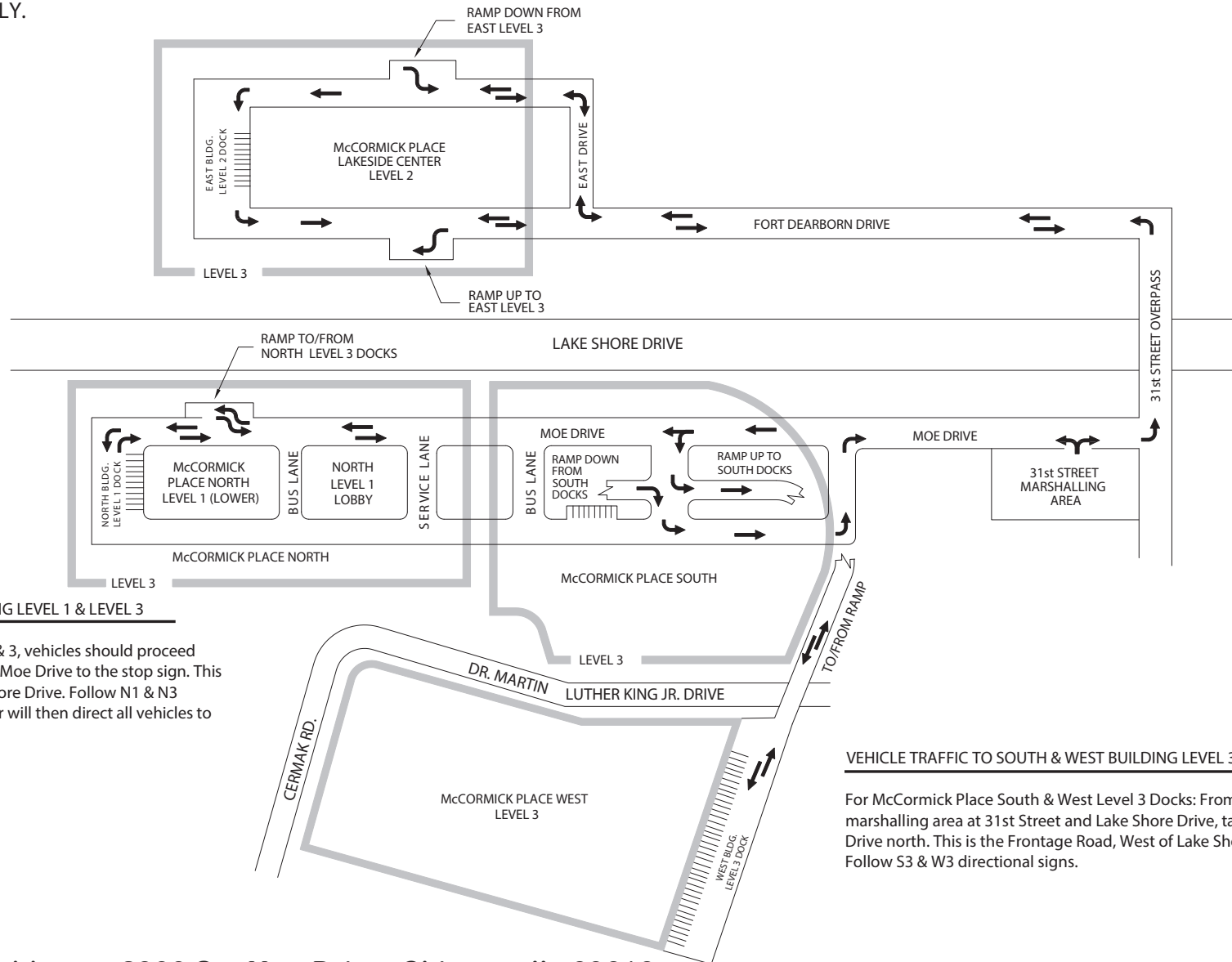
AUTOMOBILES & SMALL UTILITY VEHICLES LOADING AND UNLOADING

VEHICLES NEED NOT ENTER MARSHALLING YARD. THIS IS A REFERENCE POINT ONLY.



VEHICLE TRAFFIC TO LAKESIDE CENTER LEVEL 2 & LEVEL 3

To reach the Lakeside Center (East Building), vehicles will leave the Marshalling Yard and travel over the 31st Street Overpass to Fort Dearborn Drive. This is the Frontage Road, East of Lake Shore Drive. Follow E2 & E3 directional signs.



VEHICLE TRAFFIC TO NORTH BUILDING LEVEL 1 & LEVEL 3

For McCormick Place North Levels 1 & 3, vehicles should proceed north out of the Marshalling Yard on Moe Drive to the stop sign. This is the Frontage Road, West of Lakeshore Drive. Follow N1 & N3 directional signs. A traffic coordinator will then direct all vehicles to the proper loading/unloading area.

VEHICLE TRAFFIC TO SOUTH & WEST BUILDING LEVEL 3 DOCKS

For McCormick Place South & West Level 3 Docks: From the marshalling area at 31st Street and Lake Shore Drive, take Moe Drive north. This is the Frontage Road, West of Lake Shore Drive. Follow S3 & W3 directional signs.

Marshalling Yard Address: 2900 So. Moe Drive, Chicago, IL 60616

**McCORMICK PLACE
VEHICLE TRAFFIC ROUTES**

F R E E M A N

8201 West 47th Street
McCook, IL 60525
+1(773) 473-7080 • Fax +1(469) 621-5603
Email: FreemanChicagoES@freeman.com

1. SOUTHSIDE FUEL CENTER
Truck Wash & Scale
970 W. Pershing Road (39th Street)
Chicago, IL 60609
+1(773) 523-1362
Cost: \$8 fee to go over scale

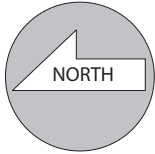
2. TRAVEL CENTERS OF AMERICA
A. 76 AUTO/TRUCK
Intersection of Interstate 55 & Interstate 53
+1(630) 739-7006
Hours: 7 days a week, 24 hour service
Cost: \$7 platform scale

B. Elgin West, Hampshire, IL
Intersection of Interstate 90 & Route 20
+1(847) 683-4550
Hours: 7 days a week, 24 hour service
Cost: \$6 platform scale

3. PETRO/Monee
Monee Manhattan road (Right off Interstate 57 at Milemarker 335)
+1(708) 534-0400
Hours: 7 days a week, 24 hour service
Cost: \$7 platform scale

PLEASE GIVE YOUR CARRIER THESE DIRECTIONS

TRUCK scale locations

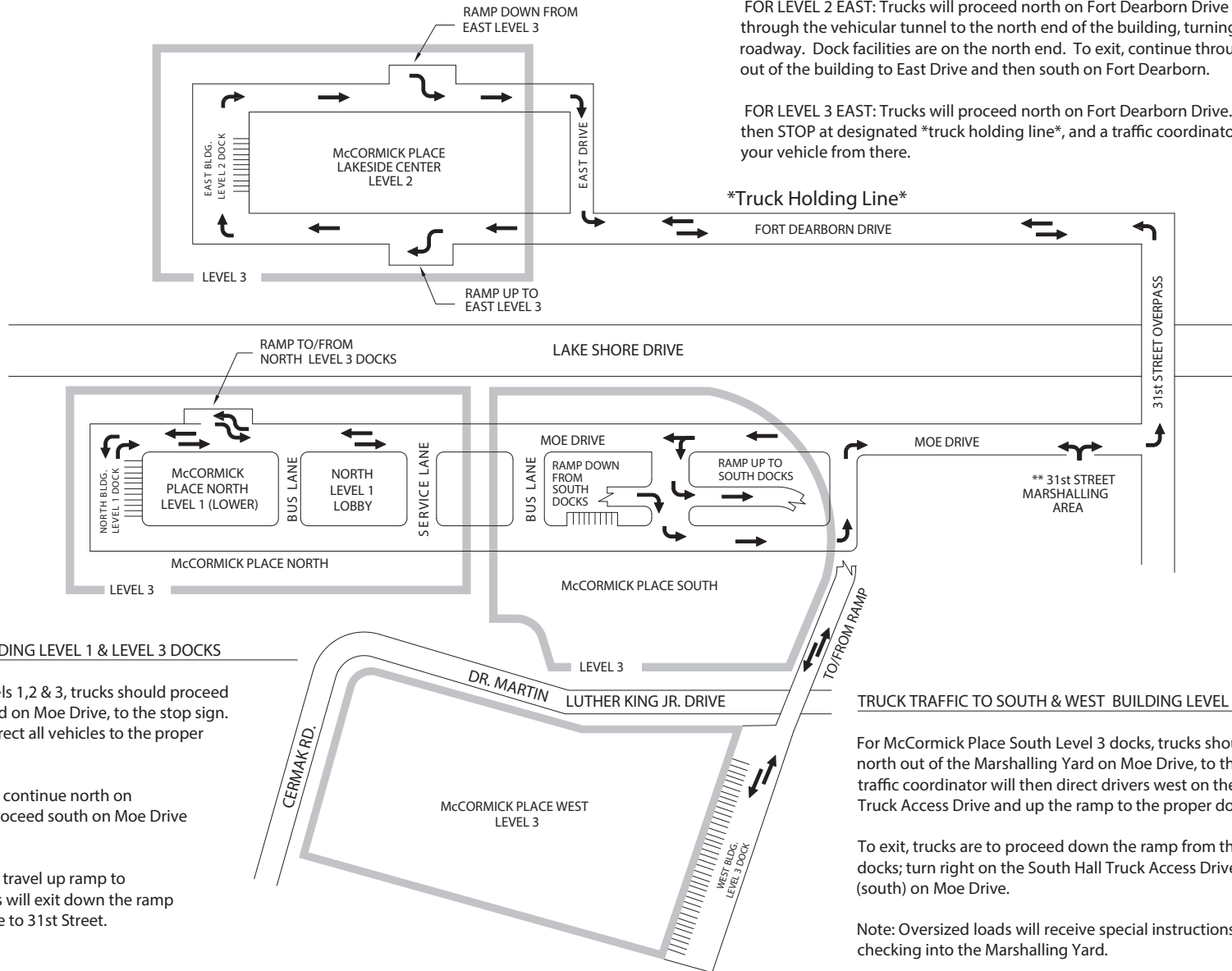


TRUCK TRAFFIC TO LAKESIDE CENTER LEVEL 2 & LEVEL 3 DOCKS

To reach the Lakeside Center (East Building) trucks will leave the Marshalling Yard and travel over the 31st Street Overpass to Fort Dearborn Drive.

FOR LEVEL 2 EAST: Trucks will proceed north on Fort Dearborn Drive and continue through the vehicular tunnel to the north end of the building, turning east on inside roadway. Dock facilities are on the north end. To exit, continue through tunnel south out of the building to East Drive and then south on Fort Dearborn.

FOR LEVEL 3 EAST: Trucks will proceed north on Fort Dearborn Drive. They will then STOP at designated *truck holding line*, and a traffic coordinator will direct your vehicle from there.



TRUCK TRAFFIC TO NORTH BUILDING LEVEL 1 & LEVEL 3 DOCKS

For McCormick Place North Levels 1,2 & 3, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct all vehicles to the proper loading/unloading area.

FOR LEVEL 1 NORTH: Trucks will continue north on Moe Drive. To exit, trucks will proceed south on Moe Drive to 31st Street.

FOR LEVEL 3 NORTH: Trucks will travel up ramp to Level 3 dock area. To exit, trucks will exit down the ramp and proceed south on Moe Drive to 31st Street.

TRUCK TRAFFIC TO SOUTH & WEST BUILDING LEVEL 3 DOCKS

For McCormick Place South Level 3 docks, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct drivers west on the South Hall Truck Access Drive and up the ramp to the proper dock.

To exit, trucks are to proceed down the ramp from the Level 3 docks; turn right on the South Hall Truck Access Drive and left (south) on Moe Drive.

Note: Oversized loads will receive special instructions upon checking into the Marshalling Yard.

****Marshalling Yard Address: 2900 So. Moe Drive, Chicago, IL 60616**

F R E E M A N

8201 West 47th Street
 McCook, IL 60525
 (773) 473-7080 • Fax (469) 621-5603
 Email: FreemanChicagoES@freeman.com

**McCORMICK PLACE
 TRUCK TRAFFIC ROUTES**

FREEMAN PAYMENT & LABOR

YOU ARE ENTERING A CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE.

The terms and conditions set forth below become a part of the Contract between FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Expositions, Ltd., Freeman Audio Visual, Inc., Freeman Exhibit, Freeman Transportation, FreemanXP, Inc. Stage Rigging, Inc., Kerry Technical Services, The Freeman Company, Inc., Freeman Electrical, Inc., and their respective employees, directors, officers, agents, assigns, affiliated companies, and related entities including, but not limited to, any subcontractors FREEMAN may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in U.S. secure funds and all checks must be drawn on a U.S. bank. Orders received without advance payment or after the deadline date will incur additional charges as indicated on each order form. Payment for Audio Visual services and equipment is due in advance of move-in, unless otherwise agreed in writing with Freeman. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals (excluding Audio Visual equipment and computers) include delivery, installation, and removal from EXHIBITOR'S booth. Rental prices on Audio Visual equipment and computers do not include labor, delivery, electrical services or removal of the equipment from the booth. In case of cancellation of any orders or services by EXHIBITOR, a one-hour "per person, per hour" charge will be applied for all labor orders that are not canceled in writing at least 24 hours prior to the scheduled start time. If Prestige Carpet, Custom-Cut Carpet, Modular Rental Exhibits and any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. Audio Visual orders cancelled within 7 days from the show opening date will be charged a one-day rental rate on equipment. On-site cancellation of Audio Visual services will result in a one-day rental charge of equipment and any applicable labor. If the Show or Event is canceled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders, and to check the EXHIBITOR'S invoice for accuracy prior to the close of the Show or Event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For International EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in DALLAS, TEXAS upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between the EXHIBITOR and FREEMAN relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction, and shall be resolved on its own merits. FREEMAN reserves the right to charge EXHIBITOR for the difference between the estimate of charges and the actual charges incurred for material handling, labor time & materials, utility services or equipment usage, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by the EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on the EXHIBITOR'S account. In the event that a THIRD PARTY orders on behalf of the EXHIBITOR and the named THIRD PARTY does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the EXHIBITOR. All invoices are due and payable upon receipt, by either party.

ELECTRICAL

If FREEMAN provides electrical services, claims will not be considered, or adjustments made unless filed in writing, by EXHIBITOR, prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control and EXHIBITOR agrees to hold FREEMAN, its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorneys' fees) arising out of or in any way connected with EXHIBITOR'S actions or omissions under this Agreement. Please note that electrical services are NOT automatically included in Audio Visual rentals and must be ordered separately from the designated electrical provider.

LABOR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labor provided under this option. It is the responsibility of EXHIBITOR to supervise labor secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or Federal, State, County and Local ordinances, rules and/or regulations, including but not limited to Show or Facility Management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labor, and to return to the Service Desk to release labor when the work is completed.

INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless, and defend FREEMAN from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and/or property damage arising out of work performed by labor provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR'S indemnification of FREEMAN includes any and all violations of Federal, State, County or Local ordinances, "Show Regulations and/or Rules" as published and/or set forth by Facility or Show Management, and/or directing labor provided by FREEMAN to work in a manner that violates any of the above rules, regulations, and/or ordinances.

IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Freeman's warehouse or to an event site for which Freeman is the Official Show Contractor; or an order for labor and/or rental equipment is placed by Exhibitor with Freeman. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

- 1. DEFINITIONS.** For purposes of this Contract, Freeman means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies, and related entities. In
- 2. PACKAGING/CRATES AND STORAGE.** Freeman shall not be responsible for damage to or loss of uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition, or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. **FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.**
- 3. EMPTY CONTAINERS.** Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. **FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.**
- 4. INBOUND/OUTBOUND SHIPMENTS.** There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor, or a lapse of time between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier and during such times, Exhibitor materials will be left unattended. **FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT, OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT.** Freeman recommends the securing of security services from Facility or Show Management. All MHA's submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup. Freeman is not responsible for any wait time or other charges including business center charges arising from delivery or pickup of Exhibitor's materials.
- 5. DELIVERY TO THE CARRIER FOR RELOADING.** Freeman assumes no responsibility for loss, damage, theft, or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper, or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. **FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS THAT ARISES OUT OF IMPROPERLY LOADED OR LABELED MATERIALS.**
- 6. DESIGNATED CARRIERS.** Freeman shall have the authority to change the Exhibitor designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. **IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.**
- 7. FORCE MAJEURE.** Freeman's performance hereunder is subject to, and Freeman shall not be responsible for loss, delay, or damage due to, strike, work stoppages, natural elements, vandalism, Act of God, civil disturbances, power failures, explosions, acts of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of Exhibitor's materials.
- 8. CLAIM(S) FOR LOSS.** Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than **thirty (30) business days** after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman **more than one (1) year** after the date of loss or damage occurred.
 - a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD.** In the event of any dispute between the Exhibitor and Freeman relative to any loss, damage, or claim, Exhibitor shall not be entitled to and shall not withhold payment due Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.
 - b. MAXIMUM RECOVERY.** If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitor's materials and Exhibitor's sole and exclusive remedy is limited to \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is a less. For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.
 - c. LIMITATION OF LIABILITY.** IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR HAS NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE BUT ARE NOT LIMITED TO LOST PROFITS, LOSS OF USE, AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.
- 9. DECLARED VALUE.** Declarations of Declared Value are between the Exhibitor and the selected Carrier ONLY, and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit the Declared Value instructions to the selected Carrier; however, FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.
- 10. JURISDICTION / VENUE.** THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.
- 11. INDEMNIFICATION.** Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) arising out of or contributed to by Exhibitor's negligent supervision of any labor secured through Freeman; Exhibitor's negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including but not limited to Exhibitor's violation of Federal, State, County or Local ordinance and/or Exhibitor's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management.
- 12. LIEN.** Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's materials that is from time to time in the possession of Freeman and all the proceeds thereof, including without limitation insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid, by Freeman on its behalf, services performed, materials and/or labor from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for so long as there are any Obligations that remain unpaid or unsatisfied.
- 13. WAIVER & RELEASE.** Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.
- 14. DRIVER LIABILITY WAIVER.** IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND OR EQUIPMENT THAT YOU ARE OPERATING (TRUCKOWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCKOWNER, HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOUR EMPLOYER, THE TRUCKOWNER, AND YOU AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN, ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES, AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS, AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Service Request and Shipping Instruction Contract is NON-NEGOTIABLE and has been prepared by Shipper, or by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by the Shipper. The Shipper agrees that this shipment is subject to the TERMS stated herein All TERMS, including but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

1. DEFINITIONS: In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper's payments and Freeman's services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. Freeman's RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct ZIP code of the Shipper and Consignee. When a container is used repeatedly by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, bag wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. For shipments of Perishable Commodities, U.S. and Canadian shipments must be packed to travel without spoilage for 72 hours from time of pickup; all international shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at Shipper's expense.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

- (a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.
- (b) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.
- (c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.
- (d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.
- (e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING BUT NOT LIMITED TO THOSE DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING BUT NOT LIMITED TO FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP, AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF \$50.00 (USD) PER SHIPMENT OR \$.50 (USD) PER POUND (\$1.10 (USD) PER KILOGRAM) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, Freeman's LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY THE MONTREAL PROTOCOL NO. 4 OF 1975, OR \$9.07 PER POUND (\$20.00 PER KILOGRAM) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTER-NATIONAL SHIPMENTS, THIS SHIPPING REQUEST AND SHIPPING INSTRUCTION CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):

- (a) artworks and objects of art, including without limitation original paintings, drawings, etchings, water colors, tapestries and sculpture;
- (b) clocks, watches, jewelry (including costume jewelry), furs and fur-trimmed clothing; (c) personal effects;
- (d) and other inherently fragile or unique items, including prototypes, etc.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:

- (a) whenever or wherever the claimed loss or damage may occur;
- (b) even though the alleged loss or damage is claimed to result from negligence, strict liability, products liability, breach of contract, breach of statute or regulation, or any other legal theory or cause, and;
- (c) even though Freeman may have been advised or be on notice of the possibility of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for mis-delivery, incomplete or otherwise inadequate delivery (including but not limited to failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), non-delivery, missed pickup, delay on International shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- (a) Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- (b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- (c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with (b) of this Agreement regarding the inclusion of any dangerous substances in the property placed with Freeman.

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery, or in the case of loss or damage which could not have been noted at the time of delivery, within five (5) business days of delivery, of any loss or damage to the shipment. Notice of concealed damage must be confirmed in writing or via e-mail at exhibit.transportation@freeman.com within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Receipt of the shipment by the Consignee or the Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment, its container(s), and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred and twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by International, Federal or State Law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

9. CHOICE OF FORUM: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES [INCLUDING ADOPTED INTERNATIONAL CONVENTIONS] AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES.

FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment; stop the shipment in transit, or divert or reschedule same, and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment.

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies, and related entities including any contractors appointed by Freeman. The term "Shipper" means the person or business for whom the property is being transported, and includes their respective employees, officers, directors, agents, assigns, affiliated companies, and contractors appointed by the Shipper, excluding only Freeman. "Property" is all objects of any type received from the Shipper for transport by Freeman as described herein. "Consignee" is the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay, or damage beyond its reasonable control, including (by way of illustration only, and not as a limitation on the breadth of this clause), strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge, or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. PACKAGING AND CRATES. Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, pad wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labeled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift and similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification, published by the National Motor Freight Traffic Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the "Service Request and Shipping Instructions" that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper storage of the goods within the trailer, and for setting the temperature (including maintenance and repair), during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature settings of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the "Service Request and Shipping Instructions" if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. REFUSED SHIPMENTS. If the Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice, by telephonic, electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee, or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

7. INSURANCE. Freeman IS NOT AN INSURER. Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES. Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

(THE "FAIR MARKET VALUE" EQUALS THE AS IS WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE.) OR \$5.00 (USD) PER POUND OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE. Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per pound for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwithstanding the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of \$500.00 (USD):** (a) Artworks and objects of art, including without limitation, original paintings, drawings, etchings, watercolors, tapestries and sculptures or prototypes; (b) Clocks, jewelry, including costume jewelry, furs, and fur-trimmed clothing; (c) Personal effects, including without limitation, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards, and any other items of extraordinary value. (e) For unmarked, unlabeled and improperly packaged television monitors, the maximum liability is the lesser of \$3.00 (USD) per pound or the actual invoice price.

Any declared value in excess of the maximums allowed herein is null and void, and the acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **Freeman's MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a Show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of example only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profits damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, or damages for failure of performance, breach of contract damages, fraud damages, or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCTS LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE, AND; (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert, and contains no Hazardous Substances, Hazardous Materials, Chemicals, Gases, Explosives, Radioactive Materials, Biologically hazardous agents, or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman persons, property, or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman, its employees, directors, officers, and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgments, and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct, or deliberate act; Shipper's violation of Federal, State, County or Local ordinances; Shipper's violation of Show Regulations and/or Rules as published and set forth by Facility and/or Show Management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

10. CLAIMS. Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage, or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, U.S. mail, courier, facsimile, or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151 as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage, at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within 5 business days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing or via e-mail at exhibit_transportation@freeman.com within 5 business days of receipt of the property. If Carrier schedules an inspection, claimant must hold the shipping container, all packaging material and contents in the same condition as they were in when damage was discovered. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

For shipping containers designed for repeated use (tradeshow cases, totes, crates), Freeman shall have no liability for superficial damage to said containers in the form of scuffs, scratches, dents or dings. Freeman will only accept liability for "catastrophic" damage to these shipping containers (crushing, puncture, or complete destruction). Freeman's maximum liability in cases of "catastrophic" damage or total loss will be limited to a depreciated value of the container based on the time elapsed from the original purchase and the purchase price established on the provided original invoice. This maximum liability will be subject to all other applicable limits of liability such as repair costs.

11. CHOICE OF FORUM / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules and judgment on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract; (b) Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same. (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail, or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighted weight of the shipment.

13. SMALL PACKAGE PROGRAM. If items shipped via Freeman's Small Packages program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE \$100 per package UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within 15 days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.



EXHIBITOR BILL OF RIGHTS

An Exhibitor Employee may perform work in a booth of any size. They can work within the booth using their own ladders or hand tools, cordless tools, power tools and other tools designated by McCormick Place/SMG. An exhibitor and exhibitor employees are prohibited at all times from using scooters, forklifts, genie lifts, pallet jacks, condors, scaffolding, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on Authority premises.

“Exhibitor Employee” is defined as any person who has been employed by exhibitor as a full-time employee for a minimum of 6 months before the show’s opening date. Proof of employment in the form of a W-2, payroll document or other documentation may be required upon request if deemed necessary by McCormick Place management. Documentation must be furnished within 24 hours of notification.

In addition to the work currently performed, exhibitors may also perform the following work within their booth:

- Setting-up and dismantling exhibits
- Assembling and disassembling materials, machinery or equipment
- Installing all signs, graphics, props, other decorative items and drapery, including the skirting of tables
- Delivering, setting-up, plugging-in, interconnecting and operating electrical equipment, computers, audio-visual devices and other equipment
- Skidding, positioning and re-skidding all exhibitor materials, machinery and equipment using their own non-motorized hand trucks, non-hydraulic hand trucks and dollies

Exhibitors can load/unload materials from automobiles and small utility vehicles (ASUV) at designated McCormick Place docks using their own non-motorized, non-hydraulic hand trucks and dollies. For more information on the ASUV program visit the Exhibitor section of the McCormick Place website: www.mccormickplace.com.

Please call 312-791-7299, if you have any questions or need clarification regarding the Exhibitor Bill of Rights. Leave a detailed message including Your Name, Company Name, Telephone Number, Date and Time of the call.

**Your call will be promptly returned between the hours of
7:00 a.m. — 6:30 p.m.**



EXHIBITOR RIGHTS “DO NOT APPLY”

To: McCormick Place Registered Contractors

Re: Exhibitor Rights **do not** apply to contractor personnel

All registered companies and contractors operating at McCormick Place must be in compliance with the new State of Illinois Legislation regarding display installation/dismantling.

One of the significant changes of the new legislation is that it allows “Full Time Exhibitor Personnel” to perform work on their display without any size limitation. This work includes the use of tools both hand and power tools and electrical work.

IT IS IMPORTANT TO NOTE THAT THE NEW LEGISLATION DOES NOT ALLOW EXHIBITORS TO TRANSFER THEIR RIGHTS TO CONTRACTOR PERSONNEL.

Any registered contractor who attempts to take advantage of these changes created by the new legislation by posing as an exhibitor employee will incur serious consequences-including the possible revocation of “Right of Entry” agreement. It is the contractor’s responsibility to have a complete understanding of all jurisdiction rules and McCormick Place rules that apply to any specific work.

For more information visit the McCormick Place website:
www.mccormickplace.com or you may contact the following personnel:

Tom Cassell	tcassell@mccormickplace.com	312-617-0115
Pat Allen	pallen@mpea.com	312-791-6551
Alichia Johnson	ajohnson@mpea.com	312-791-7186

McCormick Place / SMG • 301 East Cermak Road • Chicago, IL 60616



EXHIBITOR BILL OF RIGHTS COMMUNICATION/REVIEW PROCEDURE

Greetings Exhibitors:

The Exhibitor Bill of Rights grant an exhibiting company's employee permission to perform work in a booth of any size, using their own ladders, hand tools, cordless tools, power tools and other tools approved by McCormick Place/SMG. An employee is defined as one who has been employed by the exhibiting company for 6 months or longer.

Exhibitors can also load/unload materials from automobiles and small utility vehicles (ASUV) at designated McCormick Place docks using their own non-motorized, non-hydraulic hand trucks and dollies. For more information on the ASUV program visit the Exhibitor section of the McCormick Place website: www.mccormickplace.com.

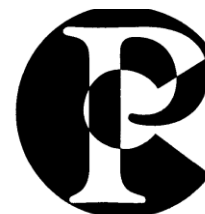
The Exhibitor Bill of Rights is the protection of your rights and the right to request a review of your invoices. If you have any questions or feel that your exhibitor rights are not being complied with please contact the following McCormick Place personnel via email or telephone. Be prepared to discuss the details of your experience and provide a written report and any documentation/invoices.

Exhibitor Rights Hotline	312-791-7299	
Alichia Johnson	312-791-7186	ajohnson@mpea.com
Patrick Allen	312-791-6551	pallen@mpea.com
Tom Cassell	312-617-0115	tcassell@mccormickplace.com

The following will occur upon request:

- You will be contacted within 5-7 business days.
- Your case will be reviewed by McCormick Place management.
- You will receive feedback from us no later than 30 days after all documentation has been submitted.
- Your written report will be submitted to the McCormick Place Advisory Council for review.

CHICAGO IS NOW THE MOST CUSTOMER-FRIENDLY CONVENTION AND TRADE SHOW DESTINATION AND WE WILL ENSURE THAT YOUR "EXHIBITOR'S RIGHTS" ARE COMPLIED WITH.



**CORPORATE
PRESENTERS**

A DIVISION OF
KAREN STAVINS
ENTERPRISES, INC.

Order Form

Please print clearly.

Company _____

Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone (Primary) _____ Phone (Secondary) _____

Email _____

Event Name _____ Event Location _____

Dates Requested _____

Please indicate the number of people needed:

Presenters/Narrators	
Booth Host/Hostess	
Crowd Gatherer	
Specialty Talent	
Other	

Email form to: agent@stavinstalent.com

Or call 312-938-1140 (Toll Free 866-938-1140)

A 50% deposit is required to confirm an order. Total payment must be received 7 days prior to the event.
We accept MasterCard, Visa, Check, and bank transfers.



Complete the information below and fax or mail to:

Hinckley Springs
 6055 S. Harlem, Chicago, IL 60638
 ATTN: Special Events
 Phone: 773-586-8600 x 3660
 Fax: 773-586-6314

Event:	RSNA® 2017
Event Date:	November 26 - December 1
Deadline Date	November 10, 2017

Equipment Rental*	Quantity	Standard Price	Tax	Total
Cold Only Water Cooler(s)		\$94.50	9%	
Hot & Cold Cooler(s)		\$110.25	9%	
Microwave(s)		\$115.50	9%	
Refrigerator(s)		\$115.50	9%	

Refrigerator capacity: 3.7 cubic ft., Floor Space 35"H x 21"D x 19"W, Electricity Required: 110 outlet, Amps 2.0.
 *Does not include bottles of water - equipment type and color may vary.

Water**	Quantity	Standard Price	Tax	Total
3-Gallon Purified Drinking		\$10.49	2.25%	
5-Gallon Purified Drinking		\$13.65	2.25%	
5-Gallon Distilled		\$13.65	2.25%	
5-Gallon Premium Spring		\$16.80	2.25%	
6 1-Gallon Bottle Case of Purified Drinking		\$13.65	2.25%	

Additional types/sizes available upon request; bottle deposits not included.

Cups	Quantity	Standard Price	Tax	Total
Cone-Shaped Cold Cups (5oz) 200 ct		\$8.39	10.25%	
Flat-Bottom Cold Cups Plastic (9oz) 50 ct		\$6.29	10.25%	
Styrofoam Hot Cups (8oz) 25 ct		\$2.61	10.25%	
			Total	

Prepay with your check or major credit card

Firm Name	Booth #
Contact on site	Cell Phone: ()
Address	
City/State/Zip	
Business Phone: ()	Business Fax: ()
E-Mail	Ordered By
MC, VISA, Discover or American Express #	
Cardholder's Name	Expiration Date:
Signature	

I understand / agree to the following:
 1. I must provide a 110 volt A/C outlet
 2. I assume full responsibility for damage or loss of equipment other than that resulting from normal use

Company Authorized Signature: _____ Date: _____

SAVOR...

Technical Exhibits Booth Catering Menu

Effective through June 30, 2018

RSNA® 2017

NOVEMBER 26 – DECEMBER 1

PLEASE SUBMIT ORDERS BY NOVEMBER 4, 2017

SOUTH

Johnathon Redmond
312.791.7241
jredmond@mccormickplace.com

NORTH

Brandon Romines
312.791.7257
bromines@mccormickplace.com



SAVOR . . .Chicago and Enjoy!



WITH OUR GUESTS IN MIND

From our commitment to purchase locally, to our use of antibiotic-free poultry and meats, to the socially and environmentally responsible coffee we serve, even the way we clean and sanitize our dishes, SAVOR... Chicago's ongoing commitment to environmental stewardship is at the heart of everything we do. We set the standard for excellence in sustainability in convention centers.

Our commitment to purchasing locally currently includes making 30% of our purchases from local producers and suppliers as well as growing more than 6000 pounds of produce in our 2 ½ acre Rooftop Garden. We are proud of our pledge to do our part to reduce the overuse of antibiotics by using chicken, pork and beef in our menu that is raised without the routine use of antibiotics. With each meal we serve, we are encouraging ranchers and farmers to move away from the overemployment of medicine in raising farm animals. Finally, SAVOR... Chicago has made McCormick Place the first convention center in the country to make the switch to E-water for sanitizing,

SAVOR...Chicago has been recognized for its sustainability leadership and innovation including Green Seal™ certification, International APEX Certification in Sustainability for the entire McCormick Place campus, certification by the Green Meetings Industry Council, an Illinois Governor's Award for sustainability and recognition from the Environmental Protection Agency (EPA) for leadership, education and out- reach, including winning the EPA's National Food Recovery Challenge.

ILLINOIS GOVERNOR'S SUSTAINABILITY AWARD

The Illinois Governor's Sustainability Award recognizes the organization that demonstrates a commitment to economy, society and the environment through outstanding and innovative sustainability practices. In recognizing SAVOR...Chicago, the Governor commended SAVOR's green practices, "Your organization's commendable green practices serve as a model of environmental stewardship for residents, businesses and institutions throughout our state. Implementing energy efficiency upgrades, fuel savings, pollution and waste reductions, and other sustainability improvements requires vision, strong leadership, and the dedication of individuals throughout an organization."

GREEN SEAL CERTIFICATION

In 2013, through association with the University of Chicago's Green Restaurant Research Team and the Green Chicago Restaurant Coalition, SAVOR...Chicago was the first convention center to receive Green Seal™ certification for environmentally responsible food purchasing, operations and management.

SAVOR...Chicago meets the Green Seal™ Standard GS-55 based on purchase of sustainably-sourced food, waste minimization, use of verified environmentally-preferable products, and conservation of energy and water—GreenSeal.org

APEX/ASTM INTERNATIONAL FOOD AND BEVERAGE SUSTAINABILITY STANDARD

Spearheaded by the U.S. Environmental Protection Agency and their relationship with the Green Meeting Industry Council, these standards were developed in collaboration between APEX (the Convention Industry Council's Accepted Practices Exchange) and ASTM, an ANSI certified international standard development organization. These standards were developed with the goal of creating more sustainable meetings and events. These measurable standards hold both suppliers and planners accountable for implementation and are complimentary to other meeting industry recognized standards. The eight categories of the standards include staff management and environmental policy, communication, waste management, energy, air quality, water, procurement and community partners.

ENVIRONMENTAL PROTECTION AGENCY (EPA) RECOGNITION

2015 EPA Recognition of Outstanding Waste Reduction Efforts
2013 National Winner of EPA Food Recovery Challenge

2013 EPA Honorable Mention for Education and Outreach
2013 EPA Honorable Mention for Leadership

ANYTIME SNACKS

Minimum order of one dozen per item listed as "per dozen".

PER DOZEN

FRESHLY BAKED COOKIES • \$32.00

FUDGE BROWNIES • \$40.00

RICE KRISPY TREATS • \$40.00

LEMON BARS • \$42.00

CHOCOLATE DIPPED STRAWBERRIES • \$40.00

BLONDIE BARS • \$40.00

ASSORTED ENERGY BARS • \$48.00

ASSORTED QUAKER GRANOLA BARS • \$33.00

PER POUND

PREMIUM MIXED NUTS • \$26.00

HONEY ROASTED PEANUTS • \$23.00

MINIATURE PRETZELS • \$20.00

MINIATURE HERSHEY'S CHOCOLATES • \$24.00

FRUIT INFUSED WATER, 3 GALLONS • \$42.00

*A healthy green alternative to soda and
manufactured bottled water*

(includes 3 gallon water dispenser)

FLAVORS:

CLASSIC LEMON

CUCUMBER-MINT

GRAPEFRUIT-ROSEMARY

PINEAPPLE-BLACKBERRY

MANGO LIME AND BASIL

KIWI-STRAWBERRY



BEVERAGES

All Hot Beverages have three gallon minimum order.

METROPOLIS REGULAR COFFEE • \$60.00

METROPOLIS DECAFFEINATED COFFEE • \$60.00

*Small batch, artisan coffee roaster in the heart of
Chicago!*

REGULAR COFFEE, GALLON • \$50.00

DECAFFEINATED COFFEE, GALLON • \$50.00

HOT TEA, GALLON • \$42.00

HOT CHOCOLATE, GALLON • \$42.00

ORANGE JUICE, GALLON • \$40.00

ICED TEA, GALLON • \$40.00

LEMONADE, GALLON • \$40.00

COKE, DIET COKE, SPRITE, CASE (24) • \$60.00

DASANI BOTTLED WATER, CASE (24) • \$66.00

SPARKLING BOTTLED WATER, CASE (24) • \$90.00

BOTTLED JUICE, CASE (24) • \$96.00

BOTTLED ICED TEA, CASE (12) • \$48.00

MONSTER ENERGY DRINK, CASE (12) • \$60.00

STARBUCKS FRAPPUCCINO, CASE (12) • \$72.00

MILK PINT, CASE (12) • \$30.00

SAVOR...



RSNA® 2017
NOVEMBER 26 - DECEMBER 1

GARETT POPCORN

Garrett Popcorn Shops™ use only the highest quality, wholesome ingredients. Garrett Popcorn cooks coat every kernel with the secret family recipes in old-fashioned copper kettles.

GARRETT . . . LIKE NO OTHER™

INDIVIDUAL BAGS

Choose up to 2 flavors

- Garrett Mix™, combination of CaramelCrisp™ & CheeseCorn
- CaramelCrisp™
- CheeseCorn
- Buttery

SMALL BAG, 2 CUPS • \$6.00

Minimum order of 50 bags

DAILY DELIVERY FEE • \$150.00



LIMITED TIME RECIPES

Ask your Catering Sales Manager for the seasonal and limited time recipes!

GARRETT CART

SERVICE FOR UP TO 4 HOURS • \$1,665.00

Choose up to 4 flavors

- Garrett Mix™, combination of CaramelCrisp™ & CheeseCorn
- CaramelCrisp™
- CheeseCorn
- Buttery

Package includes:

- Approximately (400) 1 cup Snack Bags
- Attendant to scoop and serve
- Garrett Snack Bags, scoops and napkins
- Garrett branded cart

ADDITIONAL BAGS • \$350.00 per 100 bags

ADDITIONAL HOURS • \$265.00 for up to an additional 4 hours



EXHIBIT BOOTH TRAFFIC BUILDERS

The Exhibitor is responsible for ordering tables, power and trash removal from the General Service Contractor.

CAPPUCCINO/LATTE SERVICE

The finest quality, fresh roasted espresso for your beverages — a custom blend of Colombian, Costa Rican, Java Robust and Brazilian beans produced by an award-winning roaster.

CAPPUCCINO SERVICE FOR UP TO 8 HOURS • \$1,900.00

Package includes:

- One professionally attired Barista
- Decorative or non-decorative cappuccino machine
- 400 Espresso based beverages served in disposable

CUPS (additional cups may be purchased when placing initial order)

Espresso based beverages including Americano, Cappuccino, Latte and Espresso

ONE TIME SET-UP FEE • \$200.00

UPGRADED DRINKS • \$200.00

Vanilla Lattes, Mochas and Hot Chocolate

ADDITIONAL BEVERAGES • \$475.00 per 100

ADDITIONAL HOURS • \$150.00 per hour beyond 8 hours

REQUIRED POWER

(2) dedicated 120V/20AMP circuits per machine

DECORATED MACHINE 21”L x 21”D x 18”H

NON—DECORATED MACHINE 32”L x 20”D x 45”H

SMOOTHIE SERVICE

We use only 100% all natural fruit in our smoothies. All flavors can be blended independently or combined together to create a custom flavor. This service features a high-volume ice blending machine

SMOOTHIE SERVICE FOR UP TO 8 HOURS • \$1,900.00

Package includes:

- One professionally attired Barista
- 400 Smoothies served in disposable cups

Choose 2 flavors (duration of show dates)

Mango Tropic • Strawberry • Pineapple Paradise

ONE TIME SET-UP FEE • \$200.00

ADDITIONAL FLAVOR • \$150.00

ADDITIONAL SMOOTHIES • \$475.00 per 100

ADDITIONAL HOURS • \$150.00 per hour beyond 8 hours

REQUIRED POWER

(1) dedicated 120V/20AMP circuit per machine

BLENDER 14”L x 17”D x 30”H

SAVOR...Chicago is the exclusive food and beverage provider for McCormick Place Convention Center. All food and beverage items must be supplied and prepared by SAVOR...Chicago. No food or beverage of any kind is permitted to be brought into the facility by the patron or any of the patron's guests or invitees (exclusive of the Exhibitor Personal Consumption Policy). Food items may not be taken off the premises; however, excess prepared food is donated under regulated conditions to agencies feeding the underprivileged.

MENU SELECTION

The menus have been designed to maximize the guest's satisfaction. To assure availability of menu items, please provide the Catering Sales Manager with the food and beverage selections a minimum of four (4) weeks prior to the first function. Every effort will be made to accommodate requests for special, religious or dietary requirements that SAVOR...Chicago is made aware of.

PRICING

Published pricing does not include administrative fee (currently 21.50%) or applicable taxes. Pricing is subject to change without notice and will be guaranteed when contracted.

GUARANTEES

In order to ensure the success of the function(s) and the satisfaction of the guests, food and beverage quantity guarantees must be received by the Catering Sales Manager no later than five full business days (Monday – Friday) prior to the event for functions up to 1,000 guests. Function of 1,001 guests or more must be guaranteed ten full business days prior to the event. The Customer may be required to provide a guarantee earlier if special products or preparations are required. If the guarantee is not received, SAVOR...Chicago reserves the right to charge for the expected number of guests or quantities specified on the banquet event order(s). If the attendance is higher than the given guarantee the charge will be for the actual function attendance. Increases and/or new orders made within seventy-two hours of the function are subject to an additional 20% fee based on the menu price. Plated or Buffet functions with a guarantee of less than 25 guests will be subject to labor fees.

BEVERAGES

SAVOR...Chicago offers a complete selection of beverages to complement each function. Alcoholic beverages and services are regulated by the Liquor Control Board. SMG/SAVOR...Chicago, as licensee, is responsible for the administration of these regulations. No alcoholic beverages may be brought onto the premise from outside resources; nor may it be removed from the premise. We reserve the right to refuse alcohol service to intoxicated or underage persons. Where applicable, Customer is responsible to pay all minimum sales guarantees included on Banquet Event Orders. Customer will receive credit for cash sales, not to exceed amount of minimum sales guarantee listed on the Banquet Event Order for that function.

PAYMENT/DEPOSIT/CONTRACT

A deposit in the amount noted on the catering contract is due on the date specified. The amount of the deposit is 100% of the estimated catering expenditure based on planned functions. The signed contract and deposit are due in advance of the event. The actual revenue will be based on the signed banquet event order(s) and guarantee(s). The remaining balance of the deposit is due fourteen days in advance of the first function. Payment can be made via credit card, ACH wire or company check. A 2.5% service fee will be added to credit card charges over \$20,000.

IMPORTANT INFORMATION

- Exhibit Floor catering is a drop off service. SAVOR...Chicago is not responsible for trash removal.
- Catering is delivered with disposableware. China service is available with an associated fee.
- On-site pop up orders have a two hour delivery window
- SAVOR...Chicago is not responsible for supplying tables for catering services in your Booth. Please contact your General Contractor to order tables or designate appropriate counter space in your Booth.
- SAVOR ...Chicago is not responsible for supplying power for catering services in your booth. Please contact your General Contractor to order electricity.
- SAVOR...Chicago Banquet Staff is available for hire in your Booth.

PLEASE SAVE THIS TO YOUR COMPUTER, COMPLETE AND "SUBMIT" USING THE BUTTON BELOW.

DATASIS CORP.

1687 ELMHURST RD., ELK GROVE VILLAGE, IL 60007
 FAX ORDER TO: (847) 427-1919
 OR EMAIL TO ORDERS@DATASIS.COM
 PHONE: (847) 427-0909 OR (888) D.A.T.A.S.I.S.

RSNA® 2017



Explore. Invent. Transform.

RSNA 2017 TECHNICAL EXHIBITS COMPUTER RENTALS

We carry a wide variety of data displays, audio/visual and computer peripherals.

RENTAL FEES BELOW COVER EQUIPMENT USE FOR THE ENTIRE SHOW - THESE ARE NOT DAILY RATES!



friendlyway COMPUTER KIOSKS - INTERNET READY

Brushed Steel, includes Pentium-4, 15" LCD touchscreen, Keyboard w/trackpad.....	425.00	x	_____	=	_____
Brushed Steel, includes Pentium-4, 17" LCD touchscreen, Keyboard w/trackpad.....	595.00	x	_____	=	_____
Brushed Steel, includes Pentium-4, 19" LCD touchscreen, Keyboard w/trackpad.....	795.00	x	_____	=	_____

FLAT-SCREEN (LCD/LED) COMPUTER DISPLAYS

Multisync 20" Flat LCD VGA/DVI monitor (4:3 format, up to 1600x1200 resolution).....	95.00	x	_____	=	_____
Multisync 20" Flat LCD VGA/DVI monitor (wide format).....	125.00	x	_____	=	_____
Multisync 24" Flat LCD VGA/DVI monitor (wide format).....	175.00	x	_____	=	_____
Multisync 32" Flat LCD VGA/DVI monitor (wide format).....	345.00	x	_____	=	_____
Multisync 40" Flat LCD VGA/DVI monitor (wide format).....	395.00	x	_____	=	_____
Multisync 42" Flat LCD VGA/DVI monitor (wide format).....	475.00	x	_____	=	_____
Multisync 55" Flat LCD VGA/DVI monitor (wide format).....	675.00	x	_____	=	_____
Multisync 65" Flat LCD VGA/DVI monitor (wide format).....	975.00	x	_____	=	_____
Floor Stand for above.....	95.00	x	_____	=	_____

WINDOWS-BASED COMPUTERS (desktops include 19" LCD monitor)

Systems include Windows 7

Pentium-4/Core2	2gb	80gb HDDCDRW/DVD	10/100/1K NIC.....	165.00	x	_____	=	_____
i3/i5 based Desktop	4gb	120gb HDDCDRW/DVD	10/100/1K NIC.....	195.00	x	_____	=	_____
Pentium-4/C2D Laptop	2gb	80gb HDDCD/DVD	10/100 NIC.....	175.00	x	_____	=	_____
i3/i5-based Laptop	4gb	120gb HDDCD/DVD	10/100 NIC.....	220.00	x	_____	=	_____
HP TOUCHSMART All-in-One Windows PC with integrated 22" touchscreen	4gb	80gbHDD	10/100 NIC.....	345.00	x	_____	=	_____
Additional ram, per 1gb.....				30.00	x	_____	=	_____
-Microsoft Office installed (Powerpoint, Word, Excel), add.....				30.00	x	_____	=	_____

APPLE COMPUTERS

Systems include Apple OS X

Mac Mini Intel Duo	4gb	320gb HDDNo FDD	CDRW/DVD.....	325.00	x	_____	=	_____
iMac 20" LCD Intel Duo	4gb	160gb HDDNo FDD	CDRW/DVD.....	275.00	x	_____	=	_____
iMac 27" LCD Intel Duo	4gb	300gb HDDNo FDD	CDRW/DVD.....	675.00	x	_____	=	_____
-Microsoft Office installed (Powerpoint, Word, Excel).....				30.00	x	_____	=	_____

iPADS

iPad 2 16gb Wifi, optional 3g, includes charger and carry-case.....	125.00	x	_____	=	_____
iPad 4 32gb Wifi, optional 3g, includes charger and carry-case.....	150.00	x	_____	=	_____
Lilitab floor stand for iPad 2,3,4 (white).....	175.00	x	_____	=	_____

NETWORKING AND OTHER PERIPHERALS

Network hub (10/100 ethernet), 5-port.....	25.00	x	_____	=	_____
Network hub (10/100 ethernet), 16-port.....	45.00	x	_____	=	_____
Network hub (10/100 ethernet), 24-port.....	75.00	x	_____	=	_____
Access Point (up to 30 user), includes programming.....	175.00	x	_____	=	_____
Access Point (up to 60 user), includes programming.....	245.00	x	_____	=	_____
Network Wifi Router, basic 10/100, includes programming (2.4 GHz).....	125.00	x	_____	=	_____
Network Wifi Router, basic 10/100, includes programming (Dual 5.0/2.4 GHz).....	195.00	x	_____	=	_____
Network Wifi Router, advanced features (security, multiple hotspots/networks, bandwidth shaping).....	295.00	x	_____	=	_____

PRINTERS, FAXES AND COPIERS

Hewlett-Packard B/W Laser Printer (40ppm - up to 2000 prints, \$.07/p after 2000).....	195.00	x	_____	=	_____
Hewlett-Packard COLOR Laser Printer (20ppm - up to 2000 prints, \$.24/p after 2000).....	295.00	x	_____	=	_____
Hewlett-Packard COLOR Laser Printer (32ppm - up to 2000 prints, \$.24/p after 2000).....	495.00	x	_____	=	_____
Light duty desktop copier (250 sheet tray, letter and legal copies, incl. 50% toner).....	200.00	x	_____	=	_____
Medium duty desktop copier (500 sheet tray, collating/stapling, \$.07/p after 2000).....	695.00	x	_____	=	_____
Laser fax machine.....	75.00	x	_____	=	_____

ORDER DEADLINE DATE:

November 1, 2017!

Orders received after deadline may be subject to 10% surcharge.
 Cancellations after the deadline date will receive maximum 50% credit for rental fee only (full charge for delivery), no credit will be issued for cancellation after delivery.

EQUIPMENT TOTAL.....	_____	=	_____
City of Chicago tax (EQUIPMENT TOTAL X .09).....	_____	=	_____
DATASIS handling fee.....	_____	=	75.00
TOTAL COST OF RENTAL.....	_____	=	_____

INSTALLATION AND BOOTH DELIVERY FEES: The inside booth delivery, setup and removal will be performed by union electricians. This additional fee will be charged directly to the exhibitors by the electrical contractor for the event.

PLEASE COMPLETE BILLING AND CONTACT INFORMATION ON REVERSE SIDE!

PLEASE SAVE THIS TO YOUR COMPUTER, COMPLETE AND "SUBMIT" USING THE BUTTON BELOW.

DATASIS CORP.

1687 ELMHURST RD., ELK GROVE VILLAGE, IL 60007
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RSNA 2017 TECHNICAL EXHIBITS COMPUTER RENTALS

EXHIBITOR INFORMATION AND METHOD OF PAYMENT

COMPANY INFORMATION

COMPANY _____ BILLING CONTACT _____
ADDRESS _____ EMAIL ADDRESS _____
CITY _____ STATE _____ ZIP _____
TELEPHONE (____) _____ - _____ FAX (____) _____ - _____

EXHIBIT INFORMATION

BOOTH NUMBER _____ BOOTH CONTACT _____
BOOTH COMPANY NAME (if other than above) _____
BOOTH CONTACT CELL PHONE (____) _____ - _____

PAYMENT INFORMATION (Credit card information is required for all rentals)

CHECK ENCLOSED _____ USE CREDIT CARD: _____ Amex _____ MC _____ VISA
NUMBER: _____ EXPIRATION _____
NAME ON CARD _____ Security Code _____

CREDIT CARD BILLING

NAME/COMPANY: _____ ADDRESS: _____
CITY: _____ STATE _____ ZIP _____

"I have read and agree to all terms and conditions, pricing and cancellation policy as stated herein."

Delivery / Pickup Fees

The Datasis handling fee noted on the order form covers order preparation and transportation fees from our warehouse to, and then back from, McCormick Place. Once at the center, union electricians will perform the final delivery and installation (and removal). Their fees will be billed directly to your booth by the electrical contractor for the event. Special circumstances that may result in additional labor fees will be discussed and approved prior to execution.

If for any reason we need to make additional deliveries to the booth there may be additional labor fees charged. You must be present in your booth to accept the equipment or a second delivery fee will be assessed.

GENERAL DATASIS RENTAL TERMS AND CONDITIONS:

PAYMENT TERMS: Full payment is expected at time of order placement. Equipment availability is not guaranteed until full payment is received, including rental fee, tax and delivery. Payment can be made by company check or credit card in advance.

UNION CHARGES / DRAYAGE: The Datasis delivery fee indicated on this rental form includes the cost of the equipment delivery from our warehouse to and from the exhibit hall. At McCormick Place only union electricians are allowed to install and dismantle the equipment. The delivery fee does not include any drayage or union labor fees that may be incurred as a result of this rental - we will inform you if such fees could be incurred at your event before your order is confirmed.

TECHNICAL SUPPORT: Datasis will support our equipment throughout the rental period. There is no charge for the replacement or service of defective equipment provided by Datasis, but we reserve the right to charge for technical support of equipment that is not ours or software assistance of any sort. Datasis is not responsible for damages resulting from the use of our equipment.

VIRUSES/PATCHES/SPYWARE: Although we endeavor to have the very latest operating system patches and anti-virus definitions installed we cannot be held responsible for damage or downtime that might be incurred as the result of an internet attack of any sort.

DAMAGE / LOSS: The lessee shall pay the full replacement or repair charges of any Datasis property that is damaged or not returned for any reason, and regardless of any insurance coverage that may be applicable. In addition, rental fees may be incurred while the equipment remains in an unusable state.

ORDER CANCELLATION: Cancellations after the deadline date will receive 50% credit, no credit will be issued for cancellation after delivery.



2-3ft Croton



2-3ft Neanthe Bella Palm



2-3ft Arboricola



3ft Janet Craig



3ft Spathiphyllum



3ft Roebelinii



3-4ft Dracaena Marginata



3-4ft Ficus Bush

FloralExhibits



4-6ft Schefflera



4-6ft Marginita



4-8ft Majesty Palm



4-8ft Areca Palm



4-8ft Cat Palm



5-8ft Ficus Tree

FloralExhibits

info@floralexhibits.com

P 773.277.1888

www.floralexhibits.com

A KEHOE DESIGNS Company



Small Fern



Large Fern



Ivy (Hanging Plant)



Pothos (Hanging Plant)



Potted Mums



Potted Azaleas



Potted Begonias



Bromeliads

FloralExhibits

FLORAL ARRANGEMENTS



Small 01



Small 02



Small 03



Small 04



Medium 01



Medium 02



Medium 03



Medium 04



Large 01



Large 02



Large 03



Large 04



Custom 01



Custom 02



1 or 2 Stem Orchids

FloralExhibits



\$195

6-7ft Single Ball



\$165

6-7ft Double Ball



\$195

7-8ft Triple Ball



\$165

6-7ft Eugenia Column



\$55

2-3ft ZZ Plant



\$85

3ft Boxwood Round



\$125

3-4ft Boxwood Upright



\$95

3-6ft Bird of Paradise

FloralExhibits

CUSTOM PLANTER RENTALS



\$145



20"x20"x37" Tall Black Modern Planter

\$145



20"x20"x37" Tall Charcoal Modern Planter

\$145



20"x20"x37" Tall White Modern Planter

\$250



48"x18"x24" Large Rectangular Planter

\$275



36"x36" Large Square Planter

\$145



20"x20" White Cube

FloralExhibits

RSNA 2017

November 26 - December 1,
2017

McCormick Place
Chicago, IL



Email Order To:
info@floralexhibits.com

Order Online
shop.floralexhibits.com
Enter Promotional Code:
rsna2017

Contact us for
complimentary
pre-show design
consultation.

Custom Plants and
Planters Available -
Please Call for Quote

All prices include delivery, installation, servicing and dismantle at the end of the show.
Orders without payment will not be processed.
Cancellations may be made prior to the pre-show deadline. No refunds will be made after that date.
Product availability is subject to season and geographic location.
All materials, containers and plants are available on a rental basis.
Damaged or missing items are the responsibility of the exhibitor and must be reported during the run of the show to allow for replacement.
Additional charges may apply.
No refunds will be given after the close of the show.

Floral & Plant Rental Form

Advance Order Deadline / November 6, 2017

EXHIBITOR /	BOOTH NUMBER /		
BILL TO /	EMAIL /		
ADDRESS /	CITY /	STATE /	ZIP /
PHONE /	FAX /	PO # /	
COMPANY REPRESENTATIVE /	DATE ORDERED /		

COMPLETE THIS BOX ONLY IF DESIGNER IS NEEDED ON SITE

Booth Contact /	Contact Phone /	Available Time/Date /
-----------------	-----------------	-----------------------

QTY	TROPICAL PLANTS Please specify quantity, heights & variety	Containers for plants: Black _____ White _____	PRICE	TOTAL
	Small Potted Ferns		\$30.00	
	Large Potted Ferns		\$35.00	
	Hanging Plants		\$35.00	
	2' Plants		\$40.00	
	3' Plants		\$44.00	
	4' Plants		\$54.00	
	5' Plants		\$64.00	
	6'-7' Plants		\$74.00	
	8'-9' Plants		\$125.00	

BLOOMING PLANTS & ACCESSORIES

	Potted Mums (Yellow, White, & Lavender)		\$25.00	
	Potted Azaleas (Red, Pink, & White)		\$35.00	
	Bromeliads		\$36.00	
	Bubble Bowls (Great for business cards & promotional items!)		\$36.00	

FLORAL ARRANGEMENTS / PLEASE CHOOSE TROPICAL OR SEASONAL (Please indicate desired colors)

	Single Stem Phalaenopsis Orchid Plant (Fuchsia or White) Long Lasting!		\$95.00	
	Double Stem Potted Orchid Plant (Fuchsia or White) Long Lasting!		\$135.00	
	Small Arrangement (12"x12")		\$85.00	
	Medium Arrangement (18"x14")		\$100.00	
	Large Arrangement (24"x18")		\$120.00	
	Custom Arrangement (please ask for quote)			

SUBTOTAL _____
Tax 9% _____
TOTAL _____

PAYMENT INFORMATION

Circle one / VISA MC AMEX DISCOVER

Name / _____

Card # / _____

Exp. Date / _____ CVV Code / _____

Signature / _____

PLEASE RETAIN A COPY FOR YOUR RECORDS



Floral Exhibits, Ltd.
2555 S Leavitt St
Chicago, IL 60608

Phone / 773.277.1888
Fax / 773.277.1919
www.floralexhibits.com



2-3ft Croton



2-3ft Neanthe Bella Palm



2-3ft Arboricola



3ft Janet Craig



3ft Spathiphyllum



3ft Roebelinii



3-4ft Dracaena Marginata



3-4ft Ficus Bush

FloralExhibits

info@floralexhibits.com

P 773.277.1888

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A KEHOE DESIGNS Company



4-6ft Schefflera



4-6ft Marginita



4-8ft Majesty Palm



4-8ft Areca Palm



4-8ft Cat Palm



5-8ft Ficus Tree

FloralExhibits



Small Fern



Large Fern



Ivy (Hanging Plant)



Pothos (Hanging Plant)



Potted Mums



Potted Azaleas



Potted Begonias



Bromeliads

FloralExhibits

FLORAL ARRANGEMENTS



Small 01



Small 02



Small 03



Small 04



Medium 01



Medium 02



Medium 03



Medium 04



Large 01



Large 02



Large 03



Large 04



Custom 01



Custom 02



1 or 2 Stem Orchids

FloralExhibits



\$195

6-7ft Single Ball



\$165

6-7ft Double Ball



\$195

7-8ft Triple Ball



\$165

6-7ft Eugenia Column



\$55

2-3ft ZZ Plant



\$85

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\$125

3-4ft Boxwood Upright



\$95

3-6ft Bird of Paradise

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20"x20"x37" Tall White Modern Planter

\$250



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\$275



36"x36" Large Square Planter

\$145



20"x20" White Cube

FloralExhibits

info@floralexhibits.com

P 773.277.1888

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A KEHOE DESIGNS Company

RSNA 2017

November 26 - December 1,
2017

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PHONE /	FAX /	PO # /	
COMPANY REPRESENTATIVE /	DATE ORDERED /		

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SUBTOTAL _____
Tax 9% _____
TOTAL _____

PAYMENT INFORMATION

Circle one / VISA MC AMEX DISCOVER

Name / _____

Card # / _____

Exp. Date / _____ CVV Code / _____

Signature / _____

PLEASE RETAIN A COPY FOR YOUR RECORDS



PHOTOGRAPHY SERVICES

Exhibit Photography Packages - Includes color corrected, high resolution images with unlimited usage rights shipped via ground service within 7 business days from the end of the show unless otherwise stated below. E-Delivery of images and video reel will be uploaded to secure site for 10 days within 5 business days from the end of the show. For expedited delivery on any services, please contact us. QTY

Pro Pack A	<i>Includes 6 views of the exhibit delivered via E-Delivery</i>	\$1,133.00 _____
	Up to 5 Additional Pro Pak Views	\$75.00 _____
Pro Pack B	<i>Includes 15 views of the exhibit delivered via E-Delivery</i>	\$2,240.00 _____
	Up to 10 Additional Pro Pack Views	\$75.00 _____
	Each view w/ 1-8x10 print	150.00 _____
Single Exhibit Views	Each view w/ CD	\$175.00 _____
	Each view w/ E- Delivery	\$195.00 _____

Exhibit Photography w/Video Packages

Pro-Pack A w/ Videography Services	<i>Includes 6 views of the exhibit and 5-10 of video footage of booth of booth delivered via E-Delivery. Video is without sound and unscheduled. Video booked in 30-minute intervals. Additional time charged at \$300 per 30 minutes.</i>	\$1,499.00 _____
Pro-Pack B w/Videography Services	<i>Includes 15 views of the exhibit and 5-10 of video footage of booth of booth delivered via E-Delivery. Video is without sound and unscheduled. Video booked in 30-minute intervals. Additional time charged at \$300 per 30 minutes.</i>	\$2,525.00 _____
Videography Service of booth– (with 4 view minimum)	<i>10 minutes of video footage of booth, without sound, captured during photography session. Booked in 30-minute intervals. Additional time charged at \$300 per 30 minutes.</i>	\$490.00 _____
Videography Service of booth– (No minimum Photography Order)	<i>5-10 minutes of video footage of booth, without sound, unscheduled before or during show hours. Please notate on Order Form (p.4) with or without people. Booked in 30-minute intervals. Additional time charged at \$300 per 30 minutes.</i>	\$700.00 _____
Video Footage Edit	<i>Includes either three-6 to 10 second clips for social media or one-30 to 45 second edited video from the above service with stock music and limited graphic. Delivered electronically within 10 business days from the final day</i>	\$386.00 _____
On-site Delivery of Exhibit Photography	<i>All unmanipulated digital images surrendered on-site on USB drive within 24 hours after image capture.</i>	\$77.00 _____
Additional 8x10 Prints or CD of view		\$25.00 _____

Event Photography -All event photography services are to be used for timed special events only and must be booked in consecutive hourly increments to obtain discounted pricing. Offsite and after 5pm two-hour minimum. Does not include exhibits or product photography.

\$385.00 for first hour, \$335.00 for second hour, \$285.00 for any additional hours # Hours _____
E-Delivery of color corrected, high-resolution images with unlimited usage rights within 7 business days from the end of the show.

Location _____ Date _____ Time _____

Dynamic Exhibit Photography- (Ideal for Exhibit Builders and Product shots)
Complete Studio Look with Post-Production and e-delivery per view **\$515.00** _____
Imaging technicians will remove background, distracting objects or wall graphics, in addition to color correction.

Photo Booth & Professional Head Shot Lounge- Packages start at \$1,200. Please contact us for further information.



RSNA 2017 Annual Meeting
 November 26 - December 1
 McCormick Place, Chicago

RSNA® 2017
 NOVEMBER 26 - DECEMBER 1

Order Form

Bill To Company

Billing Address _____

City _____ State _____ Zip _____

Ordered By _____

Phone _____

Email _____

Name on Card _____

Card Number _____ Exp. _____

Signature _____

Ship to Company

Shipping Address _____

City _____ State _____ Zip _____

Ship to Attention _____

Ship to Email _____

(Sales tax will be applied to products delivered in IL, TX,)

Shipping & Handling **\$20.00**
(Via ground services)

TOTAL _____

To avoid shipping and handling costs Please supply fed-ex or UPS number for ground or overnight shipping.

Please indicate preference:

Overnight _____ Ground _____

Fed-Ex # _____

UPS # _____

Booth Name _____

Booth # _____

On-site Contact _____

On-site Contact's email _____

Cell# _____

Onsite Instructions _____

Exhibit Photography/Video Reel Instructions

Monitors ___ ON ___ OFF **WITH People** _____

Lights ___ ON ___ OFF **WITHOUT People** _____

Staff Shot _____

Must be prepaid with a Check, Visa, MasterCard or American Express. Cancellations received less than one week prior to the first day of exhibitor move-in will be billed at 50%. Photography Orders ship within 7 business days after closing date of show unless otherwise stated. Claims must be made in writing within 7 days of receipt of materials. Oscar & Associates does not work on speculation. 8/13



VIDEO SERVICES

	QTY
Production – B-Roll (general footage of action), testimonials, interviews, booth and event coverage, time lapse clips etc.	
All-Inclusive Video Package -	\$2,075.00
<i>Up to 2 consecutive hours (including setup and breakdown time) of in-booth HD shoot with 1 videographer and standard HD kit, 1 edited and produced video up to 3 minutes long with rough cut and 1 revision. Includes intro, outro, stock music and titling. First draft delivered online within 15 days from the final day of the show. Final video delivered online upon final approval.</i>	
B Roll 120- Scheduled Raw Footage* Capture	\$1,575.00
<i>Up to 2 consecutive hours (including setup and breakdown time) of in-booth HD shoot with 1 videographer and standard HD kit at the time of your choice during show hours. Delivery of raw footage on a USB drive within 10 business days from the final day of the show.</i>	
Half Day B Roll Shoot	\$2,075.00
<i>Up to 4 consecutive hours (including setup and breakdown time) of in-booth HD shoot with 1 videographer and standard HD kit. Delivery of raw footage on a hard disk drive within 10 business days from the final day of the show.</i>	
Full Day B Roll Shoot	\$3,125.00
<i>Up to 8 consecutive hours (including setup and breakdown time) of in-booth HD shoot with 1 videographer and standard HD kit. Delivery of raw footage on a hard disk drive within 10 business days from the final day of the show.</i>	
Post Production - editing, animation, music and sound design. On site during show of post-show. Videos delivered electronically.	
	QTY
Post Show Editing (2-3 Minute Video w/2 rounds of revisions)	\$1,300.00
NEW Editing (3 to 5 videos running between 6 sec. & 20 sec. for social media)	\$1,300.00
On show site editing with 24 hour or less delivery - \$350 per hour w/2 hour minimum	
Raw Footage Delivery Options	
<i>External hard disk drive</i>	\$200.00

For custom videos please contact us for a quote. OA provides script writing, multi-day packages, audio recording, graphic design, animation and a full range of video services pre-show, on site and post show.

Please visit [Video Samples](#) to see portfolio of work.

Description of Video: _____

Location: _____

Date: _____

Time: _____

(Telephone confirmation to be provided upon receipt of form.)

By submitting order you agree to OA's Video Production terms of service found here. <http://www.oscarandassociates.com/videoterms>

orders@hellooa.com

566 W. Lake Street, Suite 430 Chicago IL 60661

P: 312-922-0056 F: 312-922-2866 www.OscarAndAssociates.com



Order Form

Bill To Company

Billing Address _____

City _____ State _____ Zip _____

Ordered By _____

Phone _____

Email _____

Name on Card _____

Card Number _____ Exp. _____

Signature _____

Ship to Company

Shipping Address _____

City _____ State _____ Zip _____

Ship to Attention _____

Ship to Email _____

(Sales tax will be applied to products delivered in IL, TX,)

Shipping & Handling **\$20.00**
(Via ground services)

TOTAL _____

To avoid shipping and handling costs Please supply fed-ex or UPS number for ground or overnight shipping.

Please indicate preference:

Overnight _____ Ground _____

Fed-Ex # _____

UPS # _____

Booth Name _____

Booth # _____

On-site Contact _____

On-site Contact's email _____

Cell# _____

Onsite Instructions _____

Must be prepaid with a Check, Visa, MasterCard or American Express. Cancellations received less than one week prior to the first day of exhibitor move-in will be billed at 50%. Photography Orders ship within 7 business days after closing date of show unless otherwise stated. Claims must be made in writing within 7 days of receipt of materials. Oscar & Associates does not work on speculation. 8/13

orders@hellooa.com

566 W. Lake Street, Suite 430 Chicago IL 60661
P: 312-922-0056 F: 312-922-2866 www.OscarAndAssociates.com



Exhibitor Liability Insurance Program

As a standard requirement for all of our show exhibitors, it is necessary for you to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.

This insurance must be in force during the lease dates of the event, November 26, 2017 – December 1, 2017, naming Radiological Society of North America (820 Jorie Blvd. Oak Brook, IL 60523-2251) as the certificate holder. The following must be named as additional insured: Radiological Society of North America, McCormick Place and Freeman.

Having insurance will protect your company, employees, and volunteers, should a claim arise against you for something that occurred at your booth.

Purchase your Insurance Now

We have set up two Insurance Programs for this show.

Your coverage must include your move in and move out dates.

Based on when you plan on setting up and breaking down your booth, click on one of the links below to purchase the appropriate insurance instantly online.

Click the link below to purchase insurance covering the dates: November 24, 2017 – December 1, 2017 Costs \$94
<https://securevendorinsurance.com/Rainprotection/ApplicantInformation?GroupEventKey=dfcd87ac5c13>

Click the link below to purchase insurance covering the dates: November 16, 2017 – December 5, 2017 Costs: \$150
<https://securevendorinsurance.com/Rainprotection/ApplicantInformation?GroupEventKey=f87c42de71a9>

NON USA EXHIBITORS - Address and Phone Number instructions:

When filling in your company information it will ask for a phone number and address. Please use the following:

Address - 2301 S Lake Shore Dr, Chicago, IL 60616

Phone Number - (800) 528-7975.

This program is valuable for:

- *Exhibitors who do not have any insurance.
- *International Exhibitors whose liability insurance will not cover them at a U.S Show.
- *Companies who do not have the time to deal with all of the certificate arrangements, and need coverage now.
- *Exhibitors who find it easier or advantageous to use this program, rather than their corporate insurance; Similar to when you rent a car and do not want to use your own auto insurance.
- *Should there be a claim, it will not tarnish your policy and rates. And, unlike most corporate policies, there is no deductible.

We also offer affordable short term Equipment/Merchandise/Display Insurance

All exhibitors are strongly urged to obtain full-coverage temporary insurance for their merchandise and displays while in transit and while at the exposition.

Please complete and return the Enrollment Form below:
[Click Here for the Instant Equipment Insurance Enrollment Form](#)



2-3ft Croton



2-3ft Neanthe Bella Palm



2-3ft Arboricola



3ft Janet Craig



3ft Spathiphyllum



3ft Roebelinii



3-4ft Dracaena Marginata



3-4ft Ficus Bush

FloralExhibits



4-6ft Schefflera



4-6ft Marginita



4-8ft Majesty Palm



4-8ft Areca Palm



4-8ft Cat Palm



5-8ft Ficus Tree

FloralExhibits



Small Fern



Large Fern



Ivy (Hanging Plant)



Pothos (Hanging Plant)



Potted Mums



Potted Azaleas



Potted Begonias



Bromeliads

FloralExhibits

FLORAL ARRANGEMENTS



Small 01



Small 02



Small 03



Small 04



Medium 01



Medium 02



Medium 03



Medium 04



Large 01



Large 02



Large 03



Large 04



Custom 01



Custom 02



1 or 2 Stem Orchids

FloralExhibits



\$195

6-7ft Single Ball



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6-7ft Double Ball



\$195

7-8ft Triple Ball



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\$55

2-3ft ZZ Plant



\$85

3ft Boxwood Round



\$125

3-4ft Boxwood Upright



\$95

3-6ft Bird of Paradise

FloralExhibits

CUSTOM PLANTER RENTALS



\$145



20"x20"x37" Tall Black Modern Planter

\$145



20"x20"x37" Tall Charcoal Modern Planter

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20"x20" White Cube

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Phone / 773.277.1888
Fax / 773.277.1919
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RSNAnet Service

Advanced Rate Deadline: October 21, 2017

Please choose the bandwidth that will best accommodate your needs. Only traffic outside RSNAnet will be regulated. Network traffic between booths, headquarters offices, meeting suites and addresses within RSNAnet will NOT be limited.

Each connection ordered for RSNAnet will include a full subclass-C address range minus a few administrative addresses (240 addresses would remain useable for your connection).

Your specific address details will be emailed in early October 1.

Bandwidth

When selecting the proper bandwidth for your booth, consider the number of devices to be connected with the booth, number of devices using the Internet connection at the same time, and highest bandwidth requirement of each device. For basic activities such as checking email, 512K should be sufficient. For other activities such as product demonstration, image sharing, video streaming, a larger bandwidth should be considered. If you have any questions on the bandwidth that you should consider, please contact Joe Toman, RSNA Systems and Network Administrator, at 1-630-590-7714 or network@rsna.org.

Special Networks

Secondary Drop: The primary purpose of this connection is to allow exhibitors with multiple booth locations to consolidate their IP ranges. A typical exhibitor would purchase a single drop to their main booth and then purchase subsequent drops to their other areas such as booths, workshops or meeting suites, thus sharing the primary location's bandwidth and IP structure. Only one IP address range will be supplied for the group of multiple Internet connections.

Private VLAN: If an exhibitor wishes to make private connections from their primary booth to other locations, the VLAN option should be used. The private VLAN can be used to share Internet service but a properly configured router or firewall will be required. VLAN service requires a minimum of two drops and there is no limit to the number of locations that can be connected via private VLAN. VLANs do not include IP ranges and can be addressed as desired by the user.

Ethernet Switch

RSNA does not rent Ethernet switches. 5, 16 and 24-port switches are available through Datasis, RSNA official computer contractor. Datasis' order form can be found in the Exhibitor Service Kit.

Drop Diagram

A completed RSNAnet Connection Diagram Form or a marked floor plan of the booth, stating an exact drop location, must be submitted with the application. A marked floor plan of the booth may be submitted. Orders are not complete until application, drop diagram and payment is received.

Drop Installation

All main Internet drops will be installed by McCormick Place no later than 4:30 p.m. on Friday, November 24 at no charge. If you require your Internet drop to be installed by a specific date/time or require the fanning of CAT5 cables from your main Internet drop to other locations within your booth, please order labor through McCormick Place Exhibitor and Technical Services Order Form found in the Exhibitor Service Kit.

Exhibit Booth Wi-Fi

As wireless usage has grown substantially, it has become increasingly difficult for wireless networks to operate consistently in a densely populated air space.

We recommend that any device or connection within your booth be wired whenever possible, especially if being used to showcase or demo a product or service. If you must set-up your own booth Wi-Fi, we ask that you follow these recommendations:

- Place the Wi-Fi equipment on the floor or low to the ground
- Any directional antennas should be pointed into your booth as not to interfere with neighboring booths
- If possible, turn down the strength
- Set the channel to auto
- Use one of the following wireless protocols: 802.11a/g/n.
- It is recommended to operate in the 5 GHz band; 2.4 GHz access is limited
- Look at the contents of your booth, any metal is likely to block the Wi-Fi signal
- Use a password to protect your bandwidth
- To achieve optimal performance, MiFi and Personal Hotspots are discouraged.
- Do not include RSNA in your SSID name.

RSNAnet staff will perform periodic checks on the exhibit floors to check for signal strength and channel usage. If any onsite changes are necessary, RSNAnet staff will contact you directly to discuss any required changes.

Questions:

If you have any additional questions, please contact:

Technical

Dave Christiansen
System Specialist
1-630-590-7718
network@rsna.org

Advance Ordering

Jorie Dydo
Manager: Technical Exhibits
1-630-571-7581
jdydo@rsna.org

Onsite Ordering

(Nov. 17 - Nov. 30)
North and South Buildings
RSNAnet Desk
Exhibitor Service Center

Onsite Network Problems

When testing your equipment at RSNA 2017 and you discover an issue, contact RSNAnet Support at 1-312-949-3214.



RSNAnet Service Application/Contract

Advanced Rate Deadline: October 21, 2017

1. Contact Information: (Please print or type)

Company		Booth Number	
Address			
City	State/Province	ZIP/Postal Code	Country
Business Contact	Title	Telephone	Email Address
Technical Contact	Title	Telephone	Email Address

2. RSNAnet: The fee per connection includes 10/100/1000Base-T standard RJ-45 male connector and 1 subclass-C IP address range (240 usable addresses).

MAXIMUM INTERNET BANDWIDTH	QUANTITY	ADVANCE RATE (BY OCTOBER 21)	ONSITE RATE (AFTER OCTOBER 21)	SUBTOTAL (QUANTITY X RATE)
Up to 1.5Mb		\$1,500	\$1,875	
Up to 3Mb		\$3,000	\$3,750	
Up to 5Mb		\$4,000	\$5,000	
Up to 10Mb		\$6,000	\$7,500	
Up to 20Mb		\$12,000	\$15,000	
Up to 40Mb		\$20,000	\$25,000	
Up to 50Mb		\$25,000	\$31,250	
Up to 75Mb		\$35,000	\$43,750	
Private VLAN (minimum 2)		\$1,000	\$1,250	
Secondary Drop		\$1,000	\$1,250	

Note: Fee includes city and state sales tax.

Grand Total \$ _____

3. Diagram: Connection diagram must be submitted to complete the order and assign IP Address

4. Ethernet Switch: 5, 16 and 24-port switches are available through Datisis, official RSNA Computer Contractor. See Exhibitor Service Kit for Datisis order form.

5. Installation Labor: All main Internet drops will be installed by 4:30 PM on Friday, November 24 at NO CHARGE. If you require your Internet drop to be installed by a specific date/time OR if you require fanning of CAT 5 cables, please order labor through McCormick Place Exhibitor and Technical Services Department. See Exhibitor Service Kit for McCormick Place Order Form.

6. Payment:

- Check enclosed (in U.S. funds drawn on U.S. bank) payable to RSNA
- Wire Transfer (see Terms and Conditions for details)
- Credit Card
 - American Express MasterCard Visa
 - Discover Diners Club

Card Number _____ Exp. Date _____

Name as it Appears on Card _____

X _____
Authorized Signature

Orders are not complete until application drop diagram and payment is received.

I have read, understand and agree to the RSNAnet Service Terms and Conditions above and on the reverse side of this form.

Agreed to

X _____
Signature of Main Exhibit Contact Date

Return your signed application/contract and drop diagram to:

RSNA Technical Exhibits
Attn: Jorie Dydo
820 Jorie Blvd
Oak Brook, IL 60523-2251
Secure Fax: 1-630-571-2198

For Office Use Only

CO #	Amount Received	Payment Type	Batch

For TE Use Only

IP #	Closet	Location

RSNAnet Drop Diagram

Please complete the Connection Diagram Form and submit with your RSNAnet Services Application/Contract. A different form must be completed for each drop request, even if they are located in the same booth. In lieu of this form, a clearly marked floorplan/booth drawing may be submitted. This form may be copied.

All main Internet drops will be installed by 4:30 PM on Friday, November 24 at NO CHARGE. If you require your Internet Service to be installed by a specific date OR if you require fanning of CAT 5 cables, please order labor through McCormick Place Exhibitor and Technical Services Department. See Exhibitor Service Kit order form for details.

All Internet connections will be pulled from the floor ports at McCormick Place.

Company Information

		<input type="checkbox"/> South Hall A <input type="checkbox"/> North Hall B
Company Name	Booth Number	Hall (check one)
Onsite Contact	Phone Number	Email Address

Booth Diagrams

Please indicate the drop location with an "X"

Adjacent Booth # _____	<div style="border: 1px solid black; width: 100%; height: 100%;"></div>	Adjacent Booth # _____
-------------------------------	---	-------------------------------

This box does not indicate the size, shape or orientation specific to your booth.

Questions:

If you have any additional questions, please contact:

Technical
Dave Christiansen
System Specialist
1-630-590-7718
network@rsna.org

Ordering
Jorie Dydo
Manager: Technical Exhibits
1-630-571-7581
jdydo@rsna.org

For TE Use Only		
IP #	Closet	Location

RSNAnet Service Contract Terms & Conditions

RSNA has implemented a tiered-pricing structure so that exhibitors needing only limited access to the Internet will find a more cost-effective solution. A maximum bandwidth or throughput to the Internet has been set for each of the eight pricing levels. Please choose the size that will best accommodate your needs. Only traffic outside RSNAnet will be regulated. Network traffic between booths, headquarters offices, meeting suites, and addresses within RSNAnet will NOT be limited. For each network drop that you purchase, you must choose your maximum bandwidth for that specific connection.

Address Assignments

RSNA sees no need to charge you extra for additional IP addresses; therefore, each connection ordered for RSNAnet will include an 10/100/1000Base-T standard male connector and a full subclass-C address range minus a few administrative addresses (240 addresses would remain useable for your connection). Your specific address details will be emailed in early-October.

Secondary Drop Option

RSNA has added the option for multiple Internet connection pricing. The primary purpose of this connection is to allow exhibitors with multiple booth locations to consolidate their IP ranges. A typical exhibitor would purchase a single drop to their main booth and then purchase subsequent drops to their other locations, thus sharing the primary location's bandwidth and IP structure. Only one IP address range will be supplied for the group of multiple Internet connections.

Private VLAN Option

If an exhibitor wishes to make private connections from their primary booth to other locations, the VLAN option should be used. The private VLAN can be used to share Internet service but a properly configured router or firewall will be required. VLAN service requires a minimum of two drops and there is no limit to the number of locations that can be connected via private VLAN. VLANs do not include IP ranges and can be addressed as desired by the user.

Drop Location

A completed RSNAnet Connection Diagram Form or a marked floor plan of the booth, stating an exact drop location, must be submitted with the application. A marked floor plan of the booth may be submitted.

If an exact drop location is not submitted with RSNAnet Service Application/Contract, the connection will be dropped into the center of the booth property. The connection(s) must be installed prior to move-in. Exhibitors are responsible for contracting with McCormick Place for all interconnections within the booth and will be billed on a time and material basis.

Wireless Internet Access

RSNA will offer complimentary wireless internet throughout McCormick Place. This service is designed for casual users and not guaranteed. If you are relying on the Internet to showcase your product or service we strongly recommend a wire Internet connection for consistent service.

Exhibit Booth Wi-Fi

As wireless usage has grown substantially, it has become increasingly difficult for wireless networks to operate consistently in a densely populated air space. We recommend that any device or connection within your booth be wired whenever possible, especially if being used to showcase or demo a product or service. Wireless networks may be unreliable, so to ensure the best possible wireless experience for everyone, we ask that you follow these recommendations:

- Your wireless access point(s) must have adjustable power settings, set as low as possible
- Set the channel to auto. RSNAnet staff may ask you to change if necessary
- Please use one of the following wireless protocols: 802.11a/g/n. It is recommended to operate in the 5 GHz band whenever possible due to limited availability in the 2.4 GHz band
- Please mount your equipment within your space as low as possible
- Any directional antennas should be pointed into your space as to not interfere with surrounding areas
- Please ensure your wireless network is secure
- To achieve optimal performance, MiFi and Personal Hotspots are discouraged.
- Do not include RSNA in your SSID name.

RSNAnet staff will perform periodic checks on the exhibit floors to check for signal strength and channel usage. If any onsite changes are necessary, RSNAnet staff will contact you directly to discuss any required changes.

Payment Schedule

Application must be paid in full by a payment in U.S. funds drawn on a U.S. bank. Checks should be payable to the Radiological Society of North America, Inc. By sending your check, you authorize RSNA to convert the check into an electronic funds transfer. Please be aware that your bank account may be debited as soon as the same day we receive your payment.

Exhibitors may wire transfer payment to:

JP Morgan Chase Bank, NA
10 S. Dearborn St.
Chicago, IL 60603, USA
ABA Transit Number 071000013
Swift Code: CHASUS33
Account Number: 4184254

All fees associated with wire transfers are the responsibility of the exhibiting company (approx. \$20.00 per wire transfer).

Application requires a completed RSNAnet Connection Diagram Form stating an exact drop location. Diagram form must be submitted by the appropriate rate deadline to receive the discounted rate.

Exhibitors are responsible for contracting with McCormick Place for all interconnections within the booth and will be billed on a time and material basis.

Technical Information/When You Arrive

In spite of our best efforts, problems may occur with your RSNAnet connection. If you suspect that there is a problem, please first determine if the source of the problem is inside the booth. If you have done this and still feel there is a problem, you should report it to **RSNAnet Support. You can reach them onsite at 1-312-949-3214.**

RSNA may temporarily or permanently terminate this contract or suspend services if it is determined that the exhibitor's connection is causing a negative impact on the Network (i.e., failing equipment, virus-compromised equipment, etc.).

RSNA cannot be held liable for network downtime due to issues beyond RSNA's control.

All connections will be pulled from floor ports. The cables will be activated beginning Friday, November 24, 2017. In other areas, the 10/100/1000Base-T connections are from floor ports. RSNAnet crews will test the cables at that time and tag them with the technical information specific to each company. RSNAnet crews will be available to assist you with feeding the media into your booth. You are responsible for providing the 10/100/1000Base-T equipment required to complete your network connection.

Network Architecture

RSNAnet is a multi-vendor Gigabit Ethernet backbone that supports the TCP/IP protocol. Booths are connected to the backbone via 10/100/1000Base-T utilizing Level 5 unshielded twisted pair.

Ethernet connections to exhibitor equipment is via a length of UTP terminated in an RJ-45 plug (male) at both ends. Every attempt will be made to provide exhibitors with as much Ethernet bandwidth internal to the show as possible. RSNAnet makes extensive use of Ethernet routers and switches to segment the network and provide redundancy where possible.

Special arrangements can be made to accommodate exhibitors who have routers in their booths. Internet access is dual-homed with redundant connections to the Internet service providers.

Inquiries and Concerns

To ensure a timely response to your questions, whether general or technical, contact the appropriate individual below:

Contacts

Before November 16

Technical
Dave Christiansen
System Specialist
1-630-590-7718
network@rsna.org

Ordering
Jorie Dydo
Manager: Technical Exhibits
1-630-571-7581
jdydo@rsna.org

Onsite (November 17 – November 30)

Technical
RSNAnet Support
1-312-949-3214

Ordering
RSNAnet Desk
North Building & South Building:
Exhibitor Service Center

PLEASE SAVE THIS TO YOUR COMPUTER, COMPLETE AND "SUBMIT" USING THE BUTTON BELOW.

DATASIS CORP.

1687 ELMHURST RD., ELK GROVE VILLAGE, IL 60007
 FAX ORDER TO: (847) 427-1919
 OR EMAIL TO ORDERS@DATASIS.COM
 PHONE: (847) 427-0909 OR (888) D.A.T.A.S.I.S.

RSNA® 2017



Explore. Invent. Transform.

RSNA 2017 TECHNICAL EXHIBITS COMPUTER RENTALS

We carry a wide variety of data displays, audio/visual and computer peripherals.

RENTAL FEES BELOW COVER EQUIPMENT USE FOR THE ENTIRE SHOW - THESE ARE NOT DAILY RATES!



friendlyway COMPUTER KIOSKS - INTERNET READY

Brushed Steel, includes Pentium-4, 15" LCD touchscreen, Keyboard w/trackpad.....	425.00	x	_____	=	_____
Brushed Steel, includes Pentium-4, 17" LCD touchscreen, Keyboard w/trackpad.....	595.00	x	_____	=	_____
Brushed Steel, includes Pentium-4, 19" LCD touchscreen, Keyboard w/trackpad.....	795.00	x	_____	=	_____

FLAT-SCREEN (LCD/LED) COMPUTER DISPLAYS

Multisync 20" Flat LCD VGA/DVI monitor (4:3 format, up to 1600x1200 resolution).....	95.00	x	_____	=	_____
Multisync 20" Flat LCD VGA/DVI monitor (wide format).....	125.00	x	_____	=	_____
Multisync 24" Flat LCD VGA/DVI monitor (wide format).....	175.00	x	_____	=	_____
Multisync 32" Flat LCD VGA/DVI monitor (wide format).....	345.00	x	_____	=	_____
Multisync 40" Flat LCD VGA/DVI monitor (wide format).....	395.00	x	_____	=	_____
Multisync 42" Flat LCD VGA/DVI monitor (wide format).....	475.00	x	_____	=	_____
Multisync 55" Flat LCD VGA/DVI monitor (wide format).....	675.00	x	_____	=	_____
Multisync 65" Flat LCD VGA/DVI monitor (wide format).....	975.00	x	_____	=	_____
Floor Stand for above.....	95.00	x	_____	=	_____

WINDOWS-BASED COMPUTERS (desktops include 19" LCD monitor)

Systems include Windows 7

Pentium-4/Core2	2gb	80gb HDDCDRW/DVD	10/100/1K NIC.....	165.00	x	_____	=	_____
i3/i5 based Desktop	4gb	120gb HDDCDRW/DVD	10/100/1K NIC.....	195.00	x	_____	=	_____
Pentium-4/C2D Laptop	2gb	80gb HDDCD/DVD	10/100 NIC.....	175.00	x	_____	=	_____
i3/i5-based Laptop	4gb	120gb HDDCD/DVD	10/100 NIC.....	220.00	x	_____	=	_____
HP TOUCHSMART All-in-One Windows PC with integrated 22" touchscreen	4gb	80gbHDD	10/100 NIC.....	345.00	x	_____	=	_____
Additional ram, per 1gb.....				30.00	x	_____	=	_____
-Microsoft Office installed (Powerpoint, Word, Excel), add.....				30.00	x	_____	=	_____

APPLE COMPUTERS

Systems include Apple OS X

Mac Mini Intel Duo	4gb	320gb HDDNo FDD	CDRW/DVD.....	325.00	x	_____	=	_____
iMac 20" LCD Intel Duo	4gb	160gb HDDNo FDD	CDRW/DVD.....	275.00	x	_____	=	_____
iMac 27" LCD Intel Duo	4gb	300gb HDDNo FDD	CDRW/DVD.....	675.00	x	_____	=	_____
-Microsoft Office installed (Powerpoint, Word, Excel).....				30.00	x	_____	=	_____

iPADS

iPad 2 16gb Wifi, optional 3g, includes charger and carry-case.....	125.00	x	_____	=	_____
iPad 4 32gb Wifi, optional 3g, includes charger and carry-case.....	150.00	x	_____	=	_____
Lilitab floor stand for iPad 2,3,4 (white).....	175.00	x	_____	=	_____

NETWORKING AND OTHER PERIPHERALS

Network hub (10/100 ethernet), 5-port.....	25.00	x	_____	=	_____
Network hub (10/100 ethernet), 16-port.....	45.00	x	_____	=	_____
Network hub (10/100 ethernet), 24-port.....	75.00	x	_____	=	_____
Access Point (up to 30 user), includes programming.....	175.00	x	_____	=	_____
Access Point (up to 60 user), includes programming.....	245.00	x	_____	=	_____
Network Wifi Router, basic 10/100, includes programming (2.4 GHz).....	125.00	x	_____	=	_____
Network Wifi Router, basic 10/100, includes programming (Dual 5.0/2.4 GHz).....	195.00	x	_____	=	_____
Network Wifi Router, advanced features (security, multiple hotspots/networks, bandwidth shaping).....	295.00	x	_____	=	_____

PRINTERS, FAXES AND COPIERS

Hewlett-Packard B/W Laser Printer (40ppm - up to 2000 prints, \$.07/p after 2000).....	195.00	x	_____	=	_____
Hewlett-Packard COLOR Laser Printer (20ppm - up to 2000 prints, \$.24/p after 2000).....	295.00	x	_____	=	_____
Hewlett-Packard COLOR Laser Printer (32ppm - up to 2000 prints, \$.24/p after 2000).....	495.00	x	_____	=	_____
Light duty desktop copier (250 sheet tray, letter and legal copies, incl. 50% toner).....	200.00	x	_____	=	_____
Medium duty desktop copier (500 sheet tray, collating/stapling, \$.07/p after 2000).....	695.00	x	_____	=	_____
Laser fax machine.....	75.00	x	_____	=	_____

ORDER DEADLINE DATE:

November 1, 2017!

Orders received after deadline may be subject to 10% surcharge.
 Cancellations after the deadline date will receive maximum 50% credit for rental fee only (full charge for delivery), no credit will be issued for cancellation after delivery.

EQUIPMENT TOTAL.....	_____	=	_____
City of Chicago tax (EQUIPMENT TOTAL X .09).....	_____	=	_____
DATASIS handling fee.....	_____	=	75.00
TOTAL COST OF RENTAL.....	_____	=	_____

INSTALLATION AND BOOTH DELIVERY FEES: The inside booth delivery, setup and removal will be performed by union electricians. This additional fee will be charged directly to the exhibitors by the electrical contractor for the event.

PLEASE COMPLETE BILLING AND CONTACT INFORMATION ON REVERSE SIDE!

PLEASE SAVE THIS TO YOUR COMPUTER, COMPLETE AND "SUBMIT" USING THE BUTTON BELOW.

DATASIS CORP.

1687 ELMHURST RD., ELK GROVE VILLAGE, IL 60007
FAX ORDER TO: (847) 427-1919
OR EMAIL TO ORDERS@DATASIS.COM
PHONE: (847) 427-0909 OR (888) D.A.T.A.S.I.S.

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RSNA 2017 TECHNICAL EXHIBITS COMPUTER RENTALS

EXHIBITOR INFORMATION AND METHOD OF PAYMENT

COMPANY INFORMATION

COMPANY _____ BILLING CONTACT _____
ADDRESS _____ EMAIL ADDRESS _____
CITY _____ STATE _____ ZIP _____
TELEPHONE (____) _____ - _____ FAX (____) _____ - _____

EXHIBIT INFORMATION

BOOTH NUMBER _____ BOOTH CONTACT _____
BOOTH COMPANY NAME (if other than above) _____
BOOTH CONTACT CELL PHONE (____) _____ - _____

PAYMENT INFORMATION (Credit card information is required for all rentals)

CHECK ENCLOSED _____ USE CREDIT CARD: _____ Amex _____ MC _____ VISA
NUMBER: _____ EXPIRATION _____
NAME ON CARD _____ Security Code _____

CREDIT CARD BILLING

NAME/COMPANY: _____ ADDRESS: _____
CITY: _____ STATE _____ ZIP _____

"I have read and agree to all terms and conditions, pricing and cancellation policy as stated herein."

Delivery / Pickup Fees

The Datasis handling fee noted on the order form covers order preparation and transportation fees from our warehouse to, and then back from, McCormick Place. Once at the center, union electricians will perform the final delivery and installation (and removal). Their fees will be billed directly to your booth by the electrical contractor for the event. Special circumstances that may result in additional labor fees will be discussed and approved prior to execution.

If for any reason we need to make additional deliveries to the booth there may be additional labor fees charged. You must be present in your booth to accept the equipment or a second delivery fee will be assessed.

GENERAL DATASIS RENTAL TERMS AND CONDITIONS:

PAYMENT TERMS: Full payment is expected at time of order placement. Equipment availability is not guaranteed until full payment is received, including rental fee, tax and delivery. Payment can be made by company check or credit card in advance.

UNION CHARGES / DRAYAGE: The Datasis delivery fee indicated on this rental form includes the cost of the equipment delivery from our warehouse to and from the exhibit hall. At McCormick Place only union electricians are allowed to install and dismantle the equipment. The delivery fee does not include any drayage or union labor fees that may be incurred as a result of this rental - we will inform you if such fees could be incurred at your event before your order is confirmed.

TECHNICAL SUPPORT: Datasis will support our equipment throughout the rental period. There is no charge for the replacement or service of defective equipment provided by Datasis, but we reserve the right to charge for technical support of equipment that is not ours or software assistance of any sort. Datasis is not responsible for damages resulting from the use of our equipment.

VIRUSES/PATCHES/SPYWARE: Although we endeavor to have the very latest operating system patches and anti-virus definitions installed we cannot be held responsible for damage or downtime that might be incurred as the result of an internet attack of any sort.

DAMAGE / LOSS: The lessee shall pay the full replacement or repair charges of any Datasis property that is damaged or not returned for any reason, and regardless of any insurance coverage that may be applicable. In addition, rental fees may be incurred while the equipment remains in an unusable state.

ORDER CANCELLATION: Cancellations after the deadline date will receive 50% credit, no credit will be issued for cancellation after delivery.

COMMUNICATION SERVICES LABOR TICKET

Please complete this form along with your Order and Payment Summary Form (pg. 8) if you require service installation by a specific date or networking/fanning out of CAT5 cables.

EVENT NAME: RSNA 2017	EVENT DATES: November 26 - December 1, 2017
COMPANY NAME:	REQUESTED BY (Name):
BOOTH #:	DATE:
BUILDING: <input type="checkbox"/> NORTH <input type="checkbox"/> SOUTH <input type="checkbox"/> EAST <input type="checkbox"/> WEST	
THE LINE BELOW IS FOR INTERNAL USE	
WORK ORDER #:	MCCORMICK PLACE ASSIGNED PHONE #'S:

DATE & TIME LABOR REQUESTED: _____

DESCRIPTION OF WORK:

Pre-wire booth prior/early installation

Install inside booth wiring for customer owned phone system

Fanning out network (Internet/fiber/etc.) drops inside booth

Other: Please specify _____

THE TABLE BELOW IS FOR INTERNAL USE

Date	Technician	Straight Time Hours Code 3930 @ \$96.00	Overtime Hours Code 3940 @ \$140.00	Double time Hours Code 3950 @ \$184.00	Inbound or Outbound Labor (Designate below)

I acknowledge that by signing this ticket I agree to pay the total charges at the time of invoicing.

Authorized Signature: _____

Print Name: _____ Date: _____

Technology Services Routing Instructions

Original: Keep in show site folder
Copy: fax copy to the telephone equipment room.

Total Amount \$

Please call us if you would like assistance completing this form (312) 791-6113.

ORDER AND PAYMENT SUMMARY FORM

COMPANY NAME:		BOOTH #:	SQ. FT.:
ADDRESS:		PHONE #:	
CITY:	STATE:	ZIP:	FAX #:
TODAY'S DATE:			
ON-SITE CONTACT NAME:		CELL #:	
EMAIL ADDRESS:		SUBMITTED BY:	

EVENT NAME: RSNA 2017	DATE RECEIVED: <i>FOR OFFICE USE ONLY</i>	
EVENT CODE: 18548	ORDER #:	
DEADLINE DATE: October 31, 2017	CUST #:	CK AMT \$:
EVENT DATES: November 26 - December 1, 2017	BATCH #:	CK#:

WHEN ORDERING ANY TECHNOLOGY SERVICE, THIS FORM MUST BE COMPLETED AND RETURNED WITH THE FLOORPLAN TEMPLATE AND THE SERVICE ORDER FORM(S). PLEASE INDICATE BELOW THE METHOD OF PAYMENT. PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

REGARDLESS OF THE METHOD OF PAYMENT YOU SELECT, AN APPROVED CREDIT CARD MUST BE ON FILE.

PLEASE MARK APPROPRIATE BOXES BELOW.

COMPANY CHECK NUMBER _____ ● WIRE TRANSFER ● CREDIT CARD

ALL PAYMENTS MUST BE IN U.S. FUNDS DRAWN ON A U.S. BANK, MAKE CHECKS PAYABLE TO: MCCORMICK PLACE/SMG

THIS AUTHORIZATION WILL BE USED TO CHARGE YOUR CREDIT CARD ACCOUNT FOR YOUR ADVANCE ORDERS AND ANY ADDITIONAL AMOUNTS INCURRED AS A RESULT OF SHOW SITE ORDERS PLACED BY YOU OR YOUR REPRESENTATIVES AND ANY ASSOCIATED MEETING ROOM COSTS. THESE CHARGES MAY INCLUDE LABOR, MATERIAL AND TELEPHONE USAGE. PLEASE COMPLETE THE INFORMATION BELOW.

OR

FULL ORDER PAYMENT IS ENCLOSED. THE CREDIT CARD INFORMATION BELOW IS REQUIRED TO BE KEPT ON FILE. YOUR CREDIT CARD WILL NOT BE CHARGED UNLESS THERE IS AN OUTSTANDING BALANCE ON YOUR ACCOUNT AT THE END OF YOUR SHOW AND PAYMENT IS NOT RECEIVED FOR SUCH BALANCE PRIOR TO YOU LEAVING OUR FACILITY.

EXHIBITOR AUTHORIZATION

CREDIT CARD NO.:	
EXPIRATION DATE:	
<input type="checkbox"/> PERSONAL CREDIT CARD	<input type="checkbox"/> COMPANY CREDIT CARD
CARDHOLDER'S NAME (PRINT):	
CARDHOLDER'S SIGNATURE:	
BILLING ADDRESS:	
CITY/STATE/PROVINCE/ZIP:	
PHONE (EXT):	FAX:

PLEASE CALCULATE YOUR SUB-TOTAL FROM EACH SECTION IN THE AREA BELOW

Telephone	\$
Cable TV	\$
Internet	\$
*Tel/Internet tax	\$
GRAND TOTAL	\$

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE
Order and Full Payment Must Be Received By Deadline Date for Advance Rate.

Labor Not Included

FOR THE USE OF AN EXHIBITOR APPOINTED CONTACTOR:
 WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE ULTIMATELY RESPONSIBLE FOR PAYMENT OF THE CHARGES. IN THE EVENT THAT THE NAMED THIRD PARTY DOES NOT DISCHARGE PAYMENT OF THE INVOICE PRIOR TO THE LAST DAY OF THE SHOW, CHARGES WILL REVERT TO THE EXHIBITING COMPANY. ALL INVOICES ARE DUE AND PAYABLE UPON RECEIPT, BY EITHER PARTY.

THIRD PARTY AUTHORIZATION

CREDIT CARD NO.:	
EXPIRATION DATE:	
<input type="checkbox"/> PERSONAL CREDIT CARD	<input type="checkbox"/> COMPANY CREDIT CARD
CARDHOLDER'S NAME (PRINT):	
CARDHOLDER'S SIGNATURE:	
BILLING ADDRESS:	
CITY/STATE/PROVINCE/ZIP:	
PHONE (EXT):	FAX:

Your signature indicates that you have read and Fully understand our payment policy, terms and conditions.

Signature: _____

Please contact us if you need assistance:
 (312) 791-6113 (Call Center)
 technology@mccormickplace.com (E-Mail)

Order Technology Services On-Line At:
 www.mccormickplace.com

PAYMENT POLICY

Your on- site representative must be aware of this payment policy and be prepared to make payment upon installation of technology services. **Payment must be made by credit card or company check.** Regardless of the method of payment you select, **an approved credit card must be on file.**

The exhibiting firm is responsible for payment. If an agent is hired to handle display and/or billing for any services, the exhibiting firm and its agent must complete the section entitled **THIRD PARTY AUTHORIZATION** on the Order and Payment Summary Form. Upon confirmation of your third party agent's satisfactory credit rating, third party billing arrangements will be made.

For charges that are invoiced, payment is due upon receipt of invoice. Any charges unpaid 30 days after the invoice date will incur a finance charge of 1.5% per month, 18% annually, or the maximum legally allowable rate, whichever is lower. In addition, all future orders will be on a pre-paid basis only.

This payment policy agreement shall be governed by and construed in accordance with laws of the STATE OF ILLINOIS.

CANCELLATION POLICY

For full cancellation of all technology services ordered, a cancellation fee in the amount of 10% of the value of the services ordered will be charged.

For partial cancellation of technology services ordered, but not yet installed, no cancellation fees will be incurred.

For partial cancellation of technology services ordered and installed, but not yet used by the exhibitor, a cancellation fee of 10% plus the installation labor costs will be charged.

For cancellation of an Internet line that has been installed but not yet used, a 50% cancellation fee will be charged.

For cancellation of telecommunication services that have been installed and used, the full cost will be charged.

LIMITATION OF LIABILITY

Any liability of McCormick Place for the provision of services, or the failure to provide services or with respect to any claim, loss or cause of action arising from the provision of services or the failure to so provide is limited to the amount actually paid for the services in question.

SUBMITTING YOUR ORDER

**ALL PAYMENTS MUST BE IN U.S. FUNDS DRAWN ON A U.S. BANK. MAKE CHECK PAYABLE TO:
"MCCORMICK PLACE / SMG"**

[Click here to access the Calendar of Events and begin your On-Line order.](#)

- US mail/First Class Mail/Couriers or Overnight Express (remember to allow ten days):
Metropolitan Pier and Exposition Authority • McCormick Place/SMG
301 E. Cermak Road • Chicago, IL 60616
- Wire Transfer:
BMO Harris Bank, N.A. • 111 West Monroe Street, Chicago, IL 60603 • ABA Routing # 071000288 • ACH Routing # 071000288 • Account #329-793-4 • Attn: SMG McCormick Place Depository
All wire transfers should include the following information:
 - Your company name • The event/show name • Your booth/space number • Your order/invoice number (if applicable).

Federal Tax ID Number: 366009091
Illinois Tax ID Number: E9988509303

AF SERVICES, INC.

BOOTH GUARD SERVICE ORDER FORM

RSNA 2017

NOVEMBER 26- DECEMBER 1, 2017

McCormick Place, Chicago, IL

RSNA® 2017
NOVEMBER 26 - DECEMBER 1

AF SECURITY SERVICES would be happy to provide Special Guard Service for your company's booth. The rate for individual booth guard service is **\$22.00 per hour** (5 hour minimum shifts) for orders received in our office prior to show move-in. Orders received after show move in and during the show will be charged \$24.00 per hour. Holiday rate is \$35.00 per hour.

METHODS OF PAYMENT: Company Check Cash. Visa / MasterCard or American Express credit card payments have a convenience fee of 4%.

AF SECURITY SERVICES requires a deposit equivalent to 100% of the estimated total number of guard service hours to be provided for your booth and / or display during the show. **Your compliance with our payment terms is appreciated.**

PLEASE ARRANGE FOR _____ GUARD (S) IN OUR BOOTH AT THE TIMES INDICATED BELOW

<u>DATE</u>	<u>HOURS</u>	<u>DATE</u>	<u>HOURS</u>
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____

TOTAL HOURS _____

PLEASE PRINT OR TYPE

AUTHORIZED BY: _____ E-MAIL _____

EXHIBITOR: _____ PHONE: _____

ADDRESS: _____ FAX: _____

CITY: _____ STATE: _____ ZIP: _____

LOCATION OF BOOTH: _____ BOOTH # : _____

DATE ORDERED: _____ SIGNATURE: _____

Please fax/mail a copy of the signed Special Guard Service Order Form and retain a copy for your files.

AF SECURITY SERVICES, INC.

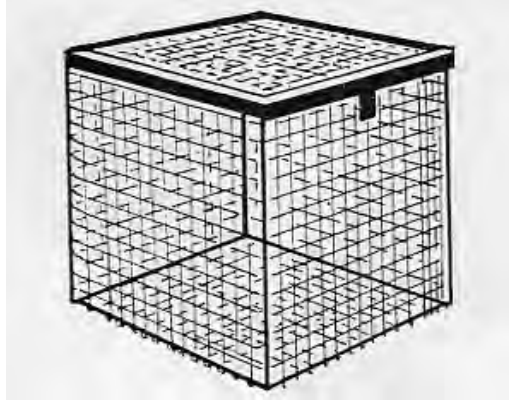
1550 SPRING RD, SUITE 305

OAK BROOK, IL 60523

PHONE: 630-279-0500 FAX: 630-279-0510 www..Afserv.com

AF SERVICES, INC.

SAFETY CONTAINERS



RSNA 2017
NOVEMBER 26 - DECEMBER 1

\$150.00 PER CAGE / PER SHOW

AMOUNT OF CAGE(S): _____ DELIVERY DATE: _____ DELIVERY TIME: _____
AMOUNT OF PADLOCK(S): _____ PICK UP DATE: _____ PICK UP TIME: _____

PLEASE SUBMIT THIS FORM WITH FULL PAYMENT TWO WEEKS IN ADVANCE OF DELIVERY DATE

SHOW NAME: _____

COMPANY NAME: _____

ATTENTION: _____ BOOTH#: _____

CITY/STATE/ZIP: _____

PHONE: _____ EMAIL: _____

SIGNATURE: _____

(AUTHORIZED AGENT)

THE SAFETY CONTAINERS ARE 30 X 30 X 30, THEY ARE FULLY COLLAPSIBLE. AF SERVICES ASSUMES NO RESPONSIBILITY FOR LOSS OR DAMAGE TO MERCHANDISE STORED IN THE CONTAINERS. PRICES INCLUDE DELIVERY, SET-UP AND TEAR DOWN. TRANSPORTATION TO BUILDINGS OTHER THAN MC CORMICK PLACE MAY REQUIRE ADDITIONAL CHARGE.

AF SERVICES, INC.

1550 SPRING ROAD, SUITE 305

OAK BROOK, IL 60523

WWW.AFSERV.COM

PHONE: (630) 279-0500 FAX: (630) 279-0510 EMAIL: AFRAIN@AOL.COM



EXHIBITOR SECURITY SERVICE ORDER FORM

RSNA 2017 NOVEMBER 26 - DECEMBER 1

Company Name: _____ Booth # _____
Billing Address: _____ City State ZIP
Email Address: _____
Phone Number: _____ Fax: _____
On-Site Contact: _____ Mobile: _____

Wait for Exhibitor to Arrive _____ OR Release According to the Schedule _____

No. of Personnel Requested _____

Table with 4 columns: Date, Start Time, End Time, Total Hrs (4 hr. min.)

Advance Rate: \$22.00 per hour For orders submitted prior to: November 10, 2017

On-Site Rate: \$24.00 per hour

Payment Method: Credit Card (3% fee) _____ Check (must accompany order form) _____

Credit Card No: _____ Exp: _____ SVC: _____

Cardholder Name: _____ Signature: _____ (Exactly how it appears on the card)

Total Hrs: _____ x Rate: _____ x 1.03 (3% CC processing fee)= TOTAL AMOUNT DUE

Ordered By: _____

Signature: _____ Date: _____

We accept Visa, MasterCard & AMEX. Please make checks payable to United Security Services, Inc.

Please submit this form and payment to Caitlyn Canavan at ccanavan@unitedhq.com

Mailing Address: 3622 S. Morgan St. Chicago, IL 60609 Phone: 773-254-1824 Fax: 773-254-1840

A confirmation email will be sent upon receipt of this order form and payment.

Corporate Office: United Security Services, Inc. (USSC) 1550 South Indiana Avenue Chicago, IL 60605 - License No. 122.000834 | State of California License No. 6145

USSC is not an insurer. Charges are based solely upon the value of the services provided for, and are unrelated to the value of the client's operation, property or the property of others. The amounts payable by the client are not sufficient to warrant assuming any risk of damage or loss to property due to USSC's negligence of failure to perform. USSC, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control. The client, by signing this agreement holds USSC harmless for any and all losses and agrees to have in effect at the time of signing this agreement insurance to cover all product, and personal damages and any claims arising from engaging in the business as an exhibitor.

\$\$ SAVING TIPS \$\$

Following are some tips that will help contribute to a successful event and save you money.

- Save time by ordering your services via our Online Ordering System. Visit us at www.mccormickplace.com.
- Provide floor plans with all service orders.
- If you are ordering Internet services, please call Technology Services at (312) 791-6113 to ensure the services you are ordering are correct for your needs.
- Please pay attention to the DEADLINE DATE. Having your order, floor plans and full payment submitted by your DEADLINE DATE will save you money.
- McCormick Place requires an approved credit card to be on file for all orders, regardless of the method of payment you select. Please be sure to submit this information when placing your order to prevent any processing delays.
- Be sure to check in at our Service Desk upon your arrival to notify our staff when you are ready for your services. Our labor hours are as follows: **ST- Straight Time / OT- Overtime / DT- Double Time**

	MONDAY-FRIDAY	SATURDAY	SUNDAY/HOLIDAY
12:00am-5:59am	DT	12:00am-4:30pm OT for 1st Eight Consecutive Hours & DT Only After Eight Hours	DT
6:00am-10:00pm	ST for 1st Eight Consecutive Hours & OT Only After Eight Hours		
10:01pm-11:59pm	OT	4:31pm-11:59pm DT	

PLACING AN ORDER

When placing an order, pay particular attention to the **deadline date**. If you place your order by the deadline date, **you will save money**. Orders received after the deadline date or orders received without full payment will be billed at the standard rate.

The **Advance** rates apply when your **complete order and payment** are received by us on or before the deadline date. The **Standard** rates apply to all orders received after the deadline date (Late Order), orders received before the deadline date without full payment and floor plans (Partial Order), and all orders placed or changed on site (On-Site Order).

A COMPLETE ORDER CONTAINS ALL OF THE FOLLOWING ELEMENTS:

- Order and Payment Summary Form
- Technology Service Order Form(s)
- Floor Plan Template

During the event you will receive an On-Site Invoice for your technology services including itemized inbound labor and non-itemized tear out labor. **You will remit payment for the On-Site Invoice at this time.**

This invoice will not include any telephone usage. Telephone usage is calculated at the close of the event and charged to your credit card at that time.

TELEPHONE SERVICES

1. Once installed, telephone service is active 24 hours a day for the entire length of the event. The dial tone is typically deactivated in the morning following the last day of the event. If you require service beyond that, please contact our Service Desk. Reactivating fees apply if service needs to be re-established.
2. The cost of our telephone service includes telephone usage*. All telephone calls made from your telephone line once it is installed are your responsibility. Credit will not be given for telephone calls made over installed lines. To guard against unauthorized use, be sure to secure your telephone each night. Telephone usage will be billed to your credit card shortly after the close of the event. If you need a detail of all calls made, contact us at (312) 791-6113.
3. **Telecommunications Tax:** In the State of Illinois and the City of Chicago a Telecommunications Tax is required. These taxes are based upon current communications tax rates, and are subject to change without notice. Tax exemptions do not apply for these items.
4. **International Usage Deposit:** For internationally billed companies, a usage deposit of \$300.00 per line is required before "calling out" restrictions are lifted. Including the deposit at the time of your initial order will ensure that you will be able to call out as soon as you plug your telephone into the line. If your total usage is less than the usage deposit, the balance will be applied towards any outstanding charges.

DESCRIPTION OF TELEPHONE SERVICES

Telephone usage (if applicable) is billed after the close of the event and billed to your credit card.

1. **Analog Single Line Service:** Includes the installation of a touch-tone line and rental of a single line telephone instrument. We do not require that you return the trimline telephone instruments.
2. **Extension - Single Line:** Is an extension of the main Single Line service. This would be ordered if you need one telephone number shared by two telephone instruments (Only if you have ordered an Analog Single-Line Service)
3. **Digital Multi-Line Service:** Includes the installation of a touch-tone line and one multi-line telephone with a maximum capacity of up to seven appearances of the telephone line. Voicemail, if requested, is included along with fixed features such as hold, conference and transfer. These telephones are to be returned to avoid being charged a telephone replacement fee.
4. **Extension - Multi-Line:** Is an extension of the Digital Multi-Line service. This would be ordered if you need one telephone number shared by two telephone instruments (Only if you have ordered a Digital Multi-Line service).
5. **Voicemail System:** Our system is designed to ensure that all incoming calls to your booth will always be answered. Voicemail is operational 24 hours a day for the duration of the event.
6. **Other Carrier Services:** Any service delivered by an outside vendor such as POT's (Plain Old Telephone), T1's and ISDN.

*Some exceptions may apply. Please refer to your order form or visit our website for complete details.

PAYMENT POLICY

Your on- site representative must be aware of this payment policy and be prepared to make payment upon installation of technology services. **Payment must be made by credit card or company check.** Regardless of the method of payment you select, **an approved credit card must be on file.**

The exhibiting firm is responsible for payment. If an agent is hired to handle display and/or billing for any services, the exhibiting firm and its agent must complete the section entitled **THIRD PARTY AUTHORIZATION** on the Order and Payment Summary Form. Upon confirmation of your third party agent's satisfactory credit rating, third party billing arrangements will be made.

For charges that are invoiced, payment is due upon receipt of invoice. Any charges unpaid 30 days after the invoice date will incur a finance charge of 1.5% per month, 18% annually, or the maximum legally allowable rate, whichever is lower. In addition, all future orders will be on a pre-paid basis only.

This payment policy agreement shall be governed by and construed in accordance with laws of the STATE OF ILLINOIS.

CANCELLATION POLICY

For full cancellation of all technology services ordered, a cancellation fee in the amount of 10% of the value of the services ordered will be charged.

For partial cancellation of technology services ordered, but not yet installed, no cancellation fees will be incurred.

For partial cancellation of technology services ordered and installed, but not yet used by the exhibitor, a cancellation fee of 10% plus the installation labor costs will be charged.

For cancellation of an Internet line that has been installed but not yet used, a 50% cancellation fee will be charged.

For cancellation of telecommunication services that have been installed and used, the full cost will be charged.

LIMITATION OF LIABILITY

Any liability of McCormick Place for the provision of services, or the failure to provide services or with respect to any claim, loss or cause of action arising from the provision of services or the failure to so provide is limited to the amount actually paid for the services in question.

SUBMITTING YOUR ORDER

**ALL PAYMENTS MUST BE IN U.S. FUNDS DRAWN ON A U.S. BANK. MAKE CHECK PAYABLE TO:
"MCCORMICK PLACE / SMG"**

[Click here to access the Calendar of Events and begin your On-Line order.](#)

- US mail/First Class Mail/Couriers or Overnight Express (remember to allow ten days):
Metropolitan Pier and Exposition Authority • McCormick Place/SMG
301 E. Cermak Road • Chicago, IL 60616
- Wire Transfer:
BMO Harris Bank, N.A. • 111 West Monroe Street, Chicago, IL 60603 • ABA Routing # 071000288 • ACH Routing # 071000288 • Account #329-793-4 • Attn: SMG McCormick Place Depository
All wire transfers should include the following information:
 - Your company name • The event/show name • Your booth/space number • Your order/invoice number (if applicable).

Federal Tax ID Number: 366009091
Illinois Tax ID Number: E9988509303

ORDER AND PAYMENT SUMMARY FORM

COMPANY NAME:		BOOTH #:	SQ. FT.:
ADDRESS:		PHONE #:	
CITY:	STATE:	ZIP:	FAX #:
TODAY'S DATE:			
ON-SITE CONTACT NAME:		CELL #:	
EMAIL ADDRESS:		SUBMITTED BY:	

EVENT NAME: RSNA 2017	DATE RECEIVED: <i>FOR OFFICE USE ONLY</i>	
EVENT CODE: 18548	ORDER #:	
DEADLINE DATE: October 31, 2017	CUST #:	CK AMT \$:
EVENT DATES: November 26 - December 1, 2017	BATCH #:	CK#:

WHEN ORDERING ANY TECHNOLOGY SERVICE, THIS FORM MUST BE COMPLETED AND RETURNED WITH THE FLOORPLAN TEMPLATE AND THE SERVICE ORDER FORM(S). PLEASE INDICATE BELOW THE METHOD OF PAYMENT. PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE.

REGARDLESS OF THE METHOD OF PAYMENT YOU SELECT, AN APPROVED CREDIT CARD MUST BE ON FILE.

PLEASE MARK APPROPRIATE BOXES BELOW.

COMPANY CHECK NUMBER _____ ● WIRE TRANSFER ● CREDIT CARD

ALL PAYMENTS MUST BE IN U.S. FUNDS DRAWN ON A U.S. BANK, MAKE CHECKS PAYABLE TO: MCCORMICK PLACE/SMG

THIS AUTHORIZATION WILL BE USED TO CHARGE YOUR CREDIT CARD ACCOUNT FOR YOUR ADVANCE ORDERS AND ANY ADDITIONAL AMOUNTS INCURRED AS A RESULT OF SHOW SITE ORDERS PLACED BY YOU OR YOUR REPRESENTATIVES AND ANY ASSOCIATED MEETING ROOM COSTS. THESE CHARGES MAY INCLUDE LABOR, MATERIAL AND TELEPHONE USAGE. PLEASE COMPLETE THE INFORMATION BELOW.

OR

FULL ORDER PAYMENT IS ENCLOSED. THE CREDIT CARD INFORMATION BELOW IS REQUIRED TO BE KEPT ON FILE. YOUR CREDIT CARD WILL NOT BE CHARGED UNLESS THERE IS AN OUTSTANDING BALANCE ON YOUR ACCOUNT AT THE END OF YOUR SHOW AND PAYMENT IS NOT RECEIVED FOR SUCH BALANCE PRIOR TO YOU LEAVING OUR FACILITY.

EXHIBITOR AUTHORIZATION

CREDIT CARD NO.:	
EXPIRATION DATE:	
<input type="checkbox"/> PERSONAL CREDIT CARD	<input type="checkbox"/> COMPANY CREDIT CARD
CARDHOLDER'S NAME (PRINT):	
CARDHOLDER'S SIGNATURE:	
BILLING ADDRESS:	
CITY/STATE/PROVINCE/ZIP:	
PHONE (EXT):	FAX:

PLEASE CALCULATE YOUR SUB-TOTAL FROM EACH SECTION IN THE AREA BELOW

Telephone	\$
Cable TV	\$
Internet	\$
*Tel/Internet tax	\$
GRAND TOTAL	\$

PRICES ARE SUBJECT TO CHANGE WITHOUT NOTICE
Order and Full Payment Must Be Received By Deadline Date for Advance Rate.

Labor Not Included

FOR THE USE OF AN EXHIBITOR APPOINTED CONTACTOR:
 WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE ULTIMATELY RESPONSIBLE FOR PAYMENT OF THE CHARGES. IN THE EVENT THAT THE NAMED THIRD PARTY DOES NOT DISCHARGE PAYMENT OF THE INVOICE PRIOR TO THE LAST DAY OF THE SHOW, CHARGES WILL REVERT TO THE EXHIBITING COMPANY. ALL INVOICES ARE DUE AND PAYABLE UPON RECEIPT, BY EITHER PARTY.

THIRD PARTY AUTHORIZATION

CREDIT CARD NO.:	
EXPIRATION DATE:	
<input type="checkbox"/> PERSONAL CREDIT CARD	<input type="checkbox"/> COMPANY CREDIT CARD
CARDHOLDER'S NAME (PRINT):	
CARDHOLDER'S SIGNATURE:	
BILLING ADDRESS:	
CITY/STATE/PROVINCE/ZIP:	
PHONE (EXT):	FAX:

Your signature indicates that you have read and Fully understand our payment policy, terms and conditions.

Signature: _____

Please contact us if you need assistance:
 (312) 791-6113 (Call Center)
 technology@mccormickplace.com (E-Mail)

Order Technology Services On-Line At:
 www.mccormickplace.com

TELEPHONE / CABLE SERVICES ORDER FORM

ORDER AND FULL PAYMENT MUST BE RECEIVED BY DEADLINE DATE FOR ADVANCE RATE

EVENT NAME: RSNA 2017	EVENT DATES: November 26 - December 1, 2017
COMPANY NAME:	BOOTH #: DATE:
PHONE #:	EMAIL ADDRESS:

TELEPHONE SERVICES

CODE	QTY	DESCRIPTION	ADVANCE RATE PER UNIT	STANDARD RATE PER UNIT	TOTAL
3310		SINGLE LINE MAIN* – includes the use of our telephone instruments; if additional instruments that share the same phone number are required also order code 3321 extension service.	\$290.00	\$435.00	
3321		SINGLE LINE EXTENSION* – cannot be ordered without at least one MAIN service, code 3310; service includes the use of our telephone instruments.	\$140.00	\$210.00	
3315		MULTI-LINE MAIN* – Includes voicemail (by request) and use of telephone instruments; if additional instruments that share the same phone number are required also order code 3322 extension service.	\$620.00	\$930.00	
3322		MULTI-LINE EXTENSION* – cannot be ordered without at least one MAIN service, code 3315; service includes the use of our telephone instruments.	\$315.00	\$475.00	
N/A		USAGE DEPOSIT PER PHONE LINE – required for internationally billed customers.	\$300.00	\$300.00	
3311		(Voice Mail) Per Single Line Telephone	\$60.00	\$90.00	
3319		OTHER CARRIER SERVICES	\$265.00	\$398.00	
3340		POLYCOM SOUND STATION - Line charge is separate (electrical service required)	\$210.00	\$210.00	
3337		SINGLE LINE SPEAKER – Line charge is separate	\$12.00	\$18.00	
				SUB-TOTAL	

Do you want your telephone number published in the Event Directory? Yes No

If yes, please print how your company's name should appear : _____

CABLE TELEVISION SERVICES

South & West Buildings Only

Code	Qty	Description	Advance Rate Per Unit	Standard Rate Per Unit	Total
1560		CABLE ACCESS	\$245.00	\$368.00	
1570		1 ADDITIONAL CONNECTION FROM THE MAIN SERVICE	\$32.00	\$47.00	
				SUB-TOTAL	

In an ongoing effort to make McCormick Place a simple place to do business, telephone services now includes:

Unlimited Free Toll-free calls

- **Unlimited Local (Chicago Metro Area) Calls**
- **Up to 100 minutes of Domestic Long Distance calls at no charge.**

We will continue to charge for all international calls

DEADLINE DATE

Submit Your Complete Order and Full Payment by **OCTOBER 31, 2017** to receive the Advanced Rate.

COMMUNICATION SERVICES LABOR TICKET

Please complete this form along with your Order and Payment Summary Form (pg. 8) if you require service installation by a specific date or networking/fanning out of CAT5 cables.

EVENT NAME: RSNA 2017	EVENT DATES: November 26 - December 1, 2017
COMPANY NAME:	REQUESTED BY (Name):
BOOTH #:	DATE:
BUILDING: <input type="checkbox"/> NORTH <input type="checkbox"/> SOUTH <input type="checkbox"/> EAST <input type="checkbox"/> WEST	
THE LINE BELOW IS FOR INTERNAL USE	
WORK ORDER #:	MCCORMICK PLACE ASSIGNED PHONE #'S:

DATE & TIME LABOR REQUESTED: _____

DESCRIPTION OF WORK:

Pre-wire booth prior/early installation

Install inside booth wiring for customer owned phone system

Fanning out network (Internet/fiber/etc.) drops inside booth

Other: Please specify _____

THE TABLE BELOW IS FOR INTERNAL USE

Date	Technician	Straight Time Hours Code 3930 @ \$96.00	Overtime Hours Code 3940 @ \$140.00	Double time Hours Code 3950 @ \$184.00	Inbound or Outbound Labor (Designate below)

I acknowledge that by signing this ticket I agree to pay the total charges at the time of invoicing.

Authorized Signature: _____

Print Name: _____

Date: _____

Technology Services Routing Instructions

Original: Keep in show site folder
Copy: fax copy to the telephone equipment room.

Total Amount \$

Please call us if you would like assistance completing this form (312) 791-6113.

FLOOR PLAN TEMPLATE

Event Name: <u>RSNA 2017</u>	Event Dates: <u>November 26 - December 1, 2017</u>
Deadline Date: <u>October 31, 2017</u>	Company Name: _____
Booth #: _____	Phone #: _____
Fax #: _____	On-Site Contact Name: _____
Contact Arrival Date: _____	
Equipment Delivery Date: _____	Carpet Installation Date: _____

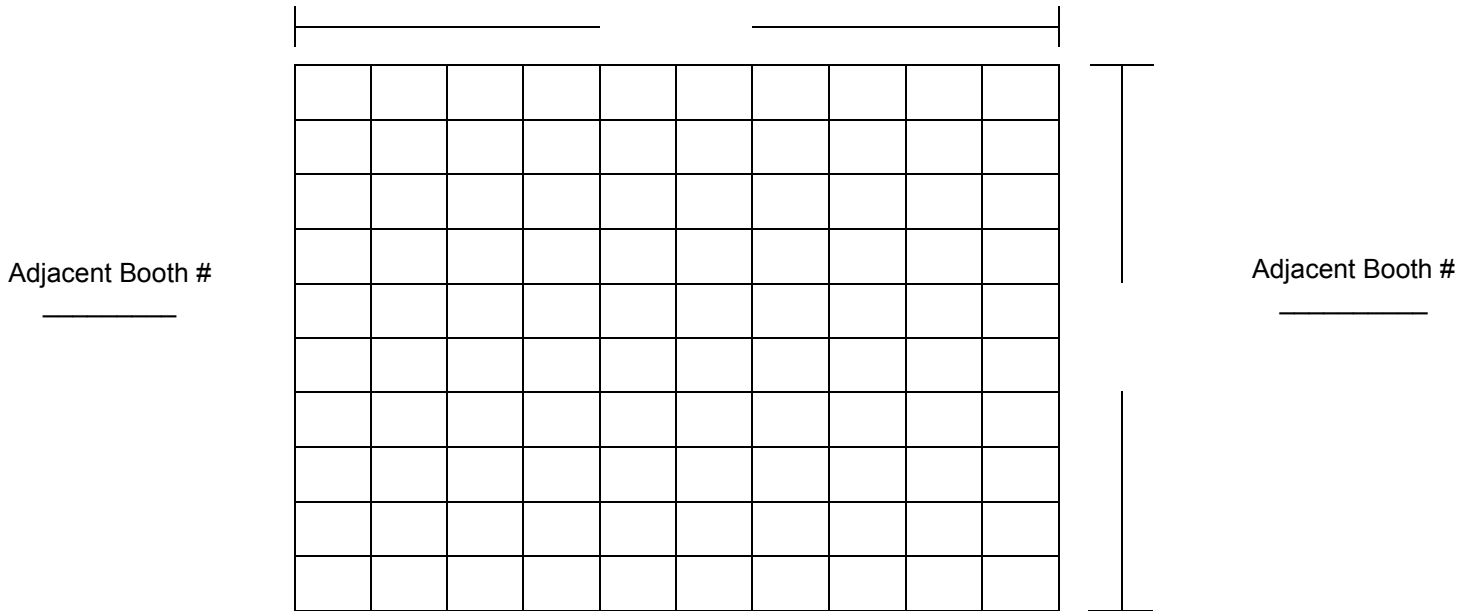
Using the legend below, please complete this form for all Telecommunication services ordered. A change of location on an installed or partially installed service may result in additional costs to you. If you are submitting your own detailed drawing, please be sure to include the following items:

- Your company name, booth number, your office phone and fax #s, your on-site contact and their expected arrival date, your equipment delivery date and your carpet (flooring) installation date.
- Be sure to check in at the Service Desk upon your arrival to notify our staff when you are ready for your service

TO AVOID BOOTH INSTALLATION CHARGES PLEASE BE SURE TO SUBMIT FLOOR PLANS ALONG WITH YOUR ORDERS.

1 square = 1 square foot (Unless otherwise noted)

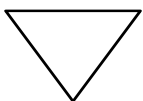
Back of Booth



Aisle



- TELEPHONE JACKS



- INTERNET ACCESS

BOOTH DIMENSIONS:

_____ (L) X _____ (W)



RSNA 2017 Automobile & Small Utility Vehicle Policy (ASUV)

Exhibitors can unload/load materials from automobiles and small utility vehicles at designated McCormick Place docks using only non-motorized, non hydraulic, hand trucks and dollies.

Types of vehicles that are permissible include exhibitor owned, family or small business vehicles typically operated for transportation or light hauling including automobiles, pick-up trucks, mini-vans, full-size vans, and sport utility vehicles. This does not include tandem axle vehicles, flatbed trucks, box vans, or trailers.

Check-in for exhibitors will take place within the Freight Marshalling Yard on Moe Drive, off 31st Street where drivers will receive an ASUV Ramp Pass and will be directed to the designated ASUV dock in the correct exhibit booth building.

Exhibitor Personnel unload/loading will be available:

- **Move-in:** Saturday, November 25 between 8:00 AM and 4:00 PM
- **Move-out:** Thursday, November 30 between 2:30 PM and 6:00 PM

The following areas are reserved for "Automobile and Small Utility Vehicle" unloading & loading. Each hall will have one dedicated "ASUV" Area.

- **South Building, Hall A** – Dock Door SD1-Located on the far North corner on the East side of Hall A
- **North Building, Hall B** – Southeast bank of doors of Exhibit Hall B1

In accordance with the work rules put in place by McCormick Place, the following guidelines have been established for move-in and move-out. In order to get to your ASUV dock, all drivers/exhibitor personnel are responsible for working within the following guidelines:

- Exhibitor staff must work in a team of at least two people. One exhibitor must remain with the vehicle at all times.
- Vehicle must be unloaded or reloaded within a twenty minute period.

- Reservation or prior notification is NOT required to load/unload from an ASUV.
- There is no fee to use the ASUV loading/unloading area.
- Exhibitors must wear their RSNA Exhibitor badges when unloading materials.
- Exhibitors and their employees are strictly prohibited from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on McCormick Place premises.
- Exhibitor or exhibitor employees are defined as any person who has been employed by the exhibitor as a full-time employee for a minimum of 6 months before the event's opening. Be prepared to provide proof of full-time employment status if requested.
- If the exhibitor does not have adequate personnel in the ASUV for assistance or needs to hire labor for movement of freight, the exhibitor will be routed to the Marshalling Yard and will be processed in the same manner as independent freight deliveries including payment of the fee to enter the Marshalling Yard and typical wait times associated with loading dock access. Additional contractor fees may apply.



McCORMICK PLACE®
C H I C A G O
AN **SMG** MANAGED FACILITY

ASUV Program

McCormick Place allows exhibitors to unload/load from automobiles and small utility vehicles at designated docks using only non-motorized, non-hydraulic, hand trucks and dollies. The ASUV Program is available on predetermined dates and times as listed below. McCormick Place encourages Exhibitors to participate in the ASUV program in one of two options:

1. Self- Loading/Unloading ASUV at Exhibition Hall
2. Hand Carry Items Option- From Parking Lot

Please visit <http://mccormickplace.com/exhibitors/asuv.php> for more information.

If your vehicle does not meet the criteria below, you will need to follow Marshalling Yard instructions for truck check-in. Material handling charges will be based on published kit rates.

Vehicle Criteria:



Designated ASUV dates & times: Move-in or move-out with a registered ASUV Vehicle will be allowed at the following dates and times:

Move-in:

Move-out:

Check-in for exhibitors will take place at the Marshalling Yard Office (3050 S. Moe Drive) where drivers will receive an ASUV Pass and will be directed to the designated ASUV dock in the correct exhibit booth building.

Additional Inquiries can be directed to the Standard Parking Lot B Office via email at rmemisovski@spplus.com.



Purchase Exhibitor Parking by visiting the below link.

<https://mccormickplace.clickandpark.com/>



International Freight Forwarding & Customs

*"You Travel the world with your Business.
We make sure your Exhibit does too."*

import@rerogers.com
www.rerogers.com

RSNA® 2017

NOVEMBER 26 – DECEMBER 1

**McCormick Place
Chicago, Illinois**

CARGO ARRIVAL DEADLINES

Advance Ocean Freight is to arrive by: **November 5, 2017** at the **Chicago CFS**
Advance Air freight is to arrive by: **November 12, 2017** at the **O'Hare International Airport (ORD)**

Deadline for Ocean Freight arrival at show site is **November 12, 2017**
Deadline for Air freight arrival at Show Site is **November 19, 2017**

ROGERS WORLDWIDE can provide customs brokerage and international freight forwarding services for **RSNA 2017**. We will supervise the entire shipping process, to include pick up of cargo at its origin, U.S. Customs clearance and re-export formalities after the show.

Quick Links:

- [Get a Quote](#)
- [Find Shipping Instructions](#)
- [Download a Commercial Invoice/Packing List Form](#)
- [Read FAQ About Shipping to Tradeshows in the U.S.](#)

CONTACT US

[Rogers Worldwide Offices & Partners list](#)

Rogers Worldwide has offices and service partners throughout the world available to assist you. Click the above link to find contact information for your country.

Rogers Worldwide USA Main Office
Tel: 1-702-272-1596
Fax: 1-702-648-6968
import@rerogers.com
www.rerogers.com

DOCUMENTATION

Your shipment should be consigned to:

McCormick Place
2301 S. Lake Shore Drive
Chicago, IL 60616
Show Name: RSNA 2017
Exhibitor name: _____ Booth#: _____
Notify on arrival: Rogers Worldwide - Tel (702) 272-1596 • Fax (702) 648 6968

For all shipments, we require three (3) copies of a [Commercial Invoice/Packing List](#) in **ENGLISH**.

Special requirements

- Specify the **Harmonized tariff code** for each item listed on your invoice. A complete list of these codes can be found at <http://www.usitc.gov/tata/hts/bychapter/index.htm> on the U.S. International Trade Commission website.
- **All solid wood packing material MUST comply with current U.S. Department of Agriculture/APHIS rules to enter the USA.** Please review these requirements at http://www.aphis.usda.gov/import_export/plants/plant_imports/wood_packaging_materials.shtml. WPM not in compliance will be returned to origin and fines may be assessed to the exhibitor.
- **Devices that emit radio frequency and/or radiation emissions** (such as televisions, personal computers, laser printers, monitors, CD & DVD players) require clearance through the Federal Communications Commission (FCC) and/or the U.S. Food & Drug Administration (FDA). For further information & to download the required forms, see the following websites: http://www.fda.gov/cdrh/radhth/eprc_imports_and_exports.html and <http://www.fcc.gov/>.

CASE MARKING

Each case/crate must be clearly marked as follows:

Exhibitor Name: _____
c/o **RSNA 2017**
Hall _____, Stand # _____
Chicago, IL USA
Case # ___ of ___ (example: 1 of 10, 2 of 10, etc.)
Made in _____ (country of origin)

TERMS & CONDITIONS

Rogers Worldwide offers our services subject to our terms, conditions and limits of liability as indicated in our shipping instructions and written statement of terms and conditions which are available upon request.

We hope your participation in this event is a great success and we look forward to being of service to you.



ROGERS WORLDWIDE (USA)

*"You Travel the world with your Business,
we make sure your Exhibit does too."*

RSNA® 2017

NOVEMBER 26 – DECEMBER 1

McCormick Place
Chicago, IL

FAQ - Shipping to U.S. Tradeshows

Q: Should I ship to the U.S. via air freight or ocean freight?

A: Shipping via ocean freight is generally less expensive than shipping via air freight. However, the transit time is much longer. Shipments from most foreign points of origin outside North America require 30-45 days of transit time via ocean freight. Foreign shipments to the U.S. via air freight require 1-7 days of transit time. Some shipments, such as large machinery, can only be sent via ocean freight.

Q: How long does it take to clear U.S. Customs and Border Protection?

A: Currently it takes from 1-3 business days to clear air freight shipments and 3-5 days to clear ocean freight shipments through U.S. Customs and Border Protection. If the shipments are chosen for intensive exam, the goods must be transported to an examination station and an additional 5-10 days will be added to the clearance time.

Q: What is a Trade Fair Entry?

A: Applies to tradeshows certified under the Trade Fair Act of 1959. A trade fair entry allows shipments to be entered into the U.S. on a temporary basis without penalty if the goods are not re-exported. In lieu of duty, Rogers Worldwide will post a bond on the exhibitor's behalf. Goods may only remain in the U.S. as temporary imports for ninety days from the commencement date of the show. However, this is often ample time for the exhibitors and their buyers to work out payment and delivery arrangements.

In the absence of the duty exempt status, exhibitors have only three other options. They may import goods on a temporary basis (without the use of a trade fair entry), however, the ability to change this entry to a permanent entry is at the discretion of local Customs authorities and is often accompanied by a penalty in addition to the duty. Some Customs ports do not allow this change in status under any circumstances. Another option for the exhibitors is permanent entry and the payment of duties immediately upon importation. The duty is not refundable even if the goods are re-exported. A third option would be use of an ATA Carnet, which requires mandatory re-exportation to the country of origin.

Some items are excluded from use of the trade fair entry such as explosives, fireworks and other materials, which might be dangerous, injurious or unhealthy. Exhibitors with low value items may find it less expensive to pay duties and file a consumption entry instead of a trade fair entry. The trade fair entry may also be inappropriate for other items such as livestock, foodstuffs, plants or beverages.

Q: What happens if I miss the deadline for arrival in the U.S.?

A: Adhering to the posted deadlines for arrival (as given in the shipping instructions) is extremely important. Deadlines often take into consideration congestion in the ports and other situations that are being temporarily experienced. Goods arriving after the deadline date may incur additional costs for overtime clearances, special delivery or shipment directly to show site and run the risk of not arriving to the exhibition on time.

Q: What documents are required to clear shipments through U.S. Customs and Border Protection?

A: Include five (5) copies of a proforma invoice/packing list in **ENGLISH**. The invoices must show the name and address of the shipper, the name of the show, the name of the exhibitor, the correct booth or stand number, identifying marks, quantity and description for each item, harmonized tariff number of each item, weights/dimensions of each package, the country of origin and the F.O.B. value of each item in U.S. dollars.

Q: How should goods be packed for international transport?

A: Pack giveaway items in cardboard boxes sturdy enough to withstand a high degree of handling. If boxes are exposed to weather, pack contents using waterproof lining. Items that are imported for temporary import and likely to be re-exported, should be crated using a waterproof lining and attached to a skid or pallet for easy lifting. Use wing nuts instead of nails to facilitate re-crating. Make sure that all boxes are individually labeled and, if appropriate, ensure that any special instructions (“this side up,” “fragile,” “hazardous materials”) are indelibly marked on the outside of the crates.

Q: How has 9/11 changed international exhibition logistics?

A: International exhibition logistics has changed in a number of ways over the past few years. Most prominently are the **post 9/11 regulations** that have increased the degree of difficulty and decreased the speed with which shipments can be cleared through Customs and Border Protection. One of the most significant changes involves restrictions on foreign shippers. In compliance with TSA (Transportation Security Administration) regulations, all foreign exhibitor cargo coming out of U.S. events is considered “unknown shipper” cargo. Unknown shipper cargo is limited to transport on cargo-only aircraft or ocean freighters.

To address these changes, Rogers has added licensed customhouse brokers to the staff as well as additional personnel knowledgeable of the bio-terrorism and Homeland Security regulations and operational procedures.

Q: How do the U.S. regulations regarding Wood Packaging Materials (WPM) affect shipments to the U.S.?

A: All wood packaging material (including wood used for dunnage, i.e. pallets or lumber) **MUST** be fumigated or treated if entering the U.S. after September 15, 2005. All WPM must have an insignia marked on each crate/pallet evidencing proper fumigation. Fumigation certificates only will not be accepted. Plywood and any wood product less than 6mm in thickness are exempt as are imports from Canada. Once a wood product is fumigated and properly marked, it never needs to be treated again. Any freight not complying will immediately be sent back to its origin and the forwarder and/or exhibitor will be assessed a fine.

For further details about this regulation, please visit the U.S. Department of Agriculture/APHIS website:
<http://www.aphis.usda.gov/ppq/wpm/import.html>.

Q: How will the CBP’s ISF (Importer Security Filing) requirement or 10+2 Initiative affect the importation of international exhibition shipments to U.S. shows?

A: Customs has initiated an “Importer Security Filing and Additional Carrier Requirements” rule, also known as the *10+2 Initiative* to require that importers provide ten data elements (see below) and the carrier provide two data elements; vessel stow plan and container status message before clearance in the U.S. The information is required before or immediately after (within 24 hours) the shipment’s departure via ocean freight from the port of exportation.

Ten data elements are required from importer:

1. Manufacturer (or seller) name and address
2. Seller name and address
3. Buyer name and address
4. Ship-to name and address
5. Container stuffing location
6. Consolidator (stuffer) name/address
7. Importer identification number
8. Consignee identification number

9. Country of origin
10. U.S. harmonized tariff number

There are a number of implications for international exhibitors. Some of the information being requested is new. Even if exhibitors imported the same merchandise for the exhibition last year, new requirements are now in place. The 10+2 requirements make it extremely difficult to clear shipments that arrive past the shipping deadline dates unless the importer of record is notified in advance. Beginning in January of 2010, penalties will be assessed to importers that do not comply with the ISF (Importer Security Filing) or 10+2 regulations.

First time exhibitors and those that have not established buyer networks in the U.S. are at a disadvantage because they have no official importer of record to designate unless their customs broker will act in this capacity (as Rogers Worldwide does). The importer is liable for all duties (secured by a surety bond) and compliance with all statutory and regulatory requirements resulting from importation of the goods for the show. It is necessary for these companies to designate a U.S. representative or a licensed customs broker for this purpose.

Rogers Worldwide, in its capacity as the importer, represents the interests of the exhibitor and takes responsibility for meeting all customs requirements.

Q: How does the Lacey Act affect international show importations?

A: In the *Food, Conservation and Energy Act of 2008*, amendments to the hundred-year-old Lacey Act became law, making it unlawful to import, export, transport or possess any goods in violation of plant protection laws of the U.S., Indian Tribes or any foreign country. In order to enforce the law, importers are required to document the scientific name of the plant (genus and species), quantity of the plant and name of the country from which the plant was harvested. Under the amended Lacey Act, "plant" is defined as "any wild member of the plant kingdom including roots, seeds, parts or product thereof, and including trees from either natural or planted forest stands."

While there are some exemptions to the reporting requirements such as packaging (when included with the product), "common cultivars and common food crops," scientific specimens for lab testing and plants that are to remain planted or to be planted or replanted, nearly every category of product (85 of the 97 chapters of the U.S. Harmonized Tariff Schedule) is affected. **This includes anything containing a plant product from a wood button on a sweater to pharmaceuticals, cars, textiles, food products, furniture and paper. It also includes products that are accompanied by instruction manuals (including electronics and appliances) or that have paper or fabric hangtags or content labels.**

Imported display properties are subject to compliance and it is possible that last minute shipments from unknown or unverifiable suppliers will be unable to clear customs. Violations of the Lacey Act provisions can result in civil and/or criminal penalties for importers such as fines and imprisonment as well as forfeiture of the merchandise. Legal experts have estimated potential fines from \$20,000 to \$250,000 and prison terms from one to five years per violation.

As a licensed customs broker, Rogers Worldwide facilitates exhibitor compliance with regulations and streamlines clearance procedures.

Rogers Worldwide
Customs Brokerage/International Freight Forwarding
1-702-272-1596 or import@rerogers.com
www.rerogers.com

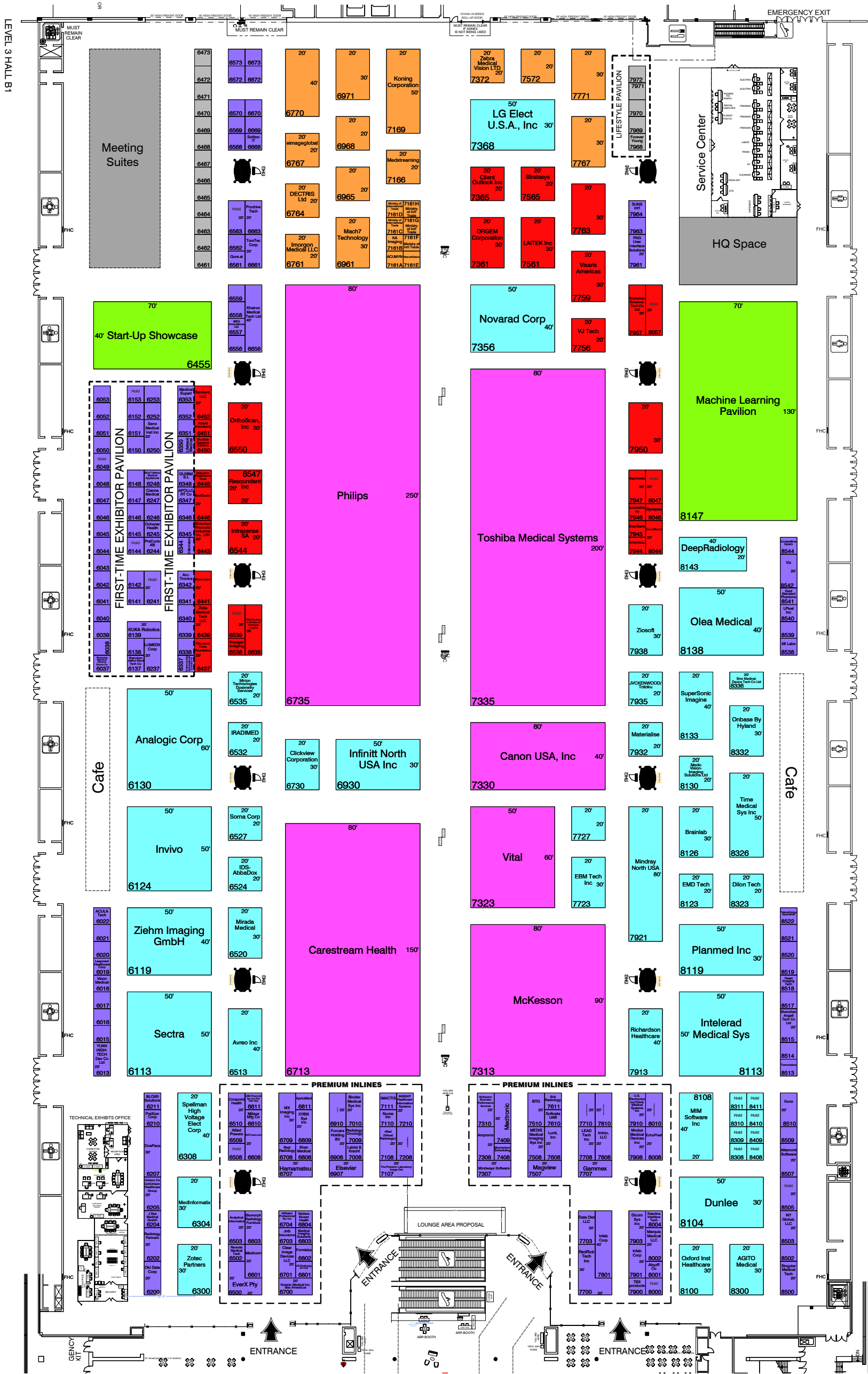


Rogers Worldwide has been the choice of exhibition organizers and exhibit managers who understand the ever-changing complexities of international transportation and customs procedures.






RADIOLOGICAL SOCIETY OF NORTH AMERICA

NOVEMBER 26 - DECEMBER 1, 2017

MCCORMICK PLACE NORTH - LEVEL 3 - CHICAGO, ILLINOIS



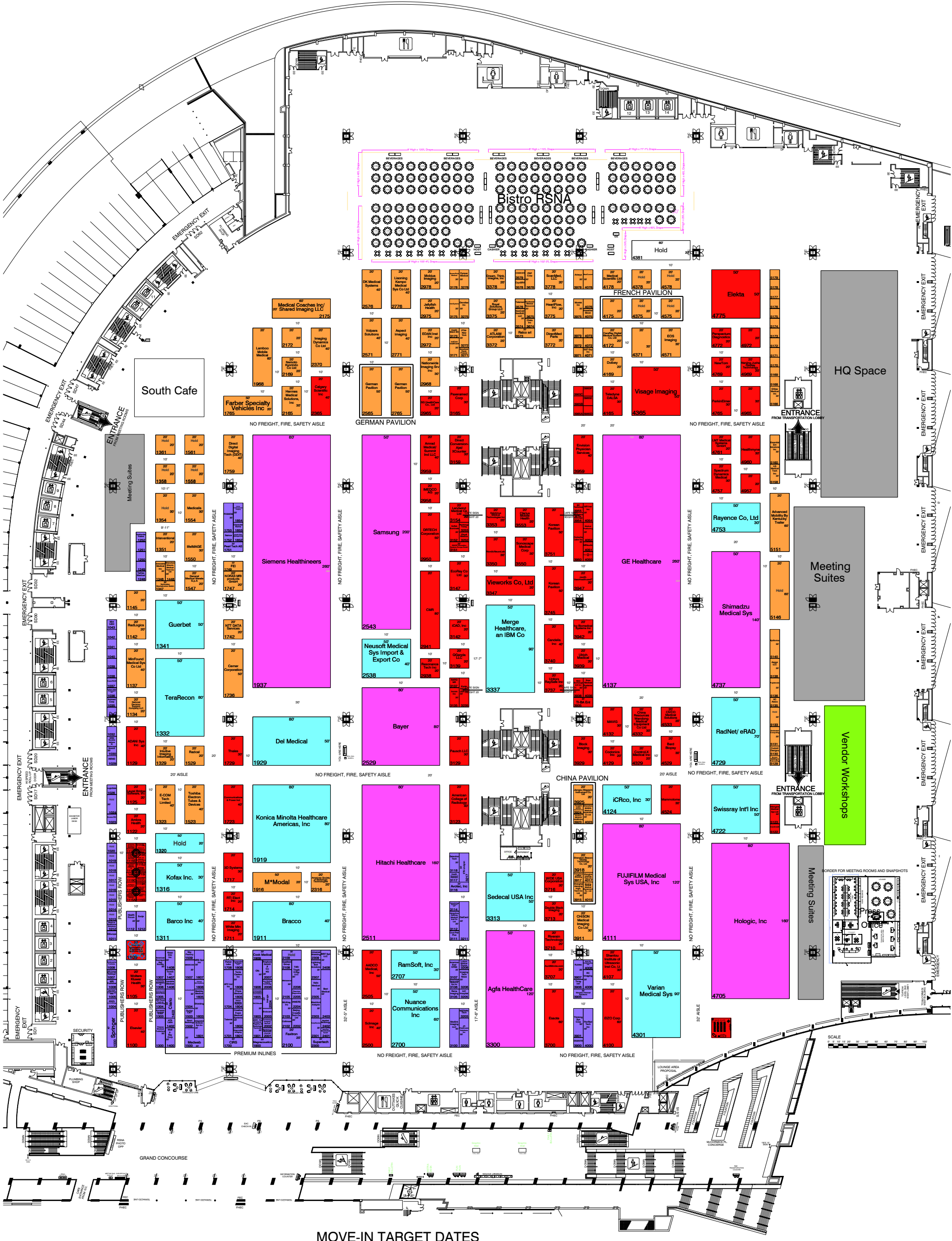
MOVE-IN TARGET DATES

- | | | | |
|---|--------------------------------|--|---------------------------------|
|  | THURSDAY, NOVEMBER 16 - 7:00AM |  | TUESDAY, NOVEMBER 21 - 7:00AM |
|  | FRIDAY, NOVEMBER 17 - 7:00AM |  | WEDNESDAY, NOVEMBER 22 - 7:00AM |
|  | MONDAY, NOVEMBER 20 - 7:00AM |  | FRIDAY, NOVEMBER 24 - 11:00AM |
|  | MONDAY, NOVEMBER 20 - 11:00AM | | |

RADIOLOGICAL SOCIETY OF NORTH AMERICA

NOVEMBER 26 - DECEMBER 1, 2017

MCCORMICK PLACE SOUTH - LEVEL 3 - CHICAGO, ILLINOIS



- THURSDAY, NOVEMBER 16 - 7:00AM
- FRIDAY, NOVEMBER 17 - 7:00AM
- MONDAY, NOVEMBER 20 - 7:00AM
- MONDAY, NOVEMBER 20 - 11:00AM
- TUESDAY, NOVEMBER 21 - 7:00AM
- WEDNESDAY, NOVEMBER 22 - 7:00AM
- FRIDAY, NOVEMBER 24 - 11:00AM



Island Booth Approval Form

Deadline: September 1, 2017

All island exhibitors must submit the completed Island Booth Approval Form and complete scale drawings to RSNA by September 1. Penalty: Failure to submit the Island Booth Approval Form by September 1 may prohibit construction of the exhibit during installation.

When submitting your booth scale drawings for RSNA 2017 the following information should be included:

- Top, side and front views
- Concept and construction renderings
- All dimensions (including heights and applicable setbacks)
- Supplemental lighting requests
- Designated areas within the booth (ie: presentation theater, food and beverage, meeting rooms)

Plans will be reviewed for general conformity to Rule 9D. See RSNA Rules and Regulations for complete set of Exhibit Design guidelines.

- All island exhibits are permitted to have hanging signs and banners. These booth elements must be fixed and located within the confines of the booth. Hanging Signs or banners between contiguous exhibits will not be considered. Maximum height permitted for hanging signs and/or banners is 24' at top.
- Height of structure (maximum height is 24' from floor to top of sign/structure)
- Exhibit and/or display components exceeding 12' in height must be approved by a licensed structural engineer. A set of approved floor plans must be accessible during installation of the exhibit.
- All island exhibits should have access from all four sides.
- McCormick Place Facility Guidelines are available at www.mccormickplace.com

Exhibiting Company Information

Exhibiting Company		Official Contact	Title
Telephone		Fax	Email Address
Booth Number	Booth Dimensions	Highest Point of Exhibit	Highest Point of Hanging Sign
Booth Contractor	Contact	Telephone	Email

Special Request

Hanging Sign

Yes No

Hanging signs must be in compliance with Rules & Regulations. All signs should be shipped to the Freeman warehouse by November 8 to ensure installation prior to your target move-in assignment.

Lighting (Booth size 1,000 sq. ft. or larger)

Yes No

We request to use a Hanging Lighting System (must include diagram)

We request to turn off House Lights above our booth.

Exhibitors are responsible for associated costs.

Two-Story/Multilevel Exhibits:

Exhibits with a second level will be assessed a surcharge.

Yes No

My exhibit includes a second level.

If yes and you have not paid your second level charge, please do so below.

Square feet of second level = _____

x \$17.50/sq. ft. (Preferred) or
\$26.25/sq. ft. (Standard)

Total \$ _____

Upon review and floorplan approval, the exhibiting company will be invoiced for the associated second-level rental fees.

I have read, understand and agree to the RSNA Rules and Regulations pertaining to booth design and construction.

Agreed to

X

Signature of Main Exhibit Contact

Date

Mail this signed form and floor plans to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523

Deadline: September 1, 2017

Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

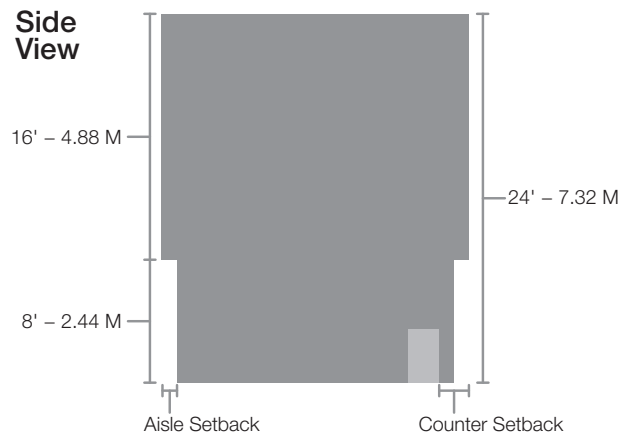
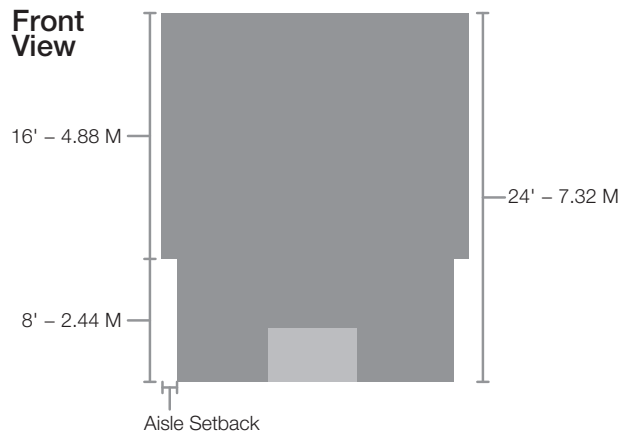
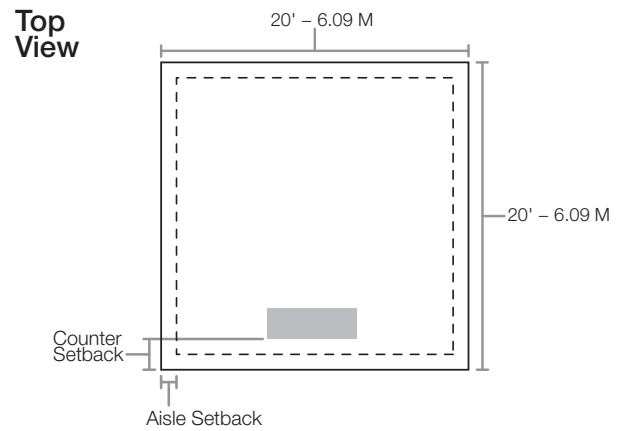
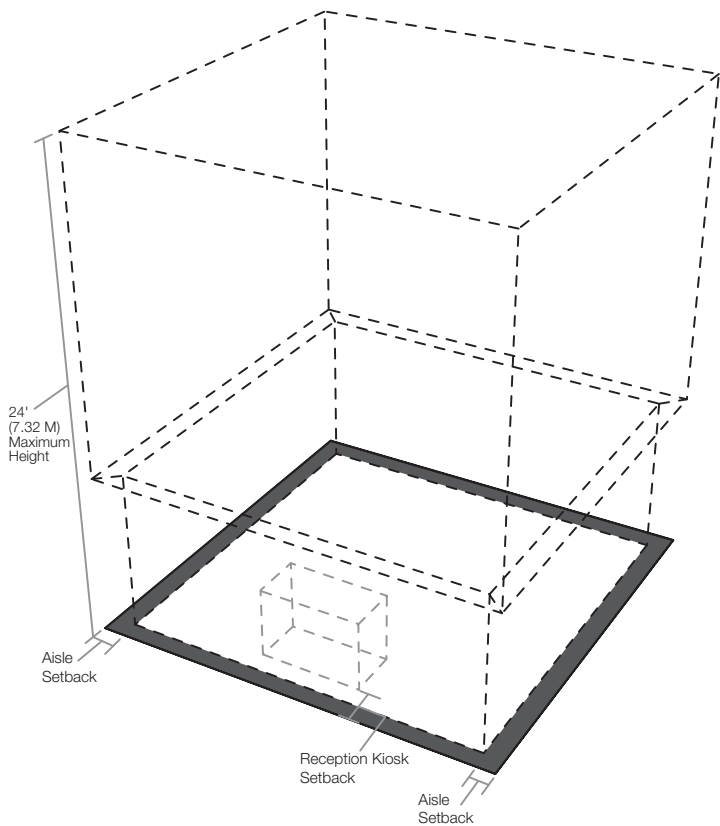
/ /	/ /
Date Received	Response to Exhibiting Company
Approved: <input type="radio"/> Yes	<input type="radio"/> No
As noted: _____	

Reviewed by:	
X	
Signature of RSNA Contact	Date



Island Exhibits

The minimum island (formerly Freeform) booth size is 20' x 20' with four corners and rented in 10' increments. All island exhibits should have access from all four sides. To maximize the exhibit hall at McCormick Place, the east-west dimensions of any island exhibit space must be 20', 50', or 80' wide. RSNA may consider exceptions based on exhibit design elements, location and impact on surrounding exhibits. No part of any island exhibit may exceed a height of 24' from the floor of the exhibit hall.



Setback Requirements

20' wide island:

- 1' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 2' from an aisle.

50' wide island:

- 2' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 3' from an aisle.

80' wide island:

- 3' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 4' from an aisle.

Exhibitors are required to provide floor coverings for all booths.



Mobile/Transportable Booth Approval Form

Deadline: September 1, 2017

All mobile exhibitors must submit this form with complete scale drawings, both concept and construction, indicating all dimensions including applicable setbacks and supplemental lighting requests, to RSNA by September 1 for basic approval. Plans will be reviewed for general conformity to Rule 9E. Please complete this form and submit it with your floor plans indicating heights and applicable setback. See RSNA Rules and Regulations for the complete guidelines for Exhibit Design.

When planning your exhibit for RSNA 2017, keep in mind:

- No part of any mobile exhibit may exceed a height of 24' from the floor of the exhibit hall.
- Mobile van units must utilize a 15'-wide space
- Trailers must utilize a minimum 20'-wide space
- Floor covering within the booth is mandatory
- All mobile units are permitted to have hanging signs and banners. These booth elements must be fixed and located within the confines of the booth. Hanging signs

or banners between contiguous exhibits will not be considered. Maximum height permitted for hanging signs and banners is 24' at top.

- Set back Requirements (400 – 1,499 square feet)
 - 1' set back from an aisle of the exhibit space
 - Reception counters/information kiosks may not be closer than 2' from an aisle
- Set back Requirements (1,500+ square feet)
 - 2' set back from an aisle of the exhibit space
 - Reception counters/information kiosks may not be closer than 4' from an aisle
- Mobile units must be in compliance with fire prevention codes according to McCormick Place Rules and Regulations, www.mccormickplace.com.
- Mobile units must be accessible according to the Americans with Disabilities Act.
- **Penalty:** Failure to submit Mobile/Transportable Booth Approval Form by September 1, 2017 may prohibit construction of exhibit.

Exhibiting Company Information

Exhibiting Company		Official Contact
Telephone	Fax	Email Address
Booth Number	Booth Dimensions	Highest Point of Exhibit / Highest Point of Hanging Sign
Booth Contractor	Contact	Telephone
		Email Address

Special Request

Lighting

- Yes No
- We request to use a Hanging Lighting System (must include diagram).
- We request to turn off House Lights above our booth. Exhibitors are responsible for associated costs.

Hanging Sign

- Yes No
- Hanging signs must be in compliance with Rules & Regulations. All signs should be shipped to the Freeman warehouse by November 9, 2017 to ensure installation prior to your target move-in assignment.

I have read, understand and agree to the RSNA Rules and Regulations pertaining to booth design and construction.

Agreed to

X _____
Signature of Main Exhibit Contact Date

Return this signed form and booth design floor plan to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523

Deadline: September 1, 2017

Note: Please allow 7-10 business days for processing

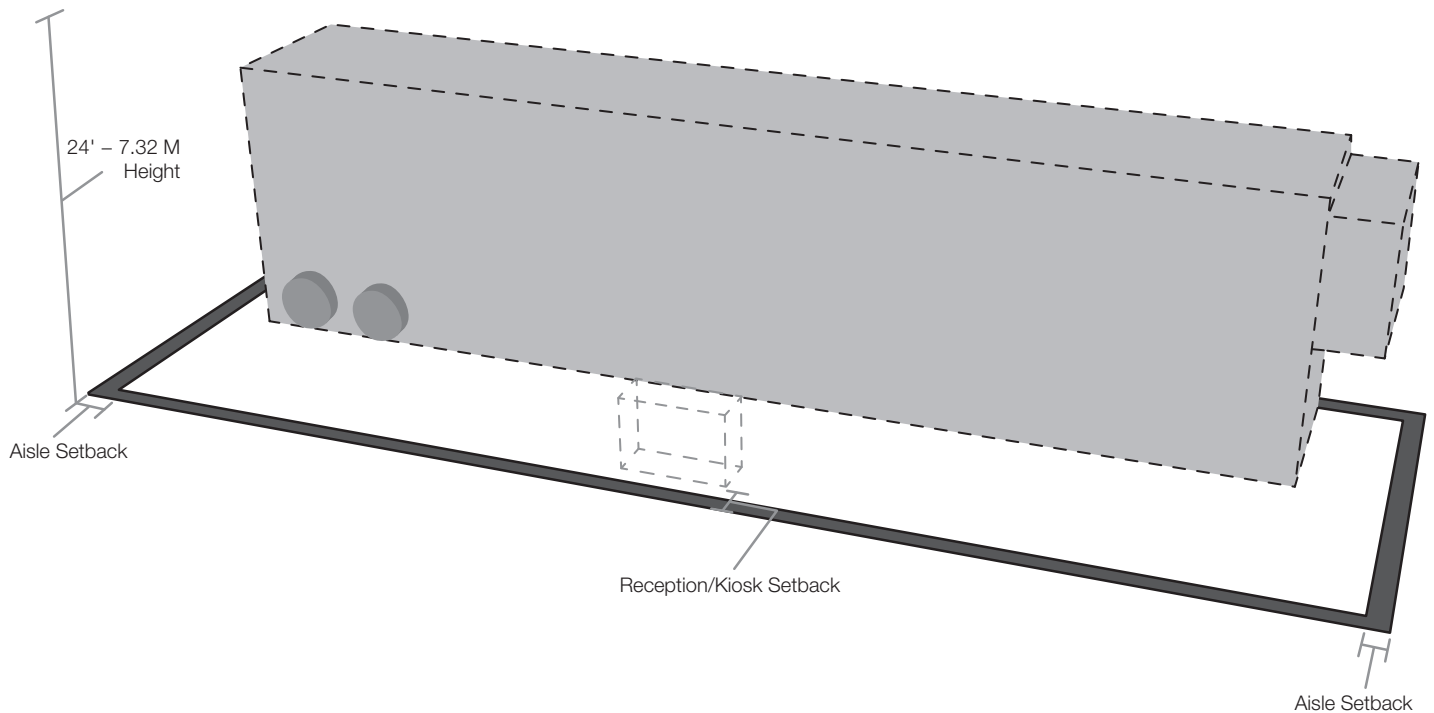
For RSNA Use Only – Please do not write in this area

/ /	/ /
Date Received	Response to Exhibiting Company
Approved: <input type="radio"/> Yes	<input type="radio"/> No
As noted: _____	

Reviewed by: X _____	
Signature of RSNA Contact	Date

Mobile/Transportable Exhibits

All mobile/transportable exhibits are rented in 10' increments. Equipment exhibitors' mobile units must be positioned to allow ample room on all sides for stairs, ramps and general attendee traffic. Mobile van units must utilize a 15' wide space, and trailers must utilize a minimum 20' wide space. RSNA may consider exceptions based on exhibit design elements, location and impact on surrounding exhibits. No part of any mobile/transportable exhibit may exceed a height of 24' from the floor of the exhibit hall.



- Exhibitors are required to provide floor coverings for all booths.
- Aisle carpet color will be gray.

Setback Requirements (400 - 1,499 square feet)

- 1' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 2' from an aisle.

Setback Requirements (1,500+ square feet)

- 2' setback from an aisle of the exhibit space
- Reception counters/information kiosks may not be closer than 4' from an aisle.

Peninsula Booth Approval Form

Deadline: September 1, 2017

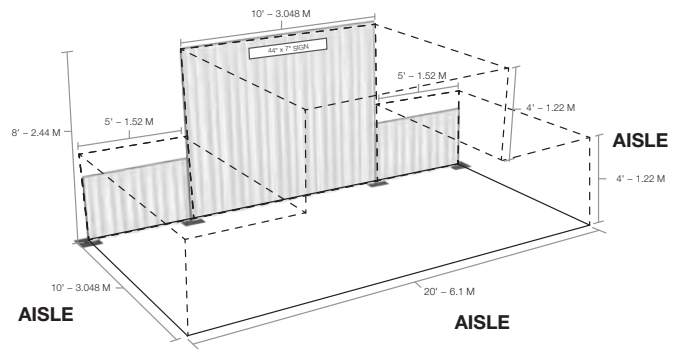
All Peninsula exhibitors must submit this form with complete scale drawings, both concept and construction, indicating all dimensions including applicable setback requests to RSNA by September 1 for basic approval. Please complete this form and submit with your floor plans indicating conformation to RSNA peninsula booth regulations. See Rule 9C of the RSNA Rules and Regulations for complete peninsula guidelines.

When planning your exhibit for RSNA 2017, keep in mind:

- Only a 10'-wide backwall at the center can be built within a peninsula exhibit.
- No part of the center backwall can exceed a height of 8' from floor of the exhibit hall.
- Each 5' side of the backwall cannot exceed the height of 4' as not to block the view or impede the sight lines of neighboring exhibitors.

See diagram of peninsula booth layout on the right.

Penalty: Failure to submit Peninsula Booth Approval Form by September 1 may prohibit construction of exhibit.



Exhibiting Company Information

Exhibiting Company		Official Contact	
Telephone	Fax	Email Address	
Booth Number	Booth Dimensions	Highest Point of Exhibit (not to exceed 8')	
Booth Contractor	Contact	Telephone	Email Address

I have read, understand and agree to the RSNA Rules and Regulations pertaining to booth design and construction.

Agreed to

X _____
Signature of Main Exhibit Contact Date

Return this signed form and booth design floor plan to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523

Deadline: September 1, 2017

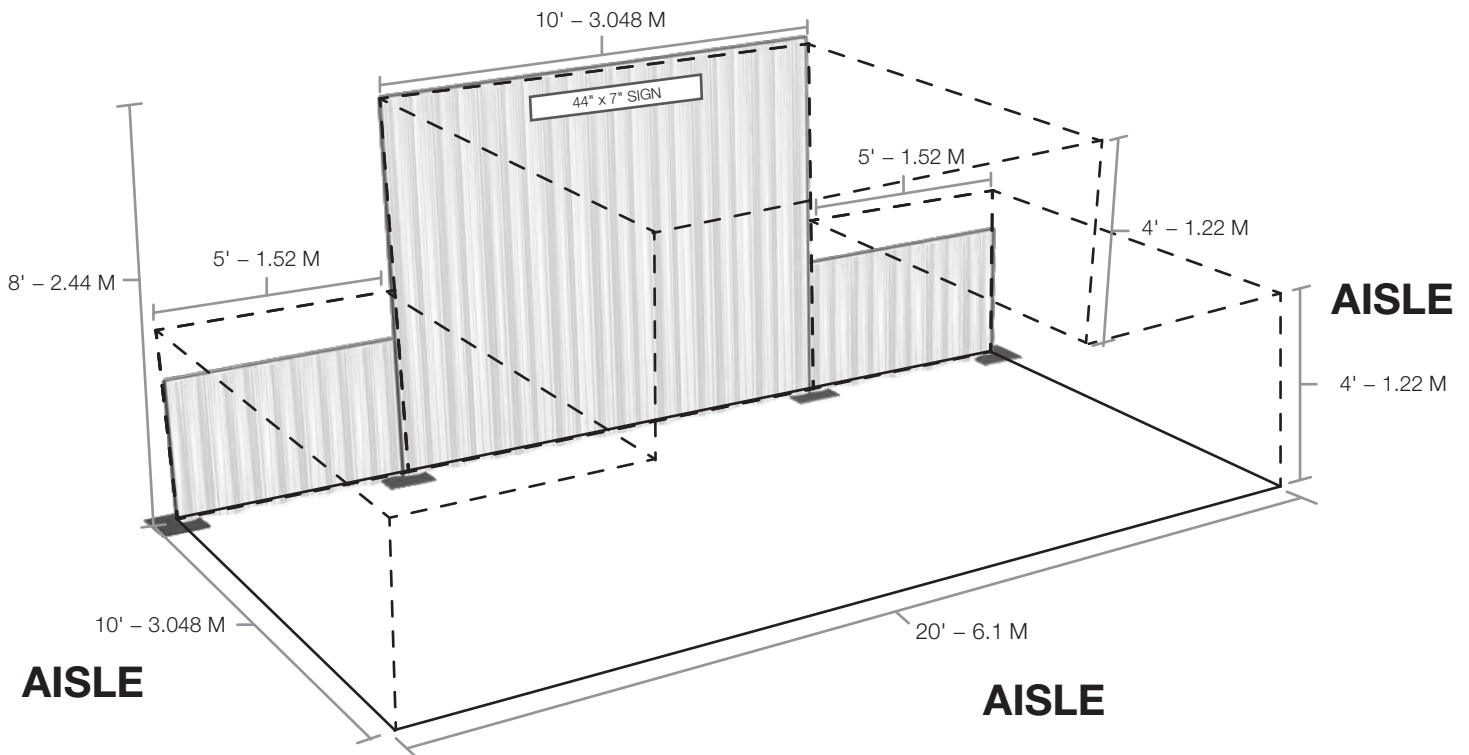
Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

_____/_____/_____ Date Received	_____/_____/_____ Response to Exhibiting Company
Approved:	<input type="radio"/> Yes <input type="radio"/> No
As noted: _____	_____
_____	_____
Reviewed by:	
X _____ Signature of RSNA Contact	_____ Date

Peninsula Exhibits

The minimum booth size is 10' x 20' with two corners and three open sides thus creating an "end cap." Only a 10' wide backwall can be built within a peninsula exhibit. No part of the backwall may exceed a height of 8' from the floor of the exhibit hall. Each 5' side of the backwall cannot exceed the height of 4' as not to block the view or impede the site lines of neighboring exhibitors.



- Exhibitors are required to provide floor coverings for all booths.
- RSNA will set each peninsula booth with 8' high back drape, 3' high side rails and a 44"x7" one-line identification sign.
- Hanging signs are not permitted.

EAC REGISTRATION



ORDER DEADLINE:

OCTOBER 13, 2017

What's an EAC?

An Exhibitor Appointed Contractor (EAC) is a company, other than the official general contractor, that provides exhibit services (e.g. audio visual, I&D, floral, photography, etc.). If you hire an EAC, they will need a badge to access your booth during move-in, show dates and move-out for RSNA 2017. For coordination and security purposes, exhibitors who choose to use an EAC must comply with all show rules and regulations, and complete the EACA registration process by October 13, 2017. Forms will only be accepted if filled out by an authorized representative of the exhibiting company.



Registration Program!

The Exhibitor Appointed Contractor Association (EACA) has been selected to assist Radiological Society of North America (RSNA) with the registration and badging of EACs at this year's RSNA 2017 show. By registering your EAC online, the processing of the EAC notification forms and insurance certificates will be greatly enhanced and simplified. Just go to www.eaca.com and click on EAC Registration. For those exhibitors without internet access, a faxable EAC registration form is provided here.

Register online



Registering your EAC with the EACA is the most convenient and timely way to ensure your EAC selection.

1. Visit www.eacashows.com and select "Exhibitor Login."
2. From the drop-down show menu, select "RSNA 2017." Enter the User ID, Password (Booth No.), and the exhibitor's contact e-mail address.*
3. Continue by following the steps noted on your screen.
4. Select "Save Registrations," and "Save."

**Please note: If you do not know your login information, please contact Meredith Thomason, EAC Registration Coordinator at meredith@eaca.com, or directly at (541) 647-1290.*

Register by form

Online registration is preferred, however, hard copies of forms can be accepted. Please out one form per EAC.

Please type or print

EXHIBITING COMPANY _____		DATE _____
EXHIBITOR CONTACT _____	PHONE _____	
EMAIL _____	BOOTH NO. _____	
USER ID _____	PASSWORD _____	
EAC COMPANY _____		
EAC CONTACT _____		
STREET ADDRESS _____		
CITY _____	STATE _____	ZIP _____
PHONE _____	FAX _____	
EMAIL _____		
DESCRIPTION OF SERVICE FOR EXHIBITING COMPANY _____		

WWW.EACA.COM

RETURN FORM TO:

EACA
2214 NW 5th St., Bend, OR 97703
541/317-8749 fax 541/317-8768 tel
www.eaca.com

RSNA[®] 2017
NOVEMBER 26 - DECEMBER 1



Explore



Invent



Transform

Exhibitor Function Space Request Form

Deadline: November 10, 2017

General Information: Complete one form for each function being planned. Please type and submit by E-mail.

Company _____		Booth Number _____	
Official Contact _____		Title _____	
Address _____			
City _____	State/Province _____	Zip/Postal Code _____	Country _____
Telephone _____	Fax _____	Email Address _____	

Meeting Information

Name of Function _____

Function's Purpose _____

Day/Date _____ through _____
(Please leave blank if your meeting is only one day)

Start Time _____ End Time _____ Number of People _____

Type of Attendees: Radiologists/Physicians Exhibitors Company Staff Other _____
(Please Specify)

Function Type

Breakfast Reception Focus Group

Lunch Staff/Company Meeting

Dinner Other _____

Set-up Requirements

Conference Hollow Square U-Shape

Rounds Theater Cocktail Rounds

School Room Other _____

Preferred Facility (McCormick Place Convention Center is not available)

First Choice _____

Second Choice _____

Third Choice _____

Any and all charges for services levied by hotels or other venues are the responsibility of the function sponsor. RSNA is not responsible for payment for any services connected with the event. RSNA has no authority over any service charges, rental fees, set-up fees, labor contracts, etc., that are required by any venue.

Hold Forms Until Housing is Assigned Send Forms to Hotel Upon Receipt

I have read, understand and agree to the RSNA Exhibitor Function Space Guidelines. This form will be returned if the box is not checked.

Return this form to:
RSNA Meetings Department
820 Jorie Blvd., Suite 200
Oak Brook, IL 60523-2251
Fax: 1-630-571-7837
meetingservices@rsna.org

For RSNA/Hotel Use Only – Please do not write in this area

Date Received _____

Approved: Yes No

X Authorized By _____ Date _____

Hotel _____

Contact Person _____

Room Assignment _____

Submit by email

Print copy of form for your records



Giveaway Request Form

Deadline: October 20, 2017

The RSNA Rules and Regulations are designed to create a fair and equitable business environment for all participating companies and meeting attendees. Small token gifts may be distributed from an exhibitor's booth with prior approval. Exhibiting companies that interact with physicians and other healthcare professionals during the RSNA annual meeting are asked to review the codes of ethics developed by MITA, NEMA, PhRMA, AdvaMed and the AMA. Ethical practices and industry conduct can differ among companies. It is the responsibility of each company to decide what types of activities are appropriate as they relate to sales and promotional events. **If you are planning a giveaway not included on the Allowable Giveaways list, please complete this form and return to RSNA with a photo of a sample of the intended giveaway.** If you have any questions, please contact exhibits@rsna.org.

Allowable Giveaways (not required to submit form for approval)

Gifts should not be of substantial value (under \$25), should relate to the recipient's travel to an educational event and primarily entail a benefit to patients.

annual reports	coasters	hand massagers, small	mouse pads	soap packets
bookmarks	combs/brushes	hand sanitizer	pads of paper	sports-related items
business card holders	computer accessories, small	highlighters	paperweights	stress balls
calendars, pocket size	computer screen savers	investor packets	pedometers	sunscreen packets
cameras, disposable	drinkware	key chains	pencils	travel atlases
candy, snack size	educational products	lip balms	pens	travel clocks
calculators	emery boards	luggage tags	planners, pocket size	travel fans
CD cases	erasers	magnets	portable chargers	USB flash drives
cell phone holders	first aid kits	magnifying glasses	Post-It notes	wrist rests for keyboards
clipboards	flashlights	memo clips	product/service literature	

Giveaways Not Permitted

Giveaways not allowed at the RSNA annual meeting include sharp objects, items that can be worn or displayed, items that violate the professional tone of a scientific meeting, and products in direct competition with official RSNA giveaways.

backpacks	buttons	lanyards	pins	rulers
back scratchers	caps/hats	letter openers	pocket knives	stuffed toys
bags	cash	lighters/matches	pocket tools	T-shirts
balloons	corkscrews	manicure sets	puzzles	travel tool kits
bottle openers	glow sticks	pen knives		

Exhibiting Company Information

Exhibiting Company _____ Official Contact _____ Booth Number _____

Telephone _____ Fax _____ Email Address _____

Suggested Giveaway(s) — please list and send sample/photo to RSNA for review (if item is on the list of Allowable Giveaways, approval form is not required)

I have read, understand and agree to the RSNA Rules and Regulations pertaining to giveaways.

Agreed to

Signature of Main Exhibit Contact _____ Date _____

Return your signed giveaway request form with sample of intended giveaway to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523
exhibits@rsna.org

Deadline: October 20, 2017

Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

/ /	/ /
Date Received	Response to Exhibiting Company
<p>Approved: <input type="radio"/> Yes <input type="radio"/> No</p> <p>As noted: _____</p> <p>_____</p> <p>_____</p>	
<p>Reviewed by:</p> <p><input checked="" type="checkbox"/> _____ Date _____</p> <p style="font-size: x-small;">Signature of RSNA Contact</p>	



Headquarter Office Space

Deadline: July 28, 2017

Are you in need of additional office space for your staff? Headquarter Office Spaces are available for exhibitors to rent for the entire meeting to use for:

- Company break and lunch room (food service is available through McCormick Place Caterer)
- Check-in point for company staff
- Staff meetings and training

Minimum size is 10' x 10' and can be rented in 100 sq. ft. increments. Headquarter Offices are available in both technical exhibit halls and will be assigned in the same hall as your company's main booth. These offices are restricted to exhibit personnel only; professional attendees are not permitted entry and should not be used in conjunction with booth activities.

Space Rate

\$13.00 per square foot

Additional Charges by General Contractor*

Walls - \$147.50 per meter

Doors - \$186.00 per unit

**Constructed in modular hard wall units, headquarter offices can be custom built and decorated to your specifications. Labor, materials and services are under the control and supervision of the general contractor and will be billed accordingly.*

I. Contact Information (Please print or type)

Company Name _____

Address _____

City _____

State/Province _____

ZIP/Postal Code _____

Country _____

Official Contact _____

Telephone _____

Email Address _____

II. Headquarter Office Sq. Ft. _____ X _____ = _____ sq. ft.

III. Payment Information

Bank Wire Companies may wire payment to:

JP Morgan Chase Bank, NA ABA Transit #: 071000013
10 South Dearborn St. Swift Code: CHASUS33
Chicago, IL 60603 USA Account Number: 4184254

All fees associated with the wire transfer are the responsibility of the exhibiting company (approximately \$20 per wire transfer).

Check By sending your check to us, you authorize RSNA to convert the check into an electronic funds transfer. Please be aware that your bank account may be debited as soon as the same day we receive your payment.

Credit Card Visa, MasterCard American Express
 Diners Club Discover

Amount due: \$ _____

Card Number _____

Exp Date _____

Name as it Appears on Card _____

X

Authorized Signature _____

Questions?

Jorie Dydo
Manager: Technical Exhibits
1-630-571-7851
jdydo@rsna.org

IV. Agreement

I have read, understand and agree to the RSNA Meeting Suite Terms and Conditions.

Print Name _____

X

Signature Required _____

Date _____

Return your signed order form and payment to:

RSNA Technical Exhibits
820 Jorie Blvd, Oak Brook, IL 60523-2251
Secure Fax: 1-630-571-2198

For RSNA Use Only – Please do not write in this area

_____/_____/_____
Date Received

Assignment: _____
Date _____ HQ Number _____

Approved by RSNA:

Signature of RSNA Contact _____ Date _____

RSNA Headquarter Office Space Terms and Conditions

I. Order Form

The order form must be signed by an authorized representative of your company and accompanied by payment and completed application which includes requested office size. Any additions, deletions or addenda to the original application must be made in writing and delivered (RSNA via certified registered delivery). No change will be considered without an official written request. Incomplete forms will not be accepted.

II. Eligibility

RSNA Headquarter Offices are available to RSNA 2017 Technical Exhibitors.

III. Space Rate

\$13.00 per square foot* minimum 10x10.

Constructed in modular hard wall units, headquarter offices can be custom built and decorated to your specifications. Labor, materials and services are under the control and supervision of the general contractor and will be billed accordingly.

**Additional charges by General Contractor.*

Walls - \$147.50 per meter

Doors - \$186.00 per unit

IV. Space Payment

Applications must be accompanied by a full payment at the time of submitting the application to RSNA. Payment must be in U.S. funds drawn on a U.S. bank.

Checks should be payable to Radiological Society of North America, Inc.

The RSNA tax identification number is 15-0539115.

Exhibitors may wire transfer payments to:

JP Morgan Chase Bank, NA
10 S. Dearborn St.
Chicago, IL 60603 USA
ABA Transit Number: 071000013
Swift Code: CHASUS33
Account Number: 4184254

All fees associated with wire transfers (approx. \$20.00) are the responsibility of the exhibitor.

Checks should be made payable to Radiological Society of North America, Inc. By submitting your check, you authorize RSNA to convert the check into an electronic funds transfer. Please be aware that your account may be debited as soon as the same day your payment is received. The following credit card will be accepted, American Express, Diner's Club, Discover, MasterCard and Visa

V. Cancellation Policy

Cancellations made before July 28, 2017 will receive a refund. 100% of the total fee will be retained for cancellations received after this date. All cancellations must be made in writing.

VI. Headquarter Office Activities

Headquarter Offices are restricted to exhibit personnel only; professional attendees are not permitted entry and should not be used in conjunction with booth activities.

VII. Insurance & Liability

The exhibitor shall protect, indemnify, hold harmless and defend RSNA, its officers, directors, agents and employees against all such claims, liabilities, losses, damages and expenses, including reasonable attorneys' fees and costs of litigation; provided that the foregoing shall not apply to injury, loss or damage caused by or resulting from the negligence of RSNA, its officers, directors, agents or employees.

VIII. Violations and Penalties

Headquarter Office activities found to be in violation of these guidelines shall be immediately discontinued. This agreement is in addition to the contract for exhibit space. All terms, conditions, rules & regulations contained therein remain in full force. The exhibitor waives any rights to claims of damages arising out of enforcement of these guidelines.

IX. Amendments

All matters and questions not covered by the above guidelines are subject to the discretion of RSNA. These RSNA guidelines may be amended at any time by RSNA, and all amendments shall be equally binding on all parties. In the event of any amendment or addition to these guidelines, written notice will be given by RSNA to such parties.

RSNA Meeting Suite Rental

Deadline: September 29, 2017

RSNA Meeting Suites are the ideal place to meet with staff, customers, and potential clients during the RSNA annual meeting. Conveniently located in both exhibit halls at McCormick Place, they are a great extension of your booth for companies with the need to conduct business privately.

Meeting Suite Options		
Standard Meeting Suite	Standard Meeting Suite with Ceiling	Large Suite
Size: 13'x13'	Size: 13'x13'	Size: 20'x20'
10' high fabric wall with locking door	10' high fabric wall with locking door, ceiling, fans and lights	10' high fabric wall with locking door
Carpet	Carpet	Carpet
One 8' Conference table	One 8' Conference table	One Hollow square table
8 Executive chairs	8 Executive chairs	14 Executive chairs
One 22"x28" Identifying Sign	One 22"x28" Identifying Sign	One 22"x28" Identifying Sign
5 amp electrical	5 amp electrical	5 amp electrical
Exhibitor: \$7,500	Exhibitor: \$10,000	Exhibitor: \$17,000
*Non-Exhibitor: \$9,750	*Non-Exhibitor: \$13,000	*Non-Exhibitor: \$22,100

Food & Beverage

Companies are permitted to have food and beverage service within their Meeting Suite. Alcoholic beverages are strictly prohibited. SAVOR is the exclusive food and beverage provider for McCormick Place. Once your suite is assigned, you'll receive the official catering menu.

Labor

All Meeting Suite labor, material and services will remain under the control of the general service contractor. Exhibitor Appointed Contractors may be used for internal set-up only, Meeting Suites will be fully constructed by Friday, November 24. At that time, you may begin internal set-up of your suite.

Meeting Suite Hours

Suites will be available Sunday, November 26 to Wednesday, November 29 between the hours of 8 AM and 5 PM and Thursday, November 30 between the hours of 8 AM and 2 PM. Hosting a meeting with professional attendees outside of Technical Exhibit hours (before 10 AM) requires an approved VIP Morning Meeting Request Form.

*Non-Exhibitor Suite Rental

Suites are available to non-exhibiting companies whose products and services are directly related to the teaching and practice of radiology and are subject to approval in its discretion by the RSNA Technical Exhibits Committee. Non-exhibitor rental rates apply. In addition to suite rental, non-exhibitors will receive:

- ◆ 5 complimentary exhibitor badges. A fee will be assessed for each badge produced over this complimentary allotment.
- ◆ 5 complimentary guest badge promo-codes to be used for your customers and guests.
- ◆ Access to the RSNA Housing System
- ◆ Non-exhibitors are not eligible to receive RSNA Registration list

Deadline

Deadline to reserve an RSNA Meeting Suite is September 29. Rental requests may be considered after this date if space is available.

Priority Points

One priority point will be earned for each Meeting Suite rented.

Questions? Contact:

Jorie Dydo
Manager: Technical Exhibits
1-630-571-7851
jdydo@rsna.org



RSNA Meeting Suite Order Form

Deadline: September 29, 2017

I. Contact Information (Please print or type)

Company Name _____

Address _____

City _____ State/Province _____ ZIP/Postal Code _____ Country _____

Official Contact _____ Telephone _____ Email Address _____

Onsite Contact _____ Telephone (Mobile) _____ Email Address _____

II. Meeting Suite Information

Standard (13' x 13')

- Exhibitor \$7,500
- Non-Exhibitor \$9,750
- _____ # of 13' x 13'

Standard with Ceiling (13' x 13')

- Exhibitor \$10,000
- Non-Exhibitor \$13,000
- _____ # of 13' x 13'

Large (20' x 20')

- Exhibitor \$17,000
- Non-Exhibitor \$22,100
- _____ # of 20' x 20'

III. Preferred Location: South Hall North Hall

IV. Payment Information

Bank Wire Companies may wire payment to:
JP Morgan Chase Bank, NA ABA Transit #: 071000013
10 South Dearborn St. Swift Code: CHASUS33
Chicago, IL 60603 USA Account Number: 4184254

All fees associated with the wire transfer are the responsibility of the exhibiting company (approximately \$20 per wire transfer).

Check By sending your check to us, you authorize RSNA to convert the check into an electronic funds transfer. Please be aware that your bank account may be debited as soon as the same day we receive your payment.

- Credit Card**
- Visa, MasterCard American Express
 - Diners Club Discover

Amount due: \$ _____

Card Number _____ Exp Date _____

Name as it Appears on Card _____

X _____
Authorized Signature

Questions? Contact:

Jorie Dydo
Manager: Technical Exhibits
1-630-571-7851
jdydo@rsna.org

V. Agreement

I have read, understand and agree to the RSNA Meeting Suite Terms and Conditions.

Print Name _____

X

Signature Required _____ Date _____

Return your signed order form and payment to:
RSNA Technical Exhibits
820 Jorie Blvd, Oak Brook, IL 60523-2251
Secure Fax: 1-630-571-2198

For RSNA Use Only – Please do not write in this area

_____/_____/_____
Date Received

Assignment: _____
Hall _____ Suite Number _____

RSNA Meeting Suite Terms and Conditions

I. Order Form

The order form must be signed by an authorized representative of your company and accompanied by payment and completed application which includes requested suite size. Any additions, deletions or addenda to the original application must be made in writing. No change will be considered without an official written request. Incomplete forms will not be accepted.

II. Eligibility

RSNA Meeting Suites are available to RSNA 2017 Technical Exhibitors and non-exhibitors, whose products and services are directly related to the teaching and practice of radiology and are subject to approval in its discretion by the RSNA Technical Exhibits Committee.

III. Meeting Suite Rental Rate

Standard 13'x13': \$7,500 (exhibitor); \$9,750 (non-exhibitor)

Standard with Ceiling 13'x13': \$10,000 (exhibitor); \$13,000 (non-exhibitor)

Large 20'x20': \$17,000 (exhibitor); \$22,100 (non-exhibitor)

IV. Space Payment

Applications must be accompanied by a full payment at the time of submitting the application to RSNA. Payment must be in U.S. funds drawn on a U.S. bank.

Checks should be payable to Radiological Society of North America, Inc.

The RSNA tax identification number is 15-0539115.

Exhibitors may wire transfer payments to:

JP Morgan Chase Bank, NA
10 S. Dearborn St.
Chicago, IL 60603 USA
ABA Transit Number: 071000013
Swift Code: CHASUS33
Account Number: 4184254

All fees associated with wire transfers (approx. \$20) are the responsibility of the exhibitor.

Questions? Contact:

Jorie Dydo
Manager: Technical Exhibits
1-630-571-7851
jdydo@rsna.org

V. Cancellation Policy

Cancellations made before September 29 will receive a refund. 100% of the total fee will be retained for cancellations received after September 29, 2017. All cancellations must be made in writing.

VI. Meeting Suite Activities

Meeting Suites are available for full meeting rental to host meetings, staff, customers and potential customers. Hospitality, educational sessions and product demonstrations are not permitted inside Meeting Suites. Companies may not assign, sublet or apportion to others the suite allocated. Food and beverage service is permitted.

VII. Insurance & Liability

The exhibitor shall protect, indemnify, hold harmless and defend RSNA, its officers, directors, agents and employees against all such claims, liabilities, losses, damages and expenses, including reasonable attorneys' fees and costs of litigation; provided that the foregoing shall not apply to injury, loss or damage caused by or resulting from the negligence of RSNA, its officers, directors, agents or employees.

VIII. Violations and Penalties

Meeting Suite activities found to be in violation of these guidelines shall be immediately discontinued. This agreement is in addition to the contract for exhibit space. All terms, conditions, rules & regulations contained therein remain in full force. The exhibitor waives any rights to claims of damages arising out of enforcement of these guidelines.

IX. Amendments

All matters and questions not covered by the above guidelines are subject to the discretion of RSNA. These RSNA guidelines may be amended at any time by RSNA, and all amendments shall be equally binding on all parties. In the event of any amendment or addition to these guidelines, written notice will be given by RSNA to such parties.

Live Ultrasound Scanning Form

Deadline: October 20, 2017

Ultrasound scanning of live human models by exhibitors is permitted. All scanning must be performed within the assigned booth space or vendor workshops during technical exhibit posted hours of operation. Exhibitors must adhere to the following live ultrasound scanning regulations.

- Exhibiting companies conducting live ultrasound scanning during RSNA annual meeting are asked to review FDA's policy on over the counter marketing of ultrasound devices. It is the responsibility of each company to decide what types of activities are appropriate as they relate to tradeshows and events.
- Booth must be 20x20 or larger.
- Demonstration areas must be set-back from aisles a minimum of ten-feet to accommodate visitors and prevent traffic flow restrictions in aisles.
- Scanning is restricted to the following body regions: head, neck, upper abdomen and extremities.
- Use of ultrasound contrast material is strictly prohibited.
- Companies are required to pre-scan all models with a physician present. Scanning of pregnant women and individuals under 18 years of age is prohibited. If a previously unknown pregnancy is detected during a scan, the scanning session must be terminated immediately.

- Models must be registered through the exhibitor badge registration process. Models will not be permitted into the exhibit hall without the appropriate badge and must be properly attired. Loose sweat suit, t-shirts, and sneakers are acceptable. Tight-fitting or otherwise inappropriate garments are not permitted.
- Models must give consent to the exhibitor by signing a formal document that explains the non-diagnostic nature of the scan. Female models must also sign a formal document confirming that they are not pregnant. Each exhibitor must have a readily available written policy that explains how to deal with serious incidental findings.
- Exhibitors shall defend, indemnify, and hold harmless RSNA, McCormick Place and the officers, directors, agents, and employees of each against all claims, actions, causes of actions, liabilities, losses, damages and expenses, including reasonable attorney's fees and costs, resulting from the live ultrasound scanning, or an exhibitor's failure to comply with applicable law or these rules and regulations.

RSNA, at its sole discretion, reserves the right to discontinue any exhibit booth activity for any violation of RSNA Rules and Regulations including, but not limited to, activity that is nonprofessional in nature or interferes with normal traffic flow. Violation of these rules could lead to loss of scanning privileges during current and future meetings. If you have questions, please contact exhibits@rsna.org.

Exhibiting Company Information

Exhibiting Company	Official Contact	Booth Number
Telephone (office)	Mobile	Email Address

Live Scanning Information

- Number of scanning stations/beds using live models _____
- Number of live scanning sessions to be performed per day _____
- Description of live scanning procedure(s) to be performed _____

I have read, understand and agree to the RSNA Rules and Regulations pertaining to live ultrasound scanning.

Agreed to

X _____
Signature of Main Exhibit Contact Date

Return your signed form to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523
FAX: 1-630-590-7720

Deadline: October 20, 2017

Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

_____/_____/_____ Date Received	_____/_____/_____ Response to Exhibiting Company
Approved:	<input type="radio"/> Yes <input type="radio"/> No
As noted: _____	_____
_____	_____
Reviewed by:	_____
_____ Signature of RSNA Contact	_____ Date



Newsroom Guidelines for Exhibitors

General Information

The RSNA annual meeting in Chicago is a recognized forum for presentation of peer-reviewed scientific abstracts and medical imaging courses by radiologists and allied scientists from around the world. As such, it also provides exhibitors with an excellent opportunity to present products and technological advancements to the profession and to the world media. Over 140 journalists from around the world attended the 2016 meeting.

Newsroom Location

The Newsroom is located in the McCormick Place South Building Level 3.

Newsroom Hours

Saturday, November 25, 3 PM – 5 PM
Sunday, November 26, 8 AM – 5 PM
Monday, November 27 – Wednesday, November 29, 8 AM – 5 PM
Thursday, November 30, 8 AM – 2:00 PM
Friday, December 1, CLOSED

Media Eligibility

Newsroom badges are available only to working press who can show evidence that their attendance results in original news coverage of the RSNA meeting in the print, broadcast or recognized Internet media.

RSNA does not issue press badges to: publishers or a publication's advertising, marketing, public relations or sales representatives; publishers, editors or reporters from manufacturers' house organs or promotional publications; public relations staff of exhibitors or educational institutions; or other individuals who are not actually reporting on the meeting.

RSNA has a one-badge-per-person policy; therefore, exhibitors may not also register as press.

Exhibitor Area

RSNA will designate an area for the display of exhibitor news materials within the RSNA Newsroom. Exhibitor representatives are to check in at the Newsroom main registration desk and leave materials with the receptionist.

Exhibitors are encouraged to periodically check with the receptionist to determine the supply of news materials remaining.

Exhibitors must retrieve leftover materials from the Newsroom by 1 PM Thursday, November 30, or the materials will be discarded.

Shipping News Materials

Alternatively, exhibitors may ship news materials to arrive no earlier than Friday, November 24, to:

RSNA Newsroom
McCormick Place
South Building Level 3
2301 S. Lakeshore Drive
Chicago, IL 60616

Attn: RSNA Newsroom, Emma Day

It is highly recommended that exhibitors DO NOT use Styrofoam packing peanuts when shipping their news materials.

Use of Newsroom

The Newsroom is reserved as a work area for journalists. Exhibitors are not allowed beyond the reception area unless individuals have been invited for an interview and are met by a registered reporter.

Virtual Press Office

Exhibitors have the option of including their press materials in the RSNA Virtual Press Office and distributing press releases through PR Newswire at a discounted rate. The Virtual Press Office site can be accessed via the RSNA online newsroom. Exhibitors wishing to take advantage of this offer should contact Virtual Press Office at 973-783-7787 or sales@vpoinc.com.

When Media Want to Talk With You

Reporters, photographers and video crews on the exhibit hall floor are issued clearly marked press badges by Newsroom staff. Members of the media are only allowed on the exhibit hall floor during exhibit hours. Photographers and video crews on the exhibitor floor must obtain an exhibitor's permission before photographing or videotaping. All registered press sign an agreement to abide by these rules.

Exhibitors need not hesitate to check badges, ask questions about a publication or broadcast program, or request a card or credentials from reporters who are requesting permission to interview, photograph or videotape. Exhibitors should immediately contact the RSNA Newsroom with questions or concerns.

Press Conferences

Exhibitors may schedule press conferences within their booth Sunday, November 26, from 10 AM to 5 PM, Monday, November 27 through Wednesday, November 29, from 8 AM to 5 PM, and on Thursday, November 30, from 10 AM to 2 PM and/or at an off-site location during non-meeting hours.

Press conference requests must be submitted to RSNA for review and approval using the Press Conference Request Form by Friday, October 27. Approved press conference requests will be posted on-site in the RSNA Newsroom. Exhibitors are responsible for inviting the press to the event.

Social Media

When Tweeting about the RSNA annual meeting, don't forget to use the #RSNA17.





Press Conference Request Form

Deadline: Friday, October 27, 2017

The RSNA annual meeting in Chicago is a recognized forum for presentation of peer-reviewed scientific abstracts and medical imaging courses by radiologists and allied scientists from around the world. As such, it also provides exhibitors with an excellent opportunity to present products and technological advancements to the profession and to the world media. Over 140 journalists from around the world attended the 2016 meeting.

Exhibitors may schedule press conferences within their booth Sunday, November 26, from 10 AM to 5 PM, Monday, November 27 – Wednesday, November 29, from 8 AM to 5 PM, and on Thursday, November 30, from 8 AM

to 2 p.m. Off-site press conferences may be conducted during non-meeting hours, Saturday, November 25, before 12 noon or after 5 PM; Sunday, November 26 before 8 AM or after 6 PM; Monday, November 27 – Thursday, November 30, before 8 AM or after 6:30 PM; and Friday, December 1, before 8 AM or after 3:15 PM

Approved press conference requests will be posted in the RSNA Newsroom at McCormick Place. You are responsible for inviting the press to your event.

To facilitate this, RSNA can provide you with last year's press list; please contact Emma Day in the RSNA Public Information and Communication Department at 1-630-590-7791 or eday@rsna.org.

Exhibiting Company Information

Exhibiting Company	Booth Number	
Official Exhibitor Contact	Exhibitor Contact Phone	Exhibitor Contact Email
PR Contact, Agency (if applicable)	PR Contact Phone	PR Contact Email

Press Conference Description:

Title _____

Date Saturday (11/25) Sunday (11/26) Monday (11/27)
 Tuesday (11/28) Wednesday (11/29) Thursday (11/30)

Start Time _____ End Time _____

Location

Booth

Off-Site Location Location _____ Property Address _____

I have read, understand and agree to the RSNA Rules and Regulations pertaining to press conferences.

Agreed to

X _____
Signature of Main Exhibit Contact Date

Return your signed form to:

RSNA Technical Exhibits Department
820 Jorie Blvd.
Oak Brook, IL 60523
exhibits@rsna.org

Deadline: Friday, October 27, 2017

Note: Please allow 7-10 business days for processing

For RSNA Use Only – Please do not write in this area

_____/_____/_____/_____/_____
Date Received Response to Exhibiting Company

Approved: Yes No

As noted: _____

Reviewed by:

Signature of RSNA Contact Date

RSNA Safety Program

RSNA is firmly committed to the safety of their exhibitors/meeting contractors and will do everything possible to prevent workplace accidents and is committed to providing a safe working environment.

RSNA will provide the necessary resources that will promote and effectively implement a safety & health control policy.

A key factor in implementing this policy will be the strict compliance to all applicable federal, state, local, and the RSNA Rules and Regulations which govern the RSNA Technical Exhibition.

RSNA Floor Managers will make every reasonable effort to provide a safe and healthy workplace that is free from any recognized or known potential hazards. Floor Managers will subscribe to the following principals:

1. All accidents are preventable through implementation of an effective Safety and Health Control program. Accident prevention is good business. It promotes better working conditions for everyone.
2. The RSNA Safety Program applies to all exhibitors and meeting contractors associated with any aspect of the RSNA Annual Meeting. The goal of the program is to improve safety awareness and to prevent accidents and injuries from occurring.
3. Exhibitors & Meeting Contractors are responsible for following safe work practices that can help to reduce the chances of accidents or injuries occurring. Everyone participating at RSNA 2017 must be involved and committed to safety. It is a team effort!
4. Floor Managers will help provide the safest possible workplace for exhibitors & meeting contractors and will monitor exhibit floor safety that will help ensure the program's success.
5. Floor Managers will report any unsafe work practices or safety hazards they encounter during RSNA 2017. All accidents/incidents will also be reported immediately to the supervisors on duty and provide reports to RSNA on a daily basis.

Safety Disciplinary Policy

RSNA believes that a safety and health Accident Prevention Program is unenforceable without some type of disciplinary policy. RSNA believes that in order to maintain a safe and healthy workplace, the exhibitors must be cognizant and aware of all company, state, and federal safety and health regulations as they apply to the specific job duties required. The following disciplinary policy is in effect and will be applied to all safety and health violations.

The following steps will be followed unless the seriousness of the violation would dictate going directly to Step 2 or Step 3.

1. A first time violation will be discussed orally between RSNA Floor Manager and the Exhibitor. This will be done as soon as possible.
2. A second time offense will be followed up in a written form and a copy of this written documentation will be entered into the exhibitors show file.
3. A third time violation will result in the change of the Company's Exhibitor Status from Preferred to Standard for the following RSNA Annual Meeting.



Social Event Busing Request

Deadline: November 20, 2017

Any exhibiting company planning to have buses drop off or pick up passengers at the McCormick Place Convention Center must complete this request for authorization. Without this notification, buses will be denied access to the convention center. Boarding location instructions will be sent upon authorization. Transportation at McCormick Place for entertainment/social events cannot begin earlier than 6:15 p.m. RPMs Inc. is contracted as the RSNA official transportation company. If you need to make transportation arrangements for your function, please contact Jeff LoGioco at 1-401-294-0440.

Company Information

Company Name

Booth Number

Company Contact (Onsite Contact Coordinating Event Transportation)

Telephone Number

Email Address

Event Information

Type of Event

Location

Expected Attendance

Date(s)

Time

Busing Information

Bus Company

Number of Buses Required

Scheduled Dropoff/Pickup Times

Return completed form to:

Janet Cooper, CMP
RSNA
820 Jorie Blvd.
Oak Brook, IL 60523-2251
1-630-571-7856
1-630-571-7837 fax
jcooper@rsna.org



Violations and Penalties

All facets of the exhibition are managed by the RSNA Technical Exhibits Department according to policy established by the RSNA Board of Directors and Technical Exhibits Committee. Floor managers are hired to assist with supervision of the exhibition, including routinely monitoring the exhibit halls during installation, exhibition and dismantle, for possible violations.

1. Identification of a rule violation results in written communication to exhibitor representatives explaining the nature of the violation. The written notice explains the timing/process for correcting the violation: (a) immediately, if the violation poses a safety hazard; (b) by 6:00 PM the evening before the official meeting exhibition opens, for violations occurring during installation; or (c) before the exhibition opening the next day, if violation occurs during an official day of exhibition.
2. Written notice will identify specific time for re-inspection of a specified violation. If the violation has not been corrected by that time, a second notice will be issued and priority points for the subsequent meeting of participation are forfeited and exhibitor is subject to a fine up to \$50,000 USD.
3. Further failure to correct the violation will result in loss of Preferred Exhibitor status for the subsequent meeting of participation. (Standard Status space rate is 50 percent higher than for Preferred Status). Written notification of violation(s) and change of exhibitor status will be sent to the official representative and chief executive officer of the exhibiting company before March 1 of the following year. Exhibitor must fully comply with rules and regulations at a subsequent exhibition to qualify for future reinstatement of Preferred Status.
4. In any case involving a willful or grossly negligent violation or a violation causing or threatening a significant safety hazard or disruption of the exhibition, the RSNA Technical Exhibits Department may, in addition to penalties described in items 2 and 3, impose on an expedited basis the additional penalties described in Section 21 of the RSNA Rules and Regulations.
5. Exhibitors should contact RSNA Technical Exhibits Department with questions concerning procedures for identifying and managing violations of the RSNA Technical Exhibition Rules and Regulations.

Technical Exhibition Violation Notice



		A B
Date _____	Time _____	Booth Number _____
		Hall Location (Circle One) ()
Company _____	Company Contact _____	Cell/Phone _____

Nature of Violation

1st Notice _____ 2nd Notice _____ Final Notice _____ Fine Issued _____

SAMPLE

Correction Required

Immediately By 6:00 p.m. of evening (Saturday) before official opening of meeting Before opening of the next exhibition day

Time for Re-inspection Date _____ at _____ a.m. p.m.

Floor Manager _____

If you have any questions, please contact the Technical Exhibitor office. Thank you for your cooperation.



VIP Morning Meeting Request Form

Deadline: November 17, 2017

Exhibitors can conduct a private pre-show meeting/demonstration to a group of their customers prior to the Technical Exhibits hours of operations on Monday, November 27 through Thursday, November 30. To request a VIP Morning Meeting, please submit this form with a list of attendees and payment to RSNA for approval by Friday, November 17. Please review the following guidelines prior to applying.

A separate form must be submitted for each day, and a separate VIP Attendee List form must be submitted for each group.*

- A single group of registered attendees cannot exceed 30 people. Companies are limited to (4) groups per day.
- **The complete list of meeting attendees must be submitted on the attached VIP Attendee List form no later than Saturday, November 25 to the Technical Exhibit Office at McCormick Place.**
- Attendees must be registered for the annual meeting.
- VIP Morning Meetings are available on Monday, November 27–Thursday, November 30 from 8 to 10 AM, with the last group entering the hall before 9:30 AM. NO early morning meetings will be approved for Sunday, November 26.

- Companies will be responsible for providing hosts to and from these entry points:

Points of entry

- Hall A, South Building: Grand Concourse, Level 3 (east entrance)
- Hall B, North Building: Grand Concourse, Level 3 (right of escalators)

- Only small snacks and liquid refreshments can be served within the booth. Please refer to the RSNA Food & Beverage policy.
- All VIP Morning Meetings must remain in compliance with all RSNA Rules and Regulations.
- There is a \$100 charge per tour per day. Multiple tours on a given day will be charged at the following rates: 2–3 Groups – \$150; 4 Groups – \$200.
- If you have any questions, please contact RSNA Technical Exhibit Services at 1-630-571-7850 or exhibits@rsna.org.

* NOTE: All attendee lists must be submitted via the VIP Attendee List form. No other lists will be accepted.

Exhibiting Company Information

Exhibiting Company	Official Contact	Booth Number
Telephone	Fax	Email Address

Meeting Information

Choose Day:
 Monday 11/27 Tuesday 11/28 Wednesday 11/29 Thursday 11/30

Choose Time:
 8:00 AM 8:30 AM 9:00 AM 9:30 AM

Booth Escort's Name _____ Booth Telephone or Escort's Cell Phone # _____

I have read, understand and agree to the RSNA Rules and Regulations and to the guidelines pertaining to VIP Morning Meetings.

Agreed to

X _____
 Signature of Main Exhibit Contact _____ Date _____

Return your signed VIP Morning Meetings request form with one completed VIP Attendee List form per group to:

Before November 17, 2017
1-630-571-2198 (secure fax)

After November 20, 2017 (onsite)
Technical Exhibits Office, North Building, near booth 6207

Payment Information

\$ _____ #(_____) Group(s)
 Amount

Check (drawn on a U.S. bank in U.S. dollars) payable to RSNA
 By sending your check to us, you authorize RSNA to convert the check into an electronic funds transfer. Please be aware that your bank account may be debited as soon as the same day we receive your payment.

- Visa MasterCard American Express
- Discover Diners Club

Credit Card Information

Card Number _____ Exp Date _____

Name as it Appears on Card _____

X _____
 Authorized Signature Required

* NOTE: All attendee lists must be submitted via the VIP Attendee List form. No other lists will be accepted.



Nov. 26th
-to-
Dec. 1st

RSNA Technical Exhibits
820 JORIE BLVD, OAK BROOK, IL. USA 60523
TEL. 1-630-571-7850 | EMAIL: EXHIBITS@RSNA.ORG
RSNA.ORG/EXHIBITORS

VIP Attendee List Form

Exhibiting Company Information

Exhibiting Company _____

Hall	Booth Number	Day	Time
------	--------------	-----	------

Host _____ Group Number or Name *(for your reference)* _____

Attendee Names

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____
- 6. _____
- 7. _____
- 8. _____
- 9. _____
- 10. _____
- 11. _____
- 12. _____
- 13. _____
- 14. _____
- 15. _____

- 16. _____
- 17. _____
- 18. _____
- 19. _____
- 20. _____
- 21. _____
- 22. _____
- 23. _____
- 24. _____
- 25. _____
- 26. _____
- 27. _____
- 28. _____
- 29. _____
- 30. _____

RSNA 2017 Rules and Regulations

The RSNA 2017 Technical Exhibit Rules and Regulations are a binding and integral part of the exhibitor's contract with RSNA. The policies and procedures may differ greatly from other meetings or trade shows. We encourage you to read them in their entirety. **New Rules for RSNA 2017 are highlighted in red.**

1. Agreement to the Rules and Regulations

The RSNA Technical Exhibit Space Contract/Application Form must be signed by an official of the exhibiting company indicating that exhibitor rules and regulations have been read and agreed to before any space assignment will be made. Exhibitors will receive a copy of the signed contract and a confirmation letter.

2. Enforcement of the RSNA Rules and Regulations

RSNA Technical Exhibit rules and regulations serve to:

1. Protect the integrity of the exhibition.
2. Ensure compliance with laws, codes, ordinances, and contracts with the exhibition facility.
3. Ensure all exhibitors are treated fairly.

3. Meeting Schedule

The 103rd Scientific Assembly and Annual Meeting of the Radiological Society of North America, Inc., commences on Sunday, November 26, at 8:30 a.m. and adjourns on Friday, December 1, at 3:15 p.m. During that period, neither exhibitors nor their agents may conduct or sponsor any educational, marketing or media activities directed toward RSNA meeting professional registrants other than as part of the RSNA scientific program or as specifically authorized by RSNA. Exhibiting companies and organizations cannot offer CME credit to RSNA professional attendees within their exhibit space.

4. Exhibit Hours

The Technical Exhibits will be open to meeting registrants and must be fully operational and staffed Sunday, November 26 through Wednesday, November 29, from 10:00 a.m. to 5:00 p.m., and on Thursday, November 30, from 10:00 a.m. to 2:00 p.m. Exhibitors are not permitted to dismantle their exhibits before 2:00 p.m. on November 30.

5. Exhibit Installation

The exhibitor may not occupy exhibit space until all conditions as set forth in these rules and regulations are met. All power tools and equipment used in the installation of exhibits must be operated in compliance with safety guidelines, as prescribed by OSHA or other recognized authorities, for the protection of the operator and others working in the vicinity. Table and circular saws, lathes, grinders, sanders and other power equipment may not be set up and/or operated in aisles or unprotected areas. The use of motorized vehicles, including hydraulic lifts, is not permitted by exhibitors or exhibitor appointed contractors (EACs). All lifts and operators must be provided by the appropriate official service contractor. All high work, including the installation and adjustment of all supplemental lighting, requiring cranes and hydraulic lifts, must be completed during the exhibitor's move-in schedule. No hi-

RSNA 2017 Rules and Regulations

lifts will be admitted on the exhibit floor after 4:30 p.m. on Saturday, November 25. [Click here to view the Meeting Schedule.](#)

Hanging Signs and Lighting Truss

Installation of approved hanging booth elements will begin on Thursday, November 16. If the hanging sign, banner, or lighting truss is over 250 lbs. and/or has any type of electrical associated with the booth element, installation is required by the electrical contractor. The General Contractor will hang any signs or banners that are less than 250 lbs. and do not require any type of electrical. Items weighing 500 lbs. or more must accompany a drawing reviewed, signed, and stamped by a licensed structural engineer to certify structural integrity and safety.

Target Move-in

Exhibitor freight will be received and installation begun according to the Target Move-in Assignments, which will be available in mid-September. Target assignments will be based on the location of exhibits on the exhibit floor, exhibit size and complexity, impact on surrounding exhibitors and proximity/access to freight doors. Targeted installation of technical exhibits will begin at 8:00 a.m. on Thursday, November 16 and will continue through Wednesday, November 22. Exhibit halls will be closed on Sunday, November 19 and Thursday, November 23 (Thanksgiving Holiday).

General Move-in

General setup for all exhibitors will begin at 8:00 a.m. on Friday, November 24 and continue through Saturday, November 25. No freight will be accepted at McCormick Place for these exhibits prior to 8:00 a.m. on Friday, November 24.

Final Exhibit Setup

If setup of any exhibit has not started by 1:00 p.m. on Saturday, November 25, RSNA may order the exhibit to be set up and the exhibitor billed for all charges incurred. RSNA will not be responsible for any damage incurred. All exhibits must be substantially completed by 6:00 p.m. on Saturday, November 25, and all aisles cleared of exhibit materials and crates. All components yet to be installed must be within the exhibitor's space.

Opening Day

All technical exhibits must be fully operational by 9:00 a.m. on Sunday, November 26. After this hour, no installation work will be allowed without special permission from RSNA. No installation will be allowed during the published hours of the RSNA Technical Exhibits.

6. Dismantling/Exhibit Removal

Each exhibitor will complete arrangements for removal of its material from McCormick Place in accordance with these rules, the instructions provided in the Exhibitor Service Kit.

RSNA 2017 Rules and Regulations

Exhibitor Responsibilities

All materials must be packed and ready for outbound shipment by 4:30 p.m. on Monday, December 4. Any materials not called for at that time will be shipped at the exhibitor's expense by a carrier selected by the official drayage contractor. All space occupied by an exhibitor must be surrendered in the same condition as it was at the commencement of occupation. The exhibitor is responsible for removal of excess debris, bulk quantities of printed material, floor covering and any item other than that which can be easily removed by broom sweeping. Costs related to removal of same are the responsibility of the exhibitor.

7. Contractor Services

Official Contractors

RSNA will designate official service contractors to provide all services to the exhibitor other than supervision. The general contractor must also provide installation and dismantling services for Headquarters Offices and Meeting Suites. Electrical, plumbing, cleaning, telephone, security, drayage, rigging and catering services must be provided by the official contractor. All services not ordered in advance must be procured through the Official Contractor's Exhibitor Service Desk at McCormick Place. The general contractor will have control of the dock and loading facilities and will receive direct and advance shipments and van loads, handle freight and provide all rigging labor and equipment. Full-time employees of an exhibiting company may deliver materials to McCormick Place via the self unloading/loading docks. Please see the RSNA ASUV Policy found inside the RSNA Exhibitor Service Kit for complete guidelines.

Exhibitor-Appointed Contractors (EAC)

Request to Use an EAC

Exhibitors using contractors other than the official RSNA contractors for labor, supervision or any other service must submit an Exhibitor-Appointed Contractor Request on or before Friday, October 13. No requests, addenda or substitutions received after that deadline will be considered. Only requests from exhibitors (not EACs) will be considered.

EAC Terms and Conditions

A request will be approved only if it will not interfere with or prejudice the orderly setup, interim services or dismantling of the exhibition. Requests will not be approved if they are inconsistent with the commitments made and obligations assumed by RSNA in any contract with official service contractors or in its lease with McCormick Place. All EACs shall abide by the terms, conditions, rules and regulations set forth herein. EACs may not solicit exhibitors. Violation of any rule or regulation may, at the discretion of RSNA, result in the appointed contractor's removal from the exhibit floor.

8. Storage of Crates and Boxes

The City of Chicago Bureau of Fire Prevention Regulations prohibits the storage of cartons or other materials (regardless of construction) behind exhibits or anywhere on the exhibit floor. The official drayage contractor will handle and provide storage space for crates, boxes, skids, etc., during the

RSNA 2017 Rules and Regulations

exhibition and return properly marked materials at the completion of the meeting. Materials not in accordance with these regulations will be discarded.

9. Exhibit Design

The regulations listed herein are presented to create and maintain an open atmosphere on the exhibit floor. To this end, 100 percent occupancy of allowed exhibit space is discouraged. In designing exhibits, good judgment and consideration for neighboring exhibitors and attendees should be primary objectives. If floor plans (where required) are not submitted or exhibit construction is determined to be in violation of exhibit design regulations, RSNA has the right to prohibit construction of the booth. Booths are subject to show site review and modification, where necessary, will be at the exhibitor's expense. Exhibits built in non-compliance of the RSNA regulations are subject to a fine up to \$50,000 USD.

A. General Requirements

All exhibits must conform to and enhance the professional, educational and instructional atmosphere of the meeting. Overstatement in the design is to be avoided. Exhibitors are required to provide floor coverings for all booths. Appropriate display components and furniture must be provided by the exhibitors at their expense. If location of columns, utilities or other architectural components of the facility are considerations in the construction of an exhibit, it is the responsibility of the exhibitor to physically inspect the facility to verify all dimensions and locations. Materials used in the exhibit hall must be flame retardant in accordance with the City of Chicago Fire Ordinances. Exhibitors shall possess a certificate of flame retardation for all display materials used in their exhibit. This certificate must be made available for inspection on demand by the City of Chicago. Electrical equipment and display components must conform to City of Chicago Electrical Code. Please refer to the McCormick Place Facility Regulations for complete and detailed information.

Every effort has been made to ensure the accuracy of all information distributed by RSNA; however, up-to-the minute information is not always available. With this in mind, RSNA, McCormick Place and their contractors or agents make no warranties as to the precise accuracy of floor plans issued in conjunction with or pertaining to the exhibition.

Signage

Exhibitor identification in all RSNA publications and on all signs and booth graphics must be the company name submitted on the Application/Contract. Where product/brand names are used in the primary identification, product/brand names may not appear in type larger than that of the company name. Wholly owned subsidiaries of the exhibiting company may, however, be identified as long as the principal identification is the parent company name and logo.

All island exhibits (20'x20' or larger) and mobile units are permitted to have hanging signs and banners. These booth elements must be fixed and located within the confines of the booth. Hanging signs or banners between contiguous exhibits will not be considered. Maximum height permitted for hanging signs and banners is 24' at top. Exhibitors wishing to hang signs and banners will be required to indicate the request on the RSNA Island or Mobile Booth Design Form and submit with complete scale drawings on or before Friday, September 1. All requests must be reviewed and approved by RSNA.

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Inline and Peninsula exhibits are not permitted to hang signs or banners.

Supplemental Overhead Lighting

Overhead lighting systems, attached to the facility building structure, may be requested by exhibitors with island exhibits (20' x 20' or greater) and mobile units. Exhibitors wishing to hang lighting systems will be required to submit a Lighting Truss Diagram to RSNA along with the RSNA Island or Mobile Booth Design Form on or before Friday, September 1. All requests must be reviewed and approved by RSNA. Lighting instruments, regardless of the type, must be positioned inside the perimeter boundaries of the purchased floor space and cannot affect other exhibitors. Projecting light beams or images outside the perimeter boundary of the booth (including external aisles) is prohibited. Special effects (spinning, rotating, or pulsating) must not interfere with other exhibits or detract from the professional atmosphere of the exhibition.

Request to Backout Overhead Lights

Overhead hall lights may be requested to be shut off to exhibitors with island booths measuring 1,000 square feet or greater. Make your request by using the Island Booth Design Form found in the RSNA Exhibitor Service Kit. Lights may only be turned off when directly overhead and in the confines of your booth. No light will be turned off if located outside the confines of your booth or too close to an aisle. Exhibitors are not permitted to modify or mask house lights without RSNA review and approval by an RSNA representative. RSNA has the final decision on which building lights will remain operational. The exhibitor will be responsible for all costs associated with this request. To request a lighting grid showing the placement and the number of lights located over your booth, an exhibiting company or appointed EAC can contact the official utility provider as listed in the RSNA Exhibitor Service Kit.

Exhibit Elements Not Permitted

Balloons, flashing lights and strobe lighting of any kind are prohibited. Any changes required to bring an exhibit into compliance will be made at the exhibitor's expense. Exposed parts of any display must be finished so as not to be objectionable to other exhibitors or to RSNA.

B. Inline Exhibits (10' x 10' or multiples thereof) [Click to view Inline Diagram](#)

The minimum exhibit space is 10' x 10'. The back 5' of the basic exhibit may be occupied up to a height of 8'. The front 5' of the rented space may be occupied from the floor up to a height of 4'. Equipment may exceed the 4' height limit but may not be higher than 8' and must be placed so as not to block the view or impede the sight lines of adjacent exhibits. Live or video demonstrations must be confined to the back 5' of the rented space. RSNA shall, at its own expense, provide basic furnishings such as side and backwall drape and a standard booth sign.

C. Peninsula Exhibits (10' x 20' or larger "end cap") [Click to view Peninsula Diagram](#)

Only a 10' wide backwall can be built within a peninsula exhibit. No part of the backwall may exceed a height of 8' from the floor of the exhibit hall. Complete scale drawings of all peninsula booths must be submitted to RSNA for review and approval with the Peninsula Booth Approval Form by Friday, September 1.

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D. Island Exhibits (20' x 20' or larger "island") [Click to view Island Diagram](#)

- RSNA will consider island designs and their effect on surrounding exhibits as factors in assigning exhibit space. Regulations governing such exhibits are:
- All island exhibits must have access from all four sides. For an exhibit with limited access, the exhibit booth space assignment will be at the discretion of RSNA.
- Complete scale drawings, both concept and construction, indicating applicable setback, exhibit height, hanging sign, live demonstration areas and supplemental/backout lighting requests must be submitted to RSNA for basic approval with the Island Booth Approval Form by Friday, September 1. If floor plans are not submitted and construction is determined to be in violation of regulation, RSNA has the right to prohibit construction of the booth. Island booths are subject to show site review and modification where necessary, at the exhibitor's expense.
- Exhibit and/or display components exceeding 12' in height, and all hanging signs and lighting truss must be approved by a licensed structural engineer prior to installation. A copy of the engineer's certificate or stamped floor plans must be available for onsite inspection.
- The east-west dimensions of any island exhibit space must be 20', 50' or 80' wide. RSNA may consider exceptions based on exhibit design elements, location and impact on surrounding exhibits.
- No part of any island exhibit may exceed a height of 24' from the floor of the exhibit hall.
- 20' wide island exhibits must maintain a 1' setback of all exhibit structure from the floor to 8' in height. Reception counters/information kiosks may not be closer than 2' from the aisle.
- 50' wide island exhibits must maintain a 2' setback of all exhibit structure from the floor to 8' in height. Reception counters/information kiosks may not be closer than 3' from the aisle.
- 80' wide island exhibits must maintain a 3' setback of all exhibit structure from the floor to 8' in height. Reception counters/information kiosks may not be closer than 4' from the aisle.
- All island exhibits may occupy space from 8'-24'. See Island Exhibit Diagram.
- Theater presentations and/or product demonstrations must be set back from the aisle to allow for chairs and standing room within the booth to accommodate attendees.
- Bridging of aisles between contiguous exhibits will not be considered.

Exhibitors are reminded that structures within the RSNA exhibition are subject to public accommodation provisions under the Americans with Disabilities Act of 1991 (ADA). Exhibits that utilize second-level space shall provide appropriate accommodations in accordance with the ADA. Elevated floor structures placed within the setback area of island exhibits must be ramped on all sides of the exhibit. Elevated floor structures within any island exhibit that are not ramped must be marked or lighted appropriately around the perimeter.

E. Mobile/Transportable Exhibits [Click to view Mobile Diagram](#)

Equipment exhibitors' mobile units must be positioned to allow ample room on all sides for stairs, ramps and general attendee traffic. Mobile van units must utilize a 15'-wide space, and trailers must utilize a minimum 20'-wide space. Location may be determined by proximity to drive-in freight doors to permit ease of move-in and move-out. Information indicating method of transport and unit function must accompany the application. Arrangements must be made in advance with the official general contractor for placement of mobile units on the exhibit floor. Variations from the agreed upon time/date arranged for placement of exhibitors' units may result in the loss or relocation of exhibit space. Mobile units

RSNA 2017 Rules and Regulations

should have their fuel tank locked and sealed. Amount of fuel in tank should not be greater than 1/8 tank. Fueling or de-fueling of vehicles on the exhibit floor is prohibited. Batteries must be disconnected once the vehicle is positioned. One key to the vehicle must remain in the booth at all times. Mobile trailer units must be in compliance with fire prevention codes according to the McCormick Place Rules and Regulations and the Americans with Disabilities Act.

10. Care of Exhibit Space

RSNA will provide aisle carpet cleaning service. The exhibitor must, at its own expense, maintain and keep its exhibit clean and in good order in accordance with these Rules and Regulations and all other applicable rules and ordinances.

11. Headquarter Office Space and Meeting Suites

All Headquarter Office and Meeting Suite labor, materials and services will remain under the control and supervision of the general contractor. EACs may be used in this area for internal setup only. Additional information regarding construction, labor and service costs is available through the general contractor. The official convention center caterer must supply all food/beverage service in the Headquarter Offices and the Meeting Suites.

A. Headquarter Office Space

Headquarter Office space may be used to fulfill the following functions: coat check, food service, lead processing and off-site booth services, such as message center, appointment scheduling, lead tracking and sales staff orientation. This area is restricted to exhibit personnel only; professional attendees are not permitted entry and the area should not be used in conjunction with any exhibit booth activities.

B. Meeting Suites

Meeting Suites are available for full-meeting rental to host meetings with customers, potential customers and staff. Educational sessions and product demonstrations are not permitted inside Meeting Suites. Professional attendees are permitted in this area. Exhibitors are permitted to serve food in this area.

12. Exhibit Hall Attendance/Exhibitor Registration

Exhibition hall attendance is limited to qualified exhibitors, professional registrants and spouses/family members. Exhibitor badges are produced using only the company name submitted on the Application/Contract. The official RSNA badge must be worn at all times while in the exhibit hall. Do not deface badges by inserting company cards or applying novelty items. Defaced badges will be confiscated and the wearer escorted off the exhibit floor. Badge Allotment: Each exhibiting company is allotted five (5) complimentary badges for each 100 square feet of exhibit space purchased. A fee will be assessed for each badge produced over this complimentary allotment. No refunds will be issued for badges purchased but not used.

An exhibitor badge allows access to the technical exhibit halls, the Learning Center, and educational sessions if space permits after all ticketed professional registrants have entered. CME or CE credit is not tracked or awarded to those with exhibitor badges. Exhibitor personnel that wish to obtain CME/CE credit must register as a full conference professional attendee and pay the applicable registration fee.

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Exhibitor representatives must remain in the rented space and are not admitted to the exhibit floor for the purpose of viewing other exhibits. Exhibitor personnel may not enter another exhibitor's booth space without obtaining permission. Be considerate of other participating companies. Exhibitor personnel are not permitted to enter an unstaffed booth of another exhibitor at any time. Exhibiting companies are responsible for monitoring their own space. Exhibitors are strictly prohibited from soliciting outside their booth.

It is a violation to admit a person eligible for professional registration (radiologists, physicians, hospital support personnel, etc.) as exhibitor personnel. False certification of individuals as exhibitor representatives, misuse of exhibitor badges or any other method of assisting unauthorized persons to gain access to the exhibit floor will be cause for loss of priority points, a change of exhibiting status and/or payment of the registration fee for each violation.

Children under the age of 16 are not allowed on the exhibit floor at any time.

13. Security

Each exhibitor is responsible for safeguarding its goods, materials, equipment and exhibit at all times. Perimeter guard service will be provided by RSNA for the exhibition period, but neither the guard service nor RSNA will be responsible for loss of or damage to any property. All equipment, cartons and booth materials may not be removed from the exhibit halls without completing a Property Pass. Passes may be obtained onsite from the security guard, floor manager or RSNA Technical Exhibits Office.

14. Booth Activities

All activities of each exhibitor, its employees and/or agents during the RSNA annual meeting, which are directed toward RSNA meeting registrants, other than approved sponsored educational opportunities and exhibitor functions permitted under Rule 18, must be confined to the exhibitor's exhibit space. All booth activities must be professional and educational in nature and related to the field of radiology.

A. Device/Drug Products

Equipment for demonstrations must not pose a safety hazard. If the equipment has energy beams that are hazardous, such energy beams must be made non-operative before installation. All products exhibited must be presented and marketed in strict compliance with all federal, state and local laws pertaining to the labeling and marketing of medical devices and/or drugs.

Devices/drugs presented for marketing outside the United States and those awaiting FDA approval (i.e., those qualifying for an Investigational Device Exemption), including but not limited to PMA and 510(k) devices, must be clearly and conspicuously labeled as such, so as not to cause confusion or possible misrepresentation. Failure to meet marketing, labeling standards and FDA guidelines will result in the removal of the device/drug in question from the exhibit hall or forfeiture of exhibit space.

B. Crowd Control

As a matter of safety and courtesy to others, all presentations, demonstrations and marketing/promotional activities, including meetings with customers and staff, must be confined to the exhibit space so as not to interfere with traffic flow in the aisles or encroach into neighboring exhibits. Adequate space/seating for presentations and demonstrations must be provided within the exhibitor's

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booth. RSNA reserves the right to have the exhibitor discontinue any activity or dismantle any display/demonstration feature that interferes with the normal traffic flow.

Exhibitors are required to allocate adequate exhibit space near these gathering zones to conveniently accommodate company personnel and visitors. Companies anticipating large crowd gatherings are responsible for keeping the aisles around their space clear.

C. Drawings and Raffles

Drawings and raffles may be conducted according to the following guidelines: The selection process for drawings and raffles cannot take place on the exhibit floor during normal hours of operation. Winners do not have to be present to win. The total prize awarded for the show's entirety must not exceed \$1,500 in retail value. RSNA reserves the right to prohibit booth activity that it deems not in keeping with the professional purpose of the exhibition.

With the exception of drawings and raffles, contests and games of any kind in conjunction with exhibitor activities are prohibited. All drawings and raffles must be approved by RSNA in advance of the annual meeting.

Exhibiting companies that interact with physicians and other healthcare professionals during the RSNA annual meeting are asked to review the codes of ethics developed by MITA, NEMA, PhRMA, AdvaMed and the AMA. Ethical practices and industry conduct can differ among companies. It is the responsibility of each company to decide what types of activities are appropriate as they relate to sales and promotional events.

D. Food and Beverages

Exhibitors are permitted to serve bite size snacks and beverages inside their booth within limits of following guidelines:

1. Beverages and snacks may not be displayed as a promotion or to attract attendees.
2. Beverages and snacks may be distributed to an attendee only during the course of a Meeting or conference within enclosed areas of the exhibitor's booth.
3. Beverages and snacks must be provided in generic cups or glasses supplied by the official convention center caterer.
4. Alcoholic beverages are strictly prohibited.
5. Snacks must be coordinated through the convention center official caterer.
6. Food preparation and cooking are prohibited.

E. Giveaways

Handout materials are to be straightforward, professional and non-combative in nature. Small token gifts that are not worn or displayed and may be carried in the pocket, are acceptable and may be distributed from the exhibitor's booth without prior approval. Such token gifts must meet American Medical Association ethics guidelines and should not be of substantial value. A complete list of approved giveaways will be included in the RSNA Exhibitor Service Kit. It is the responsibility of the exhibitor to receive prior approval for any handout/novelty item that may be questionable in nature.

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Exhibiting companies that interact with physicians and other healthcare professionals during the RSNA annual meeting are asked to review the codes of ethics developed by MITA, NEMA, PhRMA, AdvaMed and the AMA. Ethical practices and industry conduct can differ among companies. It is the responsibility of each company to decide what types of activities are appropriate as they relate to sales and promotional events.

F. Imaging/Scanning

Ultrasound scanning of live human models by exhibitors is permitted, subject to the terms and conditions of the live ultrasound scanning form which must be entered into between Exhibitor and RSNA. All scanning must be performed within the assigned booth space or vendor workshops during technical exhibit posted hours of operation. Exhibitors must adhere to the following live ultrasound scanning regulations.

- Exhibiting companies conducting live ultrasound scanning during RSNA annual meeting are asked to review FDA's policy on over the counter marketing of ultrasound devices. It is the responsibility of each company to decide what types of activities are appropriate as they relate to tradeshow and events.
- Booth must be 20x20 or larger.
- Demonstration areas must be set-back from aisles a minimum of ten-feet to accommodate visitors and prevent traffic flow restrictions in aisles.
- Scanning is restricted to the following body regions: head, neck, upper abdomen and extremities.
- Use of ultrasound contrast material is strictly prohibited.
- Companies are required to pre-scan all models with a physician present. Scanning of pregnant women and individuals under 18 years of age is prohibited. If a previously unknown pregnancy is detected during a scan, the scanning session must be terminated immediately.
- Models must be registered through the exhibitor badge registration process. Models will not be permitted into the exhibit hall without the appropriate badge and must be properly attired. Loose sweat suit, t-shirts, and sneakers are acceptable. Tight-fitting or otherwise inappropriate garments are not permitted.
- Models must give consent to the exhibitor by signing a formal document that explains the non-diagnostic nature of the scan. Female models must also sign a formal document confirming that they are not pregnant. Each exhibitor must have a readily available written policy that explains how to deal with serious incidental findings.
- Exhibitors shall defend, indemnify, and hold harmless RSNA, McCormick Place and the officers, directors, agents, and employees of each against all claims, actions, causes of actions, liabilities, losses, damages and expenses, including reasonable attorney's fees and costs, resulting from the live ultrasound scanning, or an exhibitor's failure to comply with applicable law or these rules and regulations.

RSNA, at its sole discretion, reserves the right to discontinue any exhibit booth activity for any violation of RSNA Rules and Regulations including, but not limited to, activity that is nonprofessional in nature or interferes with normal traffic flow. Violation of these rules could lead to loss of scanning privileges during current and future meetings. Companies performing live ultrasound scanning must complete and return the RSNA official Live Ultrasound Scanning Form by October 20, 2017.

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Any other live imaging, diagnostic/therapeutic or health screening procedures are prohibited. Off-site transfer of images to exhibit space is permitted. It is the responsibility of the exhibitor to take precautions to eliminate patient identification.

G. Market Research

Exhibitors may conduct market research as a booth activity. Attempting to survey or gather data in other areas of the convention center is prohibited.

H. Presentations

Demonstrations, product literature and handout materials are to be straightforward, professional and non-combative in nature and must avoid the use of sideshow or theatrical gimmicks. Activity and attire of models and demonstrators shall be consistent with the professional atmosphere of the RSNA meeting. The use of live animals, magicians, puppet shows, fortune tellers, dancers, celebrities or celebrity look-alikes, live performances of music, costumed characters, mimes, robots, balloons or other entertainment is prohibited. Presentations should be directed into the booth and not into the aisle. Live presentation and product demonstration areas should be positioned well within the island booth setback requirements as outlined in Section 9D.

Demonstrations, lectures or presentations by RSNA members or by other physicians, physicists or other healthcare professionals, other than those who are full-time employees of the exhibitor, are prohibited. Presentation of educational content during the RSNA annual meeting is prohibited unless specifically authorized by RSNA. In accordance with the guidelines of the Accreditation Council for Continuing Medical Education, at no time and in any form are exhibitors allowed to offer CME credit. If video is used to demonstrate equipment by simultaneously using a live model and videotape, a sign clearly indicating the simulation must be posted. RSNA will not attempt to settle disputes between exhibitors over issues such as trademark violations, sign copy and copyright violation claims. Show management understands the sensitivity of these issues; however, RSNA is not a judge, jury, regulator or police officer, and its enforcement or protection options are limited. It is the responsibility of the exhibitor to receive prior approval from RSNA for any product demonstration or presentation that may be questionable in nature. The RSNA Technical Exhibits Committee reserves the right to order objectionable presentations discontinued unless or until a mutually agreeable presentation may be developed. The exhibitor waives any rights or claims of damages arising out of enforcement of this rule.

I. Selling of Products/Services

Order taking and sales of exhibited products are permitted. Purchased items taken out of the hall must be small enough to be easily hand-carried. Signs or advertising of product pricing will not be allowed. It is the responsibility of each exhibiting company that sells items on the show floor to contact the Illinois Department of Revenue regarding state sales tax collection. Please contact the Illinois Department of Revenue at 1-800-732-8866 at least six weeks before the meeting.

J. Sound

Sound must be at a level that does not disturb neighboring exhibits (80 decibels when measured by RSNA from any adjacent aisle) and presentations must be done in a manner that does not encourage congregation of attendees in aisles. Exhibitors using audio systems should direct the sound into their

RSNA 2017 Rules and Regulations

booth and not towards the aisle or neighboring exhibits. The exhibitor will be required to stop using a system if, in RSNA's opinion, the sound level or presentation is objectionable to attendees or adjacent exhibitors. The following steps will be taken by RSNA to ensure that appropriate sound levels are followed: First Violation: The offending exhibitor will be notified (via the RSNA Technical Exhibition Violation Notice) and instructed to comply with stated guidelines. Second Violation: The offending exhibitor will be issued a Second Violation Notice indicating non-compliance and instructed to reduce the volume immediately and will lose four priority points associated with next successive participation. Third Violation: Immediately following issue of Third Violation Notice, electrical sources will be terminated at exhibitor's expense for remainder of the day and eight history priority points will be deducted from the next successive participation. The exhibitor will assume full responsibility for any damage to their exhibit or demonstration resulting from failure to adhere to exhibition sound level requirements.

15. Photography

Photography and video recording will be used throughout McCormick Place. By registering, you acknowledge the possibility of being photographed or filmed and give RSNA consent to potentially use your image for marketing or promotional purposes.

News Media

During exhibit hours, members of the media with RSNA press badges may photograph, videotape or mechanically record the exhibit floor for news reporting purposes only. News media must have advance consent of exhibitors before photographing or taping in their booths. All registered press sign an agreement to abide by these rules. Members of the media (i.e., local and national television networks) may photograph, videotape or mechanically record the exhibit floor only when accompanied by an RSNA appointed escort.

Professional Attendee

Exhibitors may not deny a reasonable request from an attendee to photograph or videotape an exhibit from the aisle.

Exhibitor

Exhibitors are allowed to photograph, videotape or mechanically record their own company's booth during regular floor access hours. This must be done without the use of electrical lighting. Videotaping/photography is permitted after 5 p.m. Monday through Wednesday only and must be arranged 30 days in advance and approved by RSNA. Exhibitors are allowed to have independent film crews videotape their booth between 8 a.m. and 5 p.m. Monday through Thursday of the annual meeting. Film crews must be accompanied by an RSNA-appointed escort. RSNA-appointed escorts are available for a fee and must be paid in advance or onsite by the individual exhibitor. These escorts are limited and are available on a first-come, first-served basis. Arrangements for such activities must be made 30 days in advance through the Technical Exhibits Department. Exhibitors will be asked to refrain from photographing, videotaping or mechanically recording if such activity interferes with setup, show activities or teardown.

RSNA 2017 Rules and Regulations

Each exhibitor has control over the space it has rented and may prevent others (including exhibitors) from gaining access to, photographing, videotaping or otherwise mechanically recording its exhibit or presentations from within its rented space. Contact an RSNA floor manager or the RSNA Exhibitor Help Center if you experience problems with another exhibitor videotaping your exhibit (if possible, photograph or videotape the inappropriate activity for proof and ease of reference).

Penalties for Unauthorized Use of Cameras

First Violation: Confiscation of film/digital disk, camera or both. Deduction of four priority points associated with next successive participation.

Second Violation: Confiscation of film/digital disk, camera or both. Deduction of eight priority points associated with next successive participation and removal of individual taking unauthorized pictures from show floor.

16. Media

Exhibitors may schedule press conferences within their booth Sunday, November 26, from 10:00 a.m. to 5:00 p.m., Monday, November 27 through Wednesday, November 29, from 8:00 a.m. to 5:00 p.m., and on Thursday, November 30, from 8:00 a.m. to 2:00 p.m. and/or at an off-site location during non-meeting hours.

Press conference requests must be submitted to RSNA for review and approval using the Press Conference Request Form by Friday, October 27. Approved press conference requests will be posted on-site in the RSNA Newsroom. Exhibitors are responsible for inviting the press to the event.

RSNA will designate an area for the display of exhibitor news materials within the RSNA Newsroom. Complete newsroom guidelines can be found in the exhibitor service kit in the Newsroom Guideline Form.

17. Housing

Exhibitors may request sleeping rooms only for employees or agents of the exhibiting company. Exhibitors are prohibited from providing hotel sleeping rooms to customers or other individuals eligible for general registration. All exhibitor housing (sleeping rooms and suites) must be requested through RSNA via the housing website or the RSNA Suite Request Form. Neither RSNA nor the hotels in the RSNA block will accept reservations directly by phone or letter. Exhibitor Housing website will open on June 14, 2017, according to the exhibitor priority point system. Rooms reserved by any method other than the official RSNA Housing Contractor or RSNA's official international travel agents, will be considered in violation of RSNA's Rules and Regulations and will jeopardize Preferred Exhibitor status. This regulation also applies to primary, subsidiary and affiliate companies (domestic and international) of the technical exhibiting company. Distribution of any printed material, showing of equipment or product presentations to RSNA registrants or guests by exhibitors, other than in the exhibitor's assigned space, is prohibited. Advertising, signs, placards, and banners in the hotel are prohibited.

Exhibitors will earn ten (10) priority points for RSNA 2018 for booking hotel rooms for at least 70% of badged exhibitor personnel (RG41) through the RSNA housing system by November 1, 2017.

RSNA 2017 Rules and Regulations

Cancellation of exhibitor space/meeting suite forfeits a company's ability to use the RSNA exhibitor housing system. The company will be responsible for all applicable cancellation fees.

18. Exhibitor Function Space

Exhibitor-sponsored meetings may be conducted in conjunction with the RSNA annual meeting under the following guidelines and with the approval of RSNA:

Entertainment/Social Events:

Receptions or dinners, where there is no formal educational programming, held in hotels, restaurants, private clubs or other facilities, are limited to a predetermined guest list of not more than 1,000 radiologists, their guests and such other invitees as the exhibitor may wish. (Employees/agents of the host company shall be considered over and above this number.) Cultural events, such as concerts, theater productions and museum events, are subject to the same limitation. These events may not conflict with the official RSNA program or exhibit hours. Product and/or equipment demonstrations are prohibited.

Focus Groups:

Meetings that target a specific group of attendees to obtain specific data must not exceed 50 persons and may not conflict with the official RSNA program or exhibit hours. Product and/or equipment demonstrations are prohibited.

Staff/Company Meetings:

Attendance is limited to the staff of the exhibiting company only and should not include professional attendees. No date and time restrictions apply.

19. Smoking

McCormick Place is a smoke-free facility. A smoke-free policy will be enforced and in effect during installation, meeting operation and dismantling hours. Outside designated smoking areas will be provided by McCormick Place in accordance with Illinois state law.

20. Marketing and Promotion

The list of RSNA exhibitors shall not be published, in whole or in part, other than in RSNA official publications and on RSNA official websites. Said list will not be released by RSNA for promotional purposes.

Exhibitors may request use of attendee data on a limited license basis from RSNA for promotions of their product and services to attendees. Email addresses, telephone and fax numbers of RSNA attendees will not be made available. Attendee data remains the property of RSNA. Use of same is limited to the specific use(s) and time period approved by RSNA. Unauthorized use, including but not limited to resale or unauthorized solicitation, may result in the loss of Preferred Exhibitor status.

Exhibitors may call attendee attention to specific components of the RSNA meeting program only through communications in their booth space and/or communications distributed directly from

RSNA 2017 Rules and Regulations

exhibiting company to attendee. No RSNA communication vehicles—emails, professional bags, Daily Bulletin, media wall, etc may be used for component-specific promotions by exhibitors.

Distribution of any printed material, showing of equipment or product presentations to RSNA registrants or guests by exhibitors, other than in the exhibitor's assigned space, is prohibited. Exhibitors may not engage in any type of marketing activities at hotels during the RSNA meeting schedule. In accordance with the guidelines of the Accreditation Council for Continuing Medical Education, at no time are exhibitors allowed to offer CME credit in conjunction with content delivered at the RSNA annual meeting, unless approved by RSNA.

RSNA strongly discourages exhibiting companies from displaying banners, billboards, other signage or promotional activities in the public domain, other than official RSNA promotional opportunities, within 30 miles of the RSNA annual meeting official venue and hotels.

21. Violations and Penalties

Violations such as, but not limited to, late payments, unauthorized giveaways and misuse of exhibitor badges, may result in the loss of priority points toward next year's meeting. Multiple violations may result in additional point loss or status change. RSNA may, at its discretion, deem an exhibitor ineligible for the Preferred Exhibitor space rate for the following year for violations of current RSNA Exhibitor Rules and Regulations. The exhibitor can reestablish eligibility by remaining in compliance with all RSNA Exhibitor Rules and Regulations the following year. Substantial violation of any of these RSNA Exhibitor Rules and Regulations by the exhibitor or its employees or agents may, at the option of RSNA, result in forfeit of the exhibitor's right to occupy exhibit space, and such exhibitor shall forfeit to RSNA all monies paid or due. Upon evidence of substantial violation, RSNA may take possession of the space occupied by the exhibitor and remove all persons and goods. The exhibitor shall pay all expenses and damages that RSNA may incur through the enforcement of this rule.

22. Procedures for Identifying and Managing Violations

All facets of the exhibition are managed by the RSNA Technical Exhibits Department according to policy established by the RSNA Board of Directors and Technical Exhibits Committee. Floor managers as well as the Technical Exhibits Committee will assist with supervision of the exhibition, including routinely monitoring the exhibit hall during installation, exhibition and dismantle for possible violations.

Identification of a rule violation results in written communication to exhibitor representatives explaining the nature of the violation. The written notice explains the timing/process for correcting the violation: (a) immediately, if violation poses a safety hazard, (b) by 6 p.m. the evening before official opening, when the violation occurs during installation, or (c) before opening of the next exhibition day, if the violation occurs during an official day of exhibition.

Written notice will identify specific time for re-inspection of specified violation. If the violation has not been corrected by that time, a second notice will be issued and priority points for subsequent meeting participation are forfeited and exhibitor is subject to a fine of up to \$50,000 USD.

Further failure to correct the violation will result in loss of Preferred Exhibitor status for subsequent meeting participation. (The Standard Exhibitor space rate is 50 percent higher than the Preferred Status rate). Written notification of violation(s) and change of exhibitor status will be sent to the official

RSNA 2017 Rules and Regulations

representative and chief executive officer of the exhibiting company before distribution of the subsequent prospectus. Exhibitors must fully comply with rules and regulations at a subsequent exhibition to qualify for future reinstatement of Preferred Status.

In any case involving a willful or grossly negligent violation or a violation causing or threatening a significant safety hazard or disruption of the exhibition, the RSNA Technical Exhibits Department may, in addition to penalties described in paragraphs 2 and 3, impose on an expedited basis the additional penalties described in Section 21.

Exhibitors should contact RSNA Technical Exhibits Services with questions concerning procedures for identifying and managing violations of the RSNA Technical Exhibition Rules and Regulations.

23. RSNA Logo Use

The name Radiological Society of North America Inc., and the letters "RSNA" are registered trademarks of the Radiological Society of North America, Inc. Use of the aforementioned in conjunction with advertisements, promotional materials, endorsements, statements, contests and/or awards of any kind is prohibited. Violators may be subject to such civil and criminal penalties as provided by federal and state laws.

The RSNA annual meeting logo is also a registered trademark of the Radiological Society of North America, Inc. However, RSNA will grant permission to exhibitors and advertisers to use the annual meeting logo in an appropriate manner in conjunction with their advertisements and other materials promoting that exhibitor's or advertiser's participation at the RSNA annual meeting. Samples of the proposed use of the RSNA annual meeting logo should be submitted for approval to the RSNA Marketing Department by e-mail at marketing@rsna.org or by mail at RSNA, 820 Jorie Blvd, Oak Brook, IL 60523.

24. Amendments/General Supervision

All exhibit matters and questions not covered by these RSNA Exhibitor Rules and Regulations are subject to the decision of RSNA. These RSNA 2017 Rules and Regulations may be amended at any time by RSNA and all amendments shall be equally binding on all parties. In the event of any amendment or addition to these Rules and Regulations, written notice will be given by RSNA to such exhibitors as may be affected.

The abbreviation "RSNA" used in the Rules and Regulations shall mean Radiological Society of North America, Inc., a not-for-profit corporation, and, as the context may require, its directors, officers, agents and/or employees duly acting for RSNA in the management of the exhibition.

RSNA 2018 Booth Space Selection Guidelines

The following guidelines outline the process that RSNA will use to conduct the exhibit space selection process for the RSNA 2018 Annual Meeting. First-round space selection will take place on-site at RSNA 2017.

Technical Exhibit Priority Point System

A priority point system has been developed to recognize a company's support of RSNA and reward exhibitors for upholding meeting policies during their previous exhibit participation. RSNA 2017 contracted exhibitors will have the opportunity to select their booth position for the RSNA 2018 Annual Meeting between the dates of November 27 and 29 at McCormick Place during RSNA 2017. The order of space selection will be determined by each exhibitor's cumulative number of points via the following criteria as of November 3, 2017:

- Four (4) historical points for each year of participation as an RSNA technical exhibitor since 1996.
- Ten (10) housing points for booking hotel rooms for at least 70% of badged exhibitor personnel (RG41) through the RSNA housing system for RSNA 2017 by November 3, 2017. Distributors are not included in this formula.
- Five (5) payment points for paying RSNA 2017 technical exhibit space rental fees in full by July 1, 2017.
- One (1) Corporate Partners point for every \$1,000 spent on RSNA's Corporate Partners program initiatives, which include meeting sponsorships, subscriptions, and more. (Includes payments and contracts for RSNA 2017, made between November 1, 2016 and October 31, 2017.)
- One (1) booth size point for each 100 square feet of paid technical exhibit space at RSNA 2017.
- One (1) ancillary space point for each Headquarter Office and Meeting Suite rental at RSNA 2017.

Exhibitors will be ranked based on cumulative priority points earned using the above point system. Tie-breaker procedures will be enforced when multiple companies have earned the same number of priority points. The tied companies' points will be analyzed in the following order until one organization clearly outranks the other(s). The sequence for analysis will be: (1) historical points, (2) housing points, (3) payment points, (4) Corporate Partners points, (5) booth size points, (6) ancillary space points, and (7) alphabetical order of contracted company name.

Mergers

When exhibitors have merged with, have been purchased by, or have purchased another company; provided that only one company continues to exhibit, the most favorable priority points earned by a single company, among all companies involved, will apply. During subsequent years of participation, the most favorable historical points earned by a single company among all companies involved, will be the prevailing number of historical points considered for the merged company. For mergers/acquisitions occurring within the past twelve (12) months, RSNA will extend a one-time cross-reference listing in the online exhibitor listing and printed guides which will include the company name of the merged/acquired company with a reference to the new company name. RSNA Technical Exhibits Department must be notified of any mergers no later than Tuesday, October 31, 2017, for consideration during the RSNA 2018 Exhibit Space Selection Process. After the merger/acquisition, if two or more companies continue to exhibit individually, priority points earned by each individual company would remain in effect.

Company Name Change

If a company name changes since its most recent participation, please indicate the previous company name on the application to be properly awarded historical points. RSNA will extend a one-time cross-reference listing which includes the previous company name and a reference to the new company name.

Multiple Corporate Divisions/Joint or Co-Marketing Ventures

If a company has two or more corporate divisions or a Joint or Co-Marketing Venture with another RSNA exhibitor and wishes to be grouped together in contiguous space, all involved companies must notify RSNA Technical Exhibits Department in writing on company letterhead no later than Tuesday, October 31, 2017.

Points of all companies in the group will be averaged to determine order of space selection. This option will allow each company to maintain its own corporate identity and receive all exhibitor services (i.e., booth space, exhibitor listing, badges, housing, etc.).

Penalties

The RSNA Technical Exhibitors Rules and Regulations serve to protect the integrity of the exhibition; ensure compliance with laws, codes, ordinances, and contracts with the exhibition facility and ensure all exhibitors are treated fairly. If an exhibitor fails to comply with these rules and regulations, the exhibitor may be penalized, including loss of points, charged a higher exhibit space rental rate, and/or assessed a penalty fee.

RSNA 2017 Space Selection Process

Anchor Exhibitor Space Selection

Based on RSNA 2017, the fourteen (14) exhibitors with the most square feet of exhibit space will be deemed Anchor Exhibitors for RSNA 2018 and will be eligible for advance space selection. Anchors will select their RSNA 2018 booth space via scheduled conference calls beginning Wednesday, November 8, 2017. Anchor space selection appointments will be announced on November 6, 2017.

Using the enhanced priority point system:

- The four (4) companies with the most square footage at RSNA 2017 will be ranked in order based on their priority points and will select from four predetermined anchor zones (A-D) indicated on the preliminary floor plan (available September 30, 2017).
- The remaining ten (10) Anchor Exhibitors will be ranked in order based on their priority points and will select from ten predetermined anchor zones (1-10) on the preliminary floor plan.

On-site Exhibit Space Selection

Companies that are non-eligible Anchor Exhibitors for RSNA 2018 will be able to select their space during the RSNA 2017 Annual Meeting, Monday, November 27 to Wednesday, November 29, 2017. RSNA will communicate the meeting time and location for the booth selection process in an email invitation on November 10, 2017.

Exhibitor order will be determined by the company's priority points. Selection will take place on a live floor plan. Exact booth space will be determined at the discretion of RSNA in an effort to manage exhibit hall traffic.

Companies who cannot attend their pre-scheduled appointment are invited to request and submit a Proxy Form to RSNA no later than Sunday, November 26, 2017. Companies who miss their pre-scheduled appointment are invited to select their space on a first-come, first-served basis after 4:30 PM on the day of their appointment.

Space requests from Standard Exhibitors will not be assigned until all Preferred Exhibitors have been assigned space during the On-site Exhibit Space Selection Process.

Remaining Exhibit Space

RSNA 2017 exhibitors who did not participate during the on-site booth selection process and new companies that sign up after November 29, 2017, will be assigned exhibit space on a first-come, first-served basis upon receipt of a signed Technical Exhibit Space Application/Contract and deposit.

Questions

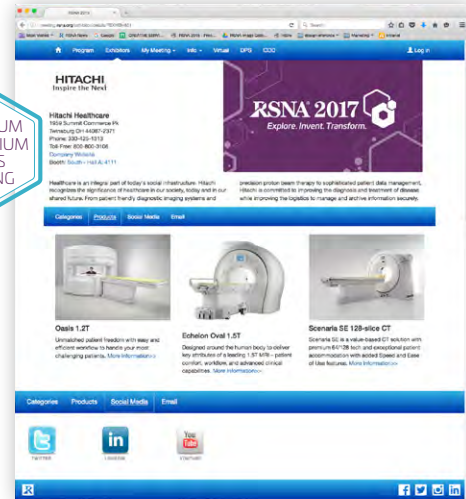
If you have questions about the RSNA 2017 booth space selection process, please contact:

John Jaworski at 1-630-571-7855 or jjaworski@rsna.org

Jorie Dydo at 1-630-571-7851 or jdydo@rsna.org

RSNA 2017 Premium Exhibitor Listing

FEATURES	BASIC EXHIBITOR LISTING	PREMIUM EXHIBITOR LISTING	PREMIUM PLUS EXHIBITOR LISTING
1. Contact Information	✓	✓	✓
2. Company Description	✓	✓	✓
3. Categories	✓	✓	✓
4. RSNA 2017 Mobile App	✓	✓	✓
5. Preferred Placement in Exhibitor Search Results		✓	✓
6. Company Logo		✓	✓
7. Banner Image		✓	✓
8. Featured Products		12	12
9. Video Highlights		12	12
10. PDF Documents		12	12
11. Social Media Links		✓	✓
12. Email Form		✓	✓
13. Technical Exhibits Showcase Banner			✓
PRICE	FREE	\$595	\$895



Description of Features

- Contact Information:** Complete company contact information will be listed, including mailing address, phone, fax, toll-free number, web address and booth number.
- Company Description:** 150-word company profile.
- Categories:** Select all products or services that your company provides. Choose from over 500 RSNA products/services.
- RSNA 2017 Mobile App:** Company profile and map of your location will be included in the RSNA 2017 Mobile App.
- Preferred Placement in Exhibitor Search Results:** Your company name and exhibitor listing will be promoted to the top of all exhibitor search results.
- Company Logo:** Upload your company logo to be featured on exhibitor listing page.
- Banner Image:** Exhibitor-provided photo (such as booth design, headquarters building or new product) will be featured prominently.
- Featured Products:** Up to 12 company products/services can be featured in the section, including a product image, 25-word description and direct link to your website for each product.
- Video Highlights:** Up to 12 company videos can be promoted in this section where you can show current corporate and product videos, a message from the president, or film videos at your booth to show virtual attendees.
- PDF Documents:** Up to 12 PDF documents can be made available for attendees to download in this section where you can post product brochures, corporate brochures and white papers.
- Social Media Links:** Encourage attendees to follow you after the meeting by promoting your social media sites.
- Email Form:** Set up an email address directing current and prospective customers to contact you with questions regarding your company, product or service.
- Technical Exhibits Showcase Banner:** Digital banner in the Technical Exhibits Showcase, appearing on the home page of Meeting Central, draws attention to your business and links prospects to your exhibitor listing.



Exhibitor Listing Order Form

1. Exhibitor Information

Company		Telephone	
Address		Booth Number (if available)	
City	State/Province	ZIP/Postal Code	Country

2. Booking Contact Information

Contact Information	Title
Telephone	Email

3. Listing Manager Contact

Contact Information	Title
Telephone	Email

4. Exhibitor Listing and Payment Information:

Premium Listing: \$595 **Premium Plus Listing:** \$895

Payment:

Bank Wire

Companies may wire payment to:

JP Morgan Chase Bank, NA	ABA Transit Number: 071000013
10 South Dearborn St.	Swift Code: CHASUS33
Chicago, IL 60603 USA	Account Number: 4184254

Any fees associated with the wire transfer are the responsibility of the exhibiting company (approximately \$20 per wire transfer)

Check

By sending your check to us, you authorize RSNA to convert the check into an Electronic Funds Transfer. Please be aware that your account may be debited as soon as the same day we receive your payment.

Credit Card Visa Master Card American Express
 Diners Club Discover

Card Number	Exp. Date
-------------	-----------

Name as it Appears on Card	CIV Code
----------------------------	----------

X
Authorized Signature

5. Agreement:

I hereby authorize RSNA to upgrade my company's online exhibitor listing.

Printed Name of Company Representative

X
Authorized Signature _____ Date _____

6. Submission:

Fax the signed form to:

1-630-571-2198

For Office Use Only			
CO #	Amount Received	Payment Type	Date Received



Technical Exhibits Focus Announcements

Deadline: October 4, 2017

Exhibiting Company Information

Exhibiting Company		Official Contact	Booth Number
Address			
City	State/Province	ZIP/Postal Code	Country
Telephone		Email Address	

Select One Category

- | | | | |
|---|--|--|---|
| <input type="checkbox"/> 3D Printing & Image Printing Systems | <input type="checkbox"/> Contrast Agents/Pharmaceuticals | <input type="checkbox"/> Fluoroscopy | <input type="checkbox"/> Nuclear Medicine |
| <input type="checkbox"/> Advanced Visualization | <input type="checkbox"/> Darkroom Equipment and Supplies | <input type="checkbox"/> Furniture | <input type="checkbox"/> PACS |
| <input type="checkbox"/> Angiography, Cardiac and Vascular | <input type="checkbox"/> Dental Imaging | <input type="checkbox"/> Imaging Services | <input type="checkbox"/> PET |
| <input type="checkbox"/> Biopsy | <input type="checkbox"/> DICOM | <input type="checkbox"/> Information Systems (RIS & HIS) | <input type="checkbox"/> Pre-Owned Equipment |
| <input type="checkbox"/> Bone Densitometry | <input type="checkbox"/> Educational Products and Services | <input type="checkbox"/> Interventional Radiology | <input type="checkbox"/> Quality Assurance/Safety Control |
| <input type="checkbox"/> Business/Departmental Management | <input type="checkbox"/> Electronic Health Records | <input type="checkbox"/> Lithotripsy | <input type="checkbox"/> Radiography |
| <input type="checkbox"/> Computed Tomography | <input type="checkbox"/> Enterprise Imaging | <input type="checkbox"/> Machine Learning/Computer-Aided Diagnosis Systems | <input type="checkbox"/> Software/IT Services |
| <input type="checkbox"/> Consulting Services | <input type="checkbox"/> Film-Screen Systems and Viewers | <input type="checkbox"/> Mammography | <input type="checkbox"/> Therapeutic Radiology |
| | | <input type="checkbox"/> Monitors/Viewing Systems | <input type="checkbox"/> Ultrasound |
| | | <input type="checkbox"/> MRI | <input type="checkbox"/> X-ray |

Technical Exhibits Focus

Announcements of products submitted by exhibiting companies will include booth numbers and be categorized by the area of radiology served.

The RSNA *Daily Bulletin* is the official daily newspaper of the annual meeting. On average 10,000 copies are distributed each morning at McCormick Place. The *Daily Bulletin* is also available online at RSNA.org/Bulletin and distributed through a daily email to all meeting attendees and RSNA members.

The Technical Exhibits Focus section will be published Sunday through Wednesday during the annual meeting.

Each RSNA exhibitor is eligible to receive one complimentary product announcement in Technical Exhibits Focus. To participate, complete this form and submit it along with 150-word description of the product. Product photos are also accepted but not mandatory; submit a photo at in TIF or JPG format (please ensure the resolution is 300 dpi at 5"x7"). RSNA reserves the right to edit submissions for style and length.

Submissions will be used on a first-come, first-served basis until the sections are filled (about 100 spaces are anticipated).

The last day to submit is Wednesday, October 4, 2017 (*note: publication is not guaranteed if sections are already filled by that date*).

Email the form to:

Jennifer Allyn
Executive Editor
dailybulletin@rsna.org



Take advantage of opportunities to build your company's visibility through the official Online Press Office at RSNA 2017.

We have once again partnered with Virtual Press Office/PR Newswire to provide a suite of distribution options to boost your event exposure at RSNA 2017.

Beyond being environmentally sound, the official RSNA [Online Press Office](#) also provides important benefits to exhibitors, including:

- PR specialists to discuss the best way to reach your target audience in your priority regions and assist with strategic advice
- Completely branded, mobile friendly online press kit options to house all of your company's news, supporting content and more ([click here](#) for a sample Premium press kit)
- Distribution of your news to registered and key industry media
- **Exclusive exhibitor discounts** on premium PR Newswire distribution with no membership fee required
- Weekly and monthly reporting to track your press kit page traffic

[Click here](#) for package options and to secure your online press kit.

Questions? Contact our Online Press Office representatives at sales@vpoinc.com or +1-973-7837787, Option 0.



Grab your colleagues, form a corporate team and cross the finish line to help fuel critical research to enable the best care for our patients.

RSNA's 5k Fun Run will take place on Tuesday, November 28 at 6:30 AM along the beautiful shores of Lake Michigan. Whether you run, walk or wheel, enjoy an outing for a good cause. Wear your company's colors and show your support!

Sign up for just \$40 per person. Your donation will benefit the RSNA R&E Foundation and is fully tax-deductible. You'll also get a commemorative T-shirt. **All participants must be registered for the RSNA annual meeting before registering for the Fun Run.**

1. Contact Information:

Company Name _____

Contact Phone _____

Contact Name _____

Contact Email _____

2. Participant Information:

Shirt Size:

1. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
2. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
3. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
4. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
5. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
6. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
7. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
8. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
9. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL
10. _____ Participant Name	_____ Email	____/____/____ D.O.B	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> S <input type="checkbox"/> M <input type="checkbox"/> L <input type="checkbox"/> XL <input type="checkbox"/> XXL

Credit Card Payment:

All charges in USD, currency exchange fees may apply.

AMEX Diner's Club Discover Mastercard Visa

Total Amount _____ Expiration Date (Month/Year) ____/____

Card Number _____

Name as it appears on card _____

Cardholder Signature _____
I authorize my credit card to be charged the total amount listed. If my fees are totaled incorrectly, RSNA will make the necessary adjustments and charge my credit card accordingly

Return Your Team Registration To:

RSNA Exhibitor Registration/Experient
FAX: 1-847-996-5401

Questions? rsnaexh@experient-inc.com

PLEASE USE MULTIPLE FORMS FOR LARGER TEAM REGISTRATION





Explore



Invent



Transform

Camp RSNA Registration

Deadline: November 17, 2017

Camp RSNA childcare in the McCormick Place Convention Center is open to children ages 6 months – 12 years. Full day, half day and hourly rates are available.

Full day: 8:00 AM–6:30 PM

Half day: 8:00 AM–1:00 PM or 1:00 PM–6:30 PM

Deadline for advance registration is November 17, 2017. After November 17, registration is subject to availability. Onsite registrants will be charged an extra \$10 for full-day and half-day service. For further information regarding Camp RSNA, please call ACCENT on Children's Arrangements, Inc. at 1-504-524-0188.

Rates: A non-refundable registration fee of \$10.00 per child is required.

Infants and Toddlers (6–35 months)	Children (3–12 years)
Full day: \$85.00	Full day: \$65.00
Half day: \$50.00	Half day: \$40.00
Hourly: \$15.00	Hourly: \$12.00

Child's Name	Age	Gender	Birthdate
Child's Name	Age	Gender	Birthdate
Child's Name	Age	Gender	Birthdate

THE CHILD(REN) NAMED ABOVE WILL BE RELEASED ONLY TO THE PERSON(S) SIGNING THIS APPLICATION.

Father/Guardian Full Name	X Signature		
Mother/Guardian Full Name	X Signature		
Address	Daytime Telephone	Cell Number	
City	State/Province	ZIP/Postal Code	Email Address

Payment: (make checks payable to ACCENT on Children's Arrangements, Inc.)

Check enclosed MasterCard Visa

Card Number _____ Expiration _____

Name as it appears on card _____

X
Authorized Signature Required _____

Parents Open House Sunday, November 26, 8:00 AM–8:30 AM

Meals are not included in the registration. Those planning to enroll children in Camp RSNA during meal times may order meals on this registration form. We will assume your child will attend during the hours registered. If your schedule changes, we need as much notice as possible. You will receive a refund for cancellation received in writing to ACCENT offices by November 17, 2017. You will receive no refund for cancellation made after that time. Any registration made after November 17, 2017, will receive no refunds. "No Shows" receive no refund. This policy is to ensure proper staffing, which is in the best interest of your child. ACCENT reserves the right to substitute programs of same/greater value or cancel programs based on enrollment.

DATE	Drop-Off Time	Pick-Up Time	Half Day \$50 (<3yrs)/\$40 (>3yrs) Full Day \$85 (<3yrs)/\$65 (>3yrs)	Hourly Rate Per Child \$15 (<3yrs)/\$12 (>3yrs)	Number of Children	Registration Fee \$10 per Child	Lunches @ \$15 each	TOTAL
SUNDAY, NOVEMBER 26 8:00 AM–6:30 PM								
MONDAY, NOVEMBER 27 8:00 AM–6:30 PM								
TUESDAY, NOVEMBER 28 8:00 AM–6:30 PM								
WEDNESDAY, NOVEMBER 29 8:00 AM–6:30 PM								
THURSDAY, NOVEMBER 30 8:00 AM–6:30 PM								

November 17, 2017, is the deadline for Camp RSNA Registration. After this date, registration is subject to availability.

Mail completed form to:

RSNA/ACCENT Convention Camp
615 Baronne St., Suite 303
New Orleans, LA 70113

Telephone: 1-504-524-0188

Fax: 1-504-524-1229

E-mail: registration@accentoca.com or register online at: www.accentregister.com/register/RSNA17



Exhibitor Liability Insurance Program

As a standard requirement for all of our show exhibitors, it is necessary for you to carry general liability coverage from an insurance company in good standing with minimum policy limits of \$1,000,000 per occurrence and \$2,000,000 aggregate.

This insurance must be in force during the lease dates of the event, November 26, 2017 – December 1, 2017, naming Radiological Society of North America (820 Jorie Blvd. Oak Brook, IL 60523-2251) as the certificate holder. The following must be named as additional insured: Radiological Society of North America, McCormick Place and Freeman.

Having insurance will protect your company, employees, and volunteers, should a claim arise against you for something that occurred at your booth.

Purchase your Insurance Now

We have set up two Insurance Programs for this show.

Your coverage must include your move in and move out dates.

Based on when you plan on setting up and breaking down your booth, click on one of the links below to purchase the appropriate insurance instantly online.

Click the link below to purchase insurance covering the dates: November 24, 2017 – December 1, 2017 Costs \$94
<https://securevendorinsurance.com/Rainprotection/ApplicantInformation?GroupEventKey=dfcd87ac5c13>

Click the link below to purchase insurance covering the dates: November 16, 2017 – December 5, 2017 Costs: \$150
<https://securevendorinsurance.com/Rainprotection/ApplicantInformation?GroupEventKey=f87c42de71a9>

NON USA EXHIBITORS - Address and Phone Number instructions:

When filling in your company information it will ask for a phone number and address. Please use the following:

Address - 2301 S Lake Shore Dr, Chicago, IL 60616

Phone Number - (800) 528-7975.

This program is valuable for:

- *Exhibitors who do not have any insurance.
- *International Exhibitors whose liability insurance will not cover them at a U.S Show.
- *Companies who do not have the time to deal with all of the certificate arrangements, and need coverage now.
- *Exhibitors who find it easier or advantageous to use this program, rather than their corporate insurance; Similar to when you rent a car and do not want to use your own auto insurance.
- *Should there be a claim, it will not tarnish your policy and rates. And, unlike most corporate policies, there is no deductible.

We also offer affordable short term Equipment/Merchandise/Display Insurance

All exhibitors are strongly urged to obtain full-coverage temporary insurance for their merchandise and displays while in transit and while at the exposition.

Please complete and return the Enrollment Form below:
[Click Here for the Instant Equipment Insurance Enrollment Form](#)