

STL, Ltd. is pleased to serve as the official service contractor for the

SACRAMENTO BOAT SHOW & OFF ROAD EXPOSITION
March 10 – 13, 2016 at Cal Expo

DEALER “BULK” SPACES ARE PROVIDED WITH THE FOLLOWING

- One 2-sided hanging sign with dealer name prominently displayed
- Each space is fully carpeted, including aisles
- One 1000w/120v duplex electrical outlet per numbered exhibit space

DISPLAY BOOTH ARE PROVIDED WITH THE FOLLOWING

- 8’ high backwall and 3’ high side draping
- ID sign including name and booth number
- Each space is fully carpeted, including aisles
- One 500 watt/120 volt duplex electrical outlet

ELECTRICAL SERVICE

- Each booth is provided with limited electrical service as part of your contracted space. This power is adequate for items such as calculators, video monitors, illuminated signs, and low wattage spotlighting.
- *Please research you power requirements for lights and other items and be sure to order additional electrical service as required.*
- We are pleased to offer a selection of special overhead lighting packages this year, please refer to the Lighting Order Form included in this kit.
- Orders received, with payment; by February 25 qualify for the discounted rates on additional electrical service.

MATERIAL HANDLING AND BANNER HANGING

- STL, Ltd. can receive your shipment at either our advance warehouse or directly at Cal Expo during exhibitor move in. Please call an Exhibitor Services Representative at our office for more information on this service.
- Hourly forklift service is also available to unload your product or demonstration materials from your company or personal vehicle. Refer to the Forklift Service Order Form in this kit for more information.
- STL, Ltd. will provide a personnel lift, with a two man crew, to install exhibitor banners overhead. A one hour minimum applies to all installation orders, however removal charges will be waived on all orders that require less than one hour to install.

PAYMENT

- Payment in full must be submitted with all orders. Emailed or faxed orders must be accompanied by the completed credit card charge authorization form.
- **Any orders received, with payment, by February 25, are entitled to the discount prices on booth furnishings and additional electrical service.**

Please contact an Exhibitor Services Representative at our office if you have any questions. We are dedicated to assisting you in creating a successful show experience.



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STL, Ltd.

950 Richards Blvd.
 Sacramento, CA 95811
 (916) 447-5000 FAX (916) 447-1133
 expo@stilltd.com

PAYMENT POLICY

THIS FORM MUST BE COMPLETED

Event Name: _____ **Booth Number(s):** _____
Exhibiting Company Name: _____ **Telephone:** _____
Exhibitor Address: _____ **Email:** _____
City/State/Zip: _____

PAYMENT TERMS

Full payment must accompany all orders. In order to obtain discount prices we must receive your order, *with payment*, no later than 14 days prior to show opening. For your convenience we accept cash, check, Visa, MasterCard, or American Express. Purchase orders are not considered payment. A completed credit card authorization must be submitted with your orders. This authorization will be used to cover any charges, which may include labor and material handling, not included with your initial payment. **NOTE: A \$25.00 fee will be charged for declined credit cards and returned checks.**

THIRD PARTY BILLING

If your company contracts work to a display house, and requires services from STL, Ltd., the above terms will apply. Each exhibiting company is ultimately responsible for any charges incurred on its behalf. In the event that your display house does not remit payment to STL, charges will become the responsibility of the exhibiting company.

ELECTRONIC SIGNATURE

Completion and electronic submission of this form represents an acceptance of the following policy. Any and all charges incurred on behalf of the exhibiting company will be applied to the credit card provided below. It is understood that the electronic signature and email time and date stamp will stand in place of a physical signature on all forms.

ADJUSTMENTS

Adjustments to your charges will not be made after the show closes. Any questions or concerns regarding items or services ordered must be reported to the show-site service desk. Some items are subject to cancellation fees; refer to each order form for more information.

CREDIT CARD CHARGE AUTHORIZATION

Charge to: VISA MASTERCARD AMERICAN EXPRESS

Account #: **Exp. Date:** _____

Customer Code #: *(The 3 digit code is located on the back of Visa and MasterCard)*
(The 4 digit code is located on the front of American Express cards)

Cardholder's Name (Please Print): _____

Cardholder's Address: _____ **Cardholder's Phone #** _____

City/State/Zip: _____ **Email:** _____

Cardholder's Signature*: _____

This form must be signed here in order to process payment to your card.

FOR OFFICE USE ONLY - DO NOT WRITE HERE

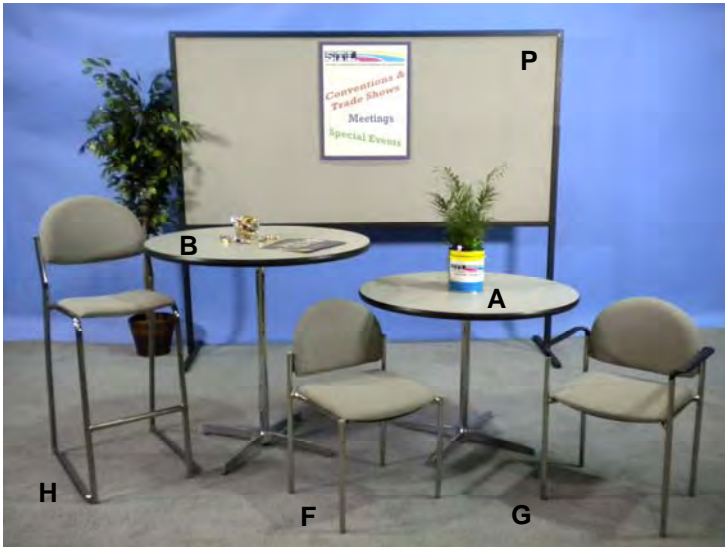
DATE:	AMOUNT	DATE:	AMOUNT	DATE:	AMOUNT
Furniture – 210		Furniture – 210		Furniture – 210	
Carpet – 211		Carpet – 211		Carpet – 211	
Electrical – 213		Electrical – 213		Electrical – 213	
Elec Labor – 214		Elec Labor – 214		Elec Labor – 214	
I&D Labor – 214		I&D Labor – 214		I&D Labor – 214	
Rigging - 214		Rigging - 214		Rigging - 214	
BC - 215		BC - 215		BC - 215	
Sign – 216		Sign – 216		Sign – 216	
MH – 217		MH – 217		MH – 217	
Other - 218		Other - 218		Other - 218	
TOTAL		TOTAL		TOTAL	



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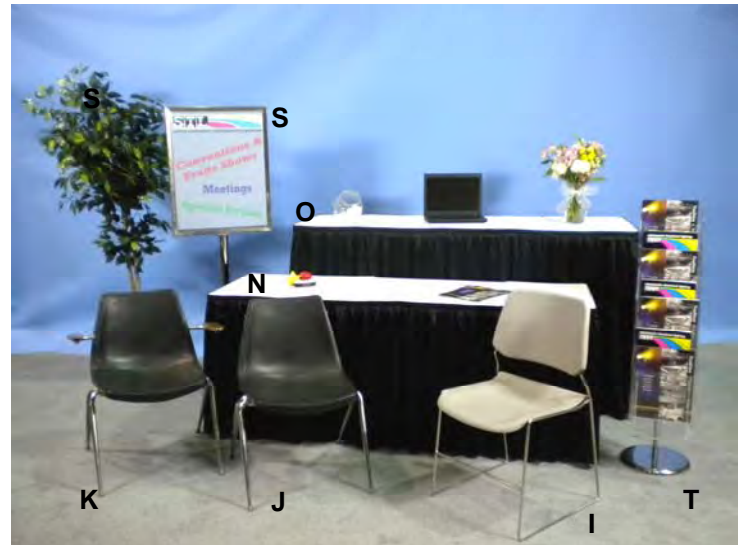
STL, Ltd.

950 Richards Blvd.
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 (916) 447-5000
 (916) 447-1133 Fax
 expo@stlltd.com



- A** 40" diameter x 30" high starbase table
- B** 40" diameter x 40" high starbase table
- F** Upholstered side chair
- G** Upholstered arm chair
- H** Upholstered counter stool
- P** 4'x8' bulletin board

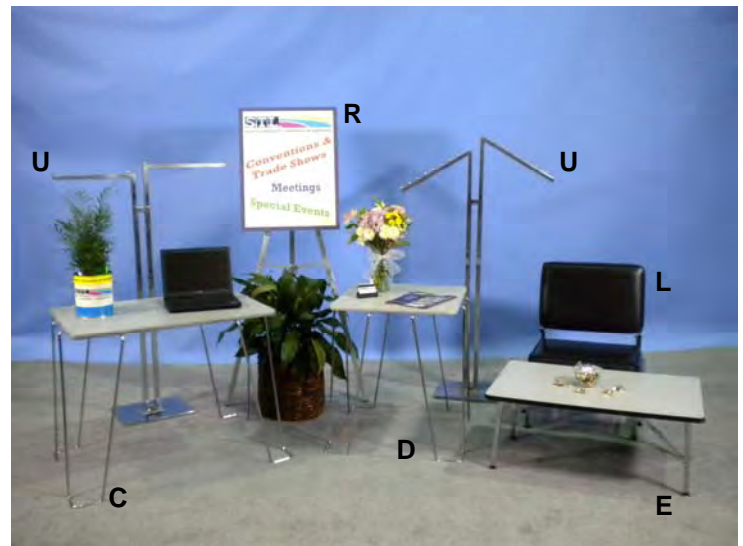
- I** Grey contour chair
- J** Black plastic side chair
- K** Black plastic arm chair
- N** Skirted display table
- O** Skirted display counter
- S** 22"x28" vertical sign stand
- T** Literature rack (7 slots)



- M** Padded counter stool
- Q** 30" dia. x 40" high cocktail round w/ linen
- V** 30" dia. x 30" high wood bistro table
- W** Black bistro chair



- C** 24"x36"x30" side table
- D** 24"x24"x30" side table
- E** 24"x36"x17" cocktail table
- L** Black padded lounge chair
- R** Easel
- U** Bag holder/Coat tree





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Furniture Order Form

CX

Qty	Description	Discount Price	Regular Price	Amount	Qty	Description	Discount Price	Regular Price	Amount
SKIRTED DISPLAY TABLES 24" WIDE X 30" HIGH					GREY/CHROME EXECUTIVE FURNISHINGS				
If no color is selected, we will match the show colors					40" dia. x 30" high starbase table (A) 135.00 170.00				
Select Color: <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Green <input type="checkbox"/> Silver					40" dia. X 40" high starbase table (B) 160.00 195.00				
4' table, Skirted 4 sides (N) 75.00 92.00					24"x36"x30" side table (C) 60.00 70.00				
6' table, Skirted 3 sides 90.00 112.00					24"x24"x30" side table (D) 50.00 60.00				
8' table, Skirted 3 sides 110.00 130.00					24"x36"x17" cocktail table (E) 40.00 50.00				
4th side skirting (<input type="checkbox"/> 6' or <input type="checkbox"/> 8') 30.00 40.00					Upholstered side chair (F) 65.00 80.00				
SKIRTED DISPLAY COUNTERS 24" WIDE X 40" HIGH					Upholstered arm chair (G) 70.00 85.00				
If no color is selected, we will match the show colors					Upholstered counter stool (H) 75.00 90.00				
Select Color: <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Green <input type="checkbox"/> Silver					STANDARD CHAIRS AND STOOLS				
4' counter, Skirted 4 sides (O) 85.00 105.00					Grey plastic contour chair (I) 40.00 50.00				
6' counter, Skirted 3 sides 100.00 125.00					Black plastic side chair (J) 35.00 45.00				
8' counter, Skirted 3 sides 120.00 150.00					Black padded lounge chair (L) 45.00 60.00				
4th side skirting (<input type="checkbox"/> 6' or <input type="checkbox"/> 8') 35.00 45.00					Padded counter stool (M) 60.00 70.00				
TABLETOP RISERS 12" WIDE X 12" HIGH					ACCESSORIES				
4' Riser, with white cover 30.00 35.00					30" dia. X 40" high cocktail round (Q) 110.00 150.00				
6' Riser, with white cover 35.00 40.00					Linen Color: <input type="checkbox"/> Black <input type="checkbox"/> White				
8' Riser, with white cover 40.00 45.00					30" dia. x 30" high bistro table (V) 155.00 185.00				
SPECIAL DRAPING					Black bistro chair (W) 110.00 130.00				
Select Color: <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Green <input type="checkbox"/> Silver					Easel (R) 30.00 45.00				
8' high drapes (per linear foot),Installed 5.00/ft. 8.00/ft.					Chrome sign stand, 22"x28" vert. (S) 50.00 70.00				
3' high drapes (per linear foot),Installed 3.50/ft. 5.00/ft.					Literature rack (T) 85.00 100.00				
DISPLAY PANELS					Bag holder/Coat tree (U) 60.00 80.00				
4'x8' bulletin board (P) 60.00 90.00					Wastebasket 15.00 18.00				
Double faced, Velcro receptive, Grey					PAYMENT POLICY				
<input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical					To obtain the discount price we must receive your order, with payment, no later than fourteen (14) days prior to the first show day.				
4'x8' pegboard 60.00 90.00									
Single faced, woodgrain					Qualified Discount Total _____ Regular Total _____				
<input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical									
MISCELLANEOUS SPECIAL REQUESTS									
(Call for availability / rates)									

EXHIBITOR _____ SHOW _____ BOOTH# _____

ADDRESS _____

CITY, STATE & ZIP _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Items ordered and delivered to booth but subsequently cancelled are subject to 100% of the above charges to cover labor involved.



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Sac Boat Indoor Electrical Order Form

STANDARD 120 VOLT ELECTRICAL OUTLETS					LIGHTING				
QTY	POWER REQUIRED	Discount Price	Regular Price	AMT	QTY	ITEM DESCRIPTION	Discount Price	Regular Price	AMT
	Duplex Outlet up to 500 watts or 5 amps	\$80.00	\$100.00			150 watt floodlight on stanchion*	\$47.00	\$63.00	
	Duplex Outlet up to 1000 watts or 10 amps	\$110.00	\$137.00			Double 150w floodlight on stanchion*	\$67.00	\$89.00	
	Duplex Outlet up to 1500 watts or 15 amps	\$140.00	\$170.00			300 watt floodlight*	\$59.00	\$79.00	
	Duplex Outlet up to 2000 watts or 20 amps	\$170.00	\$212.00			500 watt hanging floodlight**	\$110.00	\$135.00	
						1000 watt hanging floodlight**	\$125.00	\$150.00	

Above Duplex Outlets provided are standard type straight blade 3-wire grounding NEMA #5-20R

Above prices include power and installation.

Distribute Electrical Under Carpet? YES NO
(Include distribution diagram with your order, labor charge applies)

* In-line booths only
**Not available in some locations. additional rigging charges apply

IF YOU NEED DISTRIBUTION UNDER YOUR CARPET, YOU MAY BRING YOUR OWN EXTENSION CORDS OR RENT THEM HERE. LABOR IS ADDITIONAL.

MATERIALS			
	25' Edison extension cord	\$15.00	\$20.00
	Power strip	\$30.00	\$40.00

The following service includes a panel with a circuit breaker disconnect or fuse disconnect & will require labor & materials for final connection to exhibitor's equipment. IMPORTANT: Please check voltage/phase requirements

POWER & MOTOR ELECTRICAL SERVICE

QTY		208v 1Ø		208v 3Ø		AMOUNT
		DISC PRICE	REG PRICE	DISC PRICE	REG PRICE	
	10 amps or ½ H.P.	<input type="checkbox"/> \$150.00	<input type="checkbox"/> \$180.00	<input type="checkbox"/> \$195.00	<input type="checkbox"/> \$234.00	
	15 amps or 1 H.P.	<input type="checkbox"/> \$185.00	<input type="checkbox"/> \$222.00	<input type="checkbox"/> \$235.00	<input type="checkbox"/> \$282.00	
	20 amps or 2 H.P.	<input type="checkbox"/> \$230.00	<input type="checkbox"/> \$276.00	<input type="checkbox"/> \$300.00	<input type="checkbox"/> \$360.00	
	30 amps or 3 H.P.	<input type="checkbox"/> \$275.00	<input type="checkbox"/> \$330.00	<input type="checkbox"/> \$360.00	<input type="checkbox"/> \$432.00	
	40 amps or 5 H.P.	<input type="checkbox"/> \$320.00	<input type="checkbox"/> \$384.00	<input type="checkbox"/> \$420.00	<input type="checkbox"/> \$504.00	
	50 amps or 6 H.P.	<input type="checkbox"/> \$355.00	<input type="checkbox"/> \$426.00	<input type="checkbox"/> \$480.00	<input type="checkbox"/> \$576.00	
	amps (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Quotations for service over 50 amps is calculated at a 5% increase for each 10 amp increment – Please call our office for prices.

We are not responsible for problems arising from unlabeled or mislabeled equipment, or the use of non-standard wiring practices on exhibitor's equipment.

✓ Remember to return the Outlet Location Plan if you require special distribution.

Double electric rates for outlets requiring 24-hour service.

<p>LABOR RATES: \$65.00/hr. ST / \$97.50/hr. OT</p> <p>PAYMENT POLICY</p> <p>Payment is required when orders are placed. You are eligible for the "Discount Prices" only if we receive your order, <i>with payment</i>, by February 25.</p>	<p>Electrical Service \$ _____</p> <p>Labor (if required) \$ _____</p> <p>Materials (if required) \$ _____</p> <p>TOTAL \$ _____</p>
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EXHIBITOR _____ SHOW Sac Boat BOOTH# _____

ADDRESS _____

CITY, STATE & ZIP _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: ITEMS ORDERED AND INSTALLED ARE SUBJECT TO A 100% CANCELLATION CHARGE.

Electrical Conditions and Regulations

1. Advance orders must be received, *with payment*, by February 25, 2016 to qualify for the discount price.
2. *The charge for outlets will be made on the basis of maximum wattage in use at the time of inspection.*
3. The charge for 24 hour service is double the normal rate.
4. The minimum outlet for dedicated electrical line for computers is 2000 watts or 20 amps.
5. **Building utility outlets are not part of booth space and are not to be used by the exhibitors unless specifically designated by STL, Ltd.**
6. All exhibitors' equipment shall meet N.E.C. and be clearly labeled as to type of current, voltage, phase, cycle, horsepower, etc.
7. All equipment, regardless of source of power, must comply with all federal, state, and city safety codes.
8. The use of open clip sockets, latex or lamp cord wire is prohibited.
9. Under no circumstances shall anyone other than "house electrician" make special or direct wiring electrical connections.
10. All material and equipment furnished by STL, Ltd. for this service order shall remain the property of STL, Ltd. and shall be removed only by STL, Ltd. at the close of the show.
11. All exhibitors' cords must be of the 3 wire grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded. All power and motor outlets over 3 HP or 20 amps, must have magnetic starters and disconnecting switch furnished by the exhibitor. Local ordinances prohibit more than two (2) connections per outlet box.
12. **All outlets will be installed on the floor near the center backwall of the booth.**
13. **Rates quoted for all connections cover only bringing of service to the booth in the most convenient manner and do not include connecting equipment or special wiring. Any special or direct wiring will be done on a time plus materials basis.**
14. **Island and peninsula space exhibitors should provide diagrams indicating location of outlets. Labor charges may apply to these booths.**
15. Claims/complaints will not be considered unless filed by exhibitor prior to close of exposition.
16. Credit will **NOT** be given for outlets or lights installed and not used.
17. Unauthorized use of power not paid for will result in shut-down of electrical service.

STL, Ltd. is not responsible for voltage fluctuations or power failure because of temporary conditions.



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Sac Boat Outdoor Electrical Order Form

STANDARD 120 VOLT ELECTRICAL OUTLETS					LABOR	
QTY	POWER REQUIRED	Discount Price	Regular Price	AMT	A labor charge will be assessed on all additional <i>outdoor electrical</i> orders, based on your location, with a one hour minimum charge. Some locations require additional labor and will be subject to additional charges.	
	Duplex Outlet up to 500 watts or 5 amps	\$80.00	\$100.00			
	Duplex Outlet up to 1000 watts or 10 amps	\$110.00	\$137.00			
	Duplex Outlet up to 1500 watts or 15 amps	\$140.00	\$170.00			
	Duplex Outlet up to 2000 watts or 20 amps	\$170.00	\$212.00			
<i>Above Duplex Outlets provided are standard type straight blade 3-wire grounding NEMA #5-20R</i>					LABOR RATES	
					\$65.00/hour ST \$97.50/hour OT	

The following service includes a panel with a circuit breaker disconnect or fuse disconnect & will require labor & materials for final connection to exhibitor's equipment. IMPORTANT: Please check voltage/phase requirements

POWER & MOTOR ELECTRICAL SERVICE

QTY		208v 1Ø		208v 3Ø		AMOUNT
		DISC PRICE	REG PRICE	DISC PRICE	REG PRICE	
	10 amps or ½ H.P.	<input type="checkbox"/> \$150.00	<input type="checkbox"/> \$180.00	<input type="checkbox"/> \$195.00	<input type="checkbox"/> \$234.00	
	15 amps or 1 H.P.	<input type="checkbox"/> \$185.00	<input type="checkbox"/> \$222.00	<input type="checkbox"/> \$235.00	<input type="checkbox"/> \$282.00	
	20 amps or 2 H.P.	<input type="checkbox"/> \$230.00	<input type="checkbox"/> \$276.00	<input type="checkbox"/> \$300.00	<input type="checkbox"/> \$360.00	
	30 amps or 3 H.P.	<input type="checkbox"/> \$275.00	<input type="checkbox"/> \$330.00	<input type="checkbox"/> \$360.00	<input type="checkbox"/> \$432.00	
	40 amps or 5 H.P.	<input type="checkbox"/> \$320.00	<input type="checkbox"/> \$384.00	<input type="checkbox"/> \$420.00	<input type="checkbox"/> \$504.00	
	50 amps or 6 H.P.	<input type="checkbox"/> \$355.00	<input type="checkbox"/> \$426.00	<input type="checkbox"/> \$480.00	<input type="checkbox"/> \$576.00	
	amps (see below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Quotations for service over 50 amps is calculated at a 5% increase for each 10 amp increment – Please call our office for prices.

We are not responsible for problems arising from unlabeled or mislabeled equipment, or the use of non-standard wiring practices on exhibitor's equipment.

<p align="center">PAYMENT POLICY</p> <p>Payment is required when orders are placed. You are eligible for the "Discount Prices" only if we receive your order, with payment, by February 25.</p>	Electrical Service	\$ _____
	Labor, One hour minimum	\$ _____
	Materials (if required)	\$ _____
	TOTAL	\$ _____

EXHIBITOR _____ SHOW Sac Boat BOOTH# _____

ADDRESS _____

CITY, STATE & ZIP _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: ITEMS ORDERED AND INSTALLED ARE SUBJECT TO A 100% CANCELLATION CHARGE.

Electrical Conditions and Regulations

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 2. *The charge for outlets will be made on the basis of maximum wattage in use at the time of inspection.*
 3. The charge for 24 hour service is double the normal rate.
 4. The minimum outlet for dedicated electrical line for computers is 2000 watts or 20 amps.
 5. **Building utility outlets are not part of booth space and are not to be used by the exhibitors unless specifically designated by STL, Ltd.**
 6. All exhibitors' equipment shall meet N.E.C. and be clearly labeled as to type of current, voltage, phase, cycle, horsepower, etc.
 7. All equipment, regardless of source of power, must comply with all federal, state, and city safety codes.
 8. The use of open clip sockets, latex or lamp cord wire is prohibited.
 9. Under no circumstances shall anyone other than "house electrician" make special or direct wiring electrical connections.
 10. All material and equipment furnished by STL, Ltd. for this service order shall remain the property of STL, Ltd. and shall be removed only by STL, Ltd. at the close of the show.
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 15. Claims/complaints will not be considered unless filed by exhibitor prior to close of exposition.
 16. Credit will **NOT** be given for outlets or lights installed and not used.
 17. Unauthorized use of power not paid for will result in shut-down of electrical service.
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Lighting Package Order Form

**STL, LTD. IS PLEASED TO OFFER
SACRAMENTO BOAT SHOW & OFF ROAD EXPOSITON
EXHIBITORS A CHOICE OF OVERHEAD LIGHTING PACKAGES,
AT A SIGNIFICANT SAVINGS.**

1000 WATT OVERHEAD LIGHTS

**Includes fixtures, electrical service, and labor to install and remove.
All rigging charges, including personnel lift will be waived.**

QTY

_____ Order two at \$125.00 each and get two free (four total) = \$250.00
(\$300.00 after February 25)

_____ Order four at \$125.00 each and get four free (eight total) = \$500.00
(\$600.00 after February 25)

_____ Additional 1000 watt lights @ \$60.00 (must be ordered with one of the above packages)
(\$72.00 after February 25)

PAYMENT POLICY

Full payment must accompany all orders and must be received by *February 25* to qualify for the discounted prices.

TOTAL # OF 1000w PACKAGES: _____ \$ _____

ADDITIONAL 1000w LIGHTS: _____ \$ _____

TOTAL AMOUNT PAID: \$ _____

EXHIBITOR _____ SHOW Sac Boat BOOTH# _____

ADDRESS _____

CITY, STATE & ZIP _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Items ordered and delivered to booth but subsequently cancelled are subject to 100% of the above charges to cover labor involved.



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Sign Hanging/Rigging Order Form

A⁶⁵ (Page 1 of 2)

HANGING SIGN / OVERHEAD RIGGING RATES

Straight Time - \$185.00/hour (8:00 a.m. – 5:00 p.m. Monday – Friday)

Overtime - \$277.50/hour (Before 8:00 a.m. or after 5:00 p.m. Monday – Friday, Saturdays, Sundays, and Holidays)

RATES INCLUDE CREW AND LIFT ONLY, MATERIALS EXTRA, ONE HOUR MINIMUM INSTALL AND REMOVAL

INSTALLATION	Date	Time	Estimated # Hours	Estimated Charge \$
REMOVAL	Date	Time	Estimated # Hours	Estimated Charge \$

On site supervisor: _____ Phone _____

ADDITIONAL LABOR: The foregoing rates **do not** include any unpacking, sign assembly, disassembly, or re-packing. For such services the following rates apply, one hour minimum per worker.

Unpack/assembly/disassembly/repack with exhibitor supervision: \$65.00/hr. ST / \$97.50/hr. OT

Unpack/assembly/disassembly/repack without exhibitor supervision: \$81.25/hr. ST / \$122.00/hr. OT

UNPACK / ASSEMBLE	<input type="checkbox"/> Exhibitor Supervised	<input type="checkbox"/> STL Supervised	Date	Estimated # Hours
	Labor Rate (see above) \$	# Workers	Time	Estimated Charge \$
DISASSEMBLE / REPACK	<input type="checkbox"/> Exhibitor Supervised	<input type="checkbox"/> STL Supervised	Date	Estimated # Hours
	Labor Rate (see above) \$	# Workers	Time	Estimated Charge \$

Start times can be guaranteed for advance orders only. Please check in at the STL Service Center 1/2 hour before your requested start time. Labor cancelled without 24 hour notice, or failure to call for workers at the requested time may result in a one hour "No Show" charge.

MECHANICAL ASSISTANCE: In the event a forklift is required, due to sign size and/or weight, additional charges will apply at the following rates, one hour minimum.

Forklift and operator: \$100.00/hr. ST / \$150.00/hr. OT

<p>* Please complete the Hanging Sign Specifications and Placement Diagram on page 2.</p> <p>* Exhibitor calculated totals are estimates only. Final charges will be based on actual crew, time, and materials required.</p> <p>* A completed Payment Policy/Credit Card Authorization must accompany all orders.</p>	ORDER TOTALS	
	RIGGING INSTALL SUBTOTAL:	\$ _____
	RIGGING REMOVAL SUBTOTAL:	\$ _____
	UNPACK / ASSEMBLE SUBTOTAL:	\$ _____
	DISASSEMBLE / REPACK SUBTOTAL:	\$ _____
	MECHANICAL ASSISTANCE SUBTOTAL:	\$ _____
	MATERIALS SUBTOTAL:	\$ _____
ORDER TOTAL:	\$ _____	

EXHIBITOR _____ SHOW _____ BOOTH# _____

ADDRESS _____

CITY, STATE & ZIP _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____



DO NOT WRITE IN THIS SPACE
FOR OFFICE USE ONLY

service contractors--conventions & expositions

STL, Ltd. ♦ 950 RICHARDS BLVD ♦ SACRAMENTO, CA 95811 ♦ (916) 447-5000 ♦ FAX (916) 447-1133 ♦ expo@stltd.com

Sign Hanging/Rigging Order Form

A⁶⁵ (Page 2 of 2)

HANGING SIGN DESCRIPTION

Describe work to be done: _____

Type: Banner Wood Metal Other _____

Shape: Square Rectangle Triangle Circle Other _____

Dimensions: _____ high x _____ wide x _____ deep **Weight:** _____

Number of hanging points: _____ **Type of hanging points:** _____

PLACEMENT DIAGRAM

Use the diagram below to indicate placement of your sign.

Indicate how far in from each boundary you would like your sign placed.

The ceiling structure and support beams may require your sign to be moved from the specified location.

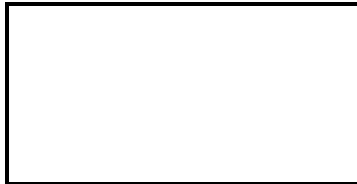
BACK OF BOOTH

Adjacent booth or aisle # _____ / # feet in from this side _____

LEFT OF BOOTH

Adjacent booth or aisle # _____

feet in from this side _____



RIGHT OF BOOTH

Adjacent booth or aisle # _____

feet in from this side _____

FRONT OF BOOTH

Adjacent booth or aisle # _____ / # feet in from this side _____

feet from bottom of sign to floor _____

- All signs must conform to Show Management rules and regulations, as well as facility limitations.
- Hanging sign anchor points must be pre-fabricated and ready for use.
- Overhead signs *should be shipped in advance* and clearly labeled "HANGING SIGN". Refer to the Material Handling information in this kit for shipping instructions.
- Installation of signs received on site will be done on a "first-come, first-serve" basis.
- For any sign requiring electrical service a separate power source, electrical labor and materials must be ordered, in advance. Refer to the enclosed Electrical order form for more information.

EXHIBITOR _____ SHOW _____ BOOTH# _____

ON SITE SUPERVISOR _____ PHONE _____



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Forklift Service Order Form



STL, Ltd. is pleased to offer Sacramento Boat Show & Off Road Exposition exhibitors hourly forklift service to unload and reload your product or demonstration materials, provided they are transported in exhibitor company trucks. (Commercial carrier shipments are not eligible for this discounted rate.)

\$100.00/hour straight time (8:00 a.m. – 5:00 p.m.)
\$150.00/hour overtime (Before 8:00 a.m. or after 5:00 p.m.)
One hour minimum per lift, per day.

Service includes 4,000# capacity forklift and operator.
If a second man is required additional handling rates will also apply.

One hour minimum charge may be split into two separate services, provided that both occur on the same day.
If more than two services per day are required additional charges will apply, in half-hour increments, based on the actual time required.

Please call an Exhibitor Services Representative at (916) 447-5000 if you need additional information.

Start times cannot be guaranteed. We will make every effort to accommodate your requested starting time, however, service is available on a first come, first served basis and it is impossible to estimate completion of previously scheduled jobs.	_____ hrs. Forklift and Operator – In <input type="checkbox"/> \$100.00/hr – ST <input type="checkbox"/> \$150.00/hr. – OT \$ _____ Date / Time Requested _____
	_____ hrs. Forklift and Operator – Out <input type="checkbox"/> \$100.00/hr – ST <input type="checkbox"/> \$150.00/hr. – OT \$ _____ Date / Time Requested _____
PAYMENT POLICY A completed Payment Policy/Credit Card Authorization must accompany all orders. Final charges will be based on the actual time required.	_____ hrs. Additional Handler – In <input type="checkbox"/> \$65.00/hr – ST <input type="checkbox"/> \$97.50/hr. – OT \$ _____
	_____ hrs. Additional Handler – Out <input type="checkbox"/> \$65.00/hr – ST <input type="checkbox"/> \$97.50/hr. – OT \$ _____
	ORDER TOTAL: \$ _____
EXHIBITOR _____ BOOTH # _____ ADDRESS _____ CITY, STATE & ZIP _____ PHONE _____ E-MAIL _____ CONTACT NAME _____ ORDER DATE _____	

PLANTS

by Muranaka

P.O. BOX 277847
 Sacramento, CA 95827
 916-429-8900
 FAX 916-648-9936
 CELLULAR 916-201-6499
 EMAIL marshamel@sbcglobal.net

SHORT TERM RENTAL FORM

EXHIBITOR NAME: _____ Booth #: _____
 Name of Show: _____ Show Date: _____
 Location of Show: _____

<u>SIZE/HGT.</u>	<u>VARIETIES OF PLANTS/QUANTITY OF EACH</u>	<u>COST</u>	<u>TOTAL</u>
6 inch pot	BOSTON FERNS ___ IVY ___ PHOTHOS ___ ASSORTED ___	\$10.00 EA	
8 inch pot	BOSTON FERNS ___ IVY ___ PHOTHOS ___ ASSORTED ___	\$20.00 EA	
6 inch pot	FLORIST MUMS – LAVENDER ___ WHITE ___ YELLOW ___	\$15.00 EA	
6 inch pot	FLORIST AZALEAS – PINK ___ RED ___ WHITE ___	\$25.00 EA	
2 foot tall	SPATHIPHYLLUM (PEACE LILY)	\$30.00 EA	
2-3 foot tall	FICUS ___ PALMS ___ ASSORTED GREEN PLANTS ___	\$35.00 EA	
3-4 foot tall	FICUS ___ PALMS ___ ASSORTED GREEN PLANTS ___	\$45.00 EA	
4-5 foot tall	FICUS ___ PALMS ___ ASSORTED GREEN PLANTS ___	\$55.00 EA	
5-6 foot tall	FICUS ___ PALMS ___ ASSORTED GREEN PLANTS ___	\$65.00 EA	
7-8 foot tall	FICUS ___	\$95.00 EA	
	FRESH FLORAL ARRANGEMENTS: \$45.00 <input type="checkbox"/> \$60.00 <input type="checkbox"/> \$75.00 <input type="checkbox"/>	\$	
	COLORS DESIRED:		
	LISTED PRICES INCLUDE, BLACK CONTAINERS, DELIVERY, SET-UP, MAINTENANCE, AND REMOVAL OF PLANTS.		
		SUB-TOTAL	\$
	ORDERS RECEIVED, WITH PAYMENT (CHECKS ONLY), 10 DAYS PRIOR TO THE FIRST SHOW DAY ARE ELIGIBLE FOR A 10%	- DISCOUNT	
		8.5% TAX	
	DISCOUNT FROM LIST PRICES.	GRAND TOTAL	\$

Company Contact: _____

Company Name: _____

Company Address: _____

City/State/Zip: _____

Area Code/Phone: _____

Area Code/Fax: _____

Email Address: _____