

**CERTS**2022  
AFCEA

CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
MAY 9-11, 2022  
AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
AUGUSTA, GEORGIA



FEATURING

AFCEA TECHNOLOGY  
SHOWCASE & DEMO

MAY 9-11, 2022



6575 Delilah Road  
PO Box 3000  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

P: 609-485-2421  
F: 609-485-2392

## SHOW CONTACT INFORMATION

Dear *Exhibitor*:

*Vista Convention Services* is honored to have been selected as the Official Show Service Contractor for this Exposition. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you!

*All questions regarding the convention's policies, space assignments, display limitations and event schedules should be directed to:*

*Brittany Spargo*  
*Email: [brittany.spargo@spargoinc.com](mailto:brittany.spargo@spargoinc.com)*

*All questions regarding shipping, storage, furniture, and labor should be directed to:*

*Customer Service*  
*VISTA CONVENTION SERVICES*  
*6575 Delilah Road*  
*PO Box 3000*  
*Pleasantville, NJ 08232*  
*Tel: (609) 485-2421*  
*Fax: (609) 485-2392*  
*email: [orders@vistacs.com](mailto:orders@vistacs.com)*

Included in this service kit are order forms for various items you may require for your exhibit. **The Vista forms are to be returned to our office and the others to the specific contractor who is providing the service.** Please analyze and submit your order forms as early as possible.

*Thank you!*



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## SHOW INFORMATION

Your 10' booth is equipped with the following inventory. Additional equipment is available on the forms enclosed:

### BOOTH PACKAGE

8' High Backwall - Gold, White & Black  
3' High Siderail - Black  
One-line Booth ID Sign w/booth #  
Aisle Carpet - Black

**NOTE: THE EXHIBIT HALL IS NOT CARPETED!** Carpet or flooring is mandatory for all exhibitors. Exhibitors may bring their own floor covering or rent carpet through Vista Convention Services using the Carpet Rental Form. If no carpet is ordered or provided, per show management, carpet will be installed at the exhibitor's expense.

### IMPORTANT DATES

Non-Official EAC Notification - **April 19, 2022** Advance Freight Deadline (without surcharge) **April 29, 2022**  
Vista Advance Order Discount Deadline - **April 25, 2022** Direct to Show Site 1st day For Delivery - **May 8, 2022**

### EXHIBIT SHOW SCHEDULE

Please follow this link for the most up-to-date schedule: [CERTS / ATSD 2022 SHOW SCHEDULE](#)

Outbound Driver Check In No Later Than: **Tuesday, May 10, 2022 - 8:00 pm**

\*Vista reserves the right to re-route shipments if your carrier fails to show or refuses a shipment.

### SHIPPING INFORMATION

#### ADVANCE TO WAREHOUSE

Exhibiting Company Name & Booth #  
CERTS / ATSD  
Vista Convention Services  
c/o ABF  
118 Revco Road  
Beech Island, SC 29842

#### DIRECT TO SHOW SITE

Exhibiting Company Name & Booth #  
CERTS / ATSD  
c/o Vista Convention Services  
Augusta Convention Center  
901 Reynolds Street  
Augusta, GA 30901

### UTILITIES & SERVICES

For Booth Utilities and additional booth services, please follow this link: [ADDITIONAL SERVICES & UTILITIES](#)



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**DISCOUNT  
 DEADLINE DATE:  
 APRIL 25, 2022**

**PAYMENT & CREDIT CARD AUTHORIZATION FORM**

Please complete the information requested & return payment in full with this form and your orders. You may choose to pay by credit card, check or bank wire transfer, however; **WE REQUIRE YOUR CREDIT CARD AUTHORIZATION TO BE ON FILE WITH VISTA CONVENTION SERVICES.** For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for this event.

*Standard Booth Furnishings & Accessories .....	\$	_____
*Carpet/Carpet Padding.....	\$	_____
*Custom Furnishings.....	\$	_____
*Booth Cleaning Order Form.....	\$	_____
*VCS Modular Rental Unit.....	\$	_____
*Fabric Backwall Display Rental.....	\$	_____
*Personal Protection Equipment.....	\$	_____
*Hand Sanitization Rental Option.....	\$	_____
*Optional Booth Partitions.....	\$	_____
Booth Sanitization.....	\$	_____
Estimated Labor.....	\$	_____
Estimated Rigging Labor.....	\$	_____
Priority Empty Container Return.....	\$	_____
Mobile Equipment.....	\$	_____
*Graphics.....	\$	_____
Estimated Material Handling.....	\$	_____
		SUB TOTAL
		\$
		*ADD 8% GA SALES TAX
		\$
		NET AMOUNT DUE VISTA
		\$

**INDICATE PAYMENT METHOD:**

Check # \_\_\_\_\_ Dated \_\_\_\_\_ Amount \$ \_\_\_\_\_

Charge to:  MasterCard  VISA  American Express

Account #

Expiration Date

CVV

Cardholder's Name \_\_\_\_\_ (Print or Type)  
 Cardholder's Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Signature \_\_\_\_\_ Email \_\_\_\_\_  
**ALL ORDERS SUBJECT TO LIMITS OF LIABILITY.**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_  
 Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Signature \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**

## **PAYMENT & CREDIT CARD AUTHORIZATION LIMITS OF LIABILITY & RESPONSIBILITY**

1. **Vista Convention Services** shall not be responsible for damage to uncrated materials, material improperly packed, or concealed damage.
2. **Vista Convention Services** shall not be responsible for loss, theft, or disappearance of exhibitor's material after same has been delivered to exhibitor's booth.
3. **Vista Convention Services** shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the Show. Bill-of-lading covering outgoing shipments, which are furnished by **Vista Convention Services** to exhibitor, will be checked at time of actual pick-up from booth and corrections made where discrepancies occur.
4. **Vista Convention Services** shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control.
5. **Vista Convention Services** liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event **Vista Convention Services** maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment, whichever is less.
6. **Vista Convention Services** shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.
7. The consignment or delivery of a shipment to **Vista Convention Services** by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.



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[www.vistacs.com](http://www.vistacs.com)

## PAYMENT POLICIES

- Orders received without full payment or credit card information will **NOT** be processed.
- A credit card on file is **required** when using Vista Convention Services
- All charges **must** be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash, checks and money orders drawn on U.S. banks in U.S. funds, and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment, therefore, a check or credit card is required.

### WIRE TRANSFER

- Bank information call Vista Convention Services (609) 485-2421 or e-mail: [dvenezia@vistacs.com](mailto:dvenezia@vistacs.com)
- Wire transfers must be initiated and confirmed at least two weeks before move-in.
- Wire transfers must include the show name, company name and booth number.
- Due to various processing fees we incur from banks clearing wire transfers into our accounts, Vista will charge the following fees:
  - ⇒ **Domestic incoming wire transfer fee: \$25.00**
  - ⇒ **International incoming wire transfer fee: \$35.00**

### CANCELLATIONS & ADJUSTMENTS

- Items cancelled before the deadline date will be refunded at 50%, **unless otherwise noted on Order Form. NO REFUNDS AFTER DEADLINE DATE.**
- **NO** adjustments will be made after close of the show.

### TAX EXEMPTION

- If tax exempt, a copy of your tax exempt certificate **MUST** accompany your order. This is **NOT** a resale certificate.
- **NO** adjustments for tax exempt status will be made after close of the show.

### THIRD PARTY PAYMENT BILLING

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice (s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

### MISCELLANEOUS

- **NO** telephone orders accepted
- Rental items not ordered, yet found in booths, are invoiced at "**Standard**" pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Vista Convention Services.



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### THIRD PARTY AUTHORIZATION & STATEMENT OF PAYMENT TERMS

You may arrange for a third party to handle your display and be billed for services. *Vista Convention Services* will agree to this arrangement if the third party has a satisfactory payment record with us. **BOTH** firms must complete this form. Return this form by the Discounted Deadline Date. In the event of nonpayment by the third party, the exhibitor agrees to accept responsibility for payment of all charges incurred. **Should the third party fail to present full payment at show site, the exhibitor will assume responsibility for payment.**

EXHIBITING COMPANY NAME: _____	BOOTH# _____
CONTACT PERSON: _____	SIGNATURE: _____
<b>CHECK ITEMS TO BE BILLED TO THIRD PARTY:</b>	
<input type="checkbox"/> All Services <input type="checkbox"/> Booth Cleaning <input type="checkbox"/> Material Handling/In and Out <input type="checkbox"/> I&D Labor <input type="checkbox"/> Rental Furniture & Carpet <input type="checkbox"/> Signs              Other (Please specify) _____	

<b>THIRD PARTY'S CREDIT CARD CHARGE AUTHORIZATION    **Information must be provided**</b>																				
<input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> American Express																				
Account Number	<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td><td style="width: 25px;"> </td> </tr> </table>																			
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Cardholder's Signature _____	Print Name _____																			
Cardholder's Billing Address _____ City _____ State _____ Zip _____ Country _____																				
THIRD PARTY NAME: _____																				
CONTACT PERSON: _____	SIGNATURE: _____																			
SHOW SITE REPRESENTATIVE: _____																				
PHONE NUMBER: _____	EMAIL: _____																			
<p><b>Submit order with payment to: <a href="mailto:orders@vistacs.com">orders@vistacs.com</a> before deadline date!</b></p>																				





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**DISCOUNT  
DEADLINE DATE:  
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## CARPET / CARPET PADDING ORDER FORM

**CARPET REQUIREMENTS: CARPET IS REQUIRED FOR THIS SHOW!**

\_\_ We are providing our own      Please include shipping method: \_\_ Advanced to warehouse    \_\_ Direct to showsite

**STANDARD CARPET**

Price includes installation & taping front edge. **NO** guarantee of color match when ordering multiple carpets.

Qty.		Discount Rate	Standard Rate	Total
_____	10' x 10'	\$202.70	\$263.45	_____
_____	10' x 20'	\$405.50	\$526.90	_____
_____	10' x 30'	\$608.10	\$790.35	_____
_____	10' x 40'	\$810.80	\$1053.80	_____

**Circle color:** Blue \* Burgundy \* Gray \* Teal \* Red \* Plum \* Black \* Forest Green \*

**\*\*IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL\*\***

**CANCELLATION POLICY:** *Items cancelled before the Deadline Date will be refunded 50%. NO REFUNDS AFTER DEADLINE DATE*

**CUSTOM CARPET**

Price includes installation to fit booth space, protective covering, and edges taped for 20'x20' & larger.  
**INDICATE OVERALL DIMENSIONS:**

\_\_\_\_\_ ft. x \_\_\_\_\_ ft. (100 sq. ft. minimum).....\$5.80 sq. ft. \$7.45 sq. ft. \_\_\_\_\_

**Circle color:** Blue \* Burgundy \* Gray \* Teal \* Red \* Plum \* Black \* Forest Green \*

**\*\*SEE CANCELLATION POLICY UNDER "PLUSH CARPET"\*\*\***

**CARPET PADDING**

**INDICATE OVERALL DIMENSION:**

\_\_\_\_\_ ft. x \_\_\_\_\_ ft. (100 sq. ft. minimum).....\$1.45 sq. ft. \$1.95 sq. ft. \_\_\_\_\_

VISQUEEN \_\_\_\_\_ x \_\_\_\_\_ SQ. FT. ....\$.85 sq. ft. \$1.10 sq. ft. \_\_\_\_\_

**CANCELLATION POLICY:** *Items cancelled before the Deadline Date will be refunded 50%. NO REFUNDS AFTER DEADLINE DATE*

**PLUSH CARPET - 28 OZ.**

**PLUSH CARPET INCLUDES LABOR TO INSTALL AND REMOVE PROTECTIVE COVERING**

*Orders **MUST** be received by the Deadline Date above to guarantee delivery. Orders received after the deadline date will be charged at the Standard Rate.*

Carpet Size \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ (calculate to the next full foot, 100 sq. ft. minimum)

**QTY**

\_\_\_\_\_ Square feet (100 sq. ft. minimum).....\$5.80 sq. ft. \$7.45 sq. ft. \_\_\_\_\_

**Circle Color:** Charcoal Gray \* Beige \* White \* Red \* Royal Blue \* Silver Cloud \* Navy \* Emerald Green \* Black \* Burgundy \* Nu Blue \*

**CANCELLATION POLICY:** *Plush & Custom carpet cancelled after orders have been received will be charged at 100% of original price*

**Sub Total \$ \_\_\_\_\_**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**



**DISCOUNT  
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## STANDARD BOOTH FURNISHINGS & ACCESSORIES ORDER FORM

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>SEATING</b>			
_____	Padded Arm Chair - gray.....	\$96.25	\$125.20
_____	Padded Side Chair - gray.....	\$70.40	\$91.50
_____	Counter Stool w/Back - gray.....	\$115.50	\$150.20
_____	Swivel Chair - gray.....	\$107.25	\$139.50

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>ACCESSORIES</b>			
_____	Round Pedestal Table (30"h x 30"rd).....	\$111.65	\$145.20
_____	Round Pedestal Table (42"h x 30"rd).....	\$116.05	\$151.00
_____	Wastebasket.....	\$30.80	\$40.15
_____	Easel.....	\$63.00	\$81.95
_____	Chrome Sign Frame (22" x 28").....	\$71.50	\$92.95
_____	Bag Rack.....	\$161.70	\$210.10
_____	Waterfall Rack.....	\$161.70	\$210.10
_____	Tack Board 8'x 4' (horizontal only).....	\$185.65	\$241.45
_____	8' Stanchion.....	\$27.45	\$32.45
_____	Crossbar.....	\$17.55	\$21.35
_____	Garment Rack.....	\$255.75	\$332.50
_____	Literature Rack.....	\$296.40	\$320.40
_____	3' Black Stanchion/Pull out Tape.....	\$74.75	\$93.40
_____	8' Special Background.....	\$28.60ft.	\$37.40ft.
_____	3' Special Siderails.....	\$24.75ft.	\$32.20ft.

(7 1/2 ft. lengths)

Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green

Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green

### 12" TABLETOP RISERS

QTY.	White Vinyl	DISCOUNT RATES	STANDARD AMT. RATES
_____	4' .....	\$71.50	\$92.95
_____	6' .....	\$96.25	\$125.20

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>DRAPED DISPLAY TABLES - 30" HIGH</b>			
Price includes white vinyl top & 3 sides Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green <b>**IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL**</b>			
_____	2' x 4' x 30".....	\$143.85	\$187.00
_____	2' x 6' x 30".....	\$163.35	\$212.30
_____	2' x 8' x 30".....	\$200.50	\$260.70
_____	4th Side Drape.....	\$61.90	\$80.60

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>DRAPED DISPLAY TABLES - 42" COUNTER HIGH</b>			
Price includes white vinyl top & 3 sides Circle color: Blue Black Burgundy Purple Gray Red Teal White Hunter Green <b>**IF NO COLOR IS SELECTED, SHOW COLORS WILL PREVAIL**</b>			
_____	2' x 4' x 42".....	\$184.50	\$239.80
_____	2' x 6' x 42".....	\$217.80	\$283.25
_____	2' x 8' x 42".....	\$239.50	\$311.30
_____	4th Side Drape.....	\$61.90	\$80.60

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>UNDRAPED DISPLAY TABLES - 30" HIGH</b>			
_____	2' x 4' x 30".....	\$68.20	\$88.55
_____	2' x 6' x 30".....	\$86.65	\$112.75
_____	2' x 8' x 30".....	\$90.75	\$118.00

QTY.		DISCOUNT RATES	STANDARD AMT. RATES
<b>UNDRAPED DISPLAY TABLES - 42" HIGH</b>			
_____	2' x 4' x 42".....	\$105.60	\$137.50
_____	2' x 6' x 42".....	\$122.65	\$159.50
_____	2' x 8' x 42".....	\$136.40	\$177.10

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. **CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**





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## CUSTOM FURNISHINGS ORDER FORM

**\*\*SHOW SITE ORDERS WILL BE SUBJECT TO A 30% SURCHARGE ON STANDARD RATES\*\*  
SHOW SITE ORDERS WILL BE BASED ON AVAILABILITY**

Item Number	QTY		Dimensions	Discount	Standard	Amount
<b>Blanc (Pg. 3)</b>						
18228-0847		Blanc Sofa	75"W x 35"D x 35"H	851.00	1,106.00	
18167-0614		Blanc Loveseat	54"W x 35"D x 35"H	812.00	1,056.00	
18284-0834		Blanc Chair	33"W x 35"D x 35"H	679.00	883.00	
18024-0072		Blanc Bench Ottoman	48"W x 24"D x 18"H	407.00	529.00	
18184-0274		Blanc Cube	17"Square	141.00	183.00	
<b>Whisper (Pg. 3 &amp; 4)</b>						
18228-0607		Whisper White Leather Sofa	87"W x 37"D x 35"H	812.00	1,056.00	
18167-0471		Whisper White Leather Loveseat	61"W x 37"D x 35"H	779.00	1,013.00	
18284-0487		Whisper White Leather Chair	35"W x 37"D x 35"H	645.00	839.00	
18024-0003		Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18184-0034		Whisper White Leather Square Ottoman	40"Square x 17"H	360.00	468.00	
18184-0038		Whisper White Leather Round Ottoman	46"Round x 17"H	360.00	468.00	
<b>Function (Pg. 4)</b>						
18284-0554		Function White Leather Armless Chair	28"Square x 29"H	434.00	564.00	
18066-0016		Function White Leather Corner	28"Square x 29"H	466.00	606.00	
<b>Continental (Pg. 4 &amp; 5)</b>						
18303-0001		Continental White Leather Curved Loveseat	82"W x 34"D x 31"H	838.00	1,089.00	
18304-0001		Continental White Leather Reverse Loveseat	72"W x 34"D x 31"H	812.00	1,056.00	
18296-0005		Continental White Leather Wedge Ottoman	30"W x 34"D x 19"H	360.00	468.00	
18184-0131		Continental White Leather Curved Bench	70"W x 26"D x 19"H	426.00	554.00	
18184-0132		Continental White Leather Half Moon Ottoman	33"W x 19"D x 19"H	360.00	468.00	
<b>Sophistication (Pg. 5)</b>						
18228-0674		Sophistication White Leather Sofa	72"W x 31"D x 48"H	838.00	1089.00	
18167-0466		Sophistication White Leather Loveseat	48"W x 31"D x 48"H	566.00	736.00	
18284-0563		Sophistication White Leather Chair	27"W x 31"D x 48"H	426.00	554.00	
18066-0017		Sophistication White Leather Corner	31"Square x 48"H	426.00	554.00	
18184-0130		Sophistication White Leather Ottoman	31"Square x 19"H	320.00	416.00	
<b>Boca (Pg. 6)</b>						
18066-0026		Boca Black Leather Corner	27"W x 27"D x 30"H	466.00	606.00	
18284-0786		Boca Black Leather Armless	22"W x 27"D x 30"H	434.00	564.00	

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

BOOTH NUMBER: \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Dimensions	Discount	Standard	Amount
Metro (Pg. 6)					
18228-0602		Metro Black Leather Sofa	85"W x 35"D x 35"H	699.00	909.00
18167-0467		Metro Black Leather Loveseat	60"W x 35"D x 35"H	673.00	875.00
18284-0482		Metro Black Leather Chair	35"Square x 35"H	526.00	684.00
18184-0179		Metro Black Leather Square Ottoman	40"Square x 17"H	360.00	468.00
18024-0008		Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00
Suave Midnight (Pg. 7)					
18228-0085		Suave Midnight Sofa	77"W x 36"D x 33"H	612.00	796.00
18167-0069		Suave Midnight Loveseat	54"W x 36"D x 33"H	531.00	690.00
18284-0151		Suave Midnight Chair	32"W x 36"D x 33"H	399.00	519.00
Grammercy (Pg. 7)					
18228-0605		Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	779.00	1013.00
18167-0469		Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	679.00	883.00
18284-0485		Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	434.00	564.00
18066-0015		Grammercy Charcoal Leather Corner	36"Square x 36"H	499.00	649.00
18184-0036		Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	360.00	468.00
18184-0033		Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	360.00	468.00
Parma (Pg. 8)					
18228-0789		Parma Brown Leather Sofa	79"W x 37"D x 36"H	699.00	909.00
18167-0577		Parma Brown Leather Loveseat	56"W x 37"D x 36"H	673.00	875.00
18284-0710		Parma Brown Leather Chair	33"W x 37"D x 36"H	526.00	684.00
18024-0061		Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00
Montana Mocha (Pg. 8)					
18228-0784		Montana Mocha Sofa	79"W x 35"D x 34"H	658.00	855.00
18167-0573		Montana Mocha Loveseat	57"W x 35"D x 34"H	578.00	751.00
18284-0704		Montana Mocha Chair	35"Square x 34"H	446.00	580.00
Madison (Pg. 9)					
18228-0823		Madison Sofa	86"W x 34"D x 34"H	812.00	1056.00
18284-0794		Madison Chair	33"W x 34"D x 34"H	473.00	615.00
18184-0256		Madison Sky Bench	4"W x 24"D x 17"H	334.00	434.00
18184-0252		Madison Ottoman - Willow	24"Square x 17"H	213.00	277.00
18184-0253		Madison Ottoman - Sand Dollar	24"Square x 17"H	213.00	277.00
18184-0254		Madison Ottoman - Apricot	24"Square x 17"H	213.00	277.00
18184-0255		Madison Ottoman - Sunflower	24"Square x 17"H	213.00	277.00
Chandler (Pg. 10)					
18228-0795		Chandler Red Leather Sofa	76"W x 37"D x 35"H	699.00	909.00
18167-0581		Chandler Red Leather Loveseat	53"W x 37"D x 35"H	673.00	875.00
18284-0717		Chandler Red Leather Chair	31"W x 37"D x 35"H	526.00	684.00
18024-0062		Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00
Evoke (Pg. 10 & 11)					
13229-0007		Evoke Sofa	81"W x 35"D x 27"H	1057.00	1374.00
13041-0015		Evoke Chair	33"W x 35"D x 27"H	566.00	736.00

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

**BOOTH NUMBER:** \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
13054-0011		Evoke Cocktail Table	48"W x 24"D x 18"H	360.00	468.00	
13110-0009		Evoke End Table	24"W x 28"D x 25"H	320.00	416.00	
13110-0008		Evoke Cube	18"Square	227.00	295.00	
Niko (Pg. 11)						
18228-0858		Niko Sofa	81"W x 30"D x 38"H	865.00	1125.00	
18167-0622		Niko Loveseat	58"W x 30"D x 38"H	791.00	1028.00	
18284-0856		Niko Chair	31"W x 30"D x 38"H	658.00	855.00	
Stage Chairs (Pg. 11 & 12)						
18284-0478		Midnight Stage Chair	25"W x 26"D x 37"H	260.00	338.00	
18284-0477		Chamois Stage Chair	25"W x 26"D x 37"H	260.00	338.00	
18284-0476		Buckskin Stage Chair	25"W x 26"D x 37"H	260.00	338.00	
18284-0621		Empire Chair Black Leather	28"W x 32"D x 32"H	466.00	606.00	
18284-0564		Empire Chair White Leather	28"W x 32"D x 32"H	466.00	606.00	
05035-0028		Tulip Black Fabric Chair	26"W x 27"D x 35"H	281.00	365.00	
18284-0785		Monarch Chair - Bright White	28"Square x 30"H	298.00	387.00	
Ottomans & Benches (Pg. 12 & 13)						
18184-0131		Continental White Leather Curved Bench	70"W x 26"D x 19"H	426.00	554.00	
18184-0179		Metro Black Leather Square Ottoman	40"Square x 17"H	360.00	468.00	
18184-0034		Whisper White Leather Square Ottoman	40"Square x 17"H	360.00	468.00	
18184-0033		Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	360.00	468.00	
18024-0008		Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18024-0003		Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18024-0062		Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18024-0002		Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18024-0061		Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	360.00	468.00	
18184-0192		Essentials White Leather Storage Ottoman	48"W x 24"D x 20"H	499.00	649.00	
18184-0036		Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	360.00	468.00	
18184-0038		Whisper White Leather Round Ottoman	46"Round x 17"H	360.00	468.00	
18184-0028		Grammercy Charcoal 1/4 Round Ottoman	34"W x 19"D x 17"H	221.00	287.00	
18184-0030		Whisper White 1/4 Round Ottoman	34"W x 19"D x 17"H	221.00	287.00	
18184-0256		Madison Sky Bench	4"W x 24"D x 17"H	334.00	434.00	
18184-0252		Madison Ottoman - Willow	24"Square x 17"H	213.00	277.00	
18184-0253		Madison Ottoman - Sand Dollar	24"Square x 17"H	213.00	277.00	
18184-0254		Madison Ottoman - Apricot	24"Square x 17"H	213.00	277.00	
18184-0255		Madison Ottoman - Sunflower	24"Square x 17"H	213.00	277.00	
Banquettes & Turning Beds (Pg. 13)						
18011-0011		Essentials White Banquette (2 pcs)	60"Round x 48"H	1057.00	1374.00	
18011-0001		Whisper White Tufted Leather Banquette (2 pcs)	59"Round x 38"H	1057.00	1374.00	
18011-0002		Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	1057.00	1374.00	
02082-0033		Essentials White Leather Turning Bed	96"W x 48"D x 34"H	1270.00	1651.00	

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

**BOOTH NUMBER:** \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Dimensions	Discount	Standard	Amount
Cube Ottomans (Pg. 14)					
18184-0274		Blanc Cube	17"Square	141.00	183.00
18184-0129		Cube Ottoman - White	18"Square	141.00	183.00
18184-0128		Cube Ottoman - Black	18"Square	141.00	183.00
18200-0001		Cube Ottoman - Red	18"Square	141.00	183.00
18200-0002		Cube Ottoman - Green	18"Square	141.00	183.00
18200-0003		Cube Ottoman - Blue	18"Square	141.00	183.00
18200-0004		Cube Ottoman - Purple	18"Square	141.00	183.00
Charged (Pg. 14 & 15)					
22100-0001		Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	1409.00	1831.00
22051-0001		Boca Bright White Corner - Charged	27"W x 27"D x 30"H	531.00	690.00
22050-0001		Boca Bright White Armless - Charged	22"W x 27"D x 30"H	492.00	640.00
22001-0001		Aspen Bar Table - Charged	72"W x 26"D x 42"H	825.00	1073.00
22002-0002		Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	466.00	606.00
22200-0001		White Conference Table - Charged	96"W x 43"D x 30"H	1110.00	1443.00
18284-0812		Patrice Tablet Chair	28"W x 30.5"D x 31"H	513.00	667.00
22052-0001		Lincoln Bench - Charged	59"W x 39"D x 17"H	779.00	1013.00
Occasional Tables (Pg. 15, 16, & 17)					
12107-0008		Tribeca End Table	24"W x 28"D x 22"H	253.00	329.00
12230-0005		Tribeca Console Table	48"W x 18"D x 30"H	281.00	365.00
12055-0008		Tribeca Cocktail Table	48"W x 28"D x 19"H	266.00	346.00
18024-0010		Novel End Table	15"Square x 16"H	320.00	416.00
18024-0011		Novel Cocktail Table	46"W x 15"D x 16"H	360.00	468.00
99-12304-05		Aria Red End Table	24"W x 20"D x 22"H	253.00	329.00
99-12050-05		Aria Red Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
99-12304-03		Aria Green End Table	24"W x 20"D x 22"H	253.00	329.00
99-12050-03		Aria Green Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
99-12304-06		Aria Blue End Table	24"W x 20"D x 22"H	253.00	329.00
99-12050-06		Aria Blue Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
99-12304-04		Aria Purple End Table	24"W x 20"D x 22"H	253.00	329.00
99-12050-04		Aria Purple Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
99-12304-01		Aria White End Table	24"W x 20"D x 22"H	253.00	329.00
99-12305-01		Aria White Console Table	44"W x 20"D x 30"H	281.00	365.00
99-12050-01		Aria White Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
99-12304-02		Aria Charcoal End Table	24"W x 20"D x 22"H	253.00	329.00
99-12305-02		Aria Charcoal Console Table	44"W x 20"D x 30"H	281.00	365.00
99-12050-02		Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	266.00	346.00
12107-0512		Fuze End Table	24"Square x 23"H	274.00	356.00

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

**BOOTH NUMBER:** \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
12055-0453		Fuze Cocktail Table	40"Square x 16"H	307.00	399.00	
12230-0116		Fuze Console Table	60"W x 16"D x 34"H	334.00	434.00	
12107-0493		London End Table	24"Square x 23"H	274.00	356.00	
12230-0110		London Console Table	60"W x 16"D x 34"H	334.00	434.00	
12055-0428		London Cocktail Table	40"Square x 16"H	307.00	399.00	
12107-0494		Brooklyn II Square End Table	22"W X 22"D X 20"H	233.00	303.00	
12107-0495		Brooklyn II Round End Table	20"Round X 20"H	233.00	303.00	
12055-0429		Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	260.00	338.00	
12055-0430		Brooklyn II Round Cocktail Table	30"Round X 16"H	260.00	338.00	
12107-0282		Vivid End Table	26"Square x 21"H	253.00	329.00	
12230-0081		Vivid Console Table	50"W x 24"D x 30"H	281.00	365.00	
12055-0273		Vivid Cocktail Table	50"W x 24"D x 16"H	266.00	346.00	
12107-0331		Club End Table w/ Built-in LED Lighting	22"Square x 18"H	320.00	416.00	
12055-0318		Club Cocktail Table w/ Built-in LED Lighting	44"W x 22"D x 18"H	360.00	468.00	
12003-0038		Rose Table	17"Round x 17"H	281.00	365.00	
12003-0039		Zanzibar Table	17"Square	281.00	365.00	
12107-0296		Cube, Black 24" End Table	24"Square x 21"H	260.00	338.00	
12107-0297		Cube, White 24" End Table	24"Square x 21"H	260.00	338.00	
12055-0285		Cube, Black 24" Cocktail Table	24"Square x 16"H	253.00	329.00	
12055-0286		Cube, White 24" Cocktail Table	24"Square x 16"H	253.00	329.00	
12003-0056		Phoebe Table - Yellow	17"Round x 22"H	168.00	218.00	
12003-0052		Phoebe Table - Lime Green	17"Round x 22"H	168.00	218.00	
12003-0053		Phoebe Table - Rose	17"Round x 22"H	168.00	218.00	
12003-0051		Phoebe Table - Gold	17"Round x 22"H	168.00	218.00	
12003-0074		Phoebe Table - Teal	17"Round x 22"H	168.00	218.00	
12107-0467		Hylton Tablet Table	18"W x 12"D x 28"H	227.00	295.00	
Bars & Bar Backs (Pg. 18)						
05012-0026		VIP Frosted Plexi Glow Bar 6'	72"W x 24"D x 42"H	923.00	1200.00	
05012-0024		VIP Frosted Plexi Glow Bar 4'	48"W x 24"D x 42"H	779.00	1013.00	
05012-0053		Black Bar - 2 Shelf	48"W x 16"D x 42"H	426.00	554.00	
05012-0054		White Bar - 2 Shelf	48"W x 16"D x 42"H	426.00	554.00	
12112-0010		Blox Bar Back	30"W x 16"D x 86"H	531.00	690.00	
05001-0017		Piazza Bar Back - Black	44"W x 12"D x 80"H	500.00	650.00	
05001-0018		Piazza Bar Back - White	44"W x 12"D x 80"H	500.00	650.00	
Bar Stools (Pg. 19 & 20)						
05237-0264		Vienna Stool - Gray	17"Square x 39"H	266.00	346.00	
05237-0263		Vienna Stool - Orange	17"Square x 39"H	266.00	346.00	
05237-0262		Vienna Stool - Teal	17"Square x 39"H	266.00	346.00	
05237-0038		Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	239.00	311.00	
05237-0039		Criss Cross Bar Stool - White	15"W x 19"D x 41"H	239.00	311.00	
05237-0036		Escape Bar Stool - Natural Maple	16"Square x 41"H	200.00	260.00	
99-05237-01		Silk Back Bar Stool - Black	17"W x 18"D x 42"H	227.00	295.00	
99-05237-02		Silk Back Bar Stool - White	17"W x 18"D x 42"H	227.00	295.00	

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

**BOOTH NUMBER:** \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
99-05237-06		Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	227.00	295.00	
99-05237-03		Silk Back Bar Stool - Green	17"W x 18"D x 42"H	227.00	295.00	
99-05237-04		Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	227.00	295.00	
99-05237-05		Silk Back Bar Stool - Red	17"W x 18"D x 42"H	227.00	295.00	
05237-0221		Euro Bar Stool - Black	22"W x 24"D x 42"H	239.00	311.00	
05237-0270		Hourglass Bar Stool - Black	18"W x 20"D x 43"H	247.00	321.00	
05237-0271		Hourglass Bar Stool - White	18"W x 20"D x 43"H	247.00	321.00	
05237-0160		Equino Bar Stool - Black	15"W x 13"D x 35"H	247.00	321.00	
05237-0041		Equino Bar Stool - White	15"W x 13"D x 35"H	247.00	321.00	
05237-0298		Clara Stool	17"W x 21"D x 41"H	251.00	327.00	
05237-0215		Marcus Bar Stool - Gunmetal	18"Square x 29"H	181.00	235.00	
05237-0156		Regal Stool - Brown Leather	19"W x 24"D x 45"H	247.00	321.00	
05237-0169		Caprice Bar Stool - Black	25"W x 26"D x 44"H	247.00	321.00	
05237-0042		Sonic Bar Stool - Black	22"W x 23"D x 42"H	220.00	286.00	
05237-0300		Nexus Stool	19"W x 20"D x 44"H	207.00	269.00	
Café Chairs (Pg. 20, 21 & 22)						
05035-0032		Vienna Chair - Gray	21"Square x 32"H	168.00	218.00	
05035-0031		Vienna Chair - Orange	21"Square x 32"H	168.00	218.00	
05035-0030		Vienna Chair - Teal	21"Square x 32"H	168.00	218.00	
99-05035-10		Silk Back Armless Chair - Black	17"W x 18"D x 34"H	141.00	183.00	
99-05035-11		Silk Back Armless Chair - White	17"W x 18"D x 34"H	141.00	183.00	
99-05035-15		Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	141.00	183.00	
99-05035-12		Silk Back Armless Chair - Green	17"W x 18"D x 34"H	141.00	183.00	
99-05035-13		Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	141.00	183.00	
99-05035-14		Silk Back Armless Chair - Red	17"W x 18"D x 34"H	141.00	183.00	
05035-0008		Leslie Chair - White	17"W x 21"D x 31"H	127.00	165.00	
05035-0010		Criss Cross Chair - Espresso	17"W x 21"D x 35"H	160.00	208.00	
05035-0011		Criss Cross Chair - White	17"W x 21"D x 35"H	160.00	208.00	
05035-0023		Elio Chair	17"Square x 33"H	141.00	183.00	
14233-0025		Caprice Chair - Black	25"W x 24"D x 32"H	141.00	183.00	
14233-0005		Comet Stack Arm Chair - Black	23"W x 22"D x 32"H	194.00	252.00	
14233-0006		Comet Stack Armless Chair - Black	19"W x 22"D x 32"H	181.00	235.00	
05221-0039		Regal Dining Chair - Brown	19"W x 23"D x 38"H	200.00	260.00	
14233-0016		Sonic Chair - Black	20"W x 21"D x 32"H	141.00	183.00	
05035-0050		Nexus Chair	19"W x 22"D x 32"H	168.00	218.00	
05035-0051		Clara Chair	18"W x 21"D x 35"H	160.00	208.00	
05035-0052		Colin Chair	22"W x 19"D x 33"H	141.00	183.00	
Bar Tables (Pg. 22, 23, & 24)						
99-05245-01		Euro Bar Table Black/Black 30" Round	30"Round x 42"H	253.00	329.00	
99-05245-02		Euro Bar Table Black/Black 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-04		Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	253.00	329.00	
99-05245-05		Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-14		City Bar Table Maple/Black 30" Round	30"Round x 42"H	253.00	329.00	

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

**BOOTH NUMBER:** \_\_\_\_\_



# Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
99-05245-15		City Bar Table Maple/Black 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-07		Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	253.00	329.00	
99-05245-08		Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-16		Summit Bar Table White/Black 30" Round	30"Round x 42"H	253.00	329.00	
99-05245-17		Summit Bar Table White/Black 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-10		Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	253.00	329.00	
99-05245-11		Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	260.00	338.00	
99-05245-22		Fuze Bar Table	36"Square x 42"H	286.00	372.00	
99-05245-12		Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	253.00	329.00	
99-05245-13		Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	392.00	510.00	
99-05245-20		Spectrum Bar Table Red	24"Square x 42"H	274.00	356.00	
99-05245-21		Spectrum Bar Table Blue	24"Square x 42"H	274.00	356.00	
99-05245-18		Spectrum Bar Table Purple	24"Square x 42"H	274.00	356.00	
99-05245-19		Spectrum Bar Table Green	24"Square x 42"H	274.00	356.00	
05012-0002		Chardonnay Glass & Chrome Bar Table	31"Round x 42"H	360.00	468.00	
05202-0049		Zinc Bar Table	24"Round x 42"H	380.00	494.00	
05204-0001		Aspen Bar Table	72"W x 26"D x 42"H	705.00	917.00	
Café Tables (Pg. 24 & 25)						
99-05036-01		Euro Café Table Black/Black 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-02		Euro Café Table Black/Black 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-04		Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-05		Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-07		Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-08		Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-14		City Café Table Maple/Black 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-15		City Café Table Maple/Black 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-16		Summit Café Table White/Black 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-17		Summit Café Table White/Black 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-10		Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	253.00	329.00	
99-05036-11		Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	260.00	338.00	
99-05036-22		Fuze Café Table	36"Square x 30	286.00	372.00	
99-05036-12		Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	253.00	329.00	
99-05036-13		Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	392.00	510.00	
99-05036-20		Spectrum Café Table Red	24"Square x 29"H	274.00	356.00	
99-05036-21		Spectrum Café Table Blue	24"Square x 29"H	274.00	356.00	
99-05036-18		Spectrum Café Table Purple	24"Square x 29"H	274.00	356.00	
99-05036-19		Spectrum Café Table Green	24"Square x 29"H	274.00	356.00	
05090-0001		Aspen Dining Table	72"W x 30"D x 30"H	605.00	787.00	
05088-0505		Brio Dining Table	96"W x 48"D x 30"H	812.00	1056.00	
Office Seating (Pg. 26 & 27)						
14136-0002		Tamiri Black Leather High Back Chair	25"W x 27"D x 45"H	328.00	416.00	
14176-0007		Tamiri Black Leather Mid Back Chair	27"Square x 39"H	281.00	365.00	
14128-0002		Tamiri Black Leather Guest Chair	25"W x 26"D x 37"H	260.00	338.00	

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

**BOOTH NUMBER:** \_\_\_\_\_

# Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
14136-0081		Accord Black Leather High Back	25"Square x 44"H	420.00	546.00	
14136-0010		Accord White Leather High Back	25"Square x 44"H	420.00	546.00	
14250-0013		Goal Black Task Chair With Arms	25"Square x 39"H	213.00	277.00	
14250-0014		Goal Black Task Chair Armless	21"W x 25"D x 39"H	194.00	252.00	
14136-0080		Enterprise High Back Black Fabric Conference Chair	25"W x 27"D x 45"H	281.00	365.00	
14176-0046		Enterprise Mid Back Black Fabric Conference Chair	24"W x 26"D x 39"H	260.00	338.00	
14128-0096		Enterprise Guest Black Fabric Conference Chair	25"W x 27"D x 37"H	251.00	327.00	
14307-0003		Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	227.00	295.00	
14307-0004		Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	213.00	277.00	
Conference Tables (Pg. 27)						
14062-0105		42" Round Conference Table - Black	42" Round x 29"H	353.00	459.00	
14062-0106		42" Round Conference Table - Mahogany	42" Round x 29"H	353.00	459.00	
14062-0224		Conference Rectangle Table 6' - Black	72"W x 36"D x 30"H	599.00	779.00	
14062-0220		Conference Rectangle Table 6' - Mahogany	72"W x 36"D x 30"H	599.00	779.00	
14062-0281		Conference Rectangle Table 6' - White	72"W x 36"D x 30"H	631.00	820.00	
14062-0225		Conference Rectangle Table 8' - Black	96"W x 48"D x 30"H	645.00	839.00	
14062-0226		Conference Rectangle Table 8' - Mahogany	96"W x 48"D x 30"H	645.00	839.00	
14062-0282		Conference Rectangle Table 8' - White	96"W x 48"D x 30"H	679.00	883.00	
Office Furniture (Pg. 28 & 29)						
14309-0001		Computer Kiosk - Black	24"Square x 42"H	519.00	675.00	
14179-0005		Computer Kiosk - White	24"Square x 42"H	519.00	675.00	
14029-0098		5 Shelf Bookcase - Black	36"W x 12"D x 72"H	499.00	649.00	
14029-0091		5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	499.00	649.00	
14072-0108		Black Credenza	60"W x 20"D x 29"H	466.00	606.00	
14083-0105		Black Double Pedestal Desk	60"W x 30"D x 29"H	531.00	690.00	
14072-0038		Genoa Storage Credenza - Mahogany - 2 Drawer	66"W x 20"D x 29"H	466.00	606.00	
14072-0039		Genoa Kneespace Storage Credenza - Mahogany	66"W x 20"D x 29"H	466.00	606.00	
14083-0117		Genoa Exec. Desk - Mahogany - Double Pedestal	72"W x 36"D x 29"H	552.00	718.00	
05088-0365		Vivid Café - Square Table Glass	42"Square x 30"H	434.00	564.00	
05088-0364		Vivid Café - Rectangle Table Glass	60"W x 36"D x 30"H	499.00	649.00	
05088-0498		Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	519.00	675.00	
05088-0499		Brooklyn II Round Dining Table	42" Round x 30"H	407.00	529.00	
05090-0001		Aspen Dining Table	72"W x 30"D x 30"H	605.00	787.00	
05088-0505		Brio Dining Table	96"W x 48"D x 30"H	812.00	1056.00	
Metal File & Storage Cabinets (Pg. 30)						
14148-0001		2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	174.00	226.00	
14147-0001		2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	227.00	295.00	
14148-0002		4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	234.00	304.00	
14147-0002		4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	260.00	338.00	
14143-0006		2 Drawer Lateral File - Black	36"W x 18"D x 27"H	234.00	304.00	
14143-0144		2 Drawer Lateral File - Black	36"W x 20"D x 29"H	234.00	304.00	
14143-0008		4 Drawer Lateral File - Black	36"W x 18"D x 54"H	286.00	372.00	

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

**BOOTH NUMBER:** \_\_\_\_\_

## Custom Furnishings Order Form Continued

Item Number	QTY	Description	Dimensions	Discount	Standard	Amount
14034-0015		Storage Cabinet - Black	36"W x 18"D x 72"H	286.00	372.00	
Pedestals (Pg. 31)						
12091-0023		Display Pedestal 14" x 42" Black	14"Square x 42"H	346.00	450.00	
12091-0004		Display Pedestal 24" x 42" Black	24"Square x 42"H	420.00	546.00	
12091-0002		Display Pedestal 18" x 42" Black	18"Square x 42"H	386.00	502.00	
12091-0030		Display Pedestal 14" x 42" White	14"Square x 42"H	346.00	450.00	
12091-0024		Display Pedestal 14" x 36" Black	14"Square x 36"H	293.00	381.00	
12091-0034		Display Pedestal 24" x 36" Black	24"Square x 36"H	420.00	546.00	
12091-0031		Display Pedestal 14" x 36" White	14"Square x 36"H	293.00	381.00	
12091-0033		Display Pedestal 24" x 36" White	24"Square x 36"H	420.00	546.00	
12091-0025		Display Pedestal 14" x 30" Black	14"Square x 30"H	274.00	356.00	
12091-0003		Display Pedestal 24" x 30" Black	24"Square x 30"H	399.00	519.00	
12091-0001		Display Pedestal 18" x 30" Black	18"Square x 30"H	280.00	364.00	
12091-0032		Display Pedestal 14" x 30" White	14"Square x 30"H	274.00	356.00	
12091-0055		Fuze Pedestal	16"Square x 44"H	286.00	372.00	
12091-0043		London Pedestal	16"Square x 44"H	286.00	372.00	
14309-0001		Locking Pedestal Black	24"Square x 42"H	519.00	675.00	
14179-0005		Locking Pedestal White	24"Square x 42"H	519.00	675.00	
Miscellaneous Items (Pg. 32)						
14189-0066		Stanchion Chrome	41"H	81.00	105.00	
11526-0001		Stanchion Rope - Red Velour	6' L	41.00	53.00	
14308-0009		Literature Stand - Black	15"W x 12"D x 53.5"H	194.00	252.00	
14308-0010		Literature Stand - Aluminum	15"W x 12"D x 53.5"H	194.00	252.00	
14308-0005		Literature Rack - Black Metal	10.5"W x 9.5"D x 57"H	200.00	260.00	
01209-0003		Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	360.00	468.00	
Lighting (Pg. 33)						
09417-0001		Brushed Steel Table Lamp - White	26"H	142.00	185.00	
09392-0001		Brushed Steel Floor Lamp - White	66"H	194.00	252.00	
09417-0001		Brushed Nickel Table Lamp - White	29"H	142.00	185.00	
09392-0001		Brushed Nickel Floor Lamp - White	60"H	194.00	252.00	
09417-0001		Rubbed Bronze Table Lamp - White	28"H	142.00	185.00	
09392-0001		Rubbed Bronze Floor Lamp - White	60"H	194.00	252.00	
09392-0001		Neutrino Steel Floor Lamp - Steel	67"H	181.00	235.00	

**SUBTOTAL: \$ \_\_\_\_\_**

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

**BOOTH NUMBER:** \_\_\_\_\_

**Submit order with payment to: [Orders@vistacs.com](mailto:Orders@vistacs.com) before deadline date!**

**DEADLINE DATE:  
APRIL 18, 2022**

**FABRIC BACKWALL DISPLAY RENTAL ORDER FORM**

**VCS F-10 / 10'w x 8'tall Full Graphic Display.....\$2625.00**



**VCS F-20 / 20'w x 8'tall Full Graphic Display.....\$3550.00**



All labor to install & dismantle displays are included in rental price. Approved graphics *MUST* be received 30 days prior to first day of set-up.

**RENTAL UNIT OPTIONAL ACCESSORIES:**

- |                                  |  |
|----------------------------------|--|
| 10' Unit 2 lights _____ \$65.00  | 1 Meter Counter w/front graphic panel _____ \$395.00 |
| 20' Unit 4 lights _____ \$125.00 | 2 Meter Counter w/front graphic panel _____ \$550.00 |

**\*Power is NOT included in rental of lights. Exhibitor must order basic power from Facility.  
\*\*ALL Displays cancelled after orders have been received will be charged at 100% of original price.\*\***

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**

**DEADLINE DATE:  
APRIL 18 , 2022**

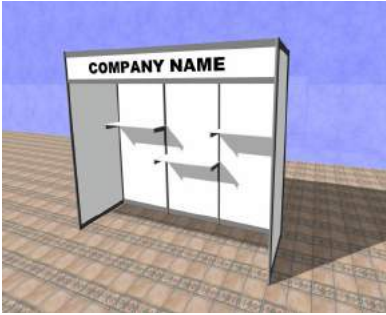
## VCS MODULAR RENTAL UNITS

**VCS A-10 Unit contains:**

- (3) Shelves
- (6) Brackets

\* Check One  
 White Panel  
 Blue  
 Gray

**Price: \$1600.00**




**VCS B-20 Unit contains:**

- (6) Shelves
- (12) Brackets

\* Check One  
 White Panel  
 Blue  
 Gray

**Price: \$2800.00**

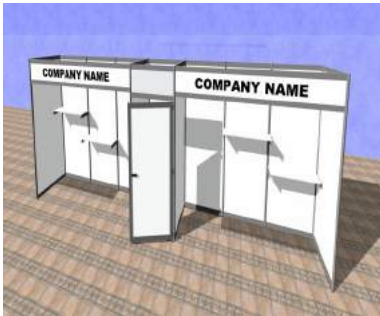


**VCS C-20 Unit contains:**

- Locking Storage Unit
- (4) Shelves
- (8) Brackets

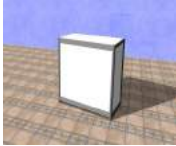
\* Check One  
 White Panel  
 Blue  
 Gray

**Price: \$3400.00**



**COUNTERS:**

	Qty.	Price	Total
40"L x 42" H x 22"W	_____	<b>\$275.00</b>	_____
80"L x 42" H x 22"W	_____	<b>\$350.00</b>	_____

 Counter Colors: (\*check one)  
 White  Blue  Gray

**OPTIONAL RENTAL ACCESSORIES:**

Side Rail (each) \_\_\_\_\_ **\$85.00** \_\_\_\_\_

Extra Shelves \_\_\_\_\_

(1) shelf & (2) brackets \_\_\_\_\_ **\$45.00** \_\_\_\_\_

**ALL UNITS INCLUDE:**

- \*STANDARD HEADER COPY
- \*LIGHTS (Does NOT include outlet)

*Custom Graphics & Custom Units are available!  
Please call Vista Convention Services for pricing.*

**HEADER COPY:**

**CANCELLATION POLICY: ALL Units cancelled after orders have been received will be charged at 100% of original price.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DISCOUNT  
DEADLINE DATE:  
APRIL 25, 2022**

**PERSONAL PROTECTIVE EQUIPMENT ORDER FORM**

All orders subject to availability at the time the order is placed. To qualify for advanced pricing, orders must be placed by deadline date; **NO EXCEPTIONS**. If order is placed after deadline date, it is subject to on-site availability and limited inventory. On site orders may also be subject to additional charges for special delivery to venue.

**Individual PPE Booth Safety Items**

Qty	Item Description	Advance Prices	Standard Price	Amount
_____	25 ct. Pack of 3 Ply Face Masks	\$15.00	\$20.00	\$_____
_____	100 ct. Packs of Sanitizing Wipes	\$15.00	\$20.00	\$_____
_____	20 ct. Pack of Sanitizing Wipes	\$8.00	\$12.00	\$_____
_____	20" Square Social Distancing Floor Stickers	\$75.00	*advance order only*	\$_____



20" floor stickers

\*Actual inventory types may vary

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**



**DISCOUNT DEADLINE DATE:**  
**APRIL 25, 2022**

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## HAND SANITIZATION RENTAL OPTIONS ORDER FORM

All orders subject to availability at the time the order is placed. To qualify for advanced pricing, orders must be placed by deadline date; **NO EXCEPTIONS**. If order is placed after deadline date, it is subject to on-site availability and limited inventory. On site orders may also be subject to additional charges for special delivery to venue.

Qty	Item Description	Advance Prices	Standard Prices	Amount
_____	Hand Sanitizing Single Station	\$275.00	*advance order only*	\$ _____
_____	Table Top Hand Sanitizing Station	\$245.00	*advance order only*	\$ _____
_____	Hand Sanitizer Station Refill	\$60.00/ Reservoir	\$75.00/ Reservoir	\$ _____
_____	Individual 2oz. bottle of Hand Sanitizer	\$5.00	\$6.50	\$ _____
_____	Add logo to Hand Sanitizing Station	\$35.00/ Logo	*advance order only*	\$ _____



\*Actual inventory types may vary

Sub Total \$ \_\_\_\_\_

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

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**



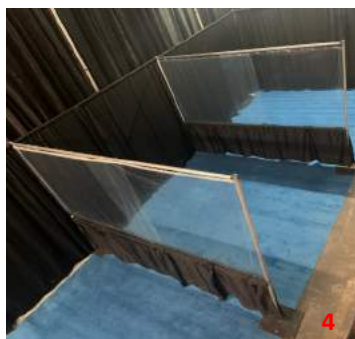
**DISCOUNT DEADLINE  
DATE:  
APRIL 25, 2022**

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PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

## OPTIONAL BOOTH PARTITIONS ORDER FORM

All orders subject to availability at the time the order is placed. To qualify for advanced pricing, orders must be placed by deadline date; **NO EXCEPTIONS**. If order is placed after deadline date, it is subject to on-site availability and limited inventory. On site orders may also be subject to additional charges for special delivery to venue.

Qty	Item Description	Advance Prices	Standard Price	Amount
___	Plexi-Glass Partition for 30" round tables	\$100.00	\$150.00	\$ _____
___	Plexi-Glass Partition for 6' and 8' tables	\$200.00	\$250.00	\$ _____
___	8' High Vinyl Curtain partitions w/ Supports	\$150.00	\$200.00	\$ _____
___	Stand alone 1m x 8' High Plexi Panels	\$275.00/ panel	*advance order only*	\$ _____
___	Plexi Glass Room or Partition Wall	\$325.00/ panel	*advance order only*	\$ _____



Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**



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**DEADLINE DATE:**  
**APRIL 25, 2022**

**BOOTH SANITIZATION ORDER FORM**

**DAILY SANITIZATION RATES**

**Please indicate your requirements:**

Daily - Sanitization with Quaternary Ammonium .....\$1.00 per sq. ft.

Twice Daily - Sanitization with Quaternary Ammonium .....\$1.25 per sq. ft.

Please calculate your total below:

Size of booth: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ sq. ft. x rate: \_\_\_\_\_ x No. Of Days: \_\_\_\_\_ = \$ \_\_\_\_\_

**(Minimum charge: 100 Sq. Ft. Per Day)**

*Price is based on total square footage of your booth space.*

**NOTE:** All rental items are delivered clean and disinfected to your booth space. However, during set-up and throughout the event, your space may become contaminated. We suggest all exhibitors partake in the daily disinfecting of their spaces.

**HOURLY SANITIZATION RATES**

Vista Convention Services will assign (1) man every hour (maximum of 8 hours per day) during show hours to your booth for disinfecting and sanitizing all areas. This service is being provided to all exhibitors at a **\$1.75 per square foot per day after a minimum charge of 100 square feet.**

Please calculate your total below:

Size of booth: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ sq. ft. x rate: **\$1.75** x Number Of Days: \_\_\_\_\_ = \$ \_\_\_\_\_

**(Minimum charge: 100 Sq. Ft. Per Day - \$175.00)**

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted.  
**CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit order with payment to: orders@vistacs.com before deadline date!**

**CERTS**  **2022**

CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
MAY 9-11, 2022  
AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
AUGUSTA, GEORGIA



FEATURING

AFCEA TECHNOLOGY  
SHOWCASE & DEMO  
MAY 9-11, 2022



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Pleasantville, NJ 08232  
[WWW.VISTACS.COM](http://WWW.VISTACS.COM)

## EXHIBITOR MOVE-IN INFORMATION

Dear Exhibitor,

Exhibitor shipments sent to the Augusta Convention Center c/o VISTA or shipments sent “Hold for Guest” will incur hotel surcharges in addition to VISTA’s material handling fees. Exhibitors may avoid these additional fees by shipping to the advance warehouse.

If you ship direct to the hotel, please ship your items to arrive only during exhibitor move-in hours.

**Exhibitor Move-in: Sunday, May 8, 2022 - 8:00 AM - 5:00 PM**



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## MATERIAL HANDLING INFORMATION - ADVANCE SHIPMENTS

### ADVANCED SHIPMENTS

Exhibitors may choose to ship freight to the advance warehouse. VISTA will receive and manage your materials shipped in advance and when brought to show site. Material handling fees are paid to VISTA, and are separate from and independent of freight transportation charges, which are paid to freight carriers such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choice, arranging freight transportation to and from the event, and all associated fees. For detailed information regarding advance material handling services provided by VISTA and the associated charges, please see below. Please make your show site representative aware of the following information.

### SHIPMENT TO WAREHOUSE

- Receiving begins **30 days prior to exhibitor move-in.**
- Shipments received at the warehouse after **APRIL 29, 2022** are subject to additional charges.
- Ship pre-paid; collect shipments will be refused.
- Uncrated, pad wrapped, specialized equipment or hazardous materials will not be accepted at the warehouse.

### ADVANTAGES:

- Exhibitors can confirm shipment has arrived and is intact in advance of the move-in date.
- Materials will be delivered to your booth prior to your arrival on site.
- Delivery dates and times are more flexible.

### ADVANCE WAREHOUSE RATES

See below for definitions and descriptions of warehouse rates, and the *Material Handling Rates* form for the associated fees.

All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact VISTA for assistance in estimating your material handling charges, based upon your specific needs.

### RATES INCLUDE:

- Receiving exhibitor shipment at the advance warehouse, and storage beginning 30 days prior to the show.
- Movement of all exhibitor freight from warehouse to exhibit site, unloading and delivery to booth by move-in time.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the VISTA Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier at the loading dock.

### CRATED OR SKIDDED RATE

Shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. 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 RATE:

Shipments that are crated van line shipments, or are packed in such a manner as to require special handling, such as ground unloading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments, and shipments from any carrier without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

### SMALL PACKAGE RATE

Cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.

### OVERTIME CHARGES

#### Inbound:

- Your shipment is received at the warehouse, and is delivered to show site before 8:00 am or after 4:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

#### Outbound:

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





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Pleasantville, NJ 08232

P: 609-485-2421  
F: 609-485-2392

## MATERIAL HANDLING INFORMATION - DIRECT SHIPMENTS

### DIRECT SHIPMENTS

Exhibitors may choose to ship freight direct to show site. VISTA will receive and manage freight on show site as described in the following pages. Material handling fees are paid to VISTA, and are separate from and independent of freight transportation charges, which are paid to freight carriers such as YRC, ABF, FedEx, or any other carrier of the exhibitor's choosing. Exhibitors are responsible for securing a carrier of their choice, arranging freight transportation to and from the event, and all associated fees. For detailed information regarding direct material handling services provided by VISTA and the associated charges, please see below. Please make your show site representative aware of the following information.

### DIRECT SHIPMENTS TO SHOWSITE

- Do not ship to the facility prior to **MAY 8, 2022**. Early shipments to show site may be refused.
- VISTA Convention Services will be on show site at the loading dock to receive exhibitor materials only during move-in hours.
- Ship pre-paid; collect shipments will be refused.
- Hazardous materials will not be accepted.

### DIRECT TO SHOWSITE RATES

See below for definitions and descriptions of direct to show site rates, and the *Material Handling Rates* form for the associated fees. All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown on the *Material Handling Rates* form. Be sure to review these costs when you prepare your show budget. Contact VISTA for assistance in estimating your material handling charges, based upon your specific needs.

### RATES INCLUDES:

- Receiving exhibitor shipment, unloading at loading dock and delivery to booth.
- Pick-up and storing of shipping containers and boxes labeled EMPTY, returning empty shipping containers to your booth at the close of the show. Empty labels may be obtained at the VISTA Service Desk on show site. Empty containers are not accessible during the show.
- Removal of freight from booth, and reloading onto exhibitor's designated outbound carrier at the loading dock.

### CRATED OR SKIDDED RATE

Shipments that arrive via common carrier such as YRC, ABF, etc., and can be unloaded at the dock with no additional handling required. 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 RATE

Shipments that are crated van line shipments, or are packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments, and shipments from any carrier without certified weight tickets or delivery receipts, such as FedEx, UPS, POVs (personally owned vehicles).

### UNCRATED, UNSKIDDED, OR WRAPPED RATE

Shipments that are not in crates, cases, or boxes and/or pad wrapped, specialized equipment, unskidded machinery or uncrated POV shipments. Uncrated shipments are received at show site only.

### SMALL PACKAGE RATE

Cartons/envelopes weighing less than 25 lbs. per shipment without documentation. These will be delivered to the booth without guarantee of piece count or condition.

### OVERTIME CHARGES

#### Inbound:

- Your shipment is delivered to your booth before 8:00 am or after 4:00 pm on weekdays, anytime on a Saturday, Sunday and/or observed union holidays, or
- A vehicle driver checks in at the Exhibit Site Check-In Area after 3:00 pm on weekdays, or anytime on a Saturday, Sunday and/or observed union holidays.

#### Outbound:

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





CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
MAY 9-11, 2022  
AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
AUGUSTA, GEORGIA



6575 Delilah Road  
PO Box 3000  
Pleasantville, NJ 08232

P: 609-485-2421  
F: 609-485-2392

## MATERIAL HANDLING DOCUMENTATION

### Inbound Bill of Lading

All inbound shipments must have a Bill of Lading or delivery slip showing the number of pieces, type of merchandise and weight. Shipments received without this information will be delivered to exhibitor's booth without guarantee of piece count or condition.

No liability will be assumed by VISTA for such shipments.

Billed weight is based on incoming weight, whether outbound services are used completely or in part.

The weight is rounded up to the next one hundred pounds (100 lbs) and is taken from the inbound Bill of Lading and/or the certified weight ticket.

Separate shipments will not be combined.

Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight by VISTA. This weight will prevail.

### Advance Warehouse Shipping Address

**TO:** Exhibiting Company Name and Booth #

**FOR:** CERTS / ATSD

VISTA CONVENTION SERVICES

c/o ABF

118 Revco Road

Beech Island, SC 29842

- Use this address and information on your inbound bill of lading if shipping your freight to the Advance warehouse.,
- Please use the freight labels provided in this service manual.
- Receiving hours: M - F 8:00 am to 4:00 pm.
- All shipments must be prepaid: collect shipments will be refused.
- VISTA does not accept shipments that are not consigned to VISTA . Such shipments will be refused.
- **All shipments to the Advance Warehouse must arrive by: APRIL 29, 2022**

### Direct to Show Site Shipping Address

**TO:** Exhibiting Company Name and Booth #

**FOR:** CERTS / ATSD

c/o VISTA CONVENTION SERVICES

The Augusta Convention Center

901 Reynolds Street

Augusta, GA 30901

- Use this address and information on your inbound bill of lading if shipping your freight Direct to Show Site.
- Please use the freight labels provided in this service manual.
- All shipments must be prepaid: collect shipments will be refused.
- VISTA does not accept shipments that are not consigned to VISTA . Such shipments will be refused.
- **Shipments will be received at facility no sooner than: MAY 8, 2022 during move-in hours.**

### Empty Containers, Labels

Exhibitors with crates or boxes that need to be returned to pack up booth equipment at the end of the show must affix empty labels on the containers as soon as they are empty. Empty labels will be available at the VISTA Service Desk. Affixing the labels is the sole responsibility of the exhibitor. VISTA assumes no responsibility for removal of containers with old empty labels, improper information on labels or valuables stored in containers with empty labels.

Empty containers will be removed from the floor and stored until the close of the show. You will not have access to empty containers during the show. In most cases, empty containers may not be stored in your booth during the show as it is considered a fire hazard.

### Outbound Bill of Lading

Outbound shipping is not an automatic process. Outbound Bills of Lading must be completed and turned in to the VISTA Service Desk: **do not leave outbound Bills of Lading in your booth.**

Exhibitors who choose to ship outbound materials via any carrier other than the official show carrier must advise carrier to be checked in at the VISTA Service Desk by the driver check-in time specified on the *Show Details* page. Drivers are placed in line for loading on a first-come, first-serve basis, provided the exhibitor is completely packed and a Bill of Lading has been turned in to the Service Desk.

Drivers whose Bills of Lading have not been turned in will be placed in a holding queue until the booth is packed and the Bill of Lading is turned in. Should your carrier fail to check in by the designated time, VISTA reserves the right to re-route the shipment via the official show carrier as necessary, at the exhibitor's expense.



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PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**WAREHOUSE  
DEADLINE DATE:  
APRIL 29, 2022**

### Material Handling Rate Schedule

\*For full definitions and descriptions of all rates, and rules, see the *Material Handling Information* forms included in this manual.  
\*All material handling fees are calculated on a CWT basis (per hundredweight, or fraction thereof) per shipment, and vary depending on the type of shipment, the amount of handling and the time of day. Separate shipments will not be combined. Minimum charges will apply as shown below. Be sure to review these costs when you prepare your show budget. Contact Vista for assistance in estimating your material handling charges, based upon your specific needs.

A 200 lb. minimum charge per shipment applies	<b>MATERIAL HANDLING RATE RATES BELOW INCLUDE ANY APPLICABLE OT CHARGES PER 100 LBS.</b>
Advance to Warehouse: Crated	\$150.00
Direct to Show Site: Crated	\$115.00
Advance to Warehouse: Special Handling	\$187.50
Direct to Show Site: Special Handling	\$143.75
Direct to Show Site: Uncrated, Unskidded, or Wrapped	\$172.50
Advance to Warehouse/Direct to Show Site: Small Packages	\$55.00 each

### Additional Services

<p><b>Late shipments, off-target shipments &amp; site shipments received before published move-in or after show opening.</b> Freight received at the warehouse after <b>APRIL 29, 2022</b> or at show site prior to published move-in or after show opening, add an additional charge per 100 lbs. Additional transportation charges may apply.</p>	<p><b>\$30.00</b> <i>per 100 lbs.</i></p>
<p><b>Spotting Fee.</b> Any vehicles driven into the exhibit hall under their own power will incur a spotting fee. Vehicles not moved in under their own power will be unloaded and charged based on weight.</p>	<p><b>\$275.00</b> <i>round trip</i></p>
<p><b>Special Services.</b> Shipments returned to warehouse will be charged \$15.00 per 100 lbs. with a \$250.00 minimum. Storage will be charged if shipment is not routed or picked up after three working days. Storage fees prior to 30 days before show, or after 3 days following the show are \$1.25 per 100 lbs. per day with a \$35.00 minimum. On-site container storage for freight brought in by exhibitors is \$30.00 per piece.</p>	

**MATERIAL HANDLING RATE SCHEDULE**

Advance  Direct

Carrier(s)	Tracking# or Shipped From	Date of Arrival	# Pieces	Est. Weight CWT	Rate per CWT	Estimated Cost 200 lb minimum

Transfer this total to the payment Authorization Order Form

Total Estimate \$ \_\_\_\_\_

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

**Sumit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**

**CERTS**  **2022**

CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
MAY 9-11, 2022  
AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
AUGUSTA, GEORGIA



FEATURING  
AFCEA TECHNOLOGY  
SHOWCASE & DEMO  
MAY 9-11, 2022



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DEADLINE DATE:  
APRIL 25, 2022**

**PRIORITY EMPTY CONTAINER RETURN**

***PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED AFTER  
THE EMPTIES HAVE BEEN TAKEN TO STORAGE***

This service provides for the priority return of your empties to your booth after the close of the show and once all aisle carpet is rolled up. If you would like this service, please fill out the information below and return to Vista Convention Services.

Priority Empty Container Return.....**\$100.00 per container**

Estimated Number of Pieces.....\_\_\_\_\_

***\*\*PLEASE NOTE\*\* Special Empty Container Labels are required for this service.  
Labels must be picked up at Vista's Service Desk.***

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**

**CERTS**2022  
AFCEA

CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
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[WWW.VISTACS.COM](http://WWW.VISTACS.COM)

## LIMITS OF LIABILITY FOR MATERIAL HANDLING

*Vista Convention Services* shall not be responsible for damage to uncrated materials, material improperly packed, or concealed damage.

*Vista Convention Services* shall not be responsible for loss, theft, or disappearance of exhibitor's material after same has been delivered to exhibitor's booth.

*Vista Convention Services* shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bill of lading covering outgoing shipments, which are furnished by *Vista Convention Services* to exhibitor, will be checked at time of actual pick up from booth and corrections made where discrepancies occur.

*Vista Convention Services* shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lock-outs or work stoppages of any kind or to any causes beyond its control.

*Vista Convention Services'* liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event, *Vista Convention Services'* maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment; whichever is less.

*Vista Convention Services* shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.

The consignment or delivery of a shipment to *Vista Convention Services* by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.

Rates are based on incoming weight only. All weights are rounded off to the next 100 weight. Each shipment received is considered separately. Freight handling charges are the responsibility of the exhibitor.

Exhibitors are urged to carry all-risk floater insurance covering their materials against damage, loss, and all other hazards from the time shipment is made prior to the show until shipments are received back after the show. This can generally be done by adding "riders" to existing insurance policies, often at no additional cost.

Empty container labels will be available at the Service Desk. Affixing the labels is the sole responsibility of the exhibitor or his representative. *Vista* assumes no responsibility for removal of containers with old Empty labels, mislabeled, or valuables stored inside containers while containers are in storage.

Outbound shipping labels and bills of lading will be available at the Service Desk. Exhibitor or his/her representative must pack and label their exhibit material and turn in bill of lading for each shipment at the Service Desk before leaving the show. *Vista* will route all shipments unless a designated carrier has been assigned. If the designated carrier fails to pick up by the removal date of the show, *Vista* reserves the right to route exhibit material by an alternate carrier. As a result of re-routing or handling no liability will be assumed by *Vista*.



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AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
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## MOBILE EQUIPMENT

*Submit this form if you will display a vehicle at show site. This form must be received by VISTA prior to vehicles being received.  
Enter the Total below on Payment Authorization/Order Summary form.  
Orders received without full payment or credit card information will not be processed.*

**Advance Order Discount Deadline: APRIL 25, 2022**

### Fire Regulations

- Vehicles may only be displayed in accordance with local fire regulations.
- Fuel supplies in vehicles shall not exceed 1/4 of a tank of gas.
- All motor vehicle tanks containing fuel shall be furnished with locking type caps or sealed with tape.

### Vehicle Delivery

Day	Date	Time

### Rate / Calculate

# Vehicles	Round Trip Spotting Fee	Subtotal
	x \$275.00	= \$

### Notes

- The Mobile Equipment rate applies to motorized vehicles only.
- If your equipment does not move under its own power, please call VISTA for a price quote.
- Display materials transported in display vehicles are subject to material handling charges.
- Weights will be estimated by VISTA unless documentation is provided.

### Terms / Order Estimate

Transfer this total to the *Payment Authorization/Order Summary form.*

<b>Sub Total \$</b> _____
---------------------------

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

Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!



## MATERIAL HANDLING TIPS

### Shipping Inbound:

- **Advance To Warehouse** - ensure your shipment arrives by the deadline date **April 29, 2022** to avoid additional surcharges.
- **Direct to Show Site** - shipments will be received starting **May 8, 2022** during posted Exhibitor Move-in hours.
- Clearly mark your company name, booth number and **CERTS \ ATSD** on all labels.
- Material Handling is charged per shipment. To avoid multiple charges, ship all your pieces together.
- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Vista receiving multiple shipments.
- Make sure your shipment arrives with a certified weight ticket to help avoid Special Handling charges.

### Storing Empty Containers:

- Pickup empty labels at the Vista Service Desk.
- Place a label on each container with your company name and booth number.
- Labeled containers will be picked up periodically and stored during the show.
- Once containers are placed in empty storage there will be no access to those containers.
- At the close of the show, the empty containers will be returned to your booth in random order.

### Shipping Outbound:

- Schedule your carrier for pickup at the appropriate time if you are not shipping via the show carrier.
- Each individual shipment destination must have a completed Bill of Lading.
- Each piece must be individually labeled. Pre-printed shipping labels are available at the Vista Service desk.
- When materials are packed, labeled and ready to be shipped, bring the completed Bill of Lading to the Vista Service Desk.

### Consolidate Your Shipment:

- Separate shipments received by Vista will not be combined. The minimum 200 lb. charge applies to each shipment received.
- Consolidate your shipment whenever possible to avoid multiple minimum charges.

#### **SAMPLE:**

1 piece weighing 36 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

1 piece weighing 62 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

1 piece weighing 54 lbs. charged @ 200 lb. minimum x \$100.00 per CWT = \$200.00

**TOTAL cost of three shipments arriving separately: \$600.00**

**OR**

3 pieces totaling 152 lbs @ 200 lb minimum x \$100.00 per CWT = \$200.00

**TOTAL cost of one consolidated shipment: \$200.00 Savings of \$400.00**

- Shipments arriving at the same time from different destinations are considered separate shipments.
- Please be aware that small package handlers may split shipments resulting in Vista receiving multiple shipments.



**ADVANCE WAREHOUSE**

**EXHIBIT MATERIAL**



**Rush to:**

**c/o ABF  
118 Revco Road  
Beech Island, SC 29842**

**CERTS / ATSD**

*The Augusta Convention Center  
Augusta, GA  
MAY 9-11, 2022*

Exhibitor \_\_\_\_\_

Booth \_\_\_\_\_

**Late to warehouse charges apply after:  
APRIL 29, 2022**

**ADVANCE WAREHOUSE**

**EXHIBIT MATERIAL**



**Rush to:**

**c/o ABF  
118 Revco Road  
Beech Island, SC 29842**

**CERTS / ATSD**

*The Augusta Convention Center  
Augusta, GA  
MAY 9-11, 2022*

Exhibitor \_\_\_\_\_

Booth \_\_\_\_\_

**Late to warehouse charges apply after:  
APRIL 29, 2022**

- These shipping labels are provided for your convenience to assist in preparing shipments to the advance warehouse.
- Please cut along dashed lines and affix one to each piece of your shipment to the advance warehouse.
- Please make additional copies of these labels as needed.

**Important notes: Warehouse is not temperature controlled.**

**Hazardous materials will not be accepted at the warehouse.**

**DIRECT TO SHOW SITE**

**EXHIBIT MATERIAL**



**Rush to:**

**The Augusta Convention Center  
901 Reynolds Street  
Augusta, GA 30901**

**CERTS / ATSD**

*The Augusta Convention Center  
Augusta, GA  
MAY 9-11, 2022*

Exhibitor \_\_\_\_\_

Booth \_\_\_\_\_

**Do not deliver prior to:  
MAY 8, 2022**

**DIRECT TO SHOW SITE**

**EXHIBIT MATERIAL**



**Rush to:**

**The Augusta Convention Center  
901 Reynolds Street  
Augusta, GA 30901**

**CERTS / ATSD**

*The Augusta Convention Center  
Augusta, GA  
MAY 9-11, 2022*

Exhibitor \_\_\_\_\_

Booth \_\_\_\_\_

**Do not deliver prior to:  
MAY 8, 2022**

- These shipping labels are provided for your convenience to assist in preparing shipments direct to the show site.
- Please cut along dashed lines and affix one to each piece of your shipment direct to the show site.
- Please make additional copies of these labels as needed.

**Important note: Hazardous materials will not be accepted at show site.**



# **Official Transportation Provider** *via the ABF Freight® Network*

## **CERTS 2022**

MAY 9-11, 2022  
Augusta Convention Center  
Augusta, GA

**Let ArcBest® make your next trade show the easiest you have ever attended!**

For personalized quotes, please call

**800-654-7019**

### **Our Services Include:**

*Priority handling of your inbound and outbound shipments*

*Guaranteed expedited air and ground services*

*LTL Ground Transportation*

*International Transportation*

*Trust your important trade show shipment to the leader in exhibition transportation services.*

**ArcBest**  
*More Than Logistics*



# REQUEST FOR INFORMATION

## ArcBest® Trade Show Services

Exhibiting Company \_\_\_\_\_ Contact Name \_\_\_\_\_

Title \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

### SHIPPER INFORMATION

Company \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

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

Pickup Date/Time \_\_\_\_\_

### FREIGHT INFORMATION

Piece Count and Type \_\_\_\_\_

Total Weight \_\_\_\_\_

Dimensions (L) \_\_\_\_\_ (W) \_\_\_\_\_ (H) \_\_\_\_\_

SHIP TO: Warehouse  Show Site

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

Booth No. \_\_\_\_\_

Contractor \_\_\_\_\_

Show Dates \_\_\_\_\_

Address \_\_\_\_\_

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

Delivery Date \_\_\_\_\_

### ADDITIONAL INFORMATION

Residential Pickup  Inside Pickup

Liftgate  Dock

Would you like an ArcBest Trade Show Coordinator to contact you with a quote or information?  YES  NO

If you are faxing this form, please print a copy, complete the requested information, and then fax to (844) 718-7620.

If you are completing electronically, you can either print and fax your request or click on the submit button to send your request to one of our Trade Show specialists.

**800-654-7019**

**tradeshow@arcb.com | arcb.com**

8401 McClure Drive • Fort Smith, AR • 72916



**CERTS**2022



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WWW.VISTACS.COM

## LABOR GUIDELINES

*We have provided these definitions to acquaint you with specific guidelines for labor. Please review the following information in order to better understand the applicable union jurisdictions. If you have any questions once you have read this, please address them directly to VISTA CONVENTION SERVICES.*

### Material Handling

VISTA CONVENTION SERVICES has the responsibility of receiving and handling all the exhibit materials and empty containers. It is our responsibility to manage the docks and schedule vehicles for the smooth and efficient move in/move-out of the trade show. VISTA will not be responsible for any material it does not handle. Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed at the owner's expense. The fire marshal absolutely prohibits the storage of empty containers in the exhibit hall. Arrangements have been made with VISTA to store empty containers.

### Booth Labor

Since Georgia is a "right-to-work" state; exhibitor personnel may set up their own exhibits if so desired. Union Labor is available to assist in the erection and dismantling of exhibit booths. Exhibit labor, freight, and rigging labor, electricians and plumbers can be arranged for at established rates, using the enclosed order forms. Union exhibit labor claims jurisdiction for the installation, dismantling, and initial cleaning of prefabricated exhibits and displays when this work is done by persons other than the company personnel. They may be employed by submitting the Labor/Forklift order form enclosed in this manual. They are not required to put your products on display, to open cartons containing your products, or to perform testing maintenance or repairs on your products. If, however you hire any labor to assist you, it must be through the Official Contractor or a contractor that meets all of the regulations as an Exhibitor Appointed Contractor.

### Safety

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. VISTA cannot be responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in the assembly/dismantle of your booth, please order labor on the enclosed Labor/Forklift order form and the necessary ladders and tools will be provided.

### Gratuities

VISTA CONVENTION SERVICES requests that exhibitors do not tip our employees. Do not give coffee breaks other than mid-morning and mid-afternoon when union employees have a fifteen minute paid break. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to a VISTA supervisor. Employees of VISTA are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all employees.

### In General

Craftsmen at all levels are instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. All questions originated by labor are to be expressed directly to VISTA management personnel. It is recommended that any questions arising with regard to union jurisdiction or practices should be directed to a management representative of VISTA.





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PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

**DISCOUNT  
DEADLINE DATE:  
APRIL 25, 2022**

**LABOR ORDER FORM**

**DISPLAY LABOR FOR INSTALLATION & DISMANTLING OF EXHIBITS**

**STRAIGHT TIME:**  
Advance Rate Standard Rate  
**\$98.00/hr. \$128.00/hr.**  
  
one hour minimum per worker  
thereafter 1/2 hr. increments  
ST: 8:00 AM to 4:30 PM  
Monday through Friday

**OVERTIME:**  
Advance Rate Standard Rate  
**\$147.00/hr. \$191.00/hr.**  
one hour minimum per worker  
thereafter 1/2 hr. increments  
OT: 4:30 PM to 8:00 AM  
Monday through Friday  
and all hours on Saturday and Sunday & union  
holidays

**ALL LABOR ORDERS RECEIVED AFTER THE DEADLINE DATE OR PLACED AT SHOWSITE WILL BE CHARGED AT THE STANDARD RATE.**

**NOTE:** 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per man ordered, unless we received written cancellation 24 hours prior to starting time.

PLEASE INDICATE SERVICE REQUIRED:

**PLAN A - EXHIBITOR'S SUPERVISION** All work performed must be under the supervision of the Exhibitor.

	# MEN	DATE	TIME	APPROX. HOURS
SET-UP				
DISMANTLE				

Estimated Labor
\$
\$

**PLAN B - VISTA SUPERVISION** Hourly rate plus 35% Supervision Charge / Minimum \$30.00/\$40.00

Estimated Supervision
\$

Name of Carrier \_\_\_\_\_ # Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Skids \_\_\_\_\_

Shipped to:  Warehouse  Showsite  Display Includes Carpet  Vista's Rental Carpet

Blueprints/Instructions  Attached  with display

Electrical under carpet  yes  no

Sub Total \$ _____
--------------------

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

**Submit order with payment to: orders@vistacs.com before deadline date!**



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**DISCOUNT  
DEADLINE DATE:  
APRIL 25, 2022**

## RIGGING LABOR ORDER FORM

Order rigging labor *only* if you need to assemble, move, unskid, relocate, unpack heavy equipment, after it has been delivered to your booth.

**PLEASE NOTE:** Exhibitors are allowed a one-time spotting of equipment or machinery (within 6" tolerance) in its initial delivery as handled from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order rigging labor for this function. However, any additional movement or unskidding at exhibit booth will require a rigging order. Do not order rigging labor for motorized or mobile equipment.

Workmen and material handling equipment ordered for the start of the day will be provided at 8:00 AM. Any orders, after 8:00 AM, will be assigned after finishing earlier requests.

Exhibitors must verify any rigging labor and material handling equipment orders on the show floor. All workmen and material handling equipment must be signed in and out at the Service Desk. Cancellation of any advance order for rigging labor or material handling equipment must be at least 24 hours in advance.

<b>Rigging crew consists of:</b>	<b>Forklift w/Operator 1 or 2 Riggers</b>					
There is a minimum charge of one hour per crew member. Half-hour increments will apply after the first hour. Straight time rates apply 8:00AM - 4:30 PM weekdays, overtime 4:30 PM to 8:00 AM weekdays and all hours on Saturday and Sunday and union holidays.						
<u>ADVANCE RATES:</u>		<u>STANDARD RATES:</u>				
	<u>ST</u>	<u>OT</u>	<u>ST</u>	<u>OT</u>		
<b>5K FORKLIFT w/OPERATOR</b> - (up to 5,000 lbs. capacity)	\$190.00 per hour	\$285.00 per hour	\$247.00 per hour	\$370.50 per hour		
<i>Larger forklift and/or crane service is available by advance request.</i>						
<b>RIGGING LABOR REQUEST</b>						
	5,000 lbs. forklift w/operator	# Riggers 1 or 2	Date	Time	Approx. Hours	Estimated Rigging
<b>SET-UP:</b>						\$
<b>DISMANTLE:</b>						\$
<b># Pieces to be spotted _____ Heaviest Pieces _____</b>						

**Sub Total \$ \_\_\_\_\_**

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**



CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
 MAY 9-11, 2022  
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FEATURING  
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 SHOWCASE & DEMO  
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 PO Box 3000 F: 609-485-2392  
 Pleasantville, NJ 08232  
 WWW.VISTACS.COM

**DEADLINE DATE:  
 APRIL 19, 2022**

**INTENT TO USE NON-OFFICIAL CONTRACTORS**

**A NON-OFFICIAL CONTRACTOR IS:** Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site at the convention facility and does not represent one or more of the official contractors.

1. Exhibitors who choose to use a Non-Official Contractor must complete and sign this form. It must be received at Vista Convention Services no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
2. The Non-Official Contractor must provide Vista Convention Services with an original "Certificate of Insurance". This certificate must be received no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
3. Failure to provide Vista Convention Services with the above items 1 and 2 will result in said firms being required to hire installation and dismantling labor from Vista Convention Services. Non-Official Contractors will be able to provide supervision only.
4. All representatives of the Non-Official Contractors must obtain an "EXHIBIT CREW" badge at Vista Convention Services Labor Desk.

**NOTIFICATION DEADLINE DATE: See Above.**

**Company Name:** \_\_\_\_\_ **Booth #:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_

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

**Full Name of Non-Official Contractor:** \_\_\_\_\_

**Complete Address:** \_\_\_\_\_

**City, State:** \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Non-Official Contractor "Show Site" Representative:** \_\_\_\_\_

**Type of Service to Be Performed:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadling date!**

**CERTS**2022  
AFCEA

CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
MAY 9-11, 2022  
AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
AUGUSTA, GEORGIA



6575 Delilah Road P: 609-485-2421  
PO Box 3000 F: 609-485-2392  
Pleasantville, NJ 08232  
WWW.VISTACS.COM

## ACCESSIBLE STORAGE

*Accessible storage will be available to you at this show. If you need to store and access materials that you do not have space for in your booth, such as back up equipment or hand-outs for attendees, accessible storage is an area at show site designated to hold these items for you.*

**This is NOT an order form. *This service must be ordered on-site.***

### Notes

- You must sign up for this service and pick up your labels at the VISTA Services desk.
- All freight received at the show will be delivered to your booth space first, and will be placed in accessible storage when properly labeled.
- This is not secured storage.
- This is not empty storage.
- Accessible storage items may not be the first items returned to your booth at the close of the show.
- There will be a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.

### Storage Rates

- The rate for accessible storage is \$150.00 per skid, plus access rates.

### Access Rates

- There is a 1/2 hour labor charge (minimum) each time something is placed into or removed from accessible storage. The charge will be applied at the corresponding rate for the time it is accessed.



CYBER EDUCATION, RESEARCH AND TRAINING SYMPOSIUM  
 MAY 9-11, 2022  
 AUGUSTA MARRIOTT AT THE CONVENTION CENTER  
 AUGUSTA, GEORGIA



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 Pleasantville, NJ 08232  
 WWW.VISTACS.COM

**DEADLINE DATE:  
 APRIL 25, 2022**

**BOOTH CLEANING ORDER FORM**

*Price is based on total square footage of your booth space.*

**INDICATE YOUR REQUIREMENTS:**

- |   |                   |                    |
|---|-------------------|--------------------|
|   | <u>ADVANCED</u>   | <u>STANDARD</u>    |
| <input type="checkbox"/> Daily (2 days) - Vacuuming .....                     | \$.60 per sq. ft. | \$.80 per sq. ft.  |
| <input type="checkbox"/> Once (1 day) - Vacuuming before initial opening .... | \$.75 per sq. ft. | \$1.00 per sq. ft. |

Size of Booth \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ Sq. Ft. x Rate: \_\_\_\_\_ x No. of Days: \_\_\_\_\_ = \$ \_\_\_\_\_  
 (MINIMUM CHARGE: 100 SQ. FT. PER DAY)

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All Charges payable in U.S. funds only. Check, Cash, Traveler's Checks, VISA, MasterCard, and American Express are accepted.

**CANCELLATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth \_\_\_\_\_

**Submit order with payment to: [orders@vistacs.com](mailto:orders@vistacs.com) before deadline date!**

**CERTS**2022  
AFCEA

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## GRAPHIC GUIDELINES

# GUIDELINES FOR SUBMITTING GRAPHICS

## Vista Convention Services-Design/Graphics Department

Vista Convention Services  
6575 Delilah Road  
Egg Harbor Township, NJ 08234  
E-mail: [orders@vistacs.com](mailto:orders@vistacs.com)

We can accept graphic files created with the following programs:

**Adobe Acrobat Professional 8.0**  
**Adobe Illustrator CS5**  
**Photoshop CS5**  
**Adobe InDesign CS5**

We prefer to work with Adobe Acrobat high resolution PDF files. However we will also accept: Whenever possible artwork saved as vector files, which can be resized without losing resolution.

**ALL vector files MUST have fonts converted to outlines or curves, and/or include all the fonts which you have used to create your files (True or Open Type Font only).**

Any bitmapped or raster files, such as .tif, .bmp, .jpeg, must be of sufficient resolution to print properly at the intended dimensions, resolution should be 300dpi on a half size graphic or actual size graphic at 90-120 dpi. If uncertain as to requirements please consult us before sending files

**(\*No bleeds needed on printable files)**

**“Files which have been created for web publication, or logos which are scanned from letterheads are NOT accepted for large format digital printing.”**

We are not responsible for spelling mistakes on text or low resolution images sent by clients. A fee applies for replacing the sign.

### Color Matching

Please provide a method for us to accurately reproduce the colors you require for your graphics. Colors specified using the Pantone ® color matching system is the preferred method.

### Sending Files

Files which are not overly large can be sent by e-mail. If you have a FTP site we could download the file if you send the information we need. Otherwise we would prefer files sent on a CD. If you have any questions, please contact us before sending your files





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**DISCOUNT  
DEADLINE DATE:  
APRIL 19, 2022**

# GRAPHICS

Quantity	Size	Discount Rate	Standard Rate	Amount
	11" x 14"	94.00	122.25	
	14" x 22"	123.50	160.50	
	22" x 28"	136.25	177.00	
	28" x 44"	197.50	256.75	

***SALES TAX WILL BE ADDED TO ALL SIGN PRICES (8%)***

- Easel back applied to sign quoted upon request.
- All prices are for single-sided, double-sided quoted upon request.
- Special sizes and materials quoted upon request.
- Delivery time is not guaranteed on orders placed at showsite.
- **All orders must be received (14) days before show opens. Orders after Deadline Date will be subject to an additional 50% fee.**
- Please utilize one of the following programs: **Adobe Acrobat Professional 8.0, Adobe Illustrator EPS, Tiff, Photoshop, PDF with 300 DPI minimum**

Vertical  Horizontal 

Color of Background \_\_\_\_\_ Color of Lettering \_\_\_\_\_

Please type desired copy below or attached a separate sheet

***ALL ADVANCE SIGN ORDERS WILL BE AVAILABLE FOR CUSTOMER PICK UP AT SHOWSITE SERVICE DESK***

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted.  
**CANCELLATION POLICY:** ***ALL signs cancelled after orders have been received will be charged at 100% of original price.***

Sub Total \$ \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

**Submit orders to: [ORDERS@VISTACS.COM](mailto:ORDERS@VISTACS.COM) before deadline date!**



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## FIRE REGULATIONS

### BOOTH CONSTRUCTION

Booths, platforms and space dividers shall be of materials that are rendered flame-retardant, satisfactory to the local fire department representatives. Coverings for counters or tables used within or as a part of the booth shall be flame-retardant. All electrical wiring and apparatus shall be of a 3-wire UL type approved.

### PERMITS

A permit shall be required for the following:

- Display and operation of any heater, barbecue, heat-producing or open flame device, candles, lamps, lanterns, torches, etc.
- Display or operation of any electrical, mechanical, or chemical device which may be deemed hazardous by the local fire department.
- Use or storage of flammable liquids and dangerous chemicals.
- Display of any internal combustion engine (special requirements available upon request).
- Use of any compressed gases (permit required for 32CF bottles 1/2 full or less).

### OBSTRUCTIONS

Aisles and exits, as designated on approved show plans, shall be kept clean, clear and free of obstacles. Booth construction shall be substantial and fixed in position in specified areas for the duration of the show. Easels, signs, etc., shall not be placed beyond the booth area into aisles. Firefighting equipment shall be provided and maintained in accessible, easily-seen locations and may be required to be posted with designating signs.

### FLAME RETARDANT TREATMENT

All decorations, drapes, signs, banners, acoustical materials, cotton, paper, hay, straw, moss, split bamboo, plastic cloth and similar materials shall be flame-retardant unless smaller than 1,232 square inches (28" x 44") if separated from other combustibles by a minimum of 12" horizontally and 24" vertically. Oil cloth, tar paper, nylon and certain other plastic materials cannot be made flame retardant, therefore their use is prohibited .

### COMBUSTIBLES

Literature on display shall be limited to reasonable quantities (one-day supply). Reserve supplies shall be kept in closed containers and stored in a neat and compact manner in a location approved by the fire department. All exhibit and display empty cartons must be stored in an approved drayage area. If show is under a 24-hour approved manned security program, automobiles are allowed to retain 1 gallon or less of fuel, and gas caps must be taped. Batteries are to be disconnected and taped.

*Storage behind booth backwall is strictly prohibited.*



2022

**TRADE SHOW  
FURNISHINGS**  
.....  
**KIT CATALOG**







## BLANC



**Blanc Sofa**  
Bright White Leather  
75"W x 35"D x 35"H



**Blanc Loveseat**  
Bright White Leather  
54"W x 35"D x 35"H



**Blanc Chair**  
Bright White Leather  
33"W x 35"D x 35"H



**Blanc Bench Ottoman**  
Bright White Leather  
48"W x 24"D x 18"H



**Blanc Cube Ottoman**  
Bright White Leather  
17"Square x 17"H

## WHISPER



**Whisper Sofa**  
White Leather  
87"W x 37"D x 35"H



**Whisper Loveseat**  
White Leather  
61"W x 37"D x 35"H



**Whisper Chair**  
White Leather  
35"W x 37"D x 35"H

## WHISPER



### Whisper Bench Ottoman

White Leather  
60"W x 24"D x 17"H



### Whisper Square Ottoman

White Leather  
40"Square x 17"H



### Whisper Round Ottoman

White Leather  
46"Round x 17"H

## FUNCTION

Modular Seating Collection



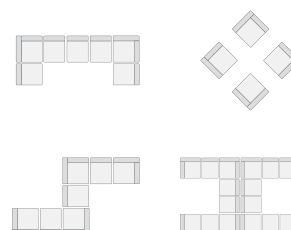
### Function Armless Chair

White Leather  
28"Square x 29"H



### Function Corner

White Leather  
28"Square x 29"H



## CONTINENTAL

Modular Seating Collection



### Continental Curved Loveseat

White Leather  
82"W x 34"D x 31"H



### Continental Reverse Curved Loveseat

White Leather  
72"W x 34"D x 31"H



### Continental Wedge Ottoman

White Leather  
30"W x 34"D x 19"H



## CONTINENTAL

Modular Seating Collection



### Continental Curved Bench

White Leather  
70"W x 26"D x 19"H



### Continental Half Moon Ottoman

White Leather  
33"W x 19"D x 19"H

## SOPHISTICATION

Modular Seating Collection



### Sophistication Sofa

White Leather  
72"W x 31"D x 48"H



### Sophistication Loveseat

White Leather  
48"W x 31"D x 48"H



### Sophistication Chair

White Leather  
24"W x 31"D x 48"H



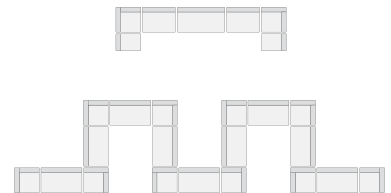
### Sophistication Corner

White Leather  
31"Square x 48"H



### Sophistication Ottoman

White Leather  
31"Square x 19"H



# BOCA

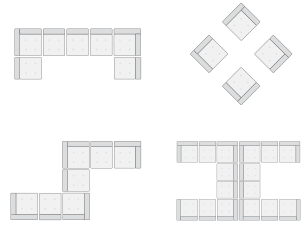
Modular Seating Collection



**Boca Corner**  
Black Leather  
22"W x 27"D x 30"H



**Boca Armless**  
Black Leather  
27"Square x 30"H



# METRO



**Metro Sofa**  
Black Leather  
85"W x 35"D x 35"H



**Metro Loveseat**  
Black Leather  
60"W x 35"D x 35"H



**Metro Chair**  
Black Leather  
35"Square x 35"H



**Metro Square Ottoman**  
Black Leather  
40"Square x 17"H



**Metro Bench Ottoman**  
Black Leather  
60"W x 24"D x 17"H

## SUAVE MIDNIGHT



### Suave Midnight Sofa

Midnight Suede  
77"W x 36"D x 33"H



### Suave Midnight Loveseat

Midnight Suede  
54"W x 36"D x 33"H



### Suave Midnight Chair

Midnight Suede  
32"W x 36"D x 33"H

## GRAMMERCY

Modular Seating Collection



### Grammercy Sofa

Charcoal Leather  
82"W x 36"D x 36"H



### Grammercy Loveseat

Charcoal Leather  
57"W x 36"D x 36"H



### Grammercy Chair

Charcoal Leather  
28"W x 36"D x 36"H



### Grammercy Corner

Charcoal Leather  
36"Square x 36"H



### Grammercy Round Ottoman

Charcoal Leather  
46"Round x 17"H



### Grammercy Square Ottoman

Charcoal Leather  
40"Square x 17"H  
Also Available in Bench Ottoman  
60"W x 24"D x 17"H

## PARMA



**Parma Sofa**  
Brown Leather  
79"W x 37"D x 36"H



**Parma Loveseat**  
Brown Leather  
56"W x 37"D x 36"H



**Parma Chair**  
Brown Leather  
33"W x 37"D x 36"H



**Parma Bench Ottoman**  
Brown Leather  
60"W x 24"D x 17"H

## MONTANA MOCHA



**Montana Mocha Sofa**  
Mocha Tan Fabric  
79"W x 35"D x 34"H



**Montana Mocha Loveseat**  
Mocha Tan Fabric  
57"W x 35"D x 34"H



**Montana Mocha Chair**  
Mocha Tan Fabric  
35"Square x 34"H

## MADISON



### **Madison Sofa**

Tan Fabric  
86"W x 34"D x 34"H



### **Madison Chair**

Tan Fabric  
33"W x 34"D x 34"H



### **Madison Sky Bench**

Teal Fabric  
48"W x 24"D x 17"H



### **Madison Ottoman - Willow**

Green Fabric  
24"Square x 17"H



### **Madison Ottoman - Sand Dollar**

Tan Fabric  
24"Square x 17"H



### **Madison Ottoman - Apricot**

Orange Fabric  
24"Square x 17"H



### **Madison Ottoman - Sunflower**

Yellow Fabric  
24"Square x 17"H

## CHANDLER



### Chandler Sofa

Red Leather  
76"W x 37"D x 35"H



### Chandler Loveseat

Red Leather  
53"W x 37"D x 35"H



### Chandler Chair

Red Leather  
31"W x 37"D x 35"H



### Chandler Bench Ottoman

Red Leather  
60"W x 24"D x 17"H

## EVOKE



### Evoke Sofa

Coffee Resin Frame with Tan Cushions  
81"W x 35"D x 27"H



### Evoke Chair

Coffee Resin Frame with Tan Cushions  
33"W x 35"D x 27"H



### Evoke Cocktail Table

Coffee Resin Frame  
48"W x 24"D x 18"H



## EVOKE

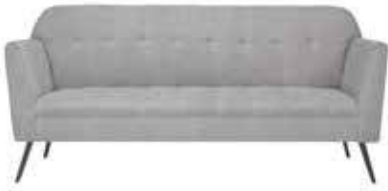


**Evoke End Table**  
Coffee Resin Frame  
24"W x 28"D x 25"H



**Evoke Cube Table**  
Coffee Resin Frame  
18"Square x 18"H

## NIKO



**Niko Sofa**  
Grey Microfiber  
81"W x 30"D x 38"H



**Niko Loveseat**  
Grey Microfiber  
58"W x 30"D x 38"H



**Niko Chair**  
Grey Microfiber  
31"W x 30"D x 38"H

## STAGE CHAIRS



**Midnight Stage Chair**  
Midnight Microfiber  
25"W x 26"D x 37"H



**Chamois Stage Chair**  
Beige Microfiber  
25"W x 26"D x 37"H



**Buckskin Stage Chair**  
Tan Microfiber  
25"W x 26"D x 37"H

## STAGE CHAIRS



### Empire Chair

- Black Leather
  - White Leather
- 28"W x 32"D x 32"H



### Tulip Chair

- Black Fabric/Tilt Back/Caster Feet
- 27"W x 26"D x 35"H



### Monarch Chair

- Bright White Leather
- 28"Square x 30"H

## OTTOMANS & BENCHES



### Curved Bench

- Continental White Leather
- 70"W x 26"D x 19"H



### Square Ottoman

- Metro Black Leather
  - Whisper White Leather
  - Grammercy Charcoal Leather
- 40"Square x 17"H



### Bench Ottoman

- Metro Black Leather
  - Whisper White Leather
  - Chandler Red Leather
  - Grammercy Charcoal Leather
  - Parma Brown Leather
- 60"W x 24"D x 17"H



### Essentials Storage Ottoman

- White Leather with Locking Mechanism
- 48"W x 24"D x 20"H  
Lock Not Included



### Round Ottoman

- Grammercy Charcoal Leather
  - Whisper White Leather
- 46"Round x 17"H



### 1/4 Round Ottoman

- Grammercy Charcoal Leather
  - Whisper White Leather
- 34"W x 19"D x 17"H

## OTTOMANS & BENCHES



### **Madison Sky Bench**

Teal Fabric  
48"W x 24"D x 17"H



### **Madison Ottomans**

Left to Right: Willow, Sand Dollar, Apricot, Sunflower  
24"Square x 17"H

## BANQUETTES



### **Essentials Banquette**

White Leather  
60"Round x 48"H (2 Pieces)



### **Whisper Banquette**

White Leather  
59"Round x 38"H (2 Pieces)



### **Grammercy Banquette**

Charcoal Leather  
59"Round x 38"H (2 Pieces)

## TURNING BEDS



### **Essentials Turning Bed**

White Leather  
96"W x 48"D x 36"H

## CUBE OTTOMANS



### Cube Ottomans

From left to right: Blanc Bright White Leather (17"Square x 17"H), Whisper White Leather, Metro Black Leather, Red Vinyl, Green Vinyl, Blue Vinyl, Purple Vinyl  
18"Square x 18"H



### Essentials Turning Bed - Charged

White Leather  
96"W x 48"D x 25"H

*\*White slip cover available for black charging unit.  
\*Maximum of 1 bed per power source.*



### Boca Corner - Charged

Bright White Leather  
27"Square x 30"H

*\*Maximum of 4 daisy linked together per power source.*



### Boca Chair - Charged

Bright White Leather  
22"W x 27"D x 30"H

*\*Maximum of 4 daisy linked together per power source.*



### Aspen Bar Table - Charged

White / Brushed Steel  
72"W x 26"D x 42"H

*\*Maximum of 1 table per power source.*



### Aspen Cocktail Table - Charged

White / Brushed Steel  
48"W x 24"D x 18"H

*\*Maximum of 1 table per power source.*



### White Conference Table - Charged

White  
96"W x 43"D x 30"H

*\*Maximum of 1 table per power source.*



**Patrice Table Chair - Charged**

Bright White Leather  
28"W x 31"D x 31"H

*\*Maximum of 6 daisy linked together per power source.*



**Lincoln Bench - Charged**

Bright White Leather  
59"W x 39"D x 17"H

*\*Maximum of 3 daisy linked together per power source.*

OCCASIONAL TABLES



**Tribeca Tables**

End Table Wood/Black  
24"W x 28"D x 22"H  
Console Table Wood/Black  
48"W x 18"D x 30"H  
Cocktail Table Wood/Black  
48"W x 28"D x 19"H



**Novel Tables**

End Table Satin Steel  
15" Square x 16"H  
Cocktail Table Satin Steel  
46"W x 15"D x 16"H



**Aria Tables Red**

End Table Red/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Red/Brushed Steel  
44"W x 20"D x 18"H



**Aria Tables Green**

End Table Green/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Green/Brushed Steel  
44"W x 20"D x 18"H



**Aria Tables Blue**

End Table Blue/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Blue/Brushed Steel  
44"W x 20"D x 18"H

## OCCASIONAL TABLES



### Aria Tables Purple

End Table Purple/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Purple/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables White

End Table White/Brushed Steel  
24"W x 20"D x 22"H  
Console Table White/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table White/Brushed Steel  
44"W x 20"D x 18"H



### Aria Tables Charcoal

End Table Storm Grey/Brushed Steel  
24"W x 20"H x 22"H  
Console Table Storm Grey/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table Storm Grey/Brushed Steel  
44"W x 20"D x 18"H



### Fuze Tables

End Table Chrome/Zebra wood Laminate  
24"Square x 23"H  
Console Table Chrome/Zebra wood Laminate  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Zebra wood Laminate  
40"Square x 16"H



### London Tables

End Table Chrome/Marble  
24"Square x 23"H  
Console Table Chrome/Marble  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Marble  
40"Square x 16"H



### Brooklyn Tables

End Table Square - Chrome  
22"Square x 20"H  
End Table Round - Chrome  
20"Round x 20"H  
Cocktail Table Rectangle - Chrome  
42"W x 24"D x 16"H  
Cocktail Table Round - Chrome  
30"Round x 16"H



### Vivid Tables

End Table - Smoked Powder Coat Finish  
26"Square x 21"H  
Console Table - Smoked Powder Coat Finish  
50"W x 24"D x 30"H  
Cocktail Table - Smoked Powder Coat Finish  
50"W x 24"D x 16"H



### Club Tables

End Table  
44"W x 22"D x 18"H  
Cocktail Table  
22"Square x 18"H  
(Includes built in Wireless LED Lighting)



### Rose Table

17"Round x 17"H



## OCCASIONAL TABLES



**Zanzibar Table**

17"Square



**Cube End Tables**

■ Black 24"  
□ White 24"  
24"Square x 21"H



**Cube Cocktail Tables**

■ Black 24"  
□ White 24"  
24"Square x 16"H



**Phoebe Tables**

From left to right: Yellow, Lime Green, Rose, Gold, Teal  
17"Round x 22"H



**Hylton Tablet Table**

White/Brushed Steel  
18"W x 12"D x 28"H

## BARS & BAR BACKS



### VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit  
 72"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit  
 48"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### Bar

■ Black with 2 shelves in back  
 □ White with 2 shelves in back  
 48"W x 16"D x 42"H



### Blox Bar Back

Walnut/Brushed Metal  
 30"W x 16"D x 86"H  
 Please Inquire About Shelf Dimensions



### Piazza Bar Back

■ Black  
 □ White  
 44"W x 12"D x 79"H  
 13"W x 14"H (Inside Shelf)

## BAR STOOLS



### Vienna Stool

- Gray Acrylic
  - Orange Acrylic
  - Teal Acrylic
- 17" Square x 39"H



### Cris Cross Bar Stool

- Espresso Leather
  - White Leather
- 15"W x 19"D x 41"H



### Escape Stool

- Natural Maple
- 20"W x 19"D x 46"H



### Silk Back Bar Stool

- Black
- White
- Blue
- Green
- Purple
- Red

17"W x 18"D x 42"H



### Euro Bar Stool

- Black
- 22"W x 24"D x 42"H



### Hourglass Bar Stool

- Black
  - White
- 18"W x 20"D x 43"H



### Equino Stool

- Black
  - White
- 15"W x 13"D x 35"H

## BAR STOOLS



**Clara Stool**  
White  
17"W x 21"D x 41"H



**Marcus Bar Stool**  
Steel  
17"Square (at footbase) x 29"H



**Regal Stool**  
Brown Leather  
19"W x 24"D x 45"H



**Caprice Stool**  
Black Fabric  
25"W x 26"D x 44"H



**Sonic Stool**  
Black  
22"W x 23"D x 42"H



**Nexus Stool**  
White  
19"W x 20"D x 44"H

## CAFE CHAIRS



**Vienna Chair**  
 ■ Gray Acrylic  
 ■ Orange Acrylic  
 ■ Teal Acrylic  
 21"Square x 32"H



**Silk Back Chair**  
 ■ Black ■ Green  
 ■ White ■ Purple  
 ■ Blue ■ Red  
 17"W x 18"D x 34"H

## CAFE CHAIRS



**Clara Chair**  
White  
18"W x 21"D x 34"H



**Leslie Chair**  
White  
17"W x 21"D x 31"H



**Criss Cross Chair**  
 Espresso Leather  
 White Leather  
 17"W x 21"D x 35"H



**Elio Chair**  
Steel  
17"Square x 33"H



**Caprice Chair**  
Black  
25"W x 24"D x 32"H



**Comet Chair**  
Black  
23"W x 22"D x 32"H (With Arms)  
19"W x 22"D x 32"H (Without Arms)



**Regal Dining Chair**  
Brown Leather  
19"W x 23"D x 38"H



**Sonic Chair**  
Black  
20"W x 21"D x 32"H



**Nexus Chair**  
White  
19"W x 22"D x 32"H

## CAFE CHAIRS



**Colin Chair**  
Natural Maple  
22"W x 19"D x 33"H

## BAR TABLES



**Euro Bar Table**  
Black/Black 30"  
30"Round x 42"H  
Black/Black 36"  
36"Round x 42"H



**Silk Bar Table**  
Black/Chrome 30"  
30"Round x 42"H  
Black/Chrome 36"  
36"Round x 42"H



**City Bar Table**  
Maple/Black 30"  
30"Round x 42"H  
Maple/Black 36"  
36"Round x 42"H



**Park Ave Bar Table**  
Maple/Chrome 30"  
30"Round x 42"H  
Maple/Chrome 36"  
36"Round x 42"H



**Summit Bar Table**  
White/Black 30"  
30"Round x 42"H  
White/Black 36"  
36"Round x 42"H



**Blanco Round Bar Table**  
White/Chrome 30"  
30"Round x 42"H  
White/Chrome 36"  
36"Round x 42"H



## BAR TABLES



**Fuze Bar Table**  
Zebrawood Laminate/Chrome  
36"Square x 42"H



**Blanco Square Bar Table**  
White/Chrome  
24"Square x 42"H



**Blanco Rectangle Bar Table**  
White/Chrome  
72"W x 24"D x 42"H



**Spectrum Bar Table Red**  
Red/Chrome  
24"Square x 42"H



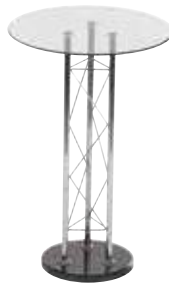
**Spectrum Bar Table Blue**  
Blue/Chrome  
24"Square x 42"H



**Spectrum Bar Table Purple**  
Purple/Chrome  
24"Square x 42"H



**Spectrum Bar Table Green**  
Green/Chrome  
24"Square x 42"H



**Chardonnay Bar Table**  
Clear Glass/Chrome  
31"Round x 42"H



**Zinc Bar Table**  
Chrome  
24"Round x 42"H

## BAR TABLES



**Aspen Bar Table**  
White/Brushed Steel  
72"W x 26"D x 42"H

## CAFÉ TABLES



**Euro Café Table**  
Black/Black 30"  
30"Round x 30"H  
Black/Black 36"  
36"Round x 30"H



**Silk Café Table**  
Black/Chrome 30"  
30"Round x 30"H  
Black/Chrome 36"  
36"Round x 30"H



**Park Ave Café Table**  
Maple/Chrome 30"  
30"Round x 30"H  
Maple/Chrome 36"  
36"Round x 30"H



**City Café Table**  
Maple/Black 30"  
30"Round x 30"H  
Maple/Black 36"  
36"Round x 30"H



**Summit Café Table**  
White/Black 30"  
30"Round x 30"H  
White/Black 36"  
36"Round x 30"H



**Blanco Café Table**  
White/Chrome 30"  
30"Round x 30"H  
White/Chrome 36"  
36"Round x 30"H

## CAFÉ TABLES



**Fuze Café Table**  
Zebrawood Laminate/Chrome  
36" Square x 30"H



**Blanco Square Café Table**  
White/Chrome Rectangle  
24" Square x 30"H



**Blanco Rectangle Café Table**  
White/Chrome Rectangle  
72"W x 24"D x 30"H



**Spectrum Café Table Red**  
Red/Chrome  
24" Square x 30"H



**Spectrum Café Table Blue**  
Blue/Chrome  
24" Square x 30"H



**Spectrum Café Table Purple**  
Purple/Chrome  
24" Square x 30"H



**Spectrum Café Table Green**  
Green/Chrome  
24" Square x 30"H



**Aspen Dining Table**  
White/Brushed Steel  
72"W x 30"D x 30"H



**Brio Dining Table**  
Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

## OFFICE SEATING



**Tamiri High Back Chair**

Black Leather  
25"W x 27"D x 45"H



**Tamiri Mid Back Chair**

Black Leather  
25"W x 27"D x 39"H



**Tamiri Guest Chair**

Black Leather  
25"W x 27"D x 37"H



**Accord Chair**

■ Black  
□ White  
25"Square x 44"H



**Goal Task Chair**

Black  
25"W x 24"D x 39"H



**Goal Task Chair Armless**

Black  
21"W x 24"D x 39"H

## OFFICE SEATING



**Enterprise High Back Conference Chair**  
 Black Fabric  
 25"W x 27"D x 45"H



**Enterprise Mid Back Conference Chair**  
 Black Fabric  
 24"W x 26"D x 39"H



**Enterprise Guest Chair**  
 Black Fabric  
 25"W x 27"D x 37"H



**Goal Drafting Stool**  
 Black  
 25"W x 24"D x 48"H



**Goal Drafting Stool Armless**  
 Black  
 21"W x 24"D x 48"H

## CONFERENCE TABLES



**Conference Table Round**  
 ■ Black  
 ■ Mahogany  
 42"Round x 29"H



**Conference Table Rectangle**  
 ■ Black 6'  
 ■ Mahogany 6'  
 □ White 6'  
 ■ Black 8'  
 ■ Mahogany 8'  
 □ White 8'  
 72"W x 36"D x 30"H    96"W x 48"D x 30"H

## OFFICE FURNITURE



### Computer Kiosk

Black  
 White  
 24" Square x 42"H



### Black Credenza

Black  
 60"W x 20"D x 29"H



### Black Double Pedestal Desk

Black  
 60"W x 30"D x 29"H



### 5 Shelf Bookcase

Black  
 Mahogany  
 36"W x 12"D x 72"H



### Genoa Kneespace Credenza

Mahogany 2 Filing Cabinets/2-Drawers  
 66"W x 20"D x 29"H



### Genoa Executive Desk

Mahogany Double Pedestal-Locking Drawers  
 72"W x 36"D x 29"H



### Genoa Storage Credenza

Mahogany 2 Filing Cabinets  
 2-Drawers-Inside Shelves  
 66"W x 20"D x 29"H



## OFFICE FURNITURE



### **Vivid Café Table Square**

Clear Glass/Smoked Powder Coat Finish  
42"Square x 30"H



### **Vivid Café Table Rectangle**

Clear Glass/Smoked Powder Coat Finish  
60"W x 36"D x 30"H



### **Brooklyn Rectangle Dining Table**

Clear Glass/Chrome  
60"W x 36"D x 30"H



### **Brooklyn Round Dining Table**

Clear Glass/Chrome  
42"Round x 30"H



### **Aspen Dining Table**

White/Brushed Steel  
72"W x 30"D x 30"H



### **Brio Dining Table**

Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

## METAL FILE & STORAGE CABINETS



### 2-Drawer File

Black Letter  
15"W x 25"D x 29"H  
Black Legal  
18"W x 25"D x 29"H



### 4-Drawer File

Black Letter  
15"W x 25"D x 52"H  
Black Legal  
18"W x 25"D x 52"H



### 2-Drawer Lateral File

Black (Pictured)  
36"W x 18"D x 27"H  
Black (Not Pictured)  
36"W x 20"D x 29"H



### 4-Drawer Lateral File

Black  
36"W x 18"D x 54"H



### Storage Cabinet

Black  
36"W x 18"D x 72"H

# PEDESTALS



## Display Pedestals 42"

- Black  
14"Square x 42"H
- Black  
24"Square x 42"H
- Black  
18"Square x 42"H
- White  
14"Square x 42"H



## Display Pedestals 36"

- Black  
14"Square x 36"H
- Black  
24"Square x 36"H
- White  
14"Square x 36"H
- White  
24"Square x 36"H



## Display Pedestals 30"

- Black  
14"Square x 30"H
- Black  
24"Square x 30"H
- Black  
18"Square x 30"H
- White  
14"Square x 30"H



## Locking Pedestal

- Black
  - White
- 24"Square x 42"H



## Fuze Pedestal

- Zebra wood Laminate/Chrome  
16"Square x 44"H



## London Pedestal

- Marble/Chrome  
16"Square x 44"H

## MISCELLANEOUS ITEMS



**Stanchion**  
Chrome  
41"H  
**Stanchion Rope**  
Red Velour  
6'L



**Nero Literature Rack**  
Black  
15"W x 12"D x 54"H



**Argento Literature Rack**  
Aluminum  
15"W x 12"D x 54"H



**Alto Literature Rack**  
Black/Metal  
11"W x 10"D x 57"H



**Compact Refrigerator**  
Black 4 Cu Ft  
21"W x 22"D x 32"H

## LIGHTING



### **Brushed Steel Lamps**

Table Lamp White/Steel  
26"H

Floor Lamp White/Steel  
66"H



### **Brushed Nickel Lamps**

Table Lamp White/Nickel  
29"H

Floor Lamp White/Nickel  
60"H



### **Rubbed Bronze Lamps**

Table Lamp White/Bronze  
28"H

Floor Lamp White/Bronze  
60"H



### **Neutrino Floor Lamp**

Steel  
67"H

# DESIGN YOUR BOOTH SPACE **YOUR WAY**



## **10x20 Booth Footprint**

Boca Chair - Charged • Brooklyn Round Cocktail Table • Phoebe Table - Lime Green  
Aspen Bar Table - Charged • Silk Back Stool - Green



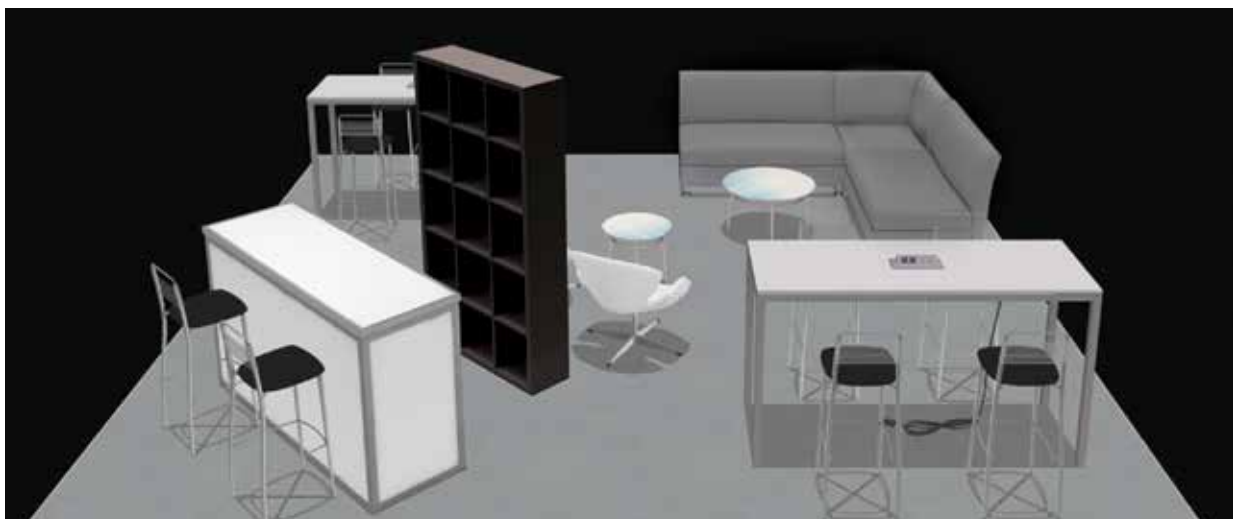
## **10x10 Booth Footprint**

Madison Chair • Madison Bench - Apricot  
Phoebe Table - Hazelnut • Blox Bar Back



## **10x10 Booth Footprint**

Patrice Tablet Chair - Charged • Brooklyn Round End Table  
Equino Stool - Black • Chardonnay Bar Table



## **20x20 Booth Footprint**

Grammercy Loveseats • Grammercy Corner • Brooklyn Round Cocktail Table • Monarch Chairs • Brooklyn Round End Table  
Piazza Bar Back - Espresso • Silk Back Stools - Black • Aspen Bar Tables - Charged • 6' VIP Bar



