

exhibitor  
**SERVICES**  
manual

IFT Chicago Section  
Suppliers' Night

November 12, 2014



# *Index of Services*

For your convenience, the services and show information available through RES and the Donald E. Stephens Convention Center have been categorized and color coded. Please use this sheet as a reference guide when looking for a particular form.

## **GENERAL INFORMATION**

- Show Specials
- Order Summary and Payment
- Terms and Conditions

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## **FREIGHT SHIPPING**

- Material Handling
- Shipping Instructions
- Advance Warehouse Shipping Label
- Direct Shipping Label

## **RES CUSTOMER SERVICE CONTACT INFORMATION**

**General**  
847-696-2208  
customerservice@rosemontexpo.com

**Bernie Buttitta**  
847-993-4815  
bbuttitta@rosemontexpo.com

**Linda Talaber**  
847-993-4657  
ltalaber@rosemontexpo.com

**Visit RESEXPO.com for Online Ordering**



TO: IFT CHICAGO SECTION SUPPLIERS' NIGHT EXHIBITORS  
FROM: ROSEMONT EXPOSITION SERVICES  
RE: SHOW MOVE-IN AND SET-UP INFORMATION

Dear Exhibitors,

On behalf of Rosemont Exposition Services, I would like to welcome you as an exhibitor at THE IFT CHICAGO SECTION SUPPLIERS' NIGHT and let you know that as the General Contractor on the show, we will do our utmost to assist you towards a successful event. To help coordinate your show activities, below we have listed relevant information you may need to insure a smooth and professional set-up.

**ALL DIRECT SHIPMENTS TO THE DONALD E. STEPHENS CONVENTION CENTER**

**THERE WILL BE NO CHARGE FOR DIRECT SHIPMENTS RECEIVED AT THE DONALD E. STEPHENS CONVENTION CENTER ON THE IFT CHICAGO SECTION SUPPLIER'S NIGHT.**

Direct shipments to the DONALD E. STEPHENS CONVENTION CENTER will be received and delivered to the exhibitor's booth.

The move-in of exhibits and materials at the DONALD E. STEPHENS CONVENTION CENTER will take place from 8:00 AM to 12:00 noon on Wednesday November 12, 2014.

The shipping address is as follows for direct shipments to the DONALD E. STEPHENS CONVENTION CENTER ONLY ON NOVEMBER 12<sup>TH</sup>.

IFT CHICAGO SECTION SUPPLIERS' NIGHT EXHIBITORS  
Company Name  
Booth Number  
c/o Rosemont Exposition Services  
9300 William Street  
Rosemont, IL 60018

**PLEASE BE SURE TO INSTRUCT YOUR FREIGHT CARRIER TO DELIVER SHOW MATERIALS CONSIGNED DIRECTLY TO THE DONALD E. STEPHENS CONVENTION CENTER NO EARLIER THAN WEDNESDAY, NOVEMBER 12<sup>TH</sup>. THE MATERIALS CANNOT BE HELD AT THE DONALD E. STEPHENS CONVENTION CENTER PRIOR TO THAT DATE, AND SHOULD BE SENT TO THE WAREHOUSE ADDRESS.**

## **BOOTH FURNISHINGS**

Each booth space will be automatically provided with the following equipment. It will not be necessary to order the following items.

- a.) Standard pipe and drape
- b.) Exhibitor I.D. sign
- c.) 2 – skirted tables (skirted in show colors)
- d.) 2 – side chairs
- e.) 1 – wastebasket

If your company will require additional furnishings in excess of that provided above, please fax the appropriate attached form back to R.E.S. indicating which items you may require at (847) 696-9797.

## **MOVE-OUT**

The IFT CHICAGO SECTION SUPPLIERS' NIGHT is scheduled to close on WEDNESDAY, NOVEMBER 12, 2014 AT 6:30 PM. All show materials should be removed from the hall at that time, and shipping arrangements are the responsibility of the individual exhibitor. **(AFTER THE CLOSE OF THE SHOW ANY FREIGHT LEFT IN THE EXHIBIT HALL AFTER 8:30 P.M. ON NOVEMBER 12, 2014 WILL BE RE-ROUTED AND BILLED TO THE INDIVIDUAL EXHIBITOR).** To assist you in setting up your OUTGOING SHIPMENT, Rosemont Exposition Services, Inc. will have a drayage desk located at the Exhibitor's Service Center, where labels, shipping instruction forms and shipping information will be available.

## **PAYMENT POLICY**

It is the policy of Rosemont Exposition Services to collect all set-up and warehouse charges during the run of the show. Your on-site representative should be prepared to settle all invoices. A credit card number must be furnished in order to establish all accounts. To avoid any misunderstanding regarding show charges, please bring any discrepancies to the attention of R.E.S. Service Center. **ADJUSTMENTS CANNOT BE MADE AFTER THE CLOSE OF THE SHOW.** Acceptable forms of payment are cash, company or certified check, Visa, MasterCard, American Express, Discover or money orders.





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# Order Summary and Payment

Please Mail, E-mail or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
E-mail: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night  
November 12, 2014

**Deadline To Receive Discounted Rates:**  
**October 31, 2014**

We understand that your calculation is only an estimate of charges, and may not reflect the balance of the final invoice.

Please indicate below method of payment to be used for services provided by ROSEMONT EXPOSITION SERVICES.

CASH  
 CREDIT CARD  
 CHECK Check # \_\_\_\_\_

Check should be made payable to  
**Rosemont Exposition Services, Inc.**

Rosemont Exposition Services requires pre-payment of all advance orders. Payment may be by check drawn on U.S. Funds Account, MasterCard, Visa, American Express, or Discover Card.

For information on wire transfers please contact Customer Service at 847-696-2208.

*If you wish to authorize Rosemont Exposition Services to charge the amount of your advance orders and any additional amounts incurred as a result of show site orders placed by you or your representative, as well as outbound billing to your credit card account, please complete the information requested below.*

SERVICES AND EQUIPMENT ORDERED	TOTAL FROM ORDER FORMS
Standard Furniture	\$
Standard Booth Accessories	\$
Custom Furniture	\$
Carpet Rental	\$
Exhibit Rental	\$
Pegboard Rental	\$
VU Case Rentals	\$
Signage & Graphics	\$
RES Extras	\$
Floral	\$
Photography	\$
Electrical Service	\$
Plumbing Service	\$
Cleaning	\$
Internet & Telecommunications	\$
Computer Rental	\$
Audio Visual	\$
Material Handling	\$
Carpenters	\$
Riggers	\$
Decorators	\$
Electricians	\$
<b>Net Amount Due</b>	<b>\$</b>

### Payment Information for Credit Cards

MasterCard     VISA     American Express     Discover Card

Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CV2 Code: \_\_\_\_\_

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

Signature of Cardholder: \_\_\_\_\_

Company Name: \_\_\_\_\_ Show Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Authorized By: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

*By signing, I agree to all Terms and Conditions as outlined on the reverse side of this form.*

Note that it is the policy and practice of Rosemont Exposition Services to mail out exhibitor show service statements at the conclusion of each event. If your company's show site personnel would like to review this statement during the event, please have them stop at the RES Service Center.



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# Terms And Conditions

## ORDER SUMMARY AND PAYMENT SHEET

Rosemont Exposition Services, Inc. requires all advance orders to be paid in full. Payments must be made in U.S. funds. Methods of payment are cash, certified, company or traveler's check, Discover, Visa, MasterCard or American Express. All statements presented on show site must be paid in full at that time, unless previous arrangements have been made for credit in advance. Please see that your show site representative is aware of this policy, and has a means of payment. The credit card authorization section of this form can also be used for show site payments.

## STANDARD FURNITURE - CARPET RENTAL - CUSTOM FURNITURE - UTILITIES

Full payment must accompany advance order. Check or credit card is acceptable. Check should be made payable to Rosemont Exposition Services, Inc. For credit card payment please fill out the Order Summary and Payment Sheet included in your exhibitor kit. Orders and payment must be received by the deadline date indicated to be charged at the discount rate.

Note that discount rates are available only if orders are received by RES on or before the deadline date identified on each of the service order forms included in this kit. Also please be aware of all terms and conditions as outlined on the Standard Furniture, Carpet, Custom Furniture and Utilities Forms. Adjustments cannot be made after the event.

## CANCELLATION TERMS

There will be a 100% charge on skirted tables and drape cancelled once show set-up has begun. Cancellation charges for all other items is 50% of the standard rate. NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

## LABOR

When ordering labor, please be aware of the following:

1. This advance labor request will be considered as only a reservation for labor.
2. On the day and time that you require labor, you must go to the Labor Service Desk, pick up and sign out your labor crew.
3. The labor crew will not be sent to your booth without being signed out.
4. Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
5. All labor is billed at one-half hour minimum for each man.
6. Number of workers required will be determined by labor foreman.

## MATERIAL HANDLING

Drayage and warehouse freight are billed on a round-trip basis, and invoicing will be done from the actual weight as listed on the inbound bills of lading. If you have any questions about material handling, please contact our Customer Service Department. NOTE THAT NO ADJUSTMENTS TO DRAYAGE CHARGES WILL BE MADE ONCE THE SHOW MOVE-OUT HAS CONCLUDED.

## WASTE REMOVAL

Environmental Protection Agency (EPA) regulations require that all water soluble cutting and grinding fluids (coolants-synthetics, soluble oil) be removed in approved containers at the end of the show. This service is available from the official General Contractor who will collect the fluids named on the front from special steel barrels (55 gal. drums) and remove them from the show premises. Each exhibitor, however, has the responsibility of collecting and placing the fluids named on the front of his/her barrel(s).

WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) ONLY SHALL BE PLACED IN APPROVED BARRELS AS MARKED. DO NOT MIX WITH WASTE STRAIGHT OIL, AS THIS WILL RESULT IN A PREMIUM SURCHARGE OF DOUBLE THE QUOTE PER GALLON CHARGE.

WASTE STRAIGHT OIL MUST NOT BE MIXED WITH ANY OTHER MATERIALS INCLUDING WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) AS THIS WILL RESULT IN A SURCHARGE TO THE EXHIBITOR PER GALLON FOR REMOVAL OF MIXED FLUIDS. ONLY PLACE WASTE STRAIGHT OIL IN DESIGNATED BARRELS.



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# Standard Furniture

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014

Please Mail, Email or Fax  
Completed Form to RES:

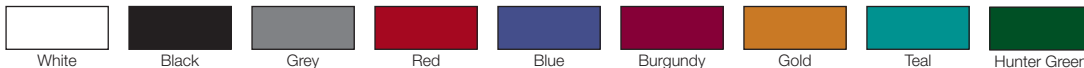
9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

## SKIRTED TABLES & RISERS

Any order received without a specific color will be accommodated with show colors.



	QUANTITY	DISCOUNT	STANDARD	TOTAL
2' x 4' x 30" Skirted Table	_____ x	\$90.00	\$125.00	\$ _____
2' x 4' x 42" Skirted Table	_____ x	\$95.00	\$130.00	\$ _____
2' x 6' x 30" Skirted Table	_____ x	\$100.00	\$135.00	\$ _____
2' x 6' x 42" Skirted Table	_____ x	\$105.00	\$140.00	\$ _____
2' x 8' x 30" Skirted Table	_____ x	\$110.00	\$145.00	\$ _____
2' x 8' x 42" Skirted Table	_____ x	\$115.00	\$150.00	\$ _____
4th side of skirting	_____ x	\$35.00	\$45.00	\$ _____
Skirt color	_____			
1' x 4' x 1' Skirted Riser	_____ x	\$50.00	\$80.00	\$ _____
1' x 6' x 1' Skirted Riser	_____ x	\$60.00	\$90.00	\$ _____
4th side of skirting	_____ x	\$15.00	\$20.00	\$ _____
Skirt color	_____			



## UNSKIRTED TABLES & RISERS



	QUANTITY	DISCOUNT	STANDARD	TOTAL
2' x 4' x 30" Wood Table	_____ x	\$45.00	\$65.00	\$ _____
2' x 4' x 42" Wood Table	_____ x	\$45.00	\$65.00	\$ _____
2' x 6' x 30" Wood Table	_____ x	\$50.00	\$70.00	\$ _____
2' x 6' x 42" Wood Table	_____ x	\$50.00	\$70.00	\$ _____
2' x 8' x 30" Wood Table	_____ x	\$55.00	\$75.00	\$ _____
2' x 8' x 42" Wood Table	_____ x	\$55.00	\$75.00	\$ _____
1' x 4' x 1' Riser	_____ x	\$30.00	\$50.00	\$ _____
1' x 6' x 1' Riser	_____ x	\$35.00	\$55.00	\$ _____

## BOOTH FURNITURE



	QUANTITY	DISCOUNT	STANDARD	TOTAL
30" Diam. Round Table 30" Tall (Black Top)	_____ x	\$130.00	\$160.00	\$ _____
30" Diam. Round Table 42" Tall (Black Top)	_____ x	\$135.00	\$165.00	\$ _____
Arm Chair	_____ x	\$75.00	\$100.00	\$ _____
Black Barstool with back	_____ x	\$75.00	\$100.00	\$ _____
Side Chair	_____ x	\$60.00	\$85.00	\$ _____

ORDER TOTAL \$ \_\_\_\_\_

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

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



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# Custom Furniture

Please Mail, Email or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

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Deadline To Receive Discounted Rates:  
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ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>CHAIRS</b>						
CH100	JACOBSON CHAIR	BK WH	102	133		
CH101	DELTA CHAIR	BK	114	148		
CH102	MONACO CHAIR	BK	114	148		
CH104	TOLEDO CHAIR	NAT	114	148		
CH106	CRISS CROSS CHAIR	WH	114	148		
CH107	HALLE CHAIR	BK BL	114	148		
CH111	STUDIO CHAIR	WH	114	148		
CH113	LESLIE CHAIR	WH	114	148		
CH114	TENDY CHAIR	BK, WH, WNG	114	148		
CH115	SHEN CHAIR	BK, WH	138	179		
CH116	FORENZA CHAIR	CL, OR	138	179		
CH117	GENEVA CHAIR	WH	114	148		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>BAR STOOLS</b>						
ST200	RUBIN BAR STOOL	NAT BK	138	179		
ST201	DELTA BAR STOOL	BK	138	179		
ST202	MONACO BAR STOOL	BK	138	179		
ST203	EQUINO STOOL, Adj.	BK, RD, WH	165	215		
ST204	TOLEDO BAR STOOL	NAT	149	193		
ST206	CRISS CROSS BAR STOOL	WH	138	179		
ST207	HALLE BAR STOOL	BK, BL	138	179		
ST208	TICKLE STOOL, Adj.	WH, OR, RD	138	179		
ST213	ENZO BAR STOOL	BK	149	193		
ST214	TENDY BAR STOOL	BK, WH, WNG	138	179		
ST215	SHEN BAR STOOL	BK, WH	160	207		
ST216	FORENZA BAR STOOL	CL, OR	160	207		
ST218	EURO BAR STOOL, Adj.	BK, WH	149	193		
ST219	TECH STOOL, Adj.	WH	149	193		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>CAFÉ TABLES</b>						
CT300	PEDESTAL TABLE 24"DIA	BK, WH	132	172		
CT301	PEDESTAL TABLE 30"DIA	BK, WH	144	187		
CT302	CAFE TABLE 36" DIA	BK, GY, WH	156	203		
CT303	CAFE TABLE 42" DIA	BK, GY, WH	168	218		
CT304	CHROME/GLASS TABLE 42 DIA	GLASS	150	195		
CT306	TRAVE TABLE 36"DIA	GLASS	180	234		
CT307	BISTRO TABLE 30"DIA	NAT, BK, WH, WNG	156	203		
CT309	MONACO TABLE 36"TRI	GL	168	218		
CT310	CHROMA TABLE 27.5 Square	ALUMINUM	150	195		
CT311	CHROMA TABLE 27.5 Round	ALUMINUM	150	195		
CT315	TONIA TABLE 27.5 Round	WH	156	203		
CT350	AVANTE 36X30	GLASS	210	273		
CT353	ALTOS TABLE 36X60	GLASS	240	312		
CT355	ABBY TABLE 36X60	WH	240	312		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>BAR TABLES AND BARS</b>						
BT400	BAR PEDESTAL TABLE 24"DIA	BK, WH	144	187		
BT401	BAR PEDESTAL TABLE 30"DIA	BK, WH	156	203		
BT402	BAR HIGH TABLE 36" DIA	BK, WH, GY	168	218		
BT403	SPYRA BAR TABLE 30"DIA	MULTI	192	250		
BT406	TRAVE BAR TABLE 32"DIA	GLASS	210	273		
BT407	BRAVO BAR TABLE 30"DIA	NT, BK, WH, WNG	180	234		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
BT409	MONACO BAR TABLE 36"TRI	GLASS	180	234		
BT410	CHROMA TABLE 23.5" DIA	ALUMNUM	162	211		
BT450	MANHATTAN BAR	STAINLESS	660	858		
BT451	INFORMATION COUNTER	BK, WH	330	429		
BT453	MILANO BAR	BK, WH, WNG	660	858		
BT454	BALI BAR	BK, WH	450	585		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>MODULAR BARS AND LED PEDESTALS</b>						
BT460	ITALIA CURVED BAR w/light	WH	600	780		
BT461	ITALIA BAR w/light	WH	480	624		
BT462	ITALIA CORNER BAR w/light	WH	480	624		
BT463	ITALIA DELUXE BAR w/light	WH	720	936		
BT480	MOD CYLINDER PEDESTAL 18	WH	150	195		
BT481	MOD CYLINDER PEDESTAL 30	WH	180	234		
BT482	MOD CYLINDER PEDESTAL 42	WH	210	273		
BT483	MOD CUBE 24X24	WH	180	234		
BT484	MOD CUBE PEDESTAL 21X42	WH	210	273		
BT485	LED LIGHT w/adapter for use with BT480-BT48	MULTI (RBGW)	90	117		
BT490	LUMA CUBE w/light	WH	240	312		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>CONFERENCE AND OFFICE CHAIRS</b>						
CO500	DAVE CHAIR	BK	143	186		
CO501	DANIELLE SIDE CHAIR	BK	138	179		
CO502	OTTO CHAIR	BK, WH	165	215		
CO505	LEATHER GUEST CHAIR	BK	143	186		
CO506	LEATHER HIGHBACK CHAIR	BK	160	207		
CO507	GUEST CHAIR	BK	121	157		
CO508	MIDBACK CHAIR	BK	138	179		
CO509	STACKABLE SIDE CHAIR	BK	66	86		
CO510	STACKABLE ARM CHAIR	BK	72	93		
CO511	EUROPA CHAIR	BK	110	143		
CO512	TASK CHAIR	BK	105	136		
CO513	TASK STOOL	BK	127	164		
CO514	EXECUTIVE TASK CHAIR	BK	165	215		
CO517	CAD STOOL	WH	149	193		
CO518	RECEPTION CHAIR	BK	160	207		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>CONFERENCE TABLES</b>						
CF603	CONFERENCE TABLE 48"DIA	BK, WH, GY COG, MAP	270	351		
CF605	RECTANGULAR TABLE 6'	BK, COG, MAP	330	429		
CF606	CONFERENCE TABLE 6'	BK, WH, GY	300	390		
CF608	CONFERENCE TABLE 8'	BK, WH, GY	360	468		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>OFFICE FURNITURE</b>						
OF650	DESK W/LOCKING 2-DRAWER	BK	358	465		
OF652	LATERAL FILE, LOCKING	BK	275	358		
OF653	STORAGE CABINET LOCKING	BK	248	322		
OF654	COMPUTER WORKSTATION	BK	132	172		
OF658	SIDEBOARD	MAP, WNG	358	465		
OF670	PARSON DESK	BK, WH	248	322		

CONTINUED ON NEXT PAGE

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

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797





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# Custom Furniture Continued

Please Mail, Email or Fax  
Completed Form to RES:

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ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>LOUNGE SEATING</b>						
LG700	ERIN LEATHER SOFA	BK	450	585		
LG701	ERIN LEATHER LOVESEAT	BK	420	546		
LG702	ERIN LEATHER CHAIR	BK	390	507		
LG706	SCANDIC LEATHER SOFA WH	RED	450	585		
LG707	SCANDIC LEATHER CHAIR WH	RED	390	507		
LG710	SIMPSON SOFA	CREAM	360	468		
LG711	SIMPSON CHAIR	SAGE, GOLD RD, CREAM, BK	270	351		
LG712	SOLO SOFA	BK	390	507		
LG713	SOLO LOVESEAT	BK	342	445		
LG714	SOLO CHAIR	BK	300	390		
LG717	IBIZA CHAIR	WH	450	585		
LG718	CELINI SOFA	WH, RED	480	624		
LG719	CELINI CHAIR	WH, RED	420	546		
LG720	CAPRI SECTIONAL SOFA	BK, WH	474	616		
LG721	CAPRI SECTIONAL BENCH	BK, WH	354	460		
LG724	SOHO CURVED BANQUETTE	WH	540	702		
LG726	MADISON SECTIONAL	BK, WH	180	234		
LG727	MADISON CORNER SECT.	BK, WH	210	273		
LG728	MARSHMALLOW SOFA	WH	480	624		
LG729	MIAMI CHAIR	WH	390	507		
LG750	BENCH OTTOMAN	BK, WHITE	210	273		
LG755	BLOCK OTTOMAN	BK, WH, BL	102	133		
LG756	ANGLE OTTOMAN	BK, SILVER, WH	360	468		
LG757	RECTANGLE BLOCK OTTOMAN	BK, SILVER, WH	180	234		
LG760	CAPRI ROUND OTTOMAN	WH	180	234		
LG762	JAVA BENCH 4'	WALNUT	192	250		
LG763	JAVA BENCH 6'	WALNUT	210	273		
LG780	STEN SWIVEL CHAIR	BK, RED, WH	180	234		
LG787	PLUTO CHAIR	WH	180	234		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>OCCASSIONAL TABLES</b>						
OT800	MONZA SQUARE COCKTAIL	BK	176	229		
OT801	MONZA OVAL COCKTAIL	BK	165	215		
OT802	MONZA END TABLE	BK	138	179		
OT803	MONZA SOFA TABLE	BK	176	229		
OT818	SEATTLE COCKTAIL TABLE	CAPPUCCINO	165	215		
OT819	SEATTLE END TABLE	CAPPUCCINO	138	179		
OT820	SEATTLE SOFA TABLE	CAPPUCCINO	176	229		
OT828	ABBY COCKTAIL TABLE	WH, WNG	193	250		
OT829	ABBY END TABLE	WH, WNG	165	215		
OT830	JUPITER SIDE TABLE	BK, WH	165	215		
OT832	EILEEN GREY SIDE TABLE	GL	165	215		
OT837	SIENA COCKTAIL TABLE	GL	165	215		
OT838	SIENA END TABLE	GL	138	179		
OT839	LINEAR COCKTAIL BENCH	STEEL	193	250		
OT840	LINEAR END BENCH	STEEL	165	215		
OT841	GIO COCKTAIL TABLE	ESPRESSO	165	215		
OT842	GIO END TABLE	ESPRESSO	138	179		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
OT843	SPA COCKTAIL TABLE	GL	193	250		
OT844	SPA END TABLE	GL	165	215		
OT846	ICE COCKTAIL TABLE	GL	193	250		
OT847	ICE END TABLE	GL	165	215		
OT848	ICE SOFA TABLE	GL	204	265		
OT850	MONTEREY COCKTAIL TABLE	BK	154	200		
OT851	MONTEREY END TABLE	BK	127	164		
OT852	MONTEREY SOFA TABLE	BK	165	215		
OT855	KLUB COCKTAIL TABLE	WH	193	250		
OT856	KLUB END TABLE	WH	165	215		
OT857	KLUB SOFA TABLE	WH	204	265		
OT858	KAI COCKTAIL TABLE	BK	193	250		
OT859	KAI END TABLE	BK	165	215		
OT860	FIJI COCKTAIL TABLE	GL	193	250		
OT861	FIJI END TABLE	GL	165	215		

ITEM #	DESCRIPTION	COLOR	DISC	REG	QTY	TOTAL
<b>EXTRAS</b>						
XT199	FOLDING CHAIR	GY	39	50		
XT904	REFRIGERATOR 4.1 CF	WH	182	236		
XT906	VELOUR ROPE	BK, RD, GY	22	29		
XT909	WATERFALL CLOTHES RACK	CHROME	83	107		
XT910	COAT TREE ALUMINUM	61	79			
XT911	WASTEBASKET	BK	28	36		
XT913	6 POCKET LIT RACK	BK	105	136		
XT915	CURVED 6 POCKET LIT RACK	SILVER	138	179		
XT916	COMPUTER PEDESTAL 24X42	BK, WH	303	393		
XT919	CUBE PEDESTAL	BK WH	193	250		
XT921	VEGA TABLE 18" DIA. Adj.	BK, BL, RD, YL, GR	105	136		
XT922	LAURENCE SHELF 72" H	BK, WH	165	215		
XT923	METAL SHELVING 54" H	BK, CH	105	136		
XT924	METAL SHELVING 72" H	BK CH	138	179		
XT925	CUBE SHELF 58"H NAT	WH	138	179		
XT926	SHOJI SHELF 71"H	WENGE	154	200		
XT948	5 TIER LOCKER	BK	193	250		
XT950	DECO LAMP	AA-WH	94	122		
XT950	LIMA LAMP	BB-BK	94	122		
XT950	SHIMMER LAMP	CC-SLV	94	122		
XT951	DECO FLOOR LAMP	BB	149	193		
XT951	LIMA FLOOR LAMP	AA	149	193		
XT951	SHIMMER FLOOR LAMP	CC-SLV	149	193		
XT954	ARCH FLOOR LAMP	WH/STEEL	193	250		
XT955	TOWER FLOOR LAMP	WH	160	207		
XT956	STUDIO FLOOR LAMP	SILVER	182	236		

ORDER TOTAL \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

## Chairs



CH100 JACOBSON CHAIR  
Black, White



CH101 DELTA CHAIR  
Black



CH102 MONACO CHAIR  
Black



CH104 TOLEDO CHAIR  
Natural/Chrome



CH106 CRISS CROSS  
White/Chrome



CH107 HALLE CHAIR  
Black, Blue



CH111 STUDIO CHAIR  
White



CH113 LESLIE CHAIR  
White



CH1114 TENDY CHAIR  
Black, White, Wenge



CH115 SHEN CHAIR  
Black, White



CH116 FORENZA CHAIR  
Clear, Orange, Red



CH117 GENEVA CHAIR  
White

## Bar Stools



ST200 RUBIN STOOL  
Natural, Black



ST201 DELTA STOOL  
Black



ST202 MONACO STOOL  
Black



ST203 EQUINO STOOL  
Black, Red, White - Adj.



ST204 TOLEDO STOOL  
Natural/Chrome



ST206 CRISS CROSS STOOL  
White/Chrome



ST207 HALLE STOOL  
Black, Blue



ST208 TICKLE STOOL  
White, Orange, Red - Adj.



ST213 ENZO STOOL  
Black



ST214 TENDY STOOL  
Black, White, Wenge



ST215 SHEN STOOL  
Black, White



ST216 STOOL  
Clear, Orange, Red



ST218 EURO STOOL  
Black, White - Adj.



ST219 TECH STOOL  
White - Adj.

Café Tables



CT300/CT301 PEDESTAL TABLE  
24" OR 30" Round - Black, White



CT302/CT303 CAFE TABLE  
36" or 42" Round - Black, White, Grey



CT304 CHROME/GLASS  
42" Round Glass



CT306 TRAVE TABLE  
36" Round Chrome/Glass



CT307 BISTRO TABLE  
30" Round Black, Natural, Wenge, White



CT309 MONACO TABLE  
36" Black/Glass



CT310 CHROMA TABLE  
27.5" Aluminum Square



CT311 CHROMA TABLE  
27.5" Aluminum Round



CT315 TONIA TABLE  
27" Round White



CT350 AVANTE  
36" x 60" Glass



CT353 ALTOS TABLE  
36" x 60" Chrome/Glass



CT355 ABBY TABLE  
36" x 60" White

Bar Tables and Bars



BT400/401 BAR PEDESTAL TABLE  
24" & 30" Round - White, Black



BT402 BAR HIGH TABLE  
36" Round - Black, White, Grey



BT403 SPYRA BAR TBL  
30" Dia. Chrome/GL Light



BT406 TRAVE BAR TABLE  
32" Round - Chrome/Glass



BT407 BRAVO BAR TABLE  
30" Round - Natural, Black, White, Wenge



BT409 MONACO BAR TABLE  
36" Tri. Cherry, Glass



BT410 CHROMA BAR TABLE  
23.5" Round - Aluminum



BT450 MANHAI IAN BAR  
Black/Stainless



BT451 INFORMATION COUNTER  
Black, White



BT453 MILANO BAR  
Black, White, Wenge



BT454 BALI BAR  
Black, White

Modular Bars and LED Pedestals



BT460 ITALIA CURVED BAR  
White, with light



BT461 ITALIA BAR  
White, with light



BT462 ITALIA CORNER BAR  
White, with light



BT463 ITALIA DELUXE BAR  
White, with light



BT480 / BT481 / BT482 MOD CYLINDER PEDESTAL 21" Dia.  
White, 18"H / 30"H / 42"H (Light w/adaptor rented seperately)



BT483 / BT484 MOD CUBE PEDESTAL  
White, 24x24"H / 21x42"H (Light w/adaptor rented seperately)



BT485 LED LIGHT w/adaptor  
Red, Blue, Green, White



BT490 LUMA CUBE  
White, w/light 24x24"H

Conference and Office Chairs



CO500 DAVE CHAIR  
Black/Chrome



CO501 DANIELLE SIDE CHAIR  
Black/Chrome



CO502 OTTO CHAIR  
Black/Chrome, White/Chrome



CO505 LEATHER GUEST CHAIR  
Black



CO506 LEATHER HIGHBACK CHAIR  
Black



CO507 GUEST CHAIR  
Black



CO508 MIDBACK CHAIR  
Black



CO509 STACKABLE SIDE CHAIR  
Black



CO510 STACKABLE ARM CHAIR  
Black



CO511 EUROPA CHAIR  
Black



CO512 TASK CHAIR  
Black



CO513 TASK STOOL  
Black, Adj.



CO514 EXECUTIVE TASK CHAIR  
Black



CO517 CAD STOOL  
White



CO518 RECEPTION CHAIR  
Black



Conference Tables



CF603 CONFERENCE TABLE  
48" Round - Black, White, Grey, Maple, Cognac



CF605 RECTANGULAR CONFERENCE TABLE  
6' Black, White, Maple, Cognac, Wenge



CF606/CF608 CONFERENCE TABLE  
6' & 8' Black, White, Grey

CF610 OVAL CONFERENCE TABLE  
10' Black

Office Furniture



OF650 DESK TWO DRAWER  
Black - Locking



OF652 LATERAL FILE  
Black- Locking



OF653 STORAGE CABINET  
Black - Locking



OF654 COMPUTER WORKSTATION  
Black



OF658 SIDEBOARD  
Maple, Wenge



OF670 PARSON DESK  
Black, White



Lounge Seating



LG700 ERIN SOFA  
Black Leather



LG701 ERIN LOVE SEAT  
Black Leather



LG702 ERIN CHAIR  
Black Leather



LG706 SCANDIC SOFA  
Red, White Leather



LG707 SCANDIC CHAIR  
Red, White Leather



LG710 SIMPSON SOFA  
Cream



LG711 SIMPSON CHAIR  
Sage, Gold, Red, Black, Cream (not shown)



LG712 SOLO SOFA  
Black



LG713 SOLO LOVESEAT  
Black



LG714 SOLO CHAIR  
Black



LG717 IBIZA CHAIR  
White



LG718 CELINI SOFA  
Red, White



LG719 CELINI CHAIR  
Red, White



Lounge Seating



LG720 CAPRI SECTIONAL SOFA  
Black, White



LG721 CAPRI SECTIONAL BENCH  
Black, White



LG724 SOHO CURVED BANQUETTE  
White



LG726 MADISON ARMLESS SECTIONAL  
Black, White



LG727 MADISON CORNER SECTIONAL  
Black, White



LG728 MARSHMALLOW SOFA  
White



LG729 MIAMI CHAIR  
White



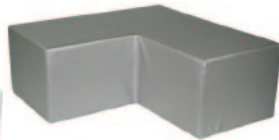
LG750 BENCH OTTOMAN  
Black Leatherette, White Microfiber



LG755 BLOCK OTTOMAN  
Blue Microfiber, Black and White Leatherette



LG756 ANGLE OTTOMAN  
Black, Silver, White Leatherette



LG757 RECTANGLE BLOCK OTTOMAN  
Black, Silver, White Leatherette



LG762/LG763 JAVA BENCH  
Walnut, 48" or 72"



LG760 CAPRI OTTOMAN  
White



LG780 STEN SWIVEL CHAIR  
Black, Red, White



LG787 PLUTO CHAIR  
White

Occasional Tables



OT800 MONZA COCKTAIL TBL.  
Black



OT801 MONZA COCKTAIL TBL.  
Black



OT802 MONZA END TBL.  
Black



OT803 MONZA SOFA TABLE  
Black



OT818 SEATTLE COCKTAIL TBL.  
Cappuccino



OT819 SEATTLE END TBL.  
Cappuccino



OT820 SEATTLE SOFA TBL.  
Cappuccino



OT828 ABBY COCKTAIL TABLE  
White, Wenge



OT829 ABBY END TABLE  
White, Wenge



OT830 JUPITER SIDE TABLE  
Black, White



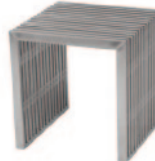
OT837 SIENA COCKTAIL TABLE  
Chrome/Glass



OT838 SIENA END TABLE  
Chrome/Glass



OT839 LINEAR COCKTAIL TABLE  
Steel



OT840 LINEAR END TABLE  
Steel



OT841 GIO COCKTAIL TABLE  
Espresso



OT842 GIO END TABLE  
Espresso



OT843 SPA COCKTAIL TABLE  
Silver/Glass



OT844 SPA END TABLE  
Silver/Glass



OT846 ICE COCKTAIL TABLE  
Chrome/Glass



OT847 ICE END TABLE  
Chrome/Glass



OT848 ICE SOFA TABLE  
Chrome/Glass



OT850 MONTEREY COCKTAIL TABLE  
Black



OT851 MONTEREY END TABLE  
Black



OT852 MONTEREY SOFA TABLE  
Black



OT855 KLUB COCKTAIL TABLE  
White



OT856 KLUB END TABLE  
White



OT857 KLUB SOFA TABLE  
White



OT858 KAI COCKTAIL TABLE  
Black/Glass



OT859 KAI END TABLE  
Black/Glass



OT860 FIJI COCKTAIL TABLE  
Chrome/Glass



OT861 FIJI END TABLE  
Chrome/Glass

Extras



XT199 FOLDING CHAIR  
Grey



XT904 REFRIGERATOR 4.1 CF  
White



906 VELOUR ROPE  
Black, Red



XT909 WATERFALL STAND  
Chrome - Adj.



XT910 COAT TREE  
Aluminum



XT911 WASTEBASKET  
Black



XT913 6-POCKET LIT. RACK  
Black



XT915 CURVED 6-POCKET  
Silver



XT948 5 TIER LOCKER  
Black



XT916 COMPUTER PEDESTAL 42" H  
24" Sq. Black, White - Locking



XT919 CUBE PEDESTAL 42" H  
24" Sq. Black, White



XT921 VEGA TABLE 18" DIA.  
Black, Blue, Red, Yellow, Green - Adj.



XT922 LAURENCE SHELF 72" H  
Black, White



XT923/XT924 METAL SHELVE  
Black, Chrome 54"H or 72"H



XT925 CUBE SHELF  
Natural, White



XT926 SHOJI SHELF  
Wenge



XT950 TABLE LAMP  
AA-WH BB-BK CC-SLV



XT951 FLOOR LAMP  
AA-WH BB-BK CC-SLV



XT954 ARCH FLOOR LAMP  
White/Steel



XT955 TOWER FLOOR LAMP  
White



XT956 STUDIO FLOOR LAMP  
Silver





www.resexpo.com

# Booth Cleaning

Please Mail, Email or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014



The Convention Management provides general cleaning of the aisle carpet only.  
If you require booth cleaning, you must contract for it by using this form.

	BOOTH SIZE	DISCOUNT PER. SQ. FT.	TOTAL PER DAY	NUMBER OF DAYS	TOTAL
Booth Vacuum	_____	x \$0.25	\$ _____	X _____	\$ _____
Shampooing of Carpeting	_____	x \$0.40	\$ _____	X _____	\$ _____
Scrubbing, Mopping & Waxing of Tile Flooring	_____	x \$0.40	\$ _____	X _____	\$ _____
Porter Service		\$25.00/hr			
After 4:30 p.m. weekdays, Saturdays & Sundays		\$30.00/hr			
Special Instructions	_____				
	_____				
	_____				
	_____				
	_____				
	_____				

ORDER TOTAL \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797





www.resexpo.com

# Internet & Telecommunications

Please Mail, Email or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014

## INTERNET SERVICES

	TYPE	DISCOUNT	STANDARD	QUANTITY	TOTAL
Ethernet 765K line (One Computer Only)	E765K	\$400.00	\$525.00	_____	\$ _____
Basic Ethernet Service 1mb (One Computer Only)	E1M	\$600.00	\$725.00	_____	\$ _____
Basic Ethernet Service up to 6 Computers (hub required) <i>* For service on 7 or more computers call for quote</i>	BE6	\$1,200.00	\$1,600.00	_____	\$ _____
Dedicated 1.5mb Ethernet Service With Single IP	DE	\$1,650.00	\$2,000.00	_____	\$ _____
Additional Dedicated IP Address	DIP	\$200.00	\$250.00	_____	\$ _____
T-1 Speed (requires customer router - 60 day lead time)*	PT1	\$6,000.00	\$8,100.00	_____	\$ _____

## INTERNET EXTRAS

Note that the Wireless Router is a device rental and does not provide Internet Connectivity - please order the appropriate Internet Service Indicated in the Restriction.

	TYPE	DISCOUNT	STANDARD	QUANTITY	TOTAL
Cat5 Cabling per 10 ft.	CT5	\$15.00	\$25.00	_____	\$ _____
8 Port Switch	8HB	\$100.00	\$125.00	_____	\$ _____
16 Port Switch	16HB	\$125.00	\$150.00	_____	\$ _____
24 Port Switch	24HB	\$150.00	\$175.00	_____	\$ _____
Router 8 Port		\$100.00	\$125.00	_____	\$ _____
Wireless Router	WR	\$300.00	\$375.00	_____	\$ _____
VLAN CONNECTION - PRIVATE NETWORK		CALL FOR INFORMATION		_____	\$ _____

## TELEPHONE SERVICES

	DISCOUNT	STANDARD	QUANTITY	TOTAL
Single Line Telephone <i>Includes single line phone with up to \$100 in local &amp; long distance charges</i>	\$250.00	\$300.00	_____	\$ _____

## TELEPHONE EXTRA SERVICES

Must be ordered with single line telephone

	DISCOUNT	STANDARD	QUANTITY	TOTAL
Extension within booth*				
Additional location with same number	\$50.00 ea.	\$70.00 ea.	_____	\$ _____
Hunting Lines*	\$20.00 ea.	\$35.00 ea.	_____	\$ _____
Two Line Phones/Speaker Phone*	\$50.00 ea.	\$70.00 ea.	_____	\$ _____

ORDER TOTAL \$ \_\_\_\_\_

Technical assistance is available and will be billable on a time basis at a rate of \$75.00 per hour with a minimum of 1/2 hour.

There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.

There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.

Install Date: \_\_\_\_\_

LOCATION: Please identify and show location desired for each service on next page

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797





www.resexpo.com

# Computer Rental

Please Mail, Email or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014

## WINDOWS DESKTOPS & LAPTOPS

	DISCOUNT	STANDARD	QUANTITY	TOTAL
PIV 2.8 GHZ 512/40GB/CD/10/100 NIC MT & 17" LCD Flat Panel Monitor	\$525.00	\$725.00	_____	\$ _____
PIV 3.0 GHZ 512/80GB/CDRW/DVD/10/100 NIC MT/SFF & 19" LCD Flat Panel Monitor	\$585.00	\$800.00	_____	\$ _____
PIV 3.2 GHZ 16B/806B/CDRW/DVD/100/1000NIC/MT/SFI/23" LCD	\$650.00	\$900.00	_____	\$ _____
PIV 2.8 GHz 512/40GB/CD/10/100 NIC MT 15" Laptop	\$480.00	\$675.00	_____	\$ _____
PIV 3.2 GHz 512/80GB/DVDRW/10/100 NIC MT 17" Widescreen Laptop	\$750.00	\$1,025.00	_____	\$ _____

## APPLE DESKTOPS & LAPTOP

Apple PowerMac G5/1.8 GHZ/80GIG/ DVDRW/10/100 Minitower	\$675.00	\$935.00	_____	\$ _____
Apple MacBook Pro Intel Core DUO 2.16 GHZ 2GB/1006B/DVDRWW/15.4"	\$525.00	\$740.00	_____	\$ _____
Apple iMac G5 1.8GHZ 1GB/160GB/DVDRW/W20" Integrated LCD	\$675.00	\$935.00	_____	\$ _____

## FLAT SCREEN/PLASMA DISPLAY

17" NEC/DELL 1280X1024 LCD Flat Panel Display 4:3 Aspect	\$250.00	\$360.00	_____	\$ _____
17" 1280X1024 Black Touch Screen LCD 4:3 Aspect Ratio	\$575.00	\$820.00	_____	\$ _____
19" HP L1902 1280X1024 LCD Flat Panel Display (Silver & Black)	\$300.00	\$430.00	_____	\$ _____
20" NEC LCD Flat Panel Display 4:3 Aspect (Black)	\$390.00	\$550.00	_____	\$ _____
20" NEC LCD 2080UXI 1600X1200 Black Touchscreen LCD 4:3 Aspect Ratio	\$750.00	\$1025.00	_____	\$ _____
20" NEC LCD 2010X Touchscreen Flat Panel Display (Black)	\$650.00	\$900.00	_____	\$ _____
21" PLANAR PX212M Black LCD Flat Panel Display (Video & Data)	\$700.00	\$970.00	_____	\$ _____
23" Viewsonic VP239MB 1600X1200 Flat Panel Display ( Black)	\$700.00	\$970.00	_____	\$ _____
24" HP 2465 1920X1200 Silver/Black LCD Widescreen Flat Panel Display	\$700.00	\$970.00	_____	\$ _____

## PRINTER/COPIER

HP 4200 LaserJet Printer w/Postscript 35PPM	\$300.00	\$430.00	_____	\$ _____
HP 4250 Laser Printer w/Postscript 45PPM	\$350.00	\$495.00	_____	\$ _____
HP 7310N All-In-One Fax/Printer/Copier/Scanner	\$590.00	\$820.00	_____	\$ _____

## SOFTWARE INSTALLATION

Office 98- Office 2000, Apple Software	\$65.00	\$95.00	_____	\$ _____
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There will be a 100% charge for Rental equipment cancelled 5 days or less prior to the first day of event.

There will be a 50% charge of the standard rate for Internet and Telecommunications services cancelled after show set-up has begun. No adjustments will be made after show closing.

**ORDER TOTAL** \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



www.resexpo.com

# Audio Visual

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014

Please Mail, Email or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

**LABOR RATES:** The Donald E. Stephens Convention Center is a union facility and union labor may be required with equipment rental.



For an extensive list of our inventory, labor rates, and detailed information, please call Anton Eleazar at 847-993-4816.

## PLASMA/FLAT DISPLAY

	QUANTITY	DISCOUNT	STANDARD	TOTAL
32" LCD Flat Display	_____ x	\$825.00	\$1,100.00	\$ _____
37" Plasma Panel (16:9 Aspect)	_____ x	\$850.00	\$1,150.00	\$ _____
37" Plasma Panel (4:3 Aspect)	_____ x	\$925.00	\$1,250.00	\$ _____
42" Plasma Panel	_____ x	\$925.00	\$1,250.00	\$ _____
50" Plasma Panel	_____ x	\$1,350.00	\$1,775.00	\$ _____
61" Plasma Panel	_____ x	\$2,500.00	\$3,500.00	\$ _____
VHS or DVD Player with speakers for Plasma Panel	_____ x	\$225.00	\$275.00	\$ _____
72" or 84" Dual Post Chrome Stand	_____ x	\$200.00	\$250.00	\$ _____
Progressive Black Cobra Stand (for 61" Plasma or Larger)	_____ x	\$200.00	\$250.00	\$ _____
Wall Bracket	_____ x	\$125.00	\$175.00	\$ _____
Media Shelf	_____ x	\$125.00	\$175.00	\$ _____
Plasma Speaker System	_____ x	\$175.00	\$225.00	\$ _____
Other sizes available	_____ x	call for quote		\$ _____

## VIDEO

VHS Player	_____ x	\$255.00	\$275.00	\$ _____
DVD Player	_____ x	\$255.00	\$275.00	\$ _____

## SCREENS

6 x 6 or 8 x 8 Tripod	_____ x	\$75.00	\$125.00	\$ _____
Larger Screens Available	_____ x	call for quote		\$ _____

## AUDIO

50 Watt Anchor Speaker/Amp	_____ x	\$175.00	\$225.00	\$ _____
75 Watt Anchor Speaker/Amp	_____ x	\$250.00	\$300.00	\$ _____
2 Speaker P.A. System	_____ x	\$450.00	\$550.00	\$ _____
4 Speaker P.A. System	_____ x	\$600.00	\$700.00	\$ _____
Wireless Microphone				
___ Handheld ___ Lavalier ___ Headset	_____ x	\$300.00	\$375.00	\$ _____
Handheld Mic./Wired	_____ x	\$50.00	\$75.00	\$ _____
Lavalier Mic./Wired	_____ x	\$75.00	\$125.00	\$ _____
4-CH. Audio Mixer	_____ x	\$75.00	\$125.00	\$ _____
CD Player	_____ x	\$125.00	\$175.00	\$ _____

## ADDITIONAL SERVICES

Truss Booth Lighting	_____ x	call for quote		\$ _____
Videography	_____ x	call for quote		\$ _____

Delivery Date & Time: \_\_\_\_\_ Pick-Up Date & Time: \_\_\_\_\_ ORDER TOTAL \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



www.resexpo.com

# Labor Order Form

Please Mail, Email or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night

November 12, 2014

Deadline To Receive Discounted Rates:

October 31, 2014

	NUMBER OF WORKERS NEEDED	SET-UP DATE	HOURS	SET-UP TIME	DISMANTLE DATE	HOURS	DISMANTLE TIME
Carpenters							
Decorators							
Crew of 2 Riggers							
Electricians							
Plumbers							

## TERMS AND CONDITIONS

When ordering labor, please be aware of the following:

- 1) This advance labor request will be considered as only a reservation for labor.
- 2) On the day and time that you require labor, you must go to the Labor Service Desk and pick up and sign out your labor crew.
- 3) The labor crew will not be sent to your booth without being signed out.
- 4) Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
- 5) All labor is billed at one-half hour minimum for each man.
- 6) Number of workers required will be determined by labor foreman.

## ADVANCE HOURLY LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	\$105.00	\$157.50	\$210.00
Decorator	\$95.00	\$142.50	\$190.00
Teamster	\$70.00	\$105.00	\$140.00
Rigger	\$105.00	\$157.50	\$210.00
Electrician	\$99.00	\$148.50	\$198.00
Plumber	\$99.00	\$N/A	\$198.00

## HOURLY LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	\$112.50	\$165.00	\$217.50
Decorator	\$102.50	\$150.00	\$197.50
Teamster	\$77.50	\$112.50	\$147.50
Rigger	\$112.50	\$165.00	\$217.50
Electrician	\$99.00	\$148.50	\$198.00
Plumber	\$99.00	\$N/A	\$198.00

## HOURLY EQUIPMENT RENTAL RATES

Fork Lift w/o operator	\$125.00
Scissor Lift w/o operator	\$125.00
Condor Lift w/o operator	\$175.00

Straight time is 8:00 am to 4:30 pm weekdays.

\*Straight time is 8:00 am to 4:00 pm weekdays for electricians and plumbers.

Please contact RES or see Service Center for a breakdown of the overtime/double time schedules.

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797





# Installation & Dismantle Labor Order Form

www.resexpo.com

Please Mail, Email or Fax  
Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018  
Email: customerservice@rosemontexpo.com  
Fax: 847-696-9797 • Phone: 847-696-2208

IFT Chicago Section Supplier's Night  
November 12, 2014

Deadline To Receive Discounted Rates:  
October 31, 2014

## INSTALLATION & DISMANTLE SUPERVISION

Rosemont Exposition Services can provide I & D Supervision Services for exhibiting companies which are unable to be present at set-up and/or dismantle.

- We authorize Rosemont Exposition Services to supervise the set-up/dismantle of our exhibit.
- Set-Up       Dismantle

Number of pieces/crates to arrive for booth assembly: \_\_\_\_\_  
(not to include display materials, i.e. product, literature, misc.)

- We plan to ship our crated material to the Advance Warehouse
- We plan to ship our materials direct to the Donald E. Stephens Convention Center

## PLEASE SUBMIT PROPER DIAGRAMS/DRAWINGS WITH INSTRUCTIONS FOR BOOTH ASSEMBLY

	NUMBER OF WORKERS NEEDED	SET-UP DATE	HOURS	SET-UP TIME	DISMANTLE DATE	HOURS	DISMANTLE TIME
Carpenters							
Decorators							
Crew of 3 Riggers							

## DISCOUNT I&D LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	\$136.50	\$204.75	\$273.00
Decorator	\$123.50	\$185.25	\$247.00
Rigger	\$136.50	\$201.75	\$273.00

## STANDARD I&D LABOR RATES

	STRAIGHT TIME	OVERTIME	DOUBLE TIME
Carpenter	\$146.25	\$214.50	\$282.75
Decorator	\$133.25	\$195.00	\$256.75
Rigger	\$146.25	\$214.50	\$282.75

## HOURLY EQUIPMENT RENTAL RATES

Fork Lift - 5,000 lb w/o operator	\$125.00
Fork Lift - 15,000 lb w/o operator	\$175.00
Scissor Lift w/o operator	\$125.00
Condor Lift w/o operator	\$175.00

Straight time is 8:00 am to 4:30 pm weekdays.

Please contact RES or see Service Center for a breakdown of the overtime/double time schedules.

All labor is billed at one-half hour minimum for each man.

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



www.resexpo.com

# Labor Union Guidelines

State of Illinois legislative changes have modified work rule jurisdictions and wage scale schedules in the Chicagoland area. There are seven major unions that have some jurisdiction in the Chicagoland area. The following guidelines will help you in preparing your exhibit to understand these jurisdictions.

## WHAT AN EXHIBITOR CAN DO WITHOUT UNIONS IN THE CHICAGOLAND AREA

Recent work-rules modifications now enable exhibitors to perform several set-up tasks which in the past were under jurisdiction. Each of these are itemized below, and must be completed by a full-time employee of the exhibiting company.

- 1) Exhibitors may set up and dismantle their own booth displays.
- 2) Exhibitors may use hand tools and power tools to perform work within their booths.
- 3) Exhibitors may affix clamp-on lights to the top of their booth displays.
- 4) Exhibitors may calibrate and do repair work on internal circuit boards, and do interconnecting of peripheral computer equipment.
- 5) Exhibitors may do the connection of lighting, video equipment and light bulbs to an electrical outlet when the outlet has been ordered by the exhibitor.
- 6) Exhibitors may hang pictures, graphics, logos, etc. onto a backwall display when such items are designed to be affixed by pre-set velcro strips, permanently mounted hooks, or snaps.
- 7) Exhibitors may hand carry small packages, pop-up displays and desktop computer equipment provided it can be done without the use of a fork-lift, flatcart or dollie, only from a designated parking area.
- 8) Exhibitors may inflate balloons.
- 9) Video taping may be done by exhibitors within the confines of their own booths using equipment owned or rented by the exhibiting company, provided such taping does not conflict with show management regulations, and does not require tools or ladders.
- 10) Exhibitors may un-pack, re-pack and set out their own product line within the booth for display purposes.

## CARPENTERS UNION

Carpenters handle the erection and dismantling of display and exhibit booths. This includes all display work with the exception of machinery, signs or lighted headers, unless the sign or header is a permanently attached part of the display. Carpenters also recreate machines for outbound loading. Millwrights, a division of the carpenters union, handle the assembly and the leveling of machinery, as well as the attachment of all guards and shields.

## DECORATORS UNION

Decorators handle the installation of signs, drape background, table skirting, and all other items of decorative nature that must be done after a display background is erected.

## ELECTRICAL UNION

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to the proper outlets, installing any signs or headers that are lighted, unless they are permanently attached to the exhibit backwall, and the running of cable within the exhibitors booth.

## MACHINERY MOVERS & RIGGERS UNION

Riggers handle all machinery. This includes the unloading of the machines from the trucks, moving the materials to your booth, and a one-time spotting of display ready equipment, which the exhibitor must supervise at the time of unloading. Riggers also remove skids and reskid machines, uncrate machines, and respot machines in the booth if needed. This service must be ordered as needed, at exhibitor's expense.

## PLUMBERS UNION

Plumbers handle all plumbing work such as compressed air, water/drain, or natural gas.

## TEAMSTERS UNION

Teamsters handle all freight inside the exhibit hall. They unload all trucks or vehicles, deliver the materials to your booth, and remove and reload materials at the close of the show.

## THEATRICAL STAGEHANDS UNION

Stagehands assemble portable lighting and sound systems as well as picture screens 10' x 14' in size and larger. They also set stages, operate lighting and sound consoles, and hang lighting trusts and speaker systems.



www.resexpo.com

# Material Handling/Shipping Instructions

IFT Chicago Section Supplier's Night  
November 12, 2014



- 1) **TO GUARANTEE SHIPMENTS ARE DELIVERED TO YOUR BOOTH BY 8:00 AM ON NOVEMBER 12, 2014 PLEASE SEND YOUR SHIPMENTS IN ADVANCE TO THE RES WAREHOUSE.**

- 2) **ADVANCE SHIPMENTS RECEIVED AT THE WAREHOUSE**

Advance shipments received at our warehouse on/or prior to **November 7, 2014** will be weighed, inspected and charged at a rate of **\$30.00** per cwt., (100lb. minimum) to the individual exhibitor. This charge includes up to 30 days storage prior to the opening of the show, delivery to the exhibitor's booth and removal to loading dock at the close of the show, as well as reloading onto outbound carriers. The rate also includes the pick-up, storage and return of the empty crates and cartons.

- 3) **WHEN TO SHIP**

Advance shipments will be accepted at the RES warehouse beginning **October 1, 2014**. Shipments to the Donald E. Stephens Convention Center should be timed to arrive on **November 12, 2014** only. No earlier.

- 4) **WHERE TO SHIP**

**DIRECT SHIPMENTS**

Address all shipments to Donald E. Stephens Convention Center:

Exhibitors name:

Booth number:

IFT Chicago Section Supplier's Night  
c/o Rosemont Exposition Services, Inc.  
9300 Williams Street  
Rosemont, Illinois 60018

**ADVANCE SHIPMENTS**

Address all shipments to Warehouse:

Exhibitors name:

Booth number:

IFT Chicago Section Supplier's Night  
c/o Rosemont Exposition Services, Inc.  
3412 N. River Road  
Franklin Park, Illinois 60131

- 5) **INTERNATIONAL & CANADIAN SHIPMENTS:**

Neither RES, Inc. nor the Donald E. Stephens Convention Center can provide a tax ID number for customs clearance. It is the responsibility of a licensed customs broker to provide this service and insure passage of show materials into the United States. All freight should be consigned to a certified broker for customs clearance. If your company does not have a customs broker please call R.E. Rogers at 847-806-9200 for international shipping assistance.

- 6) To assist you in setting up your **OUTGOING SHIPMENT**, Rosemont Exposition Services, Inc. will have a drayage desk located at the Exhibitor's Service Center, where labels, shipping instruction forms and shipping information will be available.
- 7) At the close of the show, where carriers fail to pick up or refuse to accept shipments, the drayage contractor reserves the right to re-route such shipment where no disposition is provided. Material may be hauled to a warehouse pending notice from the exhibitor. They will be charged accordingly for this service. No liability will be assumed as a result of such re-routing or handling.
- 8) Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.
- 9) No material may be loaded or removed from the Exhibit Hall until **5:30 pm on November 12, 2014**. Any freight left in the Exhibit Hall **after 7:30 pm on November 12, 2014** will be re-routed in accordance with the conditions in item # 4 of these Shipping Instructions.

# ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth #: \_\_\_\_\_

IFT CHICAGO SECTION SUPPLIER'S NIGHT  
C/O ROSEMONT EXPOSITION SERVICES, INC.  
3412 N. RIVER ROAD  
FRANKLIN PARK, IL 60131

**DELIVER NO LATER THAN NOVEMBER 7, 2014**

# ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth #: \_\_\_\_\_

IFT CHICAGO SECTION SUPPLIER'S NIGHT  
C/O ROSEMONT EXPOSITION SERVICES, INC.  
3412 N. RIVER ROAD  
FRANKLIN PARK, IL 60131

**DELIVER NO LATER THAN NOVEMBER 7, 2014**

# DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth # \_\_\_\_\_

IFT CHICAGO SECTION SUPPLIER'S NIGHT  
C/O ROSEMONT EXPOSITION SERVICES, INC.  
DONALD E. STEPHENS CONVENTION CENTER  
9300 WILLIAMS STREET  
ROSEMONT, IL 60018

**DELIVER ON NOVEMBER 12, 2014 ONLY**

# DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth # \_\_\_\_\_

IFT CHICAGO SECTION SUPPLIER'S NIGHT  
C/O ROSEMONT EXPOSITION SERVICES, INC.  
DONALD E. STEPHENS CONVENTION CENTER  
9300 WILLIAMS STREET  
ROSEMONT, IL 60018

**DELIVER ON NOVEMBER 12, 2014 ONLY**