CONVENTION & SHOW SERVICES

Convention & Show Services, Inc. (CSS) is pleased to be the Official Contractor for the 2017 Detroit Boat Show to be held at Cobo Center in Detroit, Michigan on February 11 – 19, 2017.

As General Contractor for the 2017 Detroit Boat Show we have enclosed the information and the forms you will require to have a successful show. Please read this manual carefully to ensure that you meet the deadline dates for the various services you will require. Return each form to the address indicated on that form. Phone orders will not be accommodated.

Thank you for your continuing support and cooperation. If you have any questions, or we can be of further assistance, please contact our office. We look forward to seeing you at Cobo Center for the 2017 Detroit Boat Show.

Thank you,
Convention & Show Services, Inc.

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

IMPORTANT DATES AND DEADLINES

The following items are due to Cobo Center no later than the dates indicated. To take advantage of advanced rate discounts, be sure to make your arrangements early. Refer to the Online Event Services Ordering page in the Exhibitor manual for the web addresses for event services online ordering.

Date	Information
Plumbing and Compressed Air	In order to receive ADVANCE rate, the credit card information must be received 15 days prior to first exhibitor move-in day
Electrical Services	Payment must be received 14 days before event begins to receive incentive rates
Cleaning Services	Orders less than two weeks from show date will incur standard rates *(additional 35%)*
Telephone Services	Order due 10 business days prior to event/show date
Internet Services	Orders submitted less than 4 days from installation date will incur standard rates *(Standard Rate is 50% price increase)*
Stagehand Labor	Stagehand labor orders should be submitted with credit card information at least 3 business days prior to requested start date/time

The following items are due to **Convention & Show Services** no later than the dates indicated. To take advantage of advanced rate discounts, be sure to make your arrangements early.

Date	Information
CSS Specialty Furniture	Deadline for ordering specialty furniture is 14 days prior to event begins *(Late orders will incur a 30% late fee)*
CSS Standard Furnishings	Deadline for ordering advanced pricing is **Wednesday, February 1, 2017**

Green Facility Statement

The Cobo Center commitment to environmental stewardship in our community is demonstrated by our continuous efforts to investigate, validate and implement new and innovative Green initiatives throughout the facility, and by our programs designed to educate our employees, vendors, customers, partners and visitors in the importance of the sustainability of our environment.

Current Cobo Center Green Practices

- The Cobo Center Green Committee meets several times monthly to promote sustainability practices and Green initiatives, and has members from every department and in-house contracting company.

- The glass-enclosed Concourse area on the main level and the third floor corridor glass ceiling provide enough natural light during daytime hours to minimize main hallway daytime lighting throughout Cobo Center.

- Induction lighting is currently being installed in the Cobo Center with an expected 40% reduction in electric usage for lighting.

- Cobo Center is air conditioned by pumping grey water from the Detroit River through chillers that then send the cool water to various air handlers, providing cooling to zoned areas in the Center. This system uses considerably less electricity than conventional air conditioning units.

- All main hall lighting and heat/cool settings are computer programmed and managed.

- Paper, aluminum can and plastic bottle recycling containers are placed in all office areas and high traffic meeting areas throughout the Center for aggressive recycling.

- Escalators in the building are being replaced with energy efficient, Kone EcoMod units. All escalators run based on occupancy and event needs.

- All in-house contractors participate in Center recycling and Green initiatives.

- The current Cobo Center $299 million facility upgrade scheduled for completion in 2014 plans to incorporate numerous green building components.

- The Cobo Center housekeeping staff uses products that are environmentally safe and non-toxic.

- All pallets are recycled to a local area vendor.

- Centerplate, the Cobo Center exclusive food and beverage contractor collects prepared food that has not been served for pick up by Forgotten Harvest, a local company that delivers the food to pantries, soup kitchens and shelters throughout Southeastern Michigan.

LIMITATIONS OF LIABILITY | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

This form must be signed and returned no later than 10 days prior to the first move-in day of the event, regardless if you will be using our services or not. Complying with this will help expedite move in.

LIMITATIONS OF CONVENTION & SHOW SERVICES, INC. LIABILITY AND RESPONSIBILITY

Convention & Show Services, Inc. shall be referred to as CSS below.

a. CSS shall not be responsible for damage to uncrated materials; materials improperly packed, or concealed damage.
b. CSS shall not be responsible for loss, damage, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth and left unattended.
c. CSS shall not be responsible for loss, damage, theft, or disappearance of materials before they are picked up from exhibitor's booth for re-loading after show. Bills of lading covering outgoing shipments, which are furnished to CSS by exhibitors, will be checked at time of actual pickup from booth and corrections made where discrepancies occur.
d. CSS 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 cause beyond its control.
e. CSS' liability shall be limited to the physical loss or damage to the specific article which is lost or damaged and in any event CSS' maximum liability shall be limited to $.30 per pound per article with a maximum liability of $50.00 per item and $1,000.00 per shipment, whichever is less.
f. CSS shall not be liable to any extent whatsoever for any actual, potential, or assumed loss of profits or revenues, or for any collateral cost, which may result from any loss or damage to an exhibitor's material which may make it impossible or impractical to exhibit same.
g. The consignment or delivery of a shipment to CSS 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 in this bulletin.

ORDER FOR DRAYAGE SERVICES

We hereby authorize Convention & Show Services, Inc. to handle our shipment(s) in accordance with the information set forth above in the "Limits of Liability" section of this form and we further agree to the following:

a. We accept the responsibility for the payment of CSS' charges in connection with the handling of our shipments as set forth above and we guarantee payment to CSS in the event that any third party who acts in our behalf shall fail to pay such charges within 30 days after the close of the show.
b. We agree to the "Limitations of Convention & Show Services' Liability and Responsibility" set forth above.

CONTINUED ON NEXT PAGE

CONVENTION & SHOW SERVICES

c. We agree that CSS' liability shall be limited to any loss or damage which results solely from CSS' negligence in the actual physical handling of the items comprising our shipment(s), and not for any other type of loss or damage.

d. With particular reference to subparagraphs b and c of the above, we agree, in connection with the receipts, handling, storage, and re-loading of our materials at the convention site (as distinct from CSS' warehouse). That CSS will provide its services as our agent, and not as bailee or shipper. If any employee of CSS shall sign a delivery receipt, bill of lading, or other documents, we agree that CSS will do so as our agent and we accept the responsibility therefore.

   Relative to outgoing shipments after the show, we recognize that there will be a lapse of time between the completion of packing and the actual pickup of our materials from our booth for loading onto a carrier, and that during such time our shipment will be left unattended in our booth. We agree that CSS shall not be responsible for any loss or damage during such period, and we authorize CSS to adjust the quantities of items on any bill of lading left by us with CSS to conform to the actual count of such items in the booth at the time of pickup.

e. We agree, in the event of a dispute with CSS relative to any loss or damage to any of our materials or equipment, that we will not withhold payment of any amount due to CSS for drayage or any other services provided by CSS as an offset against the amount of the alleged loss or damage. Instead, we agree to pay CSS within 30 days from the close of the event for all such charges, and we further agree that any claim we may have against CSS shall be pursued independently by us as a completely separate transaction to be resolved on its own merits.

f. In order to expedite removal of materials, CSS shall have authority to change designated carriers; if such do not pick up on time. Where no disposition is made, materials will be taken to CSS' warehouse awaiting exhibitors shipping instructions, and charged accordingly.

Please keep a copy for your records

Company Name:		Booth #:
Address:		
City:	State:	Zip:
Telephone Number:		Fax Number:
Email Address:		
Authorized Signature:		
Print Name:		

DAMAGE CLAIMS | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

Any and all claims against CSS or its personnel for any and all damage must be reported to CSS' office/administrative staff immediately. Any claims not reported within 24 hours of occurrence will not be accepted. Further, any claim for damaged material(s) must be inspected by CSS office/administrative staff and a report filed prior to the material(s) leaving the facility or changing hands or the claim will not be accepted. When a claim is filed, you will receive a copy of the report. If a report is not provided, please see a customer service representative at the service center to assure a report is filed. CSS will not accept any claims for damage if there is not a report on file.

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

COBO CENTER FIRE REGULATIONS

Show management, contractors and exhibitors must comply with all fire regulations of the City of Detroit. Particular rules governing use of compressed gases and other special circumstances will be made available upon request. Fire extinguishers are provided in a limited number by the Building. If Fire Marshal requires additional extinguishers on show floor, these may be signed for and obtained from the Building, if available, at nominal cost or must be provided by show management.

Show Management and Exhibitors will be required to comply at their own expense with all applicable Federal and State Laws; Municipal Ordinances; and Health, Safety and Fire Ordinances. In particular, attention is called to the more significant legal requirements which follow. These items are paraphrased and do not serve to relieve Show Management or Exhibitors of their obligation to inform themselves of the full content of the pertinent statutes. Except as otherwise provided by special rulings from the Detroit Fire Marshal, regulations of the Detroit Fire Department will prevail as follows:

A. The area in front of all buildings and all exits must be maintained free of parking or storage.
B. All exits must be maintained readily accessible at all times.
C. All aisle ways to exits shall be maintained free and clear at all times. Aisle ways to exits shall not be blocked at any time by tables, chairs, benches or other obstructions.
D. All draperies, backdrops, bunting and other decorations must be flame-proofed. All paper and other flimsy materials used for decorative purposes, including flame-proofed paper are prohibited. The use of a heavy cardboard shall be permitted in limited amounts.
E. Cut trees, branches and shrubs are prohibited; unless maintained in soil in a natural state.
F. The use of liquefied petroleum gases shall not be permitted unless approved by Fire Marshal.
G. All vehicles and combustion operated machinery being exhibited shall contain a minimum amount of gasoline (approximately two (2) gallons maximum) and shall further be equipped with locking gas caps. After the vehicle/machinery is placed in its display position, batteries shall be disconnected, gas caps locked, and the keys to same retained in either the Show Management or Building Management Office.
H. The use of open flame or the storage and handling of flammable liquids, chemicals or harmful hazardous substances are prohibited, unless approved by the Fire Marshal or applicable agency.
I. Combustible crates and packing boxes must be removed after setup period to a proper storage area.
J. Additional fire extinguishing equipment as determined by the Fire Marshal must be located throughout the area occupied by Permittee at the Permittee's expense.
K. All fire extinguishing equipment must be unobstructed and accessible at all times.

Double-deck Booths/Smoke Detectors

All double-deck booths or structures with closed solid ceiling booths must have hardwired electric powered smoke detectors. Electrically powered smoke detectors with a backup battery power source must be hardwired to a circuit that is powered 24 hours per day must be installed in the ceiling of all multi-level booths and all rooms or storage areas that have ceilings. *One (1) smoke detector must be installed for no more than 900 square feet of continuous ceiling*. The placement of smoke detectors must be 30 feet on center. Please be sure to advise Cobo's electrical contractor that you will need 24-hour circuits when placing your electrical order. In cases where a double-deck booth blocks building fire pull stations or strobe lights, additional approvals and measures to rectify such blockage of fire safety systems may be necessary.

Natural Gas Hook-ups

All requests for natural gas hook-ups must be submitted to the Cobo Center Event Services Department. Cobo Center will then forward these requests to the Fire Marshal for approval. *NOTE: Natural gas is not available in all of the Cobo Center exhibit areas.*

Toxic/Hazardous Materials

All toxic and hazardous materials, gases, liquids or solids, are and remain the property of the show or the exhibitor bringing such materials onto Cobo Center property. Use of these materials may require additional insurance coverage. At least 45 days in advance of event move-in, the Event Services Manager must be advised of toxic and hazardous materials being brought to the building. Information needed is: Chemical name of material, trade name of material, hazardous component, flammability, date of arrival, place of storage, how contained, size and number of containers, exhibitor name and booth number, description of use, date of removal, how and by whom to be removed, contact person at supplying company, contact person at Cobo Center. A data sheet is to be in each booth and given to Fire Marshal for each material.

Above information will be reviewed by building staff, the Fire Marshal, and other regulatory agencies. Any specific instructions on storage, use, disposal or removal must be followed. Toxic or hazardous materials are subject to immediate removal from premises if required information is not received or instructions are not followed. All costs associated with safe handling of these materials are to be borne by show management.

By end of the move-out period all toxic and hazardous material must be removed from the Cobo Center premises. Materials are not to be left behind after exhibitor(s), show management and contractor have left the premises. Responsibility for verifying actual removal of materials from the property rests with show management. Should any materials be left and Cobo Center therefore be forced to have the materials removed, costs for such removal including containers, material testing, transportation, disposal, and any other related costs, plus a twenty-five percent (25%) nonperformance penalty charge, will be billed to show management.

UNION REGULATIONS | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

All exhibit and display work is done by union personnel. There are six unions working exhibit events: Teamsters / Riggers, Carpenters, Electricians, Plumbers and Stagehands. The following guidelines will help you in preparing your exhibit to conform to union jurisdictions. Adherence to these guidelines can save you a substantial amount of money.

CSS SERVICE CONTRACTORS:

TEAMSTER/RIGGER:	Handle all freight and machinery installation and dismantle.
CARPENTER:	Handle all carpeting and the installation and dismantle of exhibit booths.

COBO INSIDE SERVICE CONTRACTORS:

ELECTRICIAN:	Handle all electrical work which includes supplying power lines to your booth, making connections when "hard" wiring and/or electrical harnesses are required, and installing lighting that is not a built-in integral part of the exhibit booth other than two single bulb individual fixtures.
PLUMBER:	Handle all plumbing work such as compressed air, water or drain, or natural gas.
STAGEHAND:	Handle stage and lighting, set-up work on stage-type productions, operate follow spots and install and operate projectors when needed.

If you encounter any difficulty with labor, or if you are not satisfied with the work performed, please report this to the CSS Service Center or Show Management. This is better than communicating directly with the labor.

PAYMENT POLICY | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

Convention & Show Services, Inc. requires pre-payments from all exhibitors. The following methods of payment are accepted:

COMPANY CHECK
Please make checks payable to Convention & Show Services, Inc. Checks must be made payable in U.S. Funds.

BANK TRANSFER
Bank transfer to Comerica Bank, Detroit, MI 48226.
Routing transit number: 072000096 Account Number: 1840263857
Swift Code: MNBDUS33

Please reference your company name, exhibit and/or meeting room/press conference so that we can properly credit your account.

CREDIT CARD
If you wish to charge the amount of your order to your credit card account, please complete the information requested below.

Convention & Show Services, Inc. requires this form to be on file prior to installation. Any balance that remains unpaid after 30 days will be applied to the credit card account below where applicable.

For your convenience we accept Visa, MasterCard and American Express.

Account Number:		Expiration Date:
Name as it appears on the card:		
Signature:		
Company Name:		Booth #:
Address:		
City:	State:	Zip:
Phone:		Fax:
Email Address:		
Signature:		
Print Name:		

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

EXHIBITOR APPOINTED CONTRACTOR | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

If an exhibitor plans to use a company other than Convention & Show Services, Inc., for their carpenter labor the **EXHIBITOR ONLY** must complete and mail copies of this form to Show Management and Convention & Show Services, Inc. **thirty (30) days prior to the first scheduled installation date.** Use of outside drayage contracting service, electrician or plumber is not permitted.

The exhibitor-appointed contractors are also required to provide Show Management and Convention & Show Services, Inc. notice in letter form **thirty (30) days prior to the first scheduled installation date**. Exhibitor-appointed contractors must provide a General Liability Insurance Certificate of coverage in the amount of $1,000,000.00 to include single limit of liability for each occurrence and subject to a deductible of $250.00 per claim for Bodily Injury, and Broad Form Property Damage.

THESE REQUIREMENTS WILL BE STRICTLY ENFORCED. Therefore, if the exhibitor and/or exhibitor appointed contractor fails to supply these forms by the date indicated above, the exhibitor-appointed contractor will not be permitted access to the exhibit floor to service the exhibit; and the work will be performed and/or supervised by Convention & Show Services, Inc.

It is the responsibility of the exhibitor to provide their appointed contractor with information pertinent to the installation and servicing of the exhibit, ie: utilities, service order forms, installation and dismantling dates, shipping instructions and labels, display regulations, etc. Exhibitor Service Manuals will be shipped to the exhibitor-appointed contractor only if requested in writing by the exhibitor.

Exhibitor:		Booth #:
Exhibitor Contact:		Telephone:
Signature:		Date:
Type of Work to be Performed:		
EXHIBITOR APPOINTED CONTRACTOR:		
Address:		
City:	State:	Zip:
Telephone:		Fax:
Contractor Contact Name:		
Email Address:		

Show Management will only accept this form if it is signed by the exposition contact (the Exhibitor).

PLEASE FORWARD A COPY TO YOUR APPOINTED CONTRACTOR AND KEEP ONE FOR YOUR RECORDS.

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

THIS AGREEMENT is made on _____
(Date)
between EXHIBITING FIRM:

Name: _____

Address: _____

Phone: _____Fax:_____
("Exhibiting Firm")

and DISPLAY HOUSE:

Name: _____

Address: _____

Phone: _____Fax:_____
("Display House")

and CONVENTION & SHOW SERVICES, INC.
1250 John A. Papalas Drive
Lincoln Park, MI 48146
("CSS")

To handle the display for:_____
("Exhibiting Firm")

at the **2017 DETROIT BOAT SHOW.**
(Show Name)

Now therefore, in consideration of the mutual covenants set forth herein, the parties agree as follows:

Exhibiting Firm has authorized and appointed Display House as its agent to handle Exhibiting Firm's display for the Show and to receive and pay CSS' invoices for services. This Agreement must be completed, signed, and returned to CSS no later than two (2) weeks prior to the first move-in day in order for third party billing to be accepted. All parties must sign this Agreement indicating acceptance or request for third party billing will be denied. This Agreement includes CSS' invoices for all services rendered in conjunction with Exhibiting Firm's participation in the Show, including but not limited to rental furniture, booth cleaning, drayage, labor, carpet, and signs whether ordered by Exhibiting Firm, Display House, or other third parties.

CSS shall issue the invoices to Display House. Payment shall be made by Display House within 30 days after each invoice is issued. In the event that for any reason Display House does not remit payment of CSS' invoices by the date required, such invoice(s) shall be submitted to Exhibiting Firm for immediate payment. Payments must be made in U.S. Funds. Invoices may be paid by cash, certified, company or traveler's check, VISA, MasterCard or American Express. Payment by Exhibiting Firm to Display House shall not discharge Exhibiting Firm's obligations under this Agreement.

SIGNATURES ARE REQUIRED ON THE NEXT PAGE

CONVENTION & SHOW SERVICES

In consideration of the services to be rendered by CSS pursuant to this Agreement, Exhibiting Firm absolutely, unconditionally, and irrevocably guarantees prompt payment when due as required by CSS' invoices for all services rendered in conjunction with Exhibiting Firm's participation in the Show (collectively the "Indebtedness"). Exhibiting Firm shall reimburse CSS for all costs, attorney fees incurred, and other expenses at any time expended or incurred by CSS in collecting or attempting to collect the Indebtedness or in enforcing this Guaranty. Unless and until the Indebtedness is paid in full, Exhibiting Firm waives any and all claims and rights of subrogation, contribution, indemnity, and exoneration against Display House or any other person liable for payment of all or any part of the Indebtedness. Exhibiting Firm waives notice of the acceptance of this Guaranty; presentment, protest, notice, demand, or action with respect to any default in payment of the Indebtedness and with respect to any default by Exhibiting Firm in its obligation under this Guaranty; and any right to require CSS to sue Display House or any other person obligated with respect to the Indebtedness. The validity and enforceability of this Guaranty shall not be impaired or affected by any act or omission by CSS with respect to the Indebtedness. Exhibiting Firm waives any and all defenses, claims, and discharges that Display House may have with respect to the Indebtedness, except the defense of payment in full by Display House to CSS.

This agreement shall be governed by and interpreted according to the laws of the State of Michigan. Any litigation commenced based upon this Agreement shall be commenced in the Circuit Court for the County of Oakland, State of Michigan, or in the appropriate lower District Court in said county, or in the U.S. District Court for the Eastern District of Michigan, and the parties hereby consent to such personal jurisdiction.

This Agreement contains the complete agreement of the parties as to the subject matter hereof, and supersedes all previous understanding, negotiations, and proposals with respect to such subject matter. This Agreement may not be altered, amended, or modified except in writing signed by a duly authorized representative of the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date first above written.

Exhibiting Firm	Display House
By: _____	By: _____
Authorized Signature	Authorized Signature
_____	_____
Print Name and Title	Print Name and Title

Convention and Show Services, Inc.

By: _____

Authorized Signature

_____

Print Name and Title

OUTBOUND SHIPPING | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

OUTBOUND SHIPPING:
Convention & Show Services will have an exhibitor service desk located on site to assist with all your outbound shipping needs. Your representative on site will be required to fill out a blank bill of lading for each destination of outbound freight.

Shipping freight from show site:
All freight will be shipped common carrier, collect at the close of the show. If you want to ship your freight by any other means, it will be your responsibility to make ALL arrangements. Freight being handled by an outside carrier MUST BE picked up during the specified move out times.

Whether you are shipping common carrier or other means, you must fill out an outgoing Bill of Lading for all outgoing freight. Labels will be available at the service desk. You will return the completed Bill of Lading to the service desk when you are all packed up and ready to leave. Please fill out shipping labels and attach to **every** piece of freight (remove any old labels). **Please do not leave freight in your booth without filling out an outgoing Bill of Lading.**

You are shipping from:
2017 Detroit Boat Show
Cobo Center
One Washington Blvd.
Detroit, MI 48226

Please provide your carrier with as much information as possible. Include the show name, your booth number, address of the facility, driver check in time, and number of pieces to pick up. CSS will provide loading assistance to carriers at the Cobo Center loading dock; carriers will not be allowed to load out freight directly from the show floor.

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

Reroute via CSS's common carrier **Deliver back to warehouse**

- **Reroute**—Shipments that are rerouted will be invoiced by the common carrier (YRC)
- **Return to Warehouse**—Shipments returned to the warehouse for holding or re-forwarding will be charged **$50.00** per day and **$50.00** per 100 lbs., with a **$150.00 minimum.**

Shipping freight via Fed Ex/UPS/DHL:
The CSS service desk will not have blank shipping labels for these carriers. You are responsible for providing your own labels and for scheduling a pick up.

FED EX: (800)463-3339 **UPS:** (800)742-5877 **DHL:** (800)426-5962

All carriers must check in by **3:00 pm on Tuesday, February 21, 2017** or your freight will be forced.

(Shipper) Company Name:	Booth #:
Phone:	Email:
Signature:	Print:

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

SHIPPING INFORMATION | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

ADVANCE SHIPMENTS:

COBO Conference & Exhibition Center has no facilities for receiving exhibit materials prior to a specified move-in date; therefore, pre-show warehousing is available. CSS will receive and store freight at our warehouse up to thirty (30) days in advance of the scheduled show load in. Freight will be transported to show site on the first day of scheduled move in. Service includes delivery of freight to booth space, on-site storage of empties, and loading outbound freight.

Mark and consign all shipments as follows:

COMPANY NAME and BOOTH #
2017 DETROIT BOAT SHOW
CONVENTION & SHOW SERVICES, INC.
1250 JOHN A. PAPALAS DRIVE
LINCOLN PARK, MI 48146
(313) 386-5555

This service is provided @ $31.00 per cwt with a 200 lb. minimum charge per shipment. All shipment weights are rounded up to the next 100 cwt. All shipments must be prepaid. Collect shipments will not be accepted. All material should be shipped to arrive no later than one (1) week prior to the initial installation date. Any shipment received less than one week prior to installation may be subject to a pre-show late fee.

Description	Weight		CWT		Estimated Due
		Divided by 100 =		**x $31.00 =**	

DIRECT SHIPMENTS:

All show-site drayage services are at no cost to the exhibitor. Show Management is covering this cost. CSS will receive freight at show-site during the scheduled exhibitor move in date and times. Freight that arrives prior to the specified move in date could be refused by the facility causing you to be charged a redirect fee by your freight carrier. Service includes delivery of freight to booth space, on-site storage of empties, and loading outbound freight.

Mark and consign all shipments as follows:

COMPANY NAME and BOOTH #
2017 DETROIT BOAT SHOW
CONVENTION & SHOW SERVICES, INC.
COBO CENTER
1 WASHINGTON BLVD.
DETROIT, MI 48226

CARPENTER LABOR | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

Carpenter Rates	ST	OT	PT
Carpenter/Decorator	$88.25	$136.95	$163.50

(Minimum charge – one (1) hour per man)

Convention & Show Services can provide skilled labor for the install and dismantle of your display. The minimum charge for labor is one (1) hour, per worker. Labor after the hour minimum is charged in (1/2) hour increments. Dependent on requested install/dismantle date and time and there could be a possibility of up to a four (4) hour minimum charge per laborer. Start times cannot be guaranteed, however, every effort is made to meet all requests. CSS reserves the right to dispatch all labor calls based upon availability of labor and the order that the requests are confirmed. No work shall be started until you check in at the service desk on show site to confirm the labor order, unless you have ordered supervision services. Upon completion of work an exhibitor representative must return to the CSS Service Desk to sign the completed work order. There will be no exceptions, unless other arrangements are made with CSS. Once the work order is signed, no adjustments will be made.

This labor order is to help reserve union men that may be needed in setting up your booth. This order does not pertain to the unloading and loading of any freight.

No work shall be started until you check in at the service desk on show site to confirm the labor order. There will be no exceptions, unless other arrangements are made between CSS and yourselves. Gratuities are not recommended. Labor is paid appropriate wages and therefore tipping of any kind is not necessary.

Will you require CSS supervision? **YES / NO** if required, please send blue prints.
Add 35% for CSS Supervision

Installation:

Date:_____ Time:_____ # of men:_____

Dismantle:

Date:_____ Time:_____ # of Men:_____

Liability:
CSS shall be responsible for damage to exhibit materials caused by negligence or carelessness of workers while delivering freight from the dock to the booth and back to the dock or the truck after the show. CSS shall not be responsible for exhibit materials stolen or damaged after working hours or during the show. EXHIBITORS MUST PROVIDE SECURITY SERVICE AND/OR INSURANCE OF MATERIALS.

Terms of Payment:
Advance payment in full is required on all orders. Please see the payment policy form included in this Exhibitor Kit for payment information and please include the payment policy form with your order.

Exhibitor Name:		Booth #:
Address		
City:	State:	Zip:
Email Address:		
Authorized Signature:		
Print Name:		
Show Site Rep Authorized to Sign for Labor:		

A SIGNED REQUEST FOR LABOR SHALL CONSTITUTE ACCEPTANCE OF THE TERMS AND CONDTIONS CONTAINED HEREIN

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

HANGING SIGN LABOR ORDER

Convention & Show Services is responsible for assembly, installation, and removal of all hanging signs. A hanging sign crew consists of a minimum of two (2) Carpenters and one (1) lift. For safety reasons, at CSS' discretion, a third worker may be assigned to the crew. The minimum charge for a hanging sign is one (1) hour, per crew/worker for installation and one (1) hour, per crew/worker for removal. Labor and equipment after the hour minimum is charged in half (1/2) hour increments. Please check in with the service desk thirty (30) minutes prior to your requested start time to confirm your labor request. Start times cannot be guaranteed, however, every effort is made to meet all requests. CSS reserves the right to dispatch all labor calls based upon availability of labor crews and the order that the requests are confirmed. Upon completion of work an exhibitor representative must return to the CSS Service Desk to sign the completed work order. There will be no exceptions, unless other arrangements are made with CSS. Once the work order is signed, no adjustments will be made.

Hanging Sign Labor Rates	S.T.	O.T.	P.T.
Hanging Sign Crew	$277.45	$374.85	$427.95
Additional Carpenter (if needed)	$ 88.25	$136.95	$163.50
Any materials to assist in hanging (cable, clamps, wire, etc.) will be at an additional charge.			

**Steward and/or General Foreman will be billed additionally when work takes place outside of normal ST hours at these hourly rates.

Install

Date: Time: # of Crews: # of Hours:

Dismantle

Date: Time: # of Crews: # of Hours:

Please estimate the number of crews and hours per crew needed for install and dismantle above. Your invoice will be calculated according to actual hours worked.

Total Est. Hrs. _____ X **Hourly Rate** _____ = **TOTAL** _____

All ceiling rigging must conform to Show Management rules and regulations and facility limitations. Structures weighing over 200 lbs. per point must have a rigging plot plan approved by the facility in advance. Hanging anchor points must be pre-fabricated and ready for use. If your sign requires assembly, please complete the install / dismantle labor order in this manual. If your sign requires electricity, please refer to the Electrical Service Provider forms in this manual.

Sign Description

Type: Shape: Dimensions: Weight:

Any and all claims against CSS or its personnel for any and all damage must be reported to CSS' office/administrative staff immediately. Any claims not reported within twenty four (24) hours of occurrence will not be accepted. Further, any claim for damaged material(s) must be inspected by CSS office/administrative staff and a report filed prior to the material(s) leaving the facility or changing hands or the claim will not be accepted. When a claim is filed, you will receive a copy of the report. If a report is not provided, please see a customer service representative at the service center to assure a report is filed. CSS will not accept any claims for damage if there is not a report on file.

Company Name:	Booth #:
Phone:	Email :
Signature:	Print Name:
Show Site Rep Authorized to Sign for Labor:	

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

Event Furniture

by: CSS CONVENTION & SHOW SERVICES

Display Tables

Plain Tables
4', 6', & 8' lengths available

Skirted Tables

Skirted Counters

Cocktail Tables

30"w x 18"h

30"w x 30"h

30"w x 42"h

Cocktail Tables

Stainless Steel Bistro Table

White Gelato Table

Specialty Tables

Maple Conference Table

End and Coffee Tables

Modern End Table

Glass End Table

Glass Coffee Table

Martini Bar

Don't see what you're looking for? See more styles and sizes online at *www.convshow.com* or give us a call at *(313) 386-5555!*

Event Furniture

CONVENTION & SHOW SERVICES

Chairs

Plastic Chair

Black Fabric Chair

Black Fabric Arm Chair

Office and Utility Seating

Standard Executive

Elite Executive Chair

Steno Chair

Bar Stools

Bar Stool

Leather Padded Bar Stool

Leather Gelato Bar Stool

Contemporary Bar Stool

Club Chairs

Traditional Chair

Modern Chair

Contemporary Chair

Grey Swan Chair

Red Swan Chair

Blue Swan Chair

Event Furniture

CONVENTION & SHOW SERVICES

Sofas and Love Seats

Traditional Sofa

Traditional Love Seat

Modern Sofa

Contemporary Sofa

Contemporary Love Seat

Nova Sofa

Loft Sofa

Ultramodern Lounge

6-piece Sectional
with Ottoman

Corner Chair

Armless Chair

Ottoman

Loveseat
(2 Corner Chairs)

Armless Loveseat
(2 Armless Chairs)

Armless Lounger
(Armless Chair & Ottoman)

Don’t see what you’re looking for? See more styles and sizes online at *www.convshow.com* or give us a call at *(313) 386-5555!*

Event Furniture

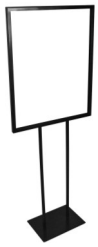
CONVENTION & SHOW SERVICES

Accessories

Chrome Stanchion
8’ Stanchion Rope

Stanchion w/Black
Retractable Belt

Stanchion w/Red
Retractable Belt



Sign Stand
22” x 28”
(Black or Silver)

Wastebasket
(Disposable or plastic)

Easel

Chrome Bag Rack

Black Bag Rack

Literature Rack

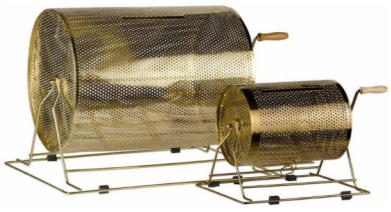
Coat Tree

Coat Rack w/20 hangers

Tack Board

Mini Refrigerator

Standard Refrigerator



Large & Small Raffle Drum

Modern Floor Lamp

Table Lamp

Don’t see what you’re looking for? See more styles and sizes online at *www.convshow.com* or give us a call at *(313) 386-5555!*

CONVENTION & SHOW SERVICES

STANDARD RENTAL FURNISHINGS AND ACCESSORIES

Convention & Show Services is the sole provider of all rental furnishings and accessories. CSS offers the following standard furniture options to enhance the look of your space. If you require a special item that is not listed please contact a CSS representative. The rates listed below include delivery to booth, usage during the show and removal after the show. **To receive advance rate pricing your order must be received by February 1, 2017**. Orders received after the deadline will be charged floor rate. Items cancelled prior to February 1, 2017 will be refunded at 100%. Items cancelled after February 1, 2017, and prior to delivery will be refunded at 50%. Items cancelled on show site or after delivery are non-refundable and billed at 100%. All claims or discrepancies must be settled at the CSS Service Desk prior to the close of the show.

QTY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	TOTAL
	Tables – Unskirted Display Tables			
	4' L x 30" H x 2' W	$ 44.85	$ 51.00	
	6' L x 30" H x 2' W	$ 48.95	$ 57.70	
	8' L x 30" H x 2' W	$ 55.15	$ 62.85	
	Tables – Skirted Display Tables			
	4' L x 30" H x 2' W	$ 94.80	$126.20	
	6' L x 30" H x 2' W	$107.15	$137.00	
	8' L x 30" H x 2' W	$121.05	$156.05	
	4th Side Skirting	$ 41.20	$ 46.35	
	Circle Color: Red Grey White Burgundy Black Blue Teal Gold Hunter Green Beige			
	Tables – Unskirted Display Counters			
	4' L x 42" H x 2' W	$ 58.75	$ 68.00	
	6' L x 42" H x 2' W	$ 62.85	$ 74.20	
	8' L x 42" H x 2' W	$ 70.05	$ 89.10	
	Tables – Skirted Display Counters			
	4' L x 42" H x 2' W	$115.90	$153.00	
	6′ L x 42″ H x 2′ W	$126.70	$159.15	
	8' L x 42" H x 2' W	$137.00	$179.75	
	4th Side Skirting	$ 41.20	$ 46.35	
	Circle Color: Red Grey White Burgundy Black Blue Teal Gold Hunter Green Beige			
	Tables - Cocktail			
	30" Round x 18" H	$93.75	$132.90	
	30" Round x 30" H	$93.75	$132.90	
	30" Round x 42" H	$105.10	$154.00	
	36" Round x 42" H	$105.10	$154.00	
	Gelato Bar Table - White	$147.85	$179.75	
	Stainless Steel Adj Bistro	$158.15	$190.05	

QTY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	TOTAL
	Tables – End and Coffee Tables			
	Modern Glass End Table	$130.30	$192.65	
	Glass End Table – Chrome Legs	$115.90	$175.10	
	Glass Coffee Table – Chrome Legs	$158.15	$233.30	
	Tables - Specialty			
	10′ Maple Conference Table	$1957.00	$2472.00	
	Martini Bar	$1024.85	$1416.25	
	Seating - Chairs			
	Plastic Chair - Black	$ 44.85	$ 53.05	
	Fabric Chair - Black	$ 62.85	$ 74.70	
	Fabric Chair w/ Arms - Black	$ 66.95	$ 91.70	
	Seating – Bar Stools			
	Bar Stool w/ Back - Black	$ 63.90	$ 90.15	
	Black Leather Padded Seat Bar Stool	$126.70	$175.10	
	White Leather Gelato Bar Stool	$128.75	$175.10	
	Contemporary White Bar Stool	$141.65	$192.65	
	Seating – Office and Utilities			
	Standard Executive Chair	$275.00	$295.00	
	Elite Executive Chair	$349.25	$361.05	
	Steno Chair - Black	$ 46.90	$ 58.75	
	Seating – Club Chairs			
	Traditional Leather Arm Chair - Black	$381.10	$467.15	
	Modern Leather Cube Chair – Black	$423.35	$525.30	
	Contemporary White Club Chair	$334.75	$396.55	
	Swan Club Chair – Grey	$396.55	$540.75	
	Swan Club Chair – Blue	$396.55	$540.75	
	Swan Club Chair - Red	$396.55	$540.75	

Company Name:	Address:
Phone:	Fax:
Email Address:	Booth #:
Signature:	Print Name:

Visit us at **www.convshow.com** for fast and easy online order processing.

CONVENTION & SHOW SERVICES

STANDARD RENTAL FURNISHINGS AND ACCESSORIES (cont'd.)

QTY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	TOTAL
	Seating – Sofas and Love Seats			
	Traditional Leather Sofa – Black	$620.60	$712.25	
	Traditional Leather Love Seat - Black	$423.35	$525.30	
	Modern Leather Love Seat – Black	$614.40	$712.25	
	Contemporary White Sofa	$509.85	$612.85	
	Contemporary White Love Seat	$458.35	$551.05	
	Nova Sofa - Grey	$818.85	$1040.30	
	Loft Sofa - Oatmeal	$1024.85	$1416.25	
	Accessories			
	Wastebasket	$ 19.10	$ 24.75	
	Easel - Chrome	$ 34.00	$ 41.20	
	Sign Stand – 22" W x 28" H	$ 62.85	$ 73.65	
	Bag Rack - Black	$ 61.80	$ 73.65	
	Literature Rack - Black	$115.90	$133.90	
	Small Raffle Drum – Brass	$ 62.85	$ 83.95	
	Large Raffle Drum – Brass	$ 82.95	$106.10	
	Tack Board – 6' W x 4' H - Gray	$137.00	$164.80	
	Tack Board – 8' W x 4' H - Gray	$183.90	$202.95	

QTY	DESCRIPTION	ADVANCE RATE	FLOOR RATE	TOTAL
	Seating - Sectionals			
	Ultramodern 6pc. Sectional w/Ottoman	$1591.35	$1989.45	
	Ultramodern Corner Chair	$345.05	$440.35	
	Ultramodern Armless Chair	$265.25	$361.05	
	Ultramodern Square Ottoman	$265.25	$361.05	
	Accessories			
	Coat Tree - Chrome	$ 62.85	$ 74.70	
	Coat Rack w/ 20 Hangers - Chrome	$ 64.90	$ 77.80	
	Stanchion Post – Chrome	$ 39.70	$ 52.05	
	Stanchion Rope – Velvet / Black	$ 39.70	$ 52.05	
	Stanchion w/Retractable Belt-Black	$ 76.75	$ 83.95	
	Stanchionw/Retractable Belt–Red/Black	$ 76.75	$ 83.95	
	Modern Floor Lamp – Chrome/White	$184.40	$235.90	
	Table Lamp - White	$ 36.05	$ 51.50	
	Mini Refrigerator	$392.95	$509.35	
	Standard Refrigerator	$781.30	$1014.55	

Company Name:	Address:
Phone:	Fax:
Email Address:	Booth #:
Signature:	Print Name:

CONVENTION & SHOW SERVICES

CARPET RENTAL ORDER FORM

The rates listed below include delivery to booth, usage during the show and removal after the show. Labor to install / remove carpet is included when the carpet is installed on a flat floor surface prior to the exhibit installation. Labor will be charged at the published rates when installing is required for stairs, platforms, risers, meeting rooms, or post exhibit installations. Order in advance and save by **FEBRUARY 1, 2017**. All claims or discrepancies must be settled at the CSS service desk prior to the close of the show. Full payment must accompany all orders. To receive the advance rate prices, your order must be received prior to the first day of move in. All show site orders will be charged the floor rate. All cancellations will be charged 50% after show move in has begun.

STANDARD CARPET

CSS suggests ordering a custom-cut carpet for any booth larger than 10' x 40'. This will ensure your entire space is carpeted and eliminate color differences due to different dye lots.

QTY.	Description	Advanced Rate	Floor Rate	Total
	10' x 10' Carpet	$ 123.10	$ 161.20	
	10' x 20' Carpet	$ 244.15	$ 315.20	
	10' x 30' Carpet	$ 361.05	$ 451.15	
	10' x 40' Carpet	$ 467.15	$ 599.50	

CUSTOM-CUT CARPET

The rate for custom-cut carpet includes installation labor, taping, and wastage incident to cutting carpet for utility connections, around columns, etc. Rates are per square foot with a 100 sq. ft. minimum per order.

Calculate Total Square Footage
WIDTH _____ X LENGTH _____ = _____ SQ. FT.

SQ.FT.	Description	Advanced Rate	Floor Rate	Total
	Carpet / SQ FT	$ 2.95	$ 4.15	

PADDING AND VISQUEEN

Carpet padding and Visqueen plastic covering for protection are available on an installed basis to overall dimensions specified. Rates are per square foot with a 100 sq. ft minimum per order.

Calculate Total Square Footage
WIDTH _____ X LENGTH _____ = _____ SQ. FT.

SQ. FT.	Description	Advanced Rate	Floor Rate	Total
	Padding / SQ FT	$ 0.95	$ 0.95	
	Poly Covering / SQ FT	$ 0.65	$ 0.65	

Please Indicate Carpet Color Choice:

☐ Red ☐ Grey ☐ Burgundy ☐ Black ☐ Emerald Green

☐ Blue ☐ Charcoal ☐ Teal ☐ Tuxedo (Black/Grey Speckled)

Electrical or Utilities under Carpet? ☐ Yes ☐ No

Company Name:	Booth #:
Phone:	Email:
Signature:	Print Name:

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

CUSTOM BOOTH RENTAL | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

CUSTOM RENTAL EXHIBIT ORDER FORM

Labor to install / dismantle the exhibit packages is included in the rates below. Please note that although lights may be included in a package, you must order electrical power separately through the electrical services provider that is provided in this manual. Any cancellation before move in begins will be charged 50% of the original price and any cancellation after move in has begun will be charged 100%.

10' x 10' CUSTOM RENTAL EXHIBIT - $1009.40	
Inclusive of the following items:	
One (1) 10' x 10' Carpet	**Additions:**
Two (2) Clip On Light Fixtures	39"W x 12"D Flat Shelf - $36.00 ea.
One (1) Header w/ Company Name	

10' x 10' CUSTOM RENTAL EXHIBIT W/ 40" SIDES - $1,328.70	
Inclusive of the following items:	
One (1) 10' x 10' Carpet	**Additions:**
Two (2) Clip On Light Fixtures	39"W x 12"D Flat Shelf - $36.00 ea.
One (1) Header w/ Company Name	

10' x 20' CUSTOM RENTAL EXHIBIT W/ 40" SIDES - $2,600.75	
Inclusive of the following items:	
One (1) 10' x 20' Carpet	**Additions:**
Two (2) Clip On Light Fixtures	39"W x 12"D Flat Shelf - $36.00 ea.
One (1) Header w/ Company Name	

10' x 10' OFFICE CUSTOM RENTAL EXHIBIT - $2,070.30	
Inclusive of the following items:	
One (1) 10' x 10' Carpet	**Additions:**
One (1) Locking Door	39"W x 12"D Flat Shelf - $36.00 ea.
One (1) Panel w/ Company Name	

COUNTER - $370.80	
Dimensions:	**Includes:**
39 3/4"W x 21"D x 42"H	Interior Shelving

Please Contact our Customer Service Department for assistance with ordering.

Company Name:	Booth #:
Phone:	Fax:
Email Address:	
Signature:	Print Name:

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

DRAPE | 2017 DETROIT BOAT SHOW

CONVENTION & SHOW SERVICES

Exhibiting Firm:		Booth/Room #
Address:		
City:	State:	Zip:
Phone Number:	Fax Number:	
Email Address:		
Authorized Signature:		
Print Name:		

The rates listed below include installation and removal on straight time. Installations and removals that must occur on overtime or premium time will be charged an additional 30% per foot each way. **All drape requests must be approved by Show Management**.

Quantity	Description	Rate	Color Choice	Total
	3' High Cloth Drape	$ 6.70 per foot	Black / Beige / Blue / Burgundy / Grey Hunter Green / Red / Teal / White	
	8' High Cloth Drape	$ 10.85 per foot	Black / Beige / Blue / Burgundy / Grey Hunter Green / Red / Teal / White	
	10' High Cloth Drape	$ 18.05 per foot	Black / Blue / Grey	
	12' High Cloth Drape	$ 21.15 per foot	Black / Blue / Grey	
	16' High Cloth Drape	$ 24.75 per foot	Black / Blue / Grey /White	
	18' High Cloth Drape	$ 28.85 per foot	Black / Grey / White	
	30' High Cloth Drape	$ 34.00 per foot	Beige / Black / Blue / Grey / White	

An accurate diagram of drape placement must accompany this order.

Installation Date & Time	
Removal Date & Time	
Drape Color Requested	

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 : 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

Make Your Mark!

Whether your message is large or small, the Convention & Show Services design team can assist you with communicating your message visually. This is achieved by using the latest technology, a high level of detail, and an in-depth knowledge of our environment.

The Convention & Show Services design team supports most digital artwork files allowing us to create signage of any size and on any medium. Please refer to the Digital File Preparation page for more detail and submission info.

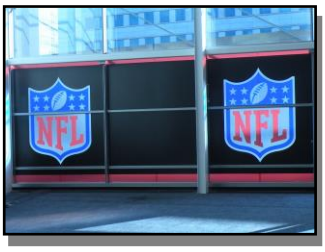
Graphics are printed and mounted using high quality material to provide durable pieces that can be preserved for future use, allowing you to save cost and production time. Here is just a small selection of the products we offer:

Meterboard Signage

Pull-up Banners

Foamcore Signage

Vinyl & Fabric Banners



Window Clings

22 x 28 Signage

… and much more! Contact a CSS Sales Representative today to discuss the many possibilities and ideas to increase your brand's presence!

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

CONVENTION & SHOW SERVICES

DIGITAL FILE PREPARATION

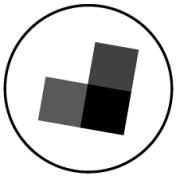
AVOIDING ADDITIONAL COSTS:

Files obtained from the Internet (JPG, GIF, PNG) or artwork created in MS Office applications (Word, Excel, PowerPoint, etc.) are often not suitable for high quality output, and require additional hourly charges. Artwork should be created at actual size; however for larger files, such as banner art work, files can be scaled down to accommodate the limits of the software. Scan should be no smaller than 300dpi at half size. To avoid additional costs associated with these file types, please supply files as defined herein.

Vector Artwork

For the best quality, create graphics in vector format (AI or vector EPS). Logos taken from websites are generally GIF files, and those are not acceptable as they will not print clearly.

Artwork produced in vinyl, such as solid company logos or text must be supplied in a vector format (AI or vector EPS). Art work created in pixel format (TIFF or JPG) is not suitable because the vinyl plotter cannot interpret raster images.



Bitmap/Raster Artwork

TIFF and PSD – These are the preferred file format for raster images. Files should be supplied at least 150dpi at full size, or they should scale to those dimensions. If the resolution is lower than 150dpi, images can look blurry or pixilated when printed. If there is a lot of small text in the raster image, the file can be provided at higher resolutions to ensure print quality.

JPEG – We can use JPEG files, but because JPEGs use file compression this can sometimes affect image quality. Therefore, this type should only be used if the files are being emailed.

PDF – These are print files only and cannot be altered to fit different sizes, artwork must be setup at the correct proportion and print-ready quality. Ensure images are saved at high resolution (at least 150dpi at final size).

Preferred Program and File List	
Adobe Illustrator	.ai or .eps
Adobe InDesign	.psd, .tif (LZW), .jpg (HQ)
Adobe Photoshop	.indd (Embed All Links)
Adobe Acrobat	.pdf (Press Quality Setting)
*Please submit all adobe files in CS6 version.	

1250 John A. Papalas Drive, Lincoln Park, MI 48146
☎: 313.386.5555 🖷: 313.386.2048 @: www.convshow.com

COBO CENTER ON-LINE ORDERING

Dear Exhibitor,

Cobo Center on-line is now available for your convenience to order all Cobo Center Services using the link below.

As part of an overall strategy to provide digital media resources to customers and reduce the facility's carbon footprint, Cobo Center has migrated to paperless event service ordering. Online ordering provides greater efficiency in service delivery with order data now stored in a central data base.

Supporting sustainable Green Events is an ongoing effort, and we expect to divert tons of paper from the waste stream here at Cobo with our online ordering service. Thanks for participating.

Link: http://www.cobocenter.com/exhibitors/exhibitor_services_online_ordering

Cobo Center Services available on-line include:

Internet
Electrical
Custom Booth Cleaning
Plumbing/Compressed Air
Telephone Lines
Booth Catering
Stagehand Labor

Please take advantage of the early order discounts available on most services. Once order is placed you will receive a confirmation. If you have questions or need assistance, please contact:

Rajiv Chopra
313-877-8201
rchopra@cobocenter.com

Thank you & looking forward to servicing you.

Seeing is Believing

32380 Howard
Madison Heights, MI 48071

www.ossdetroit.com

(800) 677-6739
fax (248) 585-9933

A/V EQUIPMENT ORDER FORM

No matter the size of a project we feel that it is important to work as a team from the Tech Director to the truck driver with client satisfaction as the main goal. So if you are looking for project management, rigging services, complete A/V implementation or just equipment rental, OSS has the inventory and technicians you need. We offer a wide selection of projectors, screens, lights, portable staging, drape and sound systems that are sure to meet your event requirements, whether you are producing a major business event, product reveals or break-out room. In an industry where you are only as good as your last show, we realize the necessity of doing our absolute best on each and every show, for each and every client.

For your convenience, see page 2 of order form for a partial list of commonly used items.
Additional equipment and labor prices available by calling (800) 677-6739

Please complete the following information:

Payment Options: ☐ Check ☐ Cred Card ☐ Cash

Company _____ Ordered By: _____

Address _____

State _____ Zip Code _____ Company Phone _____

Event _____ Booth or Room # _____

Booth Name _____ Site Contact _____

Client pick-up ☐ Y ☐ N (at OSS Madison Heights Location)

OSS Delivery ☐ Y ☐ N Delivery fee applies

Dates needed _____ (from) - _____ (to) Delivery time _____ Pick-up time _____

Credit Card Authorization

Please provide contact phone #: _____

Credit Card Info: ☐ Mastercard ☐ Visa ☐ AmEx

Credit Card #: _____ Expiration Date _____

Name on Card _____ Signature: _____

*Payment and Credit Policy - All orders must be accompanied by valid check or credit card
Direct billing may be available for clients that have established advanced credit

*Loss or Damage - OSS is not responsible for loss or damage of equipment once delivered to customer.
We recommend you stay with equipment or arrange for security as you are liable for loss or damage.
A floater or rental equipment insurance policy is suggested.

32380 Howard
Madison Heights, MI 48071

www.ossdetroit.com

(800) 677-6739
fax (248) 585-9933

A/V EQUIPMENT ORDER FORM

This form contains equipment commonly used. Complete A-V gear list and tech support available upon request.

#units		#days	1 day	2 day	3-7 day	total
	Computers					
	Show Computer w/ Power Point 10-13		200.00	400.00	600.00	
	Mac Book Pro		250.00	500.00	750.00	
	WD Media Player		35.00	70.00	105.00	
	Monitors					
	90" LED Monitor		1750.00	3500.00	5250.00	
	70" LED Monitor		350.00	700.00	1050.00	
	52" LED Monitor		250.00	500.00	750.00	
	42" LCD Monitor		150.00	300.00	450.00	
	37" LCD Monitor		100.00	200.00	300.00	
	32" LCD Monitor		75.00	150.00	225.00	
	Tall Floor Stand		50.00	100.00	150.00	
	Projectors					
	Christie LW 400 4000 Lumens		250.00	500.00	750.00	
	Christie LW551i 5500 Lumens		450.00	900.00	1350.00	
	Tripod Screens					
	5' X 5' Tripod Screen		20.00	40.00	60.00	
	6' X 6' Tripod Screen		25.00	50.00	75.00	
	8' X 8' Tripod Screen		30.00	60.00	90.00	
	10' X 10' Pull-Up Screen		45.00	90.00	135.00	
	Audio					
	Medium Sound System w/ 2 wireless		300.00	600.00	900.00	
	Small Sound System w/ 2 wireless		150.00	300.00	450.00	
	UHF-R Wireless Hamdheld/Lav Mic		100.00	200.00	300.00	
	Meeting Accents					
	Executive Electric Wood Grain Lectern		100.00	200.00	300.00	
	Clear Plexi-Glass Lectern		100.00	200.00	300.00	
	Truss Lectern		100.00	200.00	300.00	
	Clear Plexi-Glass Table		25.00	50.00	75.00	
	Dsan Perfect Cue Pro Kit		75.00	150.00	225.00	
	Wireless Presenter		10.00	20.00	30.00	
	Laser Pointer (Green)		20.00	40.00	60.00	
	Roll Cart w/Skirt		20.00	40.00	60.00	
	Half Roll Cart w/ Skirt		10.00	20.00	30.00	
	Gold Easel		5.00	10.00	15.00	
	Paper Stand		7.50	15.00	22.50	
	Paper Pad Purchase item		10.00			

If nontaxable - proper tax forms will need to be completed

SUBTOTAL	
6% MICHIGAN TAX	
P/U & DELIVERY ADDITIONAL AS PER QUOTE	
SET-UP ADDITIONAL AS PER QUOTE	
TOTAL DUE	

You must be present to sign for equipment upon delivery.

Viviano Flower Shop
2017 Boat Show
Plant & Floral Order Form

Order online at www.viviano.com/showsandevents

Toll Free: 1- 800 viviano Fax: (586) 293-1475 Mike Czaja: (810) 533-2026

(Please Print)

Company Name:_____ Attention:_____

Address: _____ City:_____ State:___ Zip:_____

Phone:( )_____ Fax: ( )_____ Booth Contact:_____ Booth #_____

Method of Payment: Check:____ Credit Card #_____ Exp. Date: _____

Name on Card: _____ Signature:_____ Date: _____

Set up: Time: _____ Date: _____ Strike: Time: _____ Date: _____

Order Form Directions: *Please fill out order form completely. Plants are provided on a rental basis only and are the sole property of Viviano Flower Shop, Inc. If plants are missing from your display you will be charged for them. Thank you in advance and have a great show!*

RENTAL PLANT SIZES	PLANT PRICE	PLANT DESIRED	CONTAINER Black, White, or Wicker	QTY ###	TOTAL $$$
3’	$35.00				
4’	$45.00				
5’	$60.00				
6’	$70.00				
7-8’	$80.00				
9’- up	$10 per.ft.				
Large Fern	$35.00				
Ivy	$30.00				
Flowering Plants					
Pot of Blooming Plants	$65.00				
Azalea:	$30.00				
Chrysanthemum:	$20.00				
Bromelaid:	$30.00				
Kalanchoe:	$20.00				
Cyclamen:	$20.00				

Cut Flower Arrangements	Price	QTY	Total
Boutonnieres: $6.00 – up			
Corsages: $15.00 - up			
Bud Vases: $15.00 - up			
Floral Arrangements: $50 -up			
Cut Flowers Sub Total			

Plant Subtotal	
Show Spec. Subtotal	
Flower Subtotal	
Subtotal	
Sales Tax 6 %	
TOTAL	

Show Favorite
2-4’ Tropical Plants
2-Mum Plants
2-Boston Ferns
Reg. $200.00 Value
$180.00
Check Here (_)

Show Classic
2-5’ Ficus Trees
2-3’ Tropical Plants
2- Mum Plants
1-Table Top Bud Vase
Reg. $245.00 Value
$220.00
Check Here (_)

Show Stopper
2-6’ Ficus Trees
2-4’ Tropical Plants
2-3’ Tropical Plants
2-Boston Ferns
4-Blooming Plants
1-Arrangement ($40)
Reg. $490.00 Value
$441.00
Check Here (_)

Viviano Flower Shop, Inc.
32050 Harper Avenue
Saint Clair Shores, MI 48082

TRADE SHOW FURNISHINGS

Product Guide

© 2015 CORT. A Berkshire Hathaway Company.

NEW
POWER UP IN STYLE.

NAPLES

NPLCHP | Naples Chair, Powered
Black Vinyl, 36"L 30"D 28"H
Includes 1 black Charging Adapter

NPLLOP | Naples Loveseat, Powered
Black Vinyl, 62"L 30"D 28"H
Includes 2 black Charging Adapters

NPLSOP | Naples Sofa, Powered
Black Vinyl, 87"L 30"D 28"H
Includes 2 black Charging Adapters

ROMA

CHRPWR | Roma Chair, Powered
White Vinyl, 37"L 31"D 33"H
Includes 1 white Charging Adapter

SFAPWR | Roma Sofa, Powered
White Vinyl, 78"L 31"D 33"H
Includes 2 white Charging Adapters

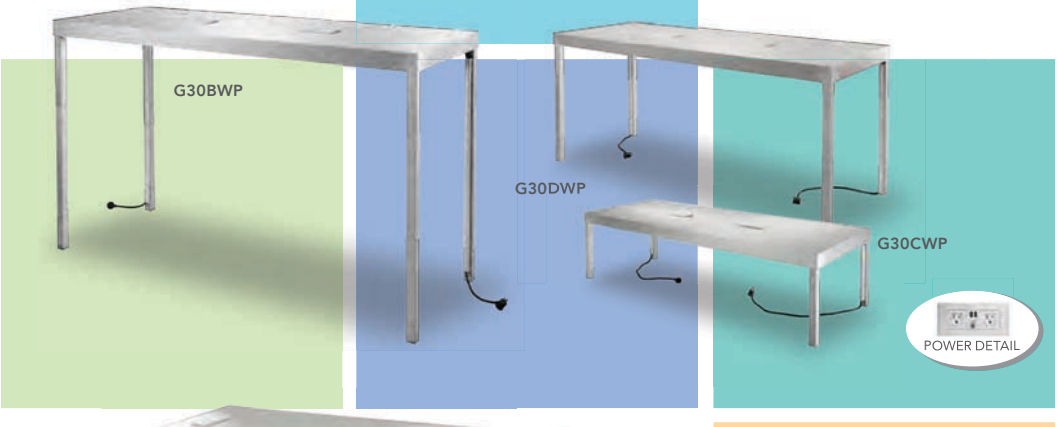
G30 TABLES

G30BWP | G30 Bar Table, Powered
White Top, 72"L 26"D 42"H

G30DWP | G30 Café Table, Powered
White Top, 72"L 26"D 30"H

G30CWP | G30 Cocktail Table, Powered
White Top, 72"L 26"D 18"H

All G30 Tables include 2 white Charging Adapters



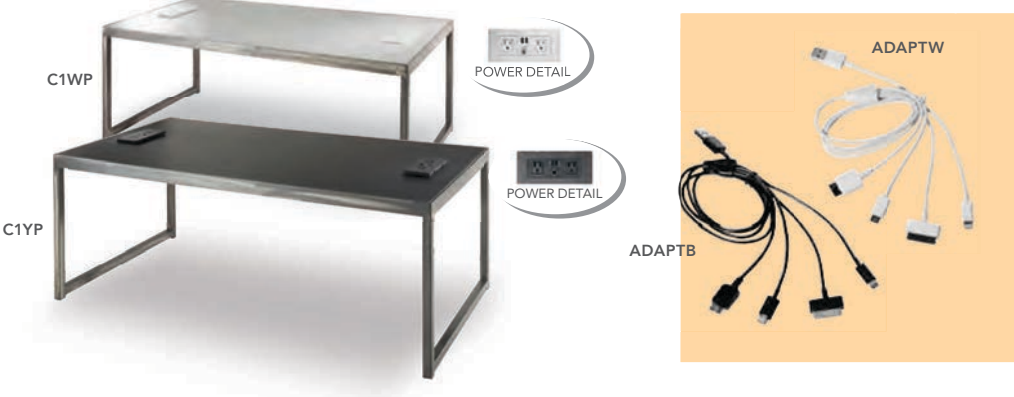
SYDNEY TABLES

C1YP | Sydney Cocktail Table, Powered
Black, Brushed Steel, 48"L 26"D 18"H
Includes 2 black Charging Adapters

C1WP | Sydney Cocktail Table, Powered
White, Brushed Steel, 48"L 26"D 18"H
Includes 2 white Charging Adapters

CHARGING ADAPTERS

ADAPTB | Charging Adapter, Black 33"L
ADAPTW | Charging Adapter, White 33"L



Denotes AC and USB charging outlets

PREMIER COLLECTIONS

SEE INDIVIDUAL CATEGORIES FOR DETAILED PRODUCT INFORMATION

ROMA

Also available with powered arms.
See page 1 for details.

CHR003 | CHRPWR

SFA003 | SFAPWR

NAPLES

Also available with powered arms.
See page 1 for details.

NPLCHR | NPLCHP

NPLLOV | NPLLOP

NPLSOF | NPLSOP

ALLEGRO

CHR002

SFA002

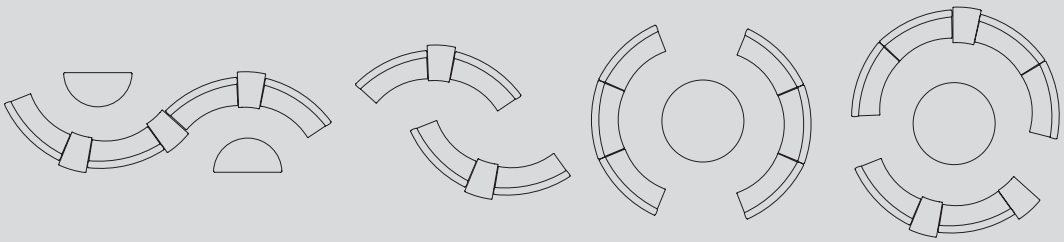
SOUTH BEACH

OTS

SO1

SO2

Suggested Uses of South Beach



KEY LARGO

KEYCHR

KEYLOV

KEYSOF

TANGIERS

TANCHR

TANSOF

FAIRFAX

FAIRCW

FAIRSW

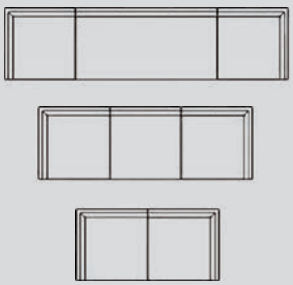
HEATHROW

HS008

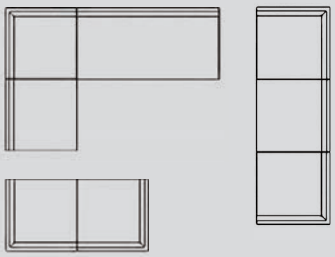
HC008

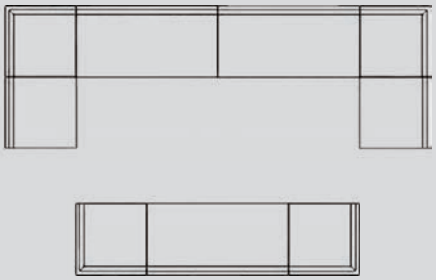
HCH08

HEA08



Suggested Uses of Heathrow





SOFAS & SECTIONALS

FAIRSW

HEA08

SFA002

SO1

NPLSOF | NPLSOP

TANSOF

KEYSOF

SFA003 | SFAPWR

HS008

SO2

LOVESEATS

KEYLOV

NPLLOV | NPLLOP

SOFAS & SECTIONALS

FAIRSW | Fairfax Sofa
White Vinyl, Brushed Metal
62"L 27"D 30"H

HEA08 | Heathrow Sofa
Black Vinyl
48"L 24"D 28"H

SFA002 | Allegro Sofa
Blue Fabric
73"L 34.5"D 30"H

SO1 | South Beach Sofa
Platinum Suede
69"L 29"D 33"H

NPLSOF | Naples Sofa
Black Vinyl
87"L 30"D 28"H

TANSOF | Tangiers Sofa
Beige Textured
78"L 37"D 36"H

KEYSOF | Key Largo Sofa
Black Fabric
79"L 35"D 34"H

SFA003 | Roma Sofa
White Vinyl
78"L 31"D 33"H

HS008 | Heathrow 3 pc. Sectional
Black Vinyl
72"L 48"D 28"H

SO2 | South Beach 3 pc. Sectional
Platinum Suede
152"L 40"D 33"H

LOVESEATS

KEYLOV | Key Largo Loveseat
Black Fabric
57"L 35"D 34"H

NPLLOV | Naples Loveseat
Black Vinyl
62"L 30"D 28"H

Also available with powered arms. See page 1 for details.

CLUB CHAIRS

FAIRCW

CHR003 | CHRPWR

CHR002

NPLCHR | NPLCHP

KEYCHR

TANCHR

OCB

HCH08

HC008

ACCENT CHAIRS

MADGRY

SWAN

OCH

BCW

LABREA

CCE

MEETING CHAIRS

OCMESP

OCMTAU

OCMWHT

CLUB CHAIRS

FAIRCW | Fairfax Chair
White Vinyl, Brushed Metal
30"L 27"D 30"H

CHR003 | Roma Chair
White Vinyl
37"L 31"D 33"H

CHR002 | Allegro Chair
Blue Fabric
36"L 34.5"D 30"H

NPLCHR | Naples Chair
Black Vinyl
36"L 30"D 28"H

KEYCHR | Key Largo Chair
Black Fabric
35"L 35"D 34"H

TANCHR | Tangiers Chair
Beige Textured
34"L 37"D 36"H

OCB | Key West Tub Chair
Black
31"L 31"D 31"H

HCH08 | Heathrow Chair
Black Vinyl
24"L 24"D 28"H

HC008 | Heathrow Corner Chair
Black Vinyl
24"L 24"D 28"H

ACCENT CHAIRS

MADGRY | Madden Arm Chair
Light Gray, Vinyl
27"L 32"D 33"H

SWAN | Swanson Swivel Chair
White Vinyl
28"L 25"D 18"H

OCH | Madrid Chair
Black Vinyl
30"L 30"D 31"H

BCW | Madrid Chair
White Vinyl
30"L 30"D 31"H

LABREA | La Brea Swivel Chair
Charcoal Gray, Fabric
35"L 27"D 40"H

CCE | Ice Chair
Transparent, Chrome
17.25"L 20"D 32"H

MEETING CHAIRS

OCMESP | Meeting Chair
Espresso Vinyl
25.5"L 23.5"D 34"H

OCMTAU | Meeting Chair
Taupe Fabric
25.5"L 23.5"D 34"H

OCMWHT | Meeting Chair
White Vinyl
25.5"L 23.5"D 34"H

Also available with powered arms. See page 1 for details.

OTTOMANS

BN075

BNO08

OTS

SAL

END01B

END01W

END02B

END02W

CUBL20

OSC

OTH

VIB05

VIB06

VIB07

VIB08

VIB01

VIB02

VIB03

VIB04

OTTOMANS

BNO08 | Bench Ottoman
Black Vinyl
60"L 20"D 18"H

BNO75 | Bench Ottoman
White Vinyl
60"L 20"D 18"H

OTS | South Beach Wedge Ottoman
Platinum Suede
25"L 31"D 18"H

SAL | Sally Stool
White
12" Round 17"H

END01B | Endless Curved Ottoman
Black
60.5"L 37.5"D 15"H

END01W | Endless Curved Ottoman
White
60.5"L 37.5"D 15"H

END02B | Endless Square Ottoman
Black
34"L 34"D 15"H

END02W | Endless Square Ottoman
White
34"L 34"D 15"H

CUBL20 | Edge LED Cube Ottoman
A/C powered only
White Plastic
20"L 20"D 20"H

OSC | Milano Cube
White Vinyl
17"L 17"D 18"H

OTH | Milano Cube
Black Vinyl
17"L 17"D 18"H

Vibe Cube Ottomans Waterproof
18"L 18"D 18"H
VIB05 | Yellow Vinyl
VIB06 | Gold/Bronze Vinyl
VIB07 | Beige Vinyl
VIB08 | Orange Vinyl
VIB01 | Green Vinyl
VIB02 | Blue Vinyl
VIB03 | Pink Vinyl
VIB04 | Red Vinyl

GROUP SEATING

RSTDIN

DUET

CS8

CS9

XCHR

SC1

CH002

SC10

SCF

SCC

SCE

SCD

SC4

SC3

XC3

XC6

CO4

GROUP SEATING

RSTDIN | Rustique Chair with arms
Gunmetal
20"L 18"D 31"H

DUET | Duet Chair
Black, Chrome
21"L 23"D 33"H

CS8 | Berlin Chair
Black, White
18"L 22"D 32"H

CS9 | Berlin Chair
Red, White
18"L 22"D 32"H

SC4 | Jetson Chair
Black
19"L 18"D 31"H

XCHR | Christopher Chair
White Vinyl, Chrome
17"L 19"D 35"H

SC1 | New York Chair
Black, Maple
18"L 17"D 34"H

CH002 | Wendy Chair
Clear Acrylic
15"L 20"D 36"H

SC10 | Razor Armless Chair
White
15.38"L 15.5"D 30.5"H

SCF | Fusion Chair
Black, White
19"L 21"D 32"H

SCC | Fusion Chair
Clear, White
19"L 21"D 32"H

SCE | Fusion Chair
Red, White
19"L 21"D 32"H

SCD | Fusion Chair
Green, White
19"L 21"D 32"H

SC4 | Jetson Chair
Black
19"L 18"D 31"H

SC3 | Brewer Chair
Onyx, Black
20"L 20"D 32"H

XC3 | Luxor Guest Chair
Black Vinyl
27"L 28"D 40"H

XC6 | Altura Guest Chair
Black Crepe
25"L 20"D 34"H

CO4 | Iso Mesh Chair
Black
26"L 24"D 38"H

COCKTAIL TABLES

Also available with powered tops. See page 1 for details.

COLI

C1E

REGBEN

C1K

C1F

C1C

C1W | C1WP

C1Y | C1YP

SIDE AND END TABLES

TMBTBL

NEMSAC

ETBL

AURA

EOLI

E1E

REGOTT

E1K

CUBTBL

E1F

E1C

E1W

E1Y

CDYTB

COCKTAIL TABLES

COLI | Oliver Cocktail Table
Walnut Finish
47"L 27"D 19"H

C1E | Silverado Cocktail Table
Glass, Chrome
36" Round 17"H

REGBEN | Regis Bench/ Table
Brushed Metal
47"L 15.5"D 16"H

C1K | Inspiration Cocktail Table
Glass, Brushed Steel
48"L 28"D 18"H

C1F | Geo Cocktail Table
Glass, Black
50"L 22"D 16"H

C1C | Geo Cocktail Table
Glass, Chrome
50"L 22"D 16"H

C1W | Sydney Cocktail Table
White, Brushed Steel
48"L 26"D 18"H

C1Y | Sydney Cocktail Table
Black, Brushed Steel
48"L 26"D 18"H

SIDE & END TABLES

TMBTBL | Timber Table
Wood
16" Round 17"H

NEMSAC | Mosaic Tables, Set of 3
12"L 14"D 16"H
16.5"L 15"D 18"H
20.5"L 16"D 20"H

ETBL | E Table
Wood
21"L 15.5"D 27.5"H

AURA | Aura Round Table
White Metal
15" Round 22"H

EOLI | Oliver End Table
Walnut Finish
22" Round 22"H

E1E | Silverado End Table
Glass, Chrome
24" Round 22"H

REGOTT | Regis End Table
Brushed Metal
16"L 15.5"D 16.5"H

E1K | Inspiration End Table
Glass, Brushed Steel
24"L 28"D 22"H

CUBTBL | Edge LED Cube Table
A/C powered only
Plexi Top, White Plastic
20"L 20"D 20"H

E1F | Geo End Table
Glass, Black
26"L 26"D 20"H

E1C | Geo End Table
Glass, Chrome
26"L 26"D 20"H

E1W | Sydney End Table
White, Brushed Steel
27"L 23"D 22"H

E1Y | Sydney End Table
Black, Brushed Steel
27"L 23"D 22"H

CDYTB | Candy Table
White/Black Top
18"L 18"D 18"H

CONFERENCE TABLES

PWRUSB
Powered Conference Table Module
(black) 5"L 2.25"D 2"H
Includes 2 AC and 2 USB outlets. Available for all conference tables except the Manhattan, Geo, Merlin and Work Tables.

CONF42

CC5

CB1

CE1

CF1

CE2

CF2

CG1

OCT6W

6'–CB2

8'–CB3

6'–CC6

6'–CT06GR

8'–CC7
10'–CC8

8'–C508GR
10'–CT10GR

MERLIN

WD3

CONFERENCE TABLES

CC5 | 42" Round Table
Mahogany
42" Round 29"H

CONF42 | 42" Round Table
White Laminate
42" Round 29"H

CB1 | 42" Round Table
Graphite Nebula
42" Round 29"H

CE1 | Geo Table, Rounded Square
Glass, Chrome
42"L 42"D 29"H

CF1 | Geo Table, Rounded Square
Glass, Black
42"L 42"D 29"H

CE2 | Geo Table, Rectangular
Glass, Chrome
60"L 36"D 29"H

CF2 | Geo Table, Rectangular
Glass, Black
60"L 36"D 29"H

CG1 | Manhattan Table
Glass, Black
42" Round 29"H

OCT6W | Nova Oval Table
White, Silver Powder Coated Legs
71"L 36"D 29"H

CB2 | 6' Conference Table
Graphite Nebula
72"L 42"D 29"H

CB3 | 8' Conference Table
Graphite Nebula
96"L 48"D 29"H

CC6 | 6' Table
Mahogany
72"L 36"D 29.5"H

CT06GR | 6' Table
Granite
72"L 36"D 29"H

CC7 | 8' Table
Mahogany
96"L 48"D 29.5"H

CC8 | 10' Table
Mahogany
120"L 48"D 29.5"H

C508GR | 8' Table
Granite
96"L 44"D 29"H

CT10GR | 10' Table
Granite
120"L 46"D 29"H

MERLIN | Merlin Multi Use Table
Gray Laminate, Black
46"L 29"D 30"H

WD3 | Work Table
White Laminate, White
48"L 24"D 30"H

EXECUTIVE CHAIRS

PROEXE

PROEXB

PROGB

PROMID

XC2

XC5

XC1

XC4

G30 COMMUNAL TABLES

(ADAPTW)

G30 Powered Tables come with 2 white Charging Adapters

TABLE TOP OPTIONS

(G30 Powered Tables only available in white)

MAPLE

WHITE

(G30 Powered Tables)

POWER DETAIL

G30BWP

G30DWP

G30CWP

(Solid Top Tables Or With Grommet Holes)

G30BMS
G30BMW

G30BWS
G30BWW

G30DMS
G30DMW

G30DWS
G30DWW

G30CMS
G30CMW

G30CWS
G30CWW

EXECUTIVE CHAIRS

PROEXE | Pro Executive High Back Chair
White Classic Vinyl
25"L 24"D 48"H Adjustable

PROEXB | Pro Executive High Back Chair
Black Vinyl
25"L 24"D 48"H Adjustable

PROGB | Pro Executive Guest Chair
Black Vinyl
24"L 22"D 36"H

PROMID | Pro Executive Mid Back Chair
White Classic Vinyl
24"L 22"D 40"H Adjustable

XC2 | Luxor Mid Back Executive Chair
Black Vinyl
27"L 28"D 41"H Adjustable

XC1 | Luxor High Back Executive Chair
Black Vinyl
27"L 28"D 47"H Adjustable

XC5 | Altura Mid Back Executive Chair
Black Crepe
25"L 25"D 37"H Adjustable

XC4 | Altura High Back Executive Chair
Black Crepe
25"L 25"D 43"H Adjustable

G30 COMMUNAL TABLES

G30 POWERED TABLES
White Top
G30BWP | Bar Table
72"L 26"D 42"H
G30DWP | Café Table
72"L 26"D 30"H
G30CWP | Cocktail Table
72"L 26"D 18"H

Bar Table
G30BMS | Solid Top
G30BMW | Grommet Holes
Maple Top
72"L 26"D 42"H

Café Table
G30DMS | Solid Top
G30DMW | Grommet Holes
Maple Top
72"L 26"D 30"

Cocktail Table
G30CMS | Solid Top
G30CMW | Grommet Holes
Maple Top
72"L 26"D 18"H

Bar Table
G30BWS | Solid Top
G30BWW | Grommet Holes
White Top
72"L 26"D 42"H

Café Table
G30DWS | Solid Top
G30DWW | Grommet Holes
White Top
72"L 26"D 30"H

Cocktail Table
G30CWS | Solid Top
G30CWW | Grommet Holes
White Top
72"L 26"D 18"H

Denotes AC and USB charging outlets

BARSTOOLS

APS08

APS59

APS75

APS12

RSTSTL

XBAR

ROLLGY

ROLLRD

ROLLWH

ROLLBL

BS001

BS002

BS003

BSN

BCE

BSS

BST

BSD

BSC

BSL

BARSTOOLS

Apex Barstools
21"L 21"D 33"H
APS08 | Black Vinyl
APS59 | Red Vinyl
APS75 | White Vinyl
APS12 | Blue Ultra Suede

RSTSTL | Rustique Barstool
Gunmetal
13"L 13"D 30"H

XBAR | Christopher Barstool
White Vinyl, Chrome
19"L 15"D 41"H

ROLLGY | Lift Barstool
Gray Vinyl
15" Round 23–33.5"H

ROLLRD | Lift Barstool
Red Vinyl
15" Round 23–33.5"H

ROLLWH | Lift Barstool
White Vinyl
15" Round 23–33.5"H

ROLLBL | Lift Barstool
Black Vinyl
15" Round 23–33.5"H

BS001 | Shark Barstool
White, Chrome
22"L 19"D 34–44"H

BS002 | Zoey Barstool
White, Chrome
15"L 16"D 26-30.5"H

BS003 | Zoey Barstool
Black, Chrome
15"L 16"D 26-30.5"H

BSN | Jetson Barstool
Black
18"L 19"D 29"H

BCE | Ice Barstool
Transparent, Chrome
16"L 14"D 33"H

BSS | Banana Barstool
Black, Chrome
21"L 22"D 30"H

BST | Banana Barstool
White, Chrome
21"L 22"D 30"H

BSD | Oslo Barstool
Blue
17"L 20"D 30"H

BSC | Oslo Barstool
White
17"L 20"D 30"H

BSL | Gin Barstool
Maple, Chrome
16"L 16"D 29"H

BAR TABLES

VTJ
VTN

VTK
VTP

30MHSB

VTG

VTB

VTC

36GRHB

30MTHB
36MTHB

36WTHB

30MHHB

30STHB

30BRHB

30BBHB

30ORHB

30SBHB

TABLE TOP OPTIONS

MAPLE

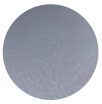
GRAPHITE NEBULA

BRUSHED BLUE

WHITE LAMINATE

MAHOGANY

ORANGE


SILVER TEXTURED

BRUSHED RED

LIQUID STEEL BLUE

BAR TABLES

Standard Black Base
30" Round 42"H
VTJ | Graphite Nebula Top
VTK | Maple Top
30MHSB | Mahogany Top
VTG | Silver Textured Top
VTB | Brushed Red Top
VTC | Brushed Blue Top

Standard Black Base
36" Round 42"H
VTW | White Laminate Top
VTN | Graphite Nebula Top
VTP | Maple Top

Hydraulic Chrome Base
30" Round 45"H
30GRHB | Graphite Nebula Top
30MTHB | Maple Top
30MHHB | Mahogany Top
30STHB | Silver Textured Top
30BRHB | Brushed Red Top
30BBHB | Brushed Blue Top
30ORHB | Orange Top
30SBHB | Liquid Steel Blue Top

Hydraulic Chrome Base
36" Round 45"H
36GRHB | Graphite Nebula Top
36MTHB | Maple Top
36WTHB | White Laminate Top

CAFÉ TABLES

ZTJ

ZTB

30STHC

ZTK
ZTP

ZTN

ZTQ

30MHSC

ZTG

ZTC

30GRHC
36GRHC

30MTHC
36MTHC

36WTHC

30MHHC

30BRHC

30BBHC

30ORHC

30SBHC

CAFÉ TABLES

Standard Black Base
30" Round 29"H
ZTJ | Graphite Nebula Top
ZTB | Brushed Red Top
ZTK | Maple Top
30MHSC | Mahogany Top
ZTG | Silver Textured Top
ZTC | Brushed Blue Top

Standard Black Base
36" Round 29"H
ZTN | Graphite Nebula Top
ZTQ | White Laminate Top
ZTP | Maple Top

Hydraulic Chrome Base
30" Round 29"H
30MHHC | Maple Top
30GRHC | Graphite Nebula Top
30MHHC | Mahogany Top
30STHC | Silver Textured Top
30BRHC | Brushed Red Top
30BBHC | Brushed Blue Top
30ORHC | Orange Top
30SBHC | Liquid Steel Blue Top

Hydraulic Chrome Base
36" Round 29"H
36MTHC | Maple Top
36GRHC | Graphite Nebula Top
36WTHC | White Laminate Top

WORK/MULTI USE TABLES

MERLIN

WD3

PEDESTALS & PRODUCT DISPLAY

Denotes AC and USB charging outlets

Powered Locking Pedestals come with one black or white charging adapter

ADAPTB

ADAPTW

POWER DETAIL

36"– PDL36B
42"– PDL42B

POWER DETAIL

36"– PDL36W
42"– PDL42W

PDL

(Power outlets rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface)

ET1

ET2

BC6

UTILITY CHAIRS

SY1

DF1

WORK/MULTI USE TABLES

MERLIN | Merlin Multi Use Table
Gray Laminate, Black
46"L 29"D 30"H

WD3 | Work Table
White Laminate, White
48"L 24"D 30"H

PEDESTALS & PRODUCT DISPLAYS

Powered Locking Pedestal
Black
PDL36B | 24"L 24"D 36"H
PDL42B | 24"L 24"D 42"H

Powered Locking Pedestal
White
PDL36W | 24"L 24"D 36"H
PDL42W | 24"L 24"D 42"H

PDL | Locking Pedestal
Black
24"L 24"D 42"H

ET1 | Etagere
Pewter, Metal Glass
30"L 16"D 70"H

ET2 | Etagere
Black, Metal Glass
30"L 16"D 70"H

BC6 | Bookcase
Mahogany
36"L 13"D 71"H

UTILITY CHAIRS

SY1 | Altura Steno Chair
Black Crepe
25"L 26"D 21"H

DF1 | Altura Drafting Stool
Black Crepe
25"L 26"D 34"H

DESKS & CREDENZAS

Denotes AC and USB charging outlets

Powered Tech Desk includes one black charging adapter

ADAPTB

POWER DETAIL

TECH3B

TECH

TECH3

JD6

CR6

FILES & FRIDGES

VF4

VF2

L26

R1R

R1Q

DESKS & CREDENZAS

TECH3B | Tech Desk, Powered w/3 Drawer File Cabinet
Black Metal, Laminate
60"L 30"D 30"H

TECH | Tech Desk, Powered
Black Metal, Laminate
60"L 30"D 30"H

TECH3 | 3 Drawer File Cabinet on Castors
Black Metal, Laminate
16"L 20"D 28"H

JD6 | Executive Desk
Mahogany
60"L 30"D 29"H

CR6 | Credenza
Mahogany
72"L 24"D 29"

FILES & FRIDGES

VF4 | Vertical File, 4 Drawer
Light Gray
27"L 19"D 52"H

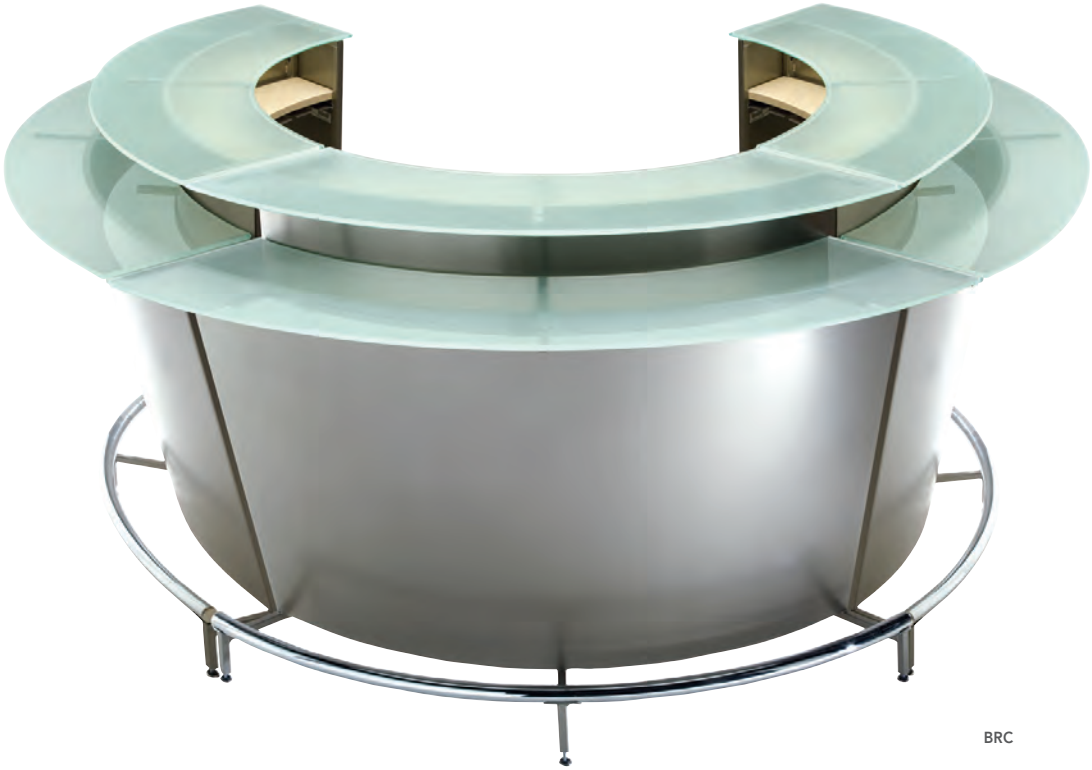
VF2 | Vertical File, 2 Drawer
Light Gray
27"L 19"D 28"H

L26 | Lateral File
Mahogany
36"L 20"D 29"H

R1R | Refrigerator, Large
White
14.0 cubic feet
28"L 28"D 64"H

R1Q | Refrigerator, Small
White
4.0 cubic feet
20"L 22"D 33"H

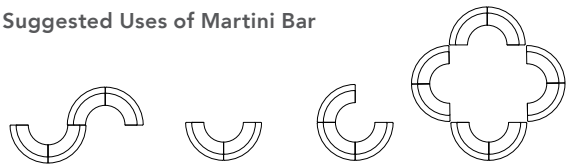
BARS



BRC

BR1

Suggested Uses of Martini Bar



BARS

BRC | Martini Bar Circle
Comprised of three
BR1 Martini Bars
100"L 100"D 45"H

BR1 | Martini Bar
Gray Metal, Frosted Glass
Top
67"L 22"D 45"H

MOBILE TABLET STANDS

TBBCHR

TBSHLF

TBPNTR

(BACK VIEW)

Mobile Table Stands
Includes 3 AC and 2 USB
Charging Outlets

POWERED TBSTDW

POWERED TBSTND

LAMPS

LA15

LA14

LIGHTED PRODUCTS

CUBL20

CUBTBL

*LED light available in white, red, green, blue and rolling color

MOBILE TABLET STAND ACCESSORIES

TBBCHR | Brochure Holder
Black
8.625"L 1.1"D 11.325"H

TBSHLF | Charging Shelf
Black
14.85"L 7.17"D 1"H

TBPNTR | Wireless Printer Holder
Black
3.3"L 1.9"D 5.28"H

MOBILE TABLET STANDS

TBSTND | Mobile Tablet Stand
Black
14"L 13"D 44.5"H

TBSTDW | Mobile Tablet Stand
White
14"L 13"D 44.5"H

LAMPS

LA15 | Mason Floor Lamp
Brushed Silver
16" Round 55"H

LA14 | Mason Table Lamp
Brushed Silver
16" Round 26"H

LIGHTED PRODUCTS

CUBL20 | Edge LED Cube Ottoman
A/C powered only
White Plastic
20"L 20"D 20"H

CUBTBL | Edge LED Cube Table
A/C powered only
Plexi Top, White Plastic
20"L 20"D 20"H

CONVENTION & SHOW SERVICES

DELIVERY INFORMATION			
Show Name:			
Contractor:			
Booth Number(s):		**Show Date:**	
Venue:			

CHICAGO DISTRICT
SERVICE AREA: IL, IN, MI, OH, KY, WI, MN, MO, IA, NE, KS, SD, ND
Please fax or mail both pages to:
Convention & Show Services
1250 John A Papalas Dr
Lincoln Park, MI 48146
Phone: 313-386-5555
Fax: 313-386-2048

ORDER INFORMATION	
Exhibiting Co:	
Address:	
City, State, Zip:	
Phone:	
Fax:	
Contact:	
Email:	
Authorized By:	

PAYMENT INFORMATION			
		Order Total:	
	Late Order Fee: (enter 30%) 0%		
	State Tax: (excluding NV, CA & OR) 0.00%		
*Additional drayage charges may apply from the Contractor. Refer to your Exhibitor Manual		**TOTAL DUE:**	
Credit Card:			
Exp Date:		**BILLING ZIP CODE:**	
Name (Print):			
Signature:			

PAYMENT: In order to guarantee delivery, all orders must be received and full payment made no later than 14 days prior to the show. Payment may be made by credit card or a check drawn on a U.S. bank unless prior arrangements were made.
LATE ORDERS: Orders received within 14 days prior to show opening are subject to a 30% late order fee.
CANCELLATIONS: If cancelled within 14 days prior to move-in, a 50% charge will be applied. Cancellations made after move-in begins receive no refund.

CODE	QTY	ITEM	DESCRIPTION	2016	TOTAL
POWERED					
ADAPTB		Charging Adapter	Black	$ 18	
ADAPTW		Charging Adapter	White	$ 18	
G30BWP		G30 Bar Table, Powered	White Top	$ 589	
G30DWP		G30 Café Table, Powered	White Top	$ 459	
G30CWP		G30 Cocktail Table, Powered	White Top	$ 329	
NPLCHP		Naples Chair, Powered	Black Vinyl	$ 475	
NPLLOP		Naples Loveseat, Powered	Black Vinyl	$ 659	
NPLSOP		Naples Sofa, Powered	Black Vinyl	$ 765	
PWRUSB		Powered Conference Table Module	Black	$ 57	
CHRPWR		Roma Chair, Powered	White Vinyl	$ 475	
SFAPWR		Roma Sofa, Powered	White Vinyl	$ 765	
C1YP		Sydney Powered Cocktail Table	Black, Brushed Steel	$ 269	
C1WP		Sydney Powered Cocktail Table	White, Brushed Steel	$ 269	
SOFAS & SECTIONALS					
SFA002		Allegro Sofa	Blue Fabric	$ 525	
FAIRSW		Fairfax Sofa	White Vinyl, Metal	$ 359	
HEA08		Heathrow Sofa	Black Vinyl	$ 499	
KEYSOF		Key Largo Sofa	Black, Fabric	$ 355	
NPLSOF		Naples Sofa	Black Vinyl	$ 629	
SFA003		Roma Sofa	White Vinyl	$ 599	
SO1		South Beach Sofa	Platinum Suede	$ 499	
TANSOF		Tangiers Sofa	Beige Textured	$ 499	
HS008		Heathrow Sectional	Black Vinyl, 3pcs	$ 1,309	
SO2		South Beach Sectional	Platinum Suede, 3pcs	$ 1,198	
LOVSEATS					
KEYLOV		Key Largo Loveseat	Black, Fabric	$ 275	
NPLLOV		Naples Loveseat	Black Vinyl	$ 529	
CLUB CHAIRS					
CHR002		Allegro Chair	Blue Fabric	$ 369	
FAIRCW		Fairfax Chair	White Vinyl, Metal	$ 259	
HCH08		Heathrow Chair	Black Vinyl	$ 389	
HC008		Heathrow Corner Chair	Black Vinyl	$ 419	
KEYCHR		Key Largo Chair	Black, Fabric	$ 235	
OCB		Key West Chair	Black	$ 299	
NPLCHR		Naples Chair	Black Vinyl	$ 439	
CHR003		Roma Chair	White Vinyl	$ 409	
TANCHR		Tangiers Chair	Beige Textured	$ 324	
ACCENT CHAIRS					
CCE		Ice Chair	Transparent, Chrome	$ 165	
LABREA		La Brea Swivel Chair	Charcoal Gray, Fabric	$ 309	
MADGRY		Madden Arm Chair	Light Gray, Vinyl	$ 319	
OCH		Madrid Chair	Black Vinyl	$ 562	
BCW		Madrid Chair	White Vinyl	$ 562	
SWAN		Swanson Swivel Chair	White Vinyl	$ 269	
MEETING CHAIRS					
OCMWHT		Meeting Chair	White Vinyl	$ 189	
OCMESP		Meeting Chair	Espresso Vinyl	$ 209	
OCMTAU		Meeting Chair	Taupe Fabric	$ 205	

CODE	QTY	ITEM	DESCRIPTION	2016	TOTAL
OTTOMANS					
BNO08		Bench Ottoman	Black Vinyl	$ 309	
BNO75		Bench Ottoman	White Vinyl	$ 309	
CUBL20		Edge LED Cube Ottoman	White, Plastic	$ 148	
END01B		Endless Curved Ottoman	Black	$ 314	
END01W		Endless Curved Ottoman	White	$ 314	
END02B		Endless Square Ottoman	Black	$ 269	
END02W		Endless Square Ottoman	White	$ 269	
OTH		Milano Cube Ottoman	Black Vinyl	$ 95	
OSC		Milano Cube Ottoman	White Vinyl	$ 95	
SAL		Sally Stool/Ottoman	White	$ 69	
OTS		South Beach Wedge Ottoman	Platinum Suede	$ 239	
VIB07		Vibe Cube Ottoman	Beige Vinyl	$ 105	
VIB02		Vibe Cube Ottoman	Blue Vinyl	$ 105	
VIB06		Vibe Cube Ottoman	Gold/Bronze Vinyl	$ 105	
VIB01		Vibe Cube Ottoman	Green Vinyl	$ 105	
VIB08		Vibe Cube Ottoman	Orange Vinyl	$ 105	
VIB03		Vibe Cube Ottoman	Pink Vinyl	$ 105	
VIB04		Vibe Cube Ottoman	Red Vinyl	$ 105	
VIB05		Vibe Cube Ottoman	Yellow Vinyl	$ 105	
GROUP SEATING					
XC6		Altura Guest Chair	Black Crepe	$ 232	
CS8		Berlin Chair	Black, White	$ 95	
CS9		Berlin Chair	Red, White	$ 95	
SC3		Brewer Chair	Onyx, Black	$ 131	
XCHR		Christopher Chair	White Vinyl, Chrome	$ 79	
DUET		Duet Chair	Black, Chrome	$ 49	
SCF		Fusion Chair	Black, White	$ 105	
SCC		Fusion Chair	Clear, White	$ 105	
SCD		Fusion Chair	Green, White	$ 105	
SCE		Fusion Chair	Red, White	$ 105	
CO4		Iso Mesh Chair	Black	$ 221	
SC4		Jetson Chair	Black	$ 145	
XC3		Luxor Guest Chair	Black Vinyl	$ 261	
SC1		New York Chair	Black, Maple	$ 145	
SC10		Razor Armless Chair	White	$ 59	
RSTDIN		Rustique Chair w/ arms	Gunmetal	$ 109	
CH002		Wendy Chair	Clear Acrylic	$ 89	
COCKTAIL TABLES					
C1F		Geo Cocktail Table	Glass, Black	$ 189	
C1C		Geo Cocktail Table	Glass, Chrome	$ 189	
C1K		Inspiration Cocktail Table	Glass, Brushed Steel	$ 233	
COLI		Oliver Cocktail Table	Walnut Finish	$ 180	
C1E		Silverado Cocktail Table	Glass, Chrome	$ 209	
C1Y		Sydney Cocktail Table	Black, Brushed Steel	$ 212	
C1W		Sydney Cocktail Table	White, Brushed Steel	$ 212	
REGBEN		Regis Bench/Table	Brushed Metal	$ 215	

Page 1 TOTAL $ 0

CORT 2015 - Proprietary and Confidential. All rights reserved. CTSF

SHOW NAME:		BOOTH:	

CODE	QTY	ITEM	DESCRIPTION	2016	TOTAL
SIDE & END TABLES					
AURA		Aura Round Table	White Metal	$ 109	
CDYTB		Candy Table	Black Top	$ 159	
ETBL		E Table	Wood	$ 134	
CUBTBL		Edge LED Cube Table	White, Plexi Top	$ 149	
E1F		Geo End Table	Glass, Black	$ 185	
E1C		Geo End Table	Glass, Chrome	$ 185	
E1K		Inspiration End Table	Glass, Brushed Steel	$ 219	
NEMSAC		Mosaic Tables	Set of 3	$ 219	
EOLI		Oliver End Table	Walnut Finish	$ 160	
REGOTT		Regis End Table	Brushed Metal	$ 159	
E1E		Silverado End Table	Glass, Chrome	$ 199	
E1Y		Sydney End Table	Black, Brushed Steel	$ 191	
E1W		Sydney End Table	White, Brushed Steel	$ 191	
TMBTBL		Timber Table	Wood	$ 129	
TRAINING & CONFERENCE TABLES					
MERLIN		Merlin Multi Use Table	Gray Laminate, Black	$ 259	
WD3		Work Table	White Laminate, White	$ 249	
CT10GR		10' Table	Granite	$ 629	
CC8		10' Table	Mahogany	$ 629	
CB1		42" Round Table	Graphite Nebula	$ 289	
CC5		42" Round Table	Mahogany	$ 289	
CONF42		42" Round Table	White Laminate	$ 289	
CB2		6' Conference Table	Graphite Nebula	$ 355	
CT06GR		6' Table	Granite	$ 355	
CC6		6' Table	Mahogany	$ 355	
CB3		8' Conference Table	Graphite Nebula	$ 419	
C508GR		8' Table	Granite	$ 419	
CC7		8' Table	Mahogany	$ 419	
CF2		Geo Table, Rectangle	Glass, Black	$ 339	
CE2		Geo Table, Rectangle	Glass, Chrome	$ 339	
CF1		Geo Table, Rounded Square	Glass, Black	$ 239	
CE1		Geo Table, Rounded Square	Glass, Chrome	$ 239	
CG1		Manhattan Table	Glass, Black	$ 249	
OCT6W		Nova Oval Table	White, Silver Powder Coated Legs	$ 399	
EXECUTIVE CHAIRS					
XC4		Altura High Back Executive Chair	Black Crepe	$ 278	
XC5		Altura Mid Back Executive Chair	Black Crepe	$ 255	
XC1		Luxor High Back Executive Chair	Black Vinyl	$ 302	
XC2		Luxor Mid Back Executive Chair	Black Vinyl	$ 284	
PROGB		Pro Executive Guest Chair	Black Vinyl	$ 195	
PROEXB		Pro Executive High Back Chair	Black Vinyl	$ 279	
PROEXE		Pro Executive High Back Chair	White Classic Vinyl	$ 279	
PROMID		Pro Executive Mid Back Chair	White Classic Vinyl	$ 177	
G30 COMMUNAL TABLES W/ SOLID TOPS					
G30BMS		G30 Bar Table	Maple Top	$ 499	
G30BWS		G30 Bar Table	White Top	$ 499	
G30DMS		G30 Café Table	Maple Top	$ 399	
G30DWS		G30 Café Table	White Top	$ 399	
G30CMS		G30 Cocktail Table	Maple Top	$ 279	
G30CWS		G30 Cocktail Table	White Top	$ 279	
G30 COMMUNAL TABLES W/ GROMMET HOLES					
G30BMW		G30 Bar Table	Maple Top	$ 499	
G30BWW		G30 Bar Table	White Top	$ 499	
G30DMW		G30 Café Table	Maple Top	$ 399	
G30DWW		G30 Café Table	White Top	$ 399	
G30CMW		G30 Cocktail Table	Maple Top	$ 279	
G30CWW		G30 Cocktail Table	White Top	$ 279	
BARSTOOLS					
APS75		Apex Barstool	White Vinyl	$ 168	
APS08		Apex Barstool	Black Vinyl	$ 168	
APS59		Apex Barstool	Red Vinyl	$ 168	
APS12		Apex Barstool	Blue Ultra Suede	$ 168	
BSS		Banana Barstool	Black, Chrome	$ 187	
BST		Banana Barstool	White, Chrome	$ 187	
XBAR		Christopher Barstool	White Vinyl, Chrome	$ 135	
BSL		Gin Barstool	Maple, Chrome	$ 149	
BCE		Ice Barstool	Transparent, Chrome	$ 199	
BSN		Jetson Barstool	Black	$ 200	
ROLLBL		Lift Barstool	Black Vinyl	$ 159	
ROLLGY		Lift Barstool	Gray Vinyl	$ 159	
ROLLRD		Lift Barstool	Red Vinyl	$ 159	
ROLLWH		Lift Barstool	White Vinyl	$ 159	
BSD		Oslo Barstool	Blue	$ 197	
BSC		Oslo Barstool	White	$ 197	
RSTSTL		Rustique Barstool	Gunmetal	$ 99	
BS001		Shark Barstool	White, Chrome	$ 239	
BS003		Zoey Barstool	Black, Chrome	$ 219	
BS002		Zoey Barstool	White, Chrome	$ 219	

CODE	QTY	ITEM	DESCRIPTION	2016	TOTAL
BAR TABLES W/ STANDARD BLACK BASE					
VTC		30" Round Bar Table	Brushed Blue Top	$ 185	
VTB		30" Round Bar Table	Brushed Red Top	$ 185	
VTJ		30" Round Bar Table	Graphite Nebula Top	$ 185	
30MHSB		30" Round Bar Table	Mahogany Top	$ 217	
VTK		30" Round Bar Table	Maple Top	$ 185	
VTG		30" Round Bar Table	Silver Textured Top	$ 185	
VTN		36" Round Bar Table	Graphite Nebula Top	$ 199	
VTP		36" Round Bar Table	Maple Top	$ 199	
VTW		36" Round Bar Table	White Laminate Top	$ 199	
BAR TABLES W/ HYDRAULIC BASE					
30BBHB		30" Round Bar Table	Brushed Blue Top	$ 225	
30BRHB		30" Round Bar Table	Brushed Red Top	$ 225	
30GRHB		30" Round Bar Table	Graphite Nebula Top	$ 225	
30SBHB		30" Round Bar Table	Liquid Steel Blue Top	$ 225	
30MHHB		30" Round Bar Table	Mahogany Top	$ 225	
30ORHB		30" Round Bar Table	Orange Top	$ 225	
30STHB		30" Round Bar Table	Silver Textured Top	$ 225	
30MTHB		30" Round Bar Table	Maple Top	$ 225	
36GRHB		36" Round Bar Table	Graphite Nebula Top	$ 245	
36MTHB		36" Round Bar Table	Maple Top	$ 245	
36WTHB		36" Round Bar Table	White Laminate Top	$ 245	
CAFÉ TABLES W/ STANDARD BLACK BASE					
ZTC		30" Round Café Table	Brushed Blue Top	$ 169	
ZTB		30" Round Café Table	Brushed Red Top	$ 169	
ZTJ		30" Round Café Table	Graphite Nebula Top	$ 169	
30MHSC		30" Round Café Table	Mahogany Top	$ 208	
ZTK		30" Round Café Table	Maple Top	$ 169	
ZTG		30" Round Café Table	Silver Textured Top	$ 169	
ZTN		36" Round Café Table	Graphite Nebula Top	$ 184	
ZTP		36" Round Café Table	Maple Top	$ 184	
ZTQ		36" Round Café Table	White Laminate Top	$ 184	
CAFÉ TABLES W/ HYDRAULIC BASE					
30SBHC		30" Round Café Table	Liquid Steel Blue Top	$ 249	
30STHC		30" Round Café Table	Silver Textured Top	$ 225	
30BBHC		30" Round Café Table	Brushed Blue Top	$ 225	
30BRHC		30" Round Café Table	Brushed Red Top	$ 225	
30GRHC		30" Round Café Table	Graphite Nebula Top	$ 225	
30MHHC		30" Round Café Table	Mahogany Top	$ 225	
30ORHC		30" Round Café Table	Orange Top	$ 225	
30MTHC		30" Round Café Table	Maple Top	$ 225	
36GRHC		36" Round Café Table	Graphite Nebula Top	$ 245	
36MTHC		36" Round Café Table	Maple Top	$ 245	
36WTHC		36" Round Café Table	White Laminate Top	$ 245	
PRODUCT DISPLAY					
BC6		Bookcase	Mahogany	$ 289	
ET2		Etagere	Black, Metal/Glass	$ 259	
ET1		Etagere	Pewter, Metal/Glass	$ 259	
PDL		Locking Pedestal	Black	$ 359	
PDL36B		Powered Locking Pedestal, 36"	Black	$ 379	
PDL36W		Powered Locking Pedestal, 36"	White	$ 379	
PDL42B		Powered Locking Pedestal, 42"	Black	$ 449	
PDL42W		Powered Locking Pedestal, 42"	White	$ 449	
UTILITY CHAIRS					
DF1		Altura Drafting Stool	Black Crepe	$ 229	
SY1		Altura Steno Chair	Black Crepe	$ 149	
DESKS & CREDENZAS					
CR6		Credenza	Mahogany	$ 419	
JD6		Executive Desk	Mahogany	$ 419	
TECH		Tech Desk, Powered	Black Metal, Laminate	$ 339	
TECH3B		Tech Desk, Powered w/ 3 Drawer File Cabinet	Black Metal, Laminate	$ 419	
TECH3		3 Drawer File Cabinet on Castors	Black Metal, Laminate	$ 112	
FILES					
L26		Lateral File	Mahogany	$ 329	
VF2		Vertical File, 2 Drawer	Light Gray	$ 140	
VF4		Vertical File, 4 Drawer	Light Gray	$ 191	
REFRIGERATORS					
R1R		Refrigerator, Large	White, 14.0 cubic feet	$ 652	
R1Q		Refrigerator, Small	White, 4.0 cubic feet	$ 229	
MOBILE TABLET STANDS					
TBSTND		Mobile Tablet Stand	Black	$ 105	
TBSTDW		Mobile Tablet Stand	White	$ 105	
TBBCHR		Brochure Holder	Black	$ 49	
TBSHLF		Charging Shelf	Black	$ 49	
TBPNTR		Wireless Printer Holder	Black	$ 49	
LAMPS					
LA15		Mason Floor Lamp	Brushed Silver	$ 165	
LA14		Mason Table Lamp	Brushed Silver	$ 108	
BARS					
BR1		Martini Bar	Gray Metal, Frosted Glass Top	$ 1,011	
BRC		Martini Bar Circle	3 Martini Bars	$ 2,911	

Page 2 TOTAL $ 0

CORT 2015 - Proprietary and Confidential. All rights reserved. CTSF