**PAYMENT INFORMATION FORM**

**DEADLINE FOR RETURN OF FORM:** Sept 7, 2015

**Payment Policy:**
Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

**Cancellation Policy:**
Cancellation after the deadline will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

**Valid Refunds Will Be Issued After Close Of Show***

**Late Request:**
Requests after deadline will be filled as available at the standard rates.

**Color/Size Selection:**
Choices not indicated will be selected by AG Exhibitions, INC to coordinate with the show colors and size of exhibit.

***THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR ORDER***

**Services and Equipment Ordered**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>A) Furniture Rental Order Form</td>
<td>$______</td>
</tr>
<tr>
<td>B) Carpet Rental Order Form</td>
<td>$______</td>
</tr>
<tr>
<td>C) Chrome Grid Wall and Panel Board Order Form</td>
<td>$______</td>
</tr>
<tr>
<td>D) Hanging Sign Information</td>
<td>Non Taxable $___ N/A___</td>
</tr>
<tr>
<td>E) Display Labor In Booth Forklift Service Order Form</td>
<td>Non Taxable $______</td>
</tr>
<tr>
<td>F) Special Furniture</td>
<td>$______</td>
</tr>
<tr>
<td>G) Freight</td>
<td>Non Taxable $______</td>
</tr>
</tbody>
</table>

**Subtotal:** $________

**6.00% State Sales Tax:** $________

**Non-Taxable Total:** $________

**TOTAL:** $________

---

**PLEASE MAKE CHECK TO:** A.G. Exhibitions

**Payment By Check**

Please Complete The Following:

Check Number__________                  Dated__________             In Amount Of $__________

**NOTE:** All checks are deposited upon receipt. Do not post date. There is a $35.00 for all checks returned by bank.

**Payment By Credit Card**

Please complete ALL information. Note: All charges are processed thru our Louisville, Ky office.

Card Member Name:________________________________________

Card Type:  
  ☐ VISA   ☐ MASTERCARD   ☐ AMEX

Account Number:________________________________________

Expiration Date:__________

Signature:________________________________________

**NOTE:** Please include the ID number as shown on the back of card

#_____________________

---

**PLEASE KEEP A COPY OF YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!****
A.G. Exhibitions HAS BEEN SELECTED AS THE OFFICIAL DRAYAGE CONTRACTOR FOR THIS EVENT

INSTRUCTIONS

1. Mail this form with advance payment to above A.G. Exhibitions, INC. Address by above deadline.
2. All shipments must be prepaid. Collect shipments will not be accepted.
3. All advance to warehouse shipments must be targeted to arrive BETWEEN: *Sept 7-14* *Call for details*
4. All inbound shipments direct to event site must be targeted to arrive on or after: *Call for details*
5. All charges for freight services in accordance with rate schedule below are due in advance.

Advance Receiving Warehouse
Label each piece of your shipment(s) as follows:

TO: A.G. Exhibitions, INC. 642 Barret Ave. Louisville, KY 40204
FOR: EXHIBIT BOOTH #

Direct to Event Site
Label each piece of your shipment(s) as follows:

TO: Galt House c/o A.G. Exhibitions 4th street Dock 140 N. Fourth St. Louisville, KY 40202
FOR: EXHIBIT BOOTH #

Rate Schedule

RATES APPLY to each 100lbs. or fraction thereof and are based on the actual or estimated INBOUND weight. No allowance will be made for attachments during the event. Each shipment is considered seperately. NO cumulative weights will be allowed on miniumums, split shipments, free astray, etc. Charges are based on 100 lb. minimum per shipment.

SHIPMENTS OR EQUIPMENT REQUIRING SPECIAL HANDLING will be subject to a 50% surcharge in addition to the rates listed above. This classification shall be applied to, but not limited to, van shipments or shipments which are packed in such a manner as to require unloading by hand (i.e. loose display parts, uncrated equipment not delivered on a flatbed truck, etc). Material will be unloaded from vans, exhibitor’s truck, or trucks of others. Delivered to the exhibitors booth, picked up at the close of the show, moved to the loading area and reloaded on trucks. It is incumbent on the exhibitor to provide written and accurate weight information on each shipment.

EXHIBITS TO BE STORED will be charged at a minimum monthly rate of $12.00 cwt. per month or fraction thereof. No additional charge will be made for inbound shipments to advance warehouse when received 14 days prior to the show.

RATE SCHEDULE
1. Shipments recieved at advance warehouse, unloaded, stored up to 14 days, delivered to the unloading area of the exhibit facility, taken to the exhibitor’s booth, empty packing cases removed to storage and returned to booth, shipments picked up at exhibitor’s booth at the close of the event, moved to the unloading area and reloaded on truck. THIS SERVICE WILL BE PROVIDED FOR $50.00 PER CWT. BOTH IN & OUT FREIGHT HANDLING.
2. Shipments as abover but recieved at the exhibit facility. THIS SERVICE WILL BE PROVIDED FOR $50.00 PER CWT, BOTH IN & OUT FREIGHT HANDLING.

Enter total pounds below of all your shipments by rounding up each total shipment weight to the next nearest 100 pounds (i.e. One 253 lbs. Shipment of any number of pieces would be figured as 300 lbs., 518 lbs. of any number of pieces would be figured as 600 lbs., 795 lbs. as 800 lbs., etc). Any shipment with a total of less than 100 lbs. should be calculated at 100 lbs. minimum.

ADVANCE WAREHOUSE SHIPMENTS 100 LBS. MINIMUM
Total Combined Weight of ALL Shipments (rounded up) divided by 100 lbs. = _____ TTL cwts. X $50.00 per cwt. = Cost $_____ Special notice to Exhibitions: ABF is the preferred handler for the out. Any freight brought back to A.G. Exhibitions where house will be shipped out ABF. You are responsible to have your shipping company, if not ABF, to have your freight off show floor at close of show.

**Transfer total to Line G on the Payment Information Page**

Total $__________

**THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED****

***PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS***
INBOUND SHIPMENT FORM

A.G. Exhibitions must be advised (2) weeks in advance of delivery date of any oversized freight (single pieces over 3,500 lbs or odd shaped pieces) which will require unloading / reloading.

Shipper ___________________________ Date Shipped ________________
From (City / State) ____________________________________________
Carrier ___________________________ Estimated Arrival Date ____________
Total # of pieces ____________________ Pro # _________________________

Total Weight ______________________

CHECK ONE: ☐ to advance Receiving Warehouse ☐ direct to Show Site

OUTBOUND

Shipper ___________________________ Date Shipped ________________
From (City / State) ____________________________________________
Carrier ___________________________ Estimated Arrival Date ____________
Total # of pieces ____________________ Pro # _________________________

Total Weight ______________________

CHECK ONE: ☐ to advance Receiving Warehouse ☐ direct to Show Site

EXPLANATION OF DRAYAGE

When you pay A.G. Exhibitions for drayage, you are paying A.G. Exhibitions to handle your freight from your shipping company to your booth, and back to your shipping company after the show. You are allowed to use any shipping company of your choice. But you must make all the shipping arrangements and notify A.G. Exhibitions which company will drop off your freight, and which company will handle your freight after the show. Any freight left on the show floor after move out time becomes A.G. Exhibitions responsibility. This freight will be shipped through, at their rates and billed to you, ABF unless prior arrangements have been made with A.G. Exhibitions.

Name of Event: _____ 2015 KLA ____________ Booth # ________ Firm Name: __________________________
Phone: (___)_____________ Fax: (___)_____________ Address ___________________________
(street) _____________________ (City) ____________ (State) ____________ (Zip) ______________

Print/Type Name: __________________________ Signature: __________________________ Date: ____________

***THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED****
***PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!***
**Dealine For Return Of Form:** *Sept. 7, 2015*

**Payment Policy:**
Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

**Cancellation Policy:**
Cancellation after the deadline will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

***VALID REFUNDS WILL BE ISSUED AFTER CLOSE OF SHOW***

**Late Request:**
Requests after deadline will be filled as available at the standard rates.

**Color/Size Selection:**
Choices not indicated will be selected by AG Exhibitions, Inc. to coordinate with the show colors and size of exhibit.

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**CARPET RENTAL ORDER FORM**

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**Standard Exhibit Booth Carpet**

Standard exhibit booth carpet price includes rental, installation, removal and front edge taping only. Standard booth carpet is designed for use in standard size exhibit booths. This carpet is not designed to cover complete booth areas since the rental cost does not include seaming and the carpets are not guaranteed to be a color match. If complete area exhibit carpet is desired, see selection below.

<table>
<thead>
<tr>
<th>CHECK ONE</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 Ft. X 10 Ft.</td>
<td>$120.00</td>
<td>$155.00</td>
</tr>
<tr>
<td>9 Ft. X 20 Ft.</td>
<td>$230.00</td>
<td>$270.00</td>
</tr>
</tbody>
</table>

Please check color desired for standard carpet:
- Blue
- Grey
- Red
- Hunter Green
- Black
- Burgundy
- Teal

---

**Complete Exhibit Area Carpet**

Complete exhibit area carpet price includes laying, trimming, seaming, wastage, edge, taping rental and removal for carpet specifically cut to your exact measurements.

<table>
<thead>
<tr>
<th>Complete Area Size</th>
<th>Ft. x Ft.</th>
<th>Sq. Ft.</th>
<th></th>
<th>CHECK ONE</th>
<th>DISCOUNT RATE</th>
<th>STANDARD RATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 Ft. X 30 Ft.</td>
<td></td>
<td></td>
<td></td>
<td>9 Ft. X 40 Ft.</td>
<td>$460.00</td>
<td>$520.00</td>
</tr>
</tbody>
</table>

Please check color desired for standard carpet:
- Blue
- Grey
- Red
- Hunter Green
- Black
- Burgundy
- Teal

---

**Custom Painters Plush Carpet**

Custom carpet is an upgrade 34oz. Carpet in 15 decorator colors. Minimum order is 300 Sq. Ft. Orders must be received in our office 4 weeks prior to show.

<table>
<thead>
<tr>
<th>Custom Carpet Size</th>
<th>Ft. x Ft.</th>
<th>Sq. Ft.</th>
<th></th>
<th>Total $</th>
</tr>
</thead>
</table>

Check color desired for custom carpet (Samples available upon request).

- Silver Grey
- French Beige
- Grey Pearl
- Berry
- Charcoal
- Burgundy
- Emerald
- White
- Blue Mist
- Black
- Colony Blue
- Red
- Plum
- Peacock
- Cream
- Hunter Green

---

**Padding - Protective Plastic Covering - Tape**

6 lb. Padding Area Size _______Ft. x________ Ft. _______Ft. @ $1.05/Sq. Ft. = $__________

Plastic Area Size _______Ft. x________ Ft. _______Ft. @ $0.20/Sq. Ft. = $__________

---

**Vacuuming / Shampoo**

DAILY VACUUM Carpet is vacuumed ONE TIME before initial opening of exhibit and DAILY thereafter.

Per Day - Carpet Size _______Ft. x_______ = _______Total Sq. Ft. x $0.20 per Sq. Ft._______ x # of Days = Total $ _______

Over 1000 Sq. Ft. - Carpet Size _______Ft. x_______ = _______Total Sq. Ft. x $0.15 per Sq. Ft._______ x # of Days = Total $ _______

ONE TIME VACUUM-Carpet is vacuumed ONE TIME before initial opening of exhibit: Total Sq. Ft._______ X $0.25 per Sq. Ft. = Total $ _______

*There will be an additional charge for cleaning carpets that are subjected to excessive wear and such as wood shavings, food sampling, landscape, etc.*

---

**Name of Event:** _______________ 2015 KLA _______________  
**Booth #:** ____________  
**Firm Name:** ______________  
**Phone:** (____) _______ ____________

**Fax:** (____) _______ ____________

**Subtotal $** ____________

**Form B**

---

***THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED***

***PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS***
**Furniture Rental Order Form**

**Payment Policy:**
Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

**Cancellation Policy:**
Cancellation after the deadline will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

***VALID REFUNDS WILL BE ISSUED AFTER CLOSE OF SHOW***

**Late Request:**
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**Color/Size Selection:**
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---

### Miscellaneous Accessories

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stack Chair, Gray/Padded, No Arms</td>
<td>$30.00</td>
<td>$35.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stool 30” Gray w/ back</td>
<td>$45.00</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wastebasket w/ Liner</td>
<td>$10.00</td>
<td>$12.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Easel, Chrome/Tripod</td>
<td>$20.00</td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stanchion, Chrome</td>
<td>$25.00</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stanchion Rope, Blue/Padded</td>
<td>$20.00</td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>White Plastic Chain (per Ft.)</td>
<td>$2.00</td>
<td>$3.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Stanchion, Black/Metal</td>
<td>$10.00</td>
<td>$15.00</td>
<td></td>
</tr>
</tbody>
</table>

### Special Booth Draping

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>White Vinyl Table Cover</td>
<td>$6.00</td>
<td>$8.00</td>
<td></td>
</tr>
<tr>
<td>Ft</td>
<td>Special Skirting, 30” Ht./per Linear Ft.</td>
<td>$3.00</td>
<td>$5.00</td>
<td></td>
</tr>
<tr>
<td>Ft</td>
<td>Special Skirting, 40” Ht./per Linear Ft.</td>
<td>$5.00</td>
<td>$7.00</td>
<td></td>
</tr>
<tr>
<td>Ft</td>
<td>Side Rail Drape, 36” Ht./per Linear Ft.</td>
<td>$3.00</td>
<td>$4.00</td>
<td></td>
</tr>
<tr>
<td>Ft</td>
<td>Side Rail Drape, 96” Ht./per Linear Ft.</td>
<td>$5.00</td>
<td>$7.00</td>
<td></td>
</tr>
</tbody>
</table>

**Circle Color Selection**

<table>
<thead>
<tr>
<th></th>
<th>Black</th>
<th>Blue</th>
<th>Burgundy</th>
<th>Gold</th>
<th>Teal</th>
<th>Hunter</th>
<th>Gray</th>
<th>Red</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Black</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<td></td>
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<td>Blue</td>
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<td>Burgundy</td>
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<td>Hunter</td>
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<td>Gray</td>
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<td>Red</td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

### Wood Risers (No Draping)

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$15.00</td>
<td>$20.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$20.00</td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$25.00</td>
<td>$30.00</td>
<td></td>
</tr>
</tbody>
</table>

### Wood Risers With Draping

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$30.00</td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$40.00</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$50.00</td>
<td>$60.00</td>
<td></td>
</tr>
</tbody>
</table>

**Display Tables - 30” High x 2’ Wide**

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$65.00</td>
<td>$75.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$75.00</td>
<td>$90.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$85.00</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>4’</td>
<td>Long Table NOT SKIRTED</td>
<td>$25.00</td>
<td>$30.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long Table NOT SKIRTED</td>
<td>$30.00</td>
<td>$35.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long Table NOT SKIRTED</td>
<td>$35.00</td>
<td>$40.00</td>
<td></td>
</tr>
</tbody>
</table>

**Display Tables - 40” High x 2’ Wide**

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$75.00</td>
<td>$85.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$85.00</td>
<td>$100.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long Table SKIRTED 3 SIDES</td>
<td>$95.00</td>
<td>$110.00</td>
<td></td>
</tr>
<tr>
<td>4’</td>
<td>Long Table NOT SKIRTED</td>
<td>$35.00</td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long Table NOT SKIRTED</td>
<td>$40.00</td>
<td>$45.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long Table NOT SKIRTED</td>
<td>$45.00</td>
<td>$50.00</td>
<td></td>
</tr>
</tbody>
</table>

**Display Tables - 40” High x 2’ Wide**

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$30.00</td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td>6’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$40.00</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>8’</td>
<td>Long, 12” Wide x 12” High</td>
<td>$50.00</td>
<td>$60.00</td>
<td></td>
</tr>
</tbody>
</table>

**Circle Color Selection**

<table>
<thead>
<tr>
<th></th>
<th>Black</th>
<th>Blue</th>
<th>Burgundy</th>
<th>Gold</th>
<th>Teal</th>
<th>Hunter</th>
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<th></th>
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</thead>
<tbody>
<tr>
<td>Black</td>
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<td>Burgundy</td>
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<tr>
<td>Teal</td>
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<td>Hunter</td>
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<tr>
<td>Gray</td>
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<td>Red</td>
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<td></td>
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</tr>
</tbody>
</table>

**Subtotal $____________**

***THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED***

***PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!***

Name of Event: _________2015 KLA_________ Booth # _________ Firm Name: ________________

Phone: (____) __________ Fax: (____) __________ Address ____________________________

(street) (City) (State) (Zip)

Print/Type Name: ________________ Signature: ________________ Date: ________________

---

**No credit will be given after close of event on items or services ordered but not received. If you have a problem, please see the Service Desk Personnel at the event site prior to opening.**

Charges listed above include delivery to your booth, rental(not sale) during the event, and removal.

**NOTE:** NO EXHIBITOR MATERIAL CAN BE ATTACHED TO BOOTH DRAPERY, SUPPORTING METAL OR TABLE SKIRTING.

**NO RENTAL ITEMS/MATERIAL(S) may be ALTERED in any way. ANY and ALL DAMAGES / ALTERATIONS WILL BE CHARGED at REPLACEMENT COST (rental rate will not apply as credit) and will be the RESPONSIBILITY of the EXHIBITOR.**

---
TO INSURE AVAILABILITY ALL ORDERS ON ITEMS LISTED BELOW MUST BE RECEIVED 10 DAYS PRIOR TO SHOW DATE. ANY ORDERS AFTER THIS DATE WILL CARRY A 25% INCREASE, PER ITEM.

PLEASE INDICATE TYPE AND STYLE OF PANEL REQUIRED:

<table>
<thead>
<tr>
<th>TYPE</th>
<th>STYLE</th>
<th>COLOR</th>
<th>QUANTITY</th>
<th>DESCRIPTION</th>
<th>DISCOUNT</th>
<th>STANDARD</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chrome Grid Wall</td>
<td>H</td>
<td>BLACK</td>
<td>2' x 8'</td>
<td>2' x 8' Chrome Grid Wall</td>
<td>$35.00</td>
<td>$50.00</td>
<td></td>
</tr>
<tr>
<td>Tackboard Panel</td>
<td>C**</td>
<td>WHITE</td>
<td>2' x 8'</td>
<td>2' x 8' Tackboard Panel</td>
<td>$90.00</td>
<td>$117.00</td>
<td></td>
</tr>
<tr>
<td>Perforated board</td>
<td>V</td>
<td>BLUE</td>
<td>2' x 8'</td>
<td>2' x 8' Perforated Board Panel</td>
<td>$75.00</td>
<td>$97.50</td>
<td></td>
</tr>
<tr>
<td>Velcro Panel</td>
<td>H</td>
<td>BLACK</td>
<td>2' x 8'</td>
<td>2' x 8' Velcro Panel (loop fabric) Panel</td>
<td>$125.00</td>
<td>$156.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>C**</td>
<td>WHITE</td>
<td>2' x 8'</td>
<td>2' x 8' Velcro Panel (loop fabric) Panel</td>
<td>$105.00</td>
<td>$130.50</td>
<td></td>
</tr>
<tr>
<td></td>
<td>V</td>
<td>SINGLE FACE PANEL</td>
<td>4' x 8' Perforated Board Panel</td>
<td>$75.00</td>
<td>$97.50</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>DOUBLE FACE PANEL</td>
<td>2' x 8' Perforated Board Panel</td>
<td>$60.00</td>
<td>$78.00</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

No credit will be given after close of event on items or services ordered but not received. If you have a problem, please see the Service Desk Personnel at the event site prior to opening.

**TRANSFER AMOUNT TO LINE D ON PAYMENT INFORMATION PAGE**

Name of Event: _______ 2015 KLA _______  
Booth #: _______  
Firm Name: _______  
Phone: (___)_____________  
Fax: (___)_____________  
Address: ____________________________ (street) (City) (State) (Zip)

Print/Type Name: ____________________________  
Signature: ____________________________  
Date: ____________________________

**PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!**
FORKLIFT SERVICE ORDER FORM

NAME OF EVENT: 2015 KLA

1. Number of forklifts needed:______________________________
2. Date Needed:_________________________________________
3. Est. Starting Time:________________ AM / PM
4. Est Finishing Time:________________ AM / PM
5. Comments:__________________________________________

ORDER NUMBER OF MEN REQUIRED EST. HRS (1 HR. INCRMENTS) EACH MAN
Labor For Installation
Labor For Dismantle

Please indicate if in booth forklift/Operator is needed for installation of exhibit (not unloading):

1. Number of forklifts needed:
2. Date Needed:
3. Est. Starting Time:________________ AM / PM
4. Est Finishing Time:________________ AM / PM
5. Comments:__________________________________________

ORDER NUMBER OF MEN REQUIRED EST. HRS (1 HR. INCRMENTS) EACH MAN START TIME START DATE # OF DAYS
Labor For Installation
Labor For Dismantle

Starting time can be guaranteed only in those instances where men are requested to start at the official setup time. While every attempt will be made to provide men at later times, their starting time must be approximate since men assigned to jobs at the start of the day can not gauge exact completion time of first job assignment. It is important that the exhibit representative check in at the service desk to pick up labor ordered. Exhibit representative must also check the labor back in at the service desk upon completion of work. All work will be done under supervision of the exhibit representative.

PLAN A - Supervision by A.G. Exhibitions, INC

Please indicate if in booth forklift/Operator is needed for installation of exhibit (not unloading):

1. Number of forklifts needed:
2. Date Needed:
3. Est. Starting Time:________________ AM / PM
4. Est Finishing Time:________________ AM / PM
5. Comments:__________________________________________

ORDER NUMBER OF MEN REQUIRED EST. HRS (1 HR. INCRMENTS) EACH MAN
Labor For Installation
Labor For Dismantle

Please indicate if in booth forklift/Operator is needed for installation of exhibit (not unloading):

1. Number of forklifts needed:
2. Date Needed:
3. Est. Starting Time:________________ AM / PM
4. Est Finishing Time:________________ AM / PM
5. Comments:__________________________________________

PLAN B- Supervision by Exhibitor Personnel

Please indicate if in booth forklift/Operator is needed for installation of exhibit (not unloading):

1. Number of forklifts needed:
2. Date Needed:
3. Est. Starting Time:________________ AM / PM
4. Est Finishing Time:________________ AM / PM
5. Comments:__________________________________________

Rates: Estimate Labor Services Cost for Advance Payment

Charges for labor service are based on prevailing rates of labor and materials. All labor before 8:00AM and after 5:00 PM weekdays and all hours Saturday, Sunday, and holidays will be charged at overtime rate. Minimum charge one (1) hour per man. Rates are as follow:

INSTALLATION
Number Of Men x Number of hours per man x Number of Days = Total Straight Time Hours x $35.00/Hr. = $
Number Of Fork / Operators x Number of hours per man x Number of Days = Total Overtime Hours x $77.00/Hr. = $
Number Of Fork / Operators x Number of hours per man x Number of Days = Total Overtime Hours x $108.00/Hr. = $

DISMANTLE
Number Of Men x Number of hours per man x Number of Days = Total Straight Time Hours x $35.00/Hr. = $
Number Of Men x Number of hours per man x Number of Days = Total Overtime Hours x $77.00/Hr. = $
Number Of Fork / Operators x Number of hours per man x Number of Days = Total Overtime Hours x $69.00/Hr. = $
Number Of Fork / Operators x Number of hours per man x Number of Days = Total Overtime Hours x $108.00/Hr. = $

Add 30% if supervised by A.G. Exhibitions, INC. ($25.00 min) = $

Subtotal $__________________________

No credit will be given after close of event on items or services ordered but not received.

If you have a problem, please see the A.G. Exhibitions Desk Personnel at the event site prior to opening.

Payment Policy:
Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

Cancelation Policy:
Cancelation after the deadline will be charged at 50% of prevailing rate. Cancelation after installation will be 100% of prevailing rate. **VALID REFUNDS WILL BE ISSUED AFTER CLOSE OF SHOW**

Late Request:
Requests after deadline will be filled as available at the standard rates.

Color/Size Selection:
Choices not indicated will be selected by AG Exhibitions, INC to coordinate with the show colors and size of exhibit.

Print/Type Name: _____________________________ Signature:_________________________ Date:__________

***THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED***

***PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!!***
DEALINE FOR RETURN OF FORM:  *Sept 7, 2015*

Payment Policy -  
Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

Cancellation Policy -  
Cancellation after the deadline will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

***VALID REFUNDS WILL BE ISSUED AFTER CLOSE OF SHOW***

Late Request -  
Requests after deadline will be filled as available at the standard rates.

Color/Size Selection:  
Choices not indicated will be selected by AG Exhibitions, INC to coordinate with the show colors and size of exhibit.

---

**BOOTH ESSENTIALS**

<table>
<thead>
<tr>
<th>Qty</th>
<th>DESCRIPTION</th>
<th>Discount Rate</th>
<th>Standard Rate</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Swivel Desk Chair</td>
<td>$60.00</td>
<td>$80.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*Black Leather Loveseat</td>
<td>$450.00</td>
<td>$590.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*Black Leather Chair</td>
<td>$280.00</td>
<td>$360.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>*Leather Sofa</td>
<td>$475.00</td>
<td>$600.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Pedestal Table - 36&quot; Dia. 30&quot; ht.</strong></td>
<td>$80.00</td>
<td>$110.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Pedestal Table - 36&quot; Dia. 40&quot; ht.</strong></td>
<td>$80.00</td>
<td>$110.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Black-top Bistro 36&quot;W x 42&quot;H</td>
<td>$185.00</td>
<td>$240.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Black Table Lamp</td>
<td>$75.00</td>
<td>$95.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cherry Cocktail Table</td>
<td>$125.00</td>
<td>$160.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cherry End Table</td>
<td>$100.00</td>
<td>$130.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Chrome Bag Stand</td>
<td>$30.00</td>
<td>$40.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td>** 60&quot; Round Table**</td>
<td>$90.00</td>
<td>$115.00</td>
<td></td>
</tr>
</tbody>
</table>

* - Call (502-375-5811) for more color options  
** - Add $30.00 for table cloth

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---

Name of Event:____2015 KLA _____________  
Booth #__________  
Firm Name:______________________________  
Phone :(___)___________________  
Fax: (___)____________________  
Address___________________________________________  
(street)                            (City)                (State)              (Zip)  
Print/Type Name:_______________________________  
Signature:_______________________________  
Date:__________

**TRANSFER THIS AMOUNT TO LINE A ON THE PAYMENT INFORMATION PAGE***

Subtotal $__________

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