

ICAPP EXHIBIT 2010
Town and Country Resort • Grand Exhibit Hall • San Diego, CA
June 13-15, 2010

KEY CONTACTS

EARL BECKWITH & ASSOCIATES, INC.

Sharon Bohlander
ICAPP Exhibit Manager 301-570-7766 X227

Barbara Sonneman
Account Executive 301-570-7766 X224

AMERICAN NUCLEAR SOCIETY

Dave Slaninka
Assistant Director, Meetings 800-323-3044

HOTEL INFORMATION

Town and Country Resort • 500 Hotel Circle North • San Diego, CA 92108-3091

Telephone Number: 619-291-7131

ANS EXPO DATES AND HOURS

Sunday	6/13/10	◆	6:00 p.m. - 8:00 p.m.
Monday	6/14/10	◆	7:00 a.m. - 2:30 p.m.
Tuesday	6/15/10	◆	10:00 a.m. - 1:30 p.m.

The ANS President's Reception & ANS Attendee Lunch will take place in the Exhibit Hall
(Tickets required!)

EXHIBITOR INFORMATION

Booth Description

The standard 10' x 10' booth will have green, blue and white 8' high back-wall drape, green 3' side rail drape, and a 7" x 44" identification sign. The exhibit hall is carpeted. Rental units are available and can be quoted upon request.

Setup Dates/Hours

Saturday • June 12	1:00 p.m. - 5:00 p.m.
Sunday • June 13	8:00 a.m. - 3:00 p.m.

All displays must be completely setup by 3:00 p.m. on Sunday. Earl Beckwith's staff will unpack and set up any display not in place by 3:00 p.m. on Sunday, and applicable service charges will be billed to the exhibitor.

Dismantle Dates/Hours and Removal

Tuesday • June 15	1:30pm - 6:00 p.m.
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Dismantling and removal of exhibit displays is strictly prohibited before the close of the exhibit at 1:30 p.m. on Tuesday, June 15th. Dismantling will be from 1:30 - 6:00 p.m. on Tuesday. All carriers should check-in at the Loading Dock no later than 4:00 p.m. Any freight not picked up by 6pm on Tuesday will be rerouted to another carrier or returned to the warehouse at our discretion, and additional charges will be billed to the exhibitor.

Note: If you can carry in your materials in one trip without the use of a cart, you can do so. You are responsible for removal of your exhibit materials. You will be charged drayage if you require handling on the outbound, at prevailing rates, with a 200 pound minimum charge.

Exhibitor Badge Registration

ICAPP Exhibitors should register to acquire a badge online at www.ans.org. One EXHIBITOR Full Meeting COMP badge (H) and one EXHIBITOR Booth Only COMP badge (E) per 10'x10' booth space will be provided. Each badge will include a ticket to the ANS President Reception and a ticket to the Attendee Luncheon. If needed, two additional EXHIBITOR Booth Only badges can be purchased at a cost of \$160.00 per badge (E-PD), and will include one ticket to each of the aforementioned events. A badge registration form must be completed for each exhibitor, and should be completed online at http://www.new.ans.org/meetings/c_1 **Please register by May 21, 2010.**

Badges can be picked up on-site at the Exhibitor Service Desk in the Grand Exhibit Hall on Saturday, June 12th between the hours of 1-5pm and Sunday, June 13th between the hours of 8-am-3pm. Exhibitor badges, including prepaid event/tour tickets, and one copy per booth space of the meeting TRANSACTIONS will be included with your exhibitor packet. Any on-site badge additions and/or revisions will be handled at the Exhibitor Service Desk.

ANS EXPO SPECIAL EVENTS

The following special events will take place **in the Grand Exhibit Hall**. We encourage all exhibitors to be in their booth for each event as all the events are very well attended.

Reception

The ANS President's Reception will be held on Sunday evening from 6-8:00 p.m. **(Tickets are required for every exhibitor and attendee.)**

Luncheon

The ANS Sponsored Luncheon will take place on Monday from 11:30am-1pm. **(Tickets are required for every exhibitor and attendee.)**

Prize Drawings

Many exhibiting companies like to offer a prize through a drawing in their booth space from a collection of business cards. We will provide an opportunity to make an announcement during the lunch hour on Tuesday from 12-12:30pm for any exhibitor who is offering a prize. Please let us know when you check in on-site if you are offering a prize.

EXHIBIT SERVICE FORMS

The following Exhibit Service Forms include the most frequently used items and services. Many additional items including custom furnishings, signs and graphics, shipping services, internet service, and more are available upon request. If there is anything you think you need that you cannot find in this abbreviated service manual, please do not hesitate to contact us: Barbara Sonneman or Sharon Bohlander at 301-570-7766 or Bohlander@earlbeckwith.com

- Method of Payment Form
- Recap of Services Ordered
- Audio Visual Order Form
- Booth Cleaning Form
- Electrical Order Forms
 - Note – standard outlet can be ordered on Furnishings form. Use electrical order form if you need more than standard electrical service
- Floral Order Form – Return to Florist directly
- Furnishings Order Form
- Labor Order Form
 - Union Regulations
 - Guidelines for Exhibitor Appointed Service Contractor
 - Notice of Intent to Use Non-Official Service Contractor
- Material Handling Order Form
 - Material Handling Shipping Information
 - Material Handling Services
- Sign Order Form

Payment and Ordering Information

Full payment must be included with exhibitor services orders and received no later than Thursday, May 27th to qualify for discount prices. Orders without payment will be invoiced at regular prices, which can be substantially higher. All outstanding invoice balances, on-site floor orders, including labor and material handling, must be paid before the close of the show. Cash, checks, American Express, Master Card, or VISA are acceptable forms of payment. All payments must be made in U.S. funds.

Cancellations

A charge of 50% of the applicable rental rate will be assessed on items canceled after the commencement of move in. Replacement items will be charged at regular prices. If an exhibitor does not receive a requested service, be sure to notify Earl Beckwith and Associates personnel at the Exhibitor Service Desk on the day that the service should have been performed to receive credit for any applicable charges. No adjustments to the invoice will be made on a post show basis.

Booth Security

Guards will be on duty during the time the exhibit is closed; however, the furnishing of guards shall not be deemed to increase the liability of the American Nuclear Society, Earl Beckwith & Associates, Inc., or the Town and Country Resort. You may choose to order additional security for your booth. You are reminded to have an insurance rider covering all goods to, at, and from the ICAPP Exhibit. The American Nuclear Society, EBA and the security contractor, do not take responsibility for loss, theft, pilferage, or the mysterious disappearance of property. **Exhibitors are advised to remove all valuable items from the booth each night.**

METHOD OF PAYMENT

CREDIT CARD CHARGE AUTHORIZATION:

This will authorize the billing of all materials and services ordered in advance. For your convenience, we will use this authorization to charge any additional amounts incurred as a result of show site orders placed by your company representatives. These charges will include labor and material handling.

American Express

Master Card

VISA

Booth No.: _____

Card Number: _____ Exp. Date: _____ Security Code: _____

Holder's Name: _____

Card Holder's Company: _____

Card Holder's Billing Address: _____

Telephone Number: _____

Card Holder's Signature: _____ Date: _____

CHECK OR MONEY ORDER ENCLOSED:

Booth No.: _____

Check No.: _____ Date: _____ Amount : \$ _____

THIRD PARTY AUTHORIZATION:

We designate a third party to discharge payment for services rendered at this exposition and this third party will send advance check, money order, or forward a completed copy of the above credit authorization. It is understood that we, the exhibiting company, are ultimately responsible for payment of charges in the event that the named third party does not act.

Exhibitor's Signature: _____

Date: _____

Please Print Name: _____

Booth No.: _____

RECAP OF SERVICES ORDERED

ORDER DEADLINE DATE: May 27, 2010

Services provided by Earl Beckwith and Associates, Inc.:

Audio Visual \$ _____
Booth Cleaning \$ _____
Electrical \$ _____
Furniture/Carpeting \$ _____
Labor \$ _____
Material Handling \$ _____
Signs \$ _____
TOTAL \$ _____

Services provided by Other Contractors:

Floral \$ _____

A separate payment is required for each other service contractor order made and should be returned to the address indicated on each form. See forms for appropriate sales tax.

Full Payment Must Accompany Orders!

COMPANY: _____ BOOTH NO.: _____

ADDRESS: _____

CONTACT: _____ E-MAIL: _____

TELEPHONE: _____ AMOUNT ENCLOSED: _____

EARL BECKWITH AND ASSOCIATES, INC.

ICAPP EXHIBIT 2010

4401 Prince Road, Rockville, MD 20853

Telephone (301) 570-7766

Fax (301) 570-8440

AUDIO VISUAL ORDER FORM

ADDITIONAL ITEMS AVAILABLE - CALL FOR PRICE QUOTE

QTY. x Daily Rate x Days Used = TOTAL

MONITORS AND PROJECTORS

26" Flat Panel Computer Monitor		150.00		
42" Plasma Monitor wStand		450.00		
LCD Projector, 2k Lumen		450.00		

COMPUTERS AND PLAYERS

DVD Player		125.00		
Laptop Computer		200.00		

ACCESSORIES

5'-6' Tripod Screen		55.00		
Laser Pointer		25.00		
54" Monitor Cart w/Skirt		30.00		

ORDERING INSTRUCTIONS

<ul style="list-style-type: none"> The Total Charge per item is determined by multiplying the quantity by the daily rate by the days to be used. To guarantee prompt delivery this order should reach us at least ten days prior to delivery date. Payment is due in advance of delivery by check or major credit card. <p>VISA ___ MasterCard ___ American Express</p> <p>Card No.: _____ Exp.Date _____</p> <p>Cardholder's Name: _____ Signature: _____</p> <p>Cardholder's Address _____</p> <p>_____</p>	<p>EQUIP. RENTAL \$ _____</p> <p>Sales Tax, 8.75% \$ _____</p> <p>DELIVERY & SET-UP LABOR \$ <u>100.00</u></p> <p>TOTAL \$ _____</p>
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Full Payment Must Accompany Orders!

COMPANY: _____ **BOOTH:** _____

ADDRESS: _____

CONTACT: _____ **DATE:** _____

TELEPHONE: _____ **AMOUNT ENCLOSED:** _____

ICAPP Exhibit 2010

Town & Country Resort & Convention Center , Grand Exhibit Hall
June 13 - 15, 2010

ELECTRICAL ORDER CHECKLIST:

- Check rating plates on your equipment to ensure that you will have the proper power to operate your display.
- Do you require additional lighting? We can handle a variety of lighting options to enhance your display.
- Order 24 Hour power if required for refrigeration, computer systems, water pumps, heaters, etc.
- If distribution is required, include a detailed electrical floor plan. Indicate both main power location(s) and distribution location(s). You may use the Booth Layout (Form H-3) for this purpose or provide your own floor plan.
- Electrical work performed by non-GES personnel is strictly forbidden. Inspection fee(s) may apply.
- Indicate your electrical labor requirements for equipment hook-ups and/or power distribution on the Electrical Labor Order Form.
- You may pre-wire your equipment to match our receptacles. Here is a list of the plugs that match our equipment receptacles:
 - 15 amp 120 volt: Standard U-ground cord cap
 - 20 amp 208 volt 1Ø or 3Ø: Leviton 3521 or Hubbell 3521
 - 60 amp 208 volt 1Ø or 3Ø: Aero Plug Y560P or Daniel Woodhead Plug Y560P
 - 100 amp 208 volt 1Ø or 3Ø: J-Tech Plug J5100P or Litton-Veam Plug CIR01GRH
- Avoid code violations. Check the electrical code requirements on this information sheet.
- Labor is available to install and remove coaxial, fiber optic and twisted-pair cables for booth to booth, booth to satellite dish, and within the booth.
- Place your order before the discount rate deadline date and save on your electrical order.
- Payment must be included with your order to secure the discount rate. Include check or credit card authorization.

ELECTRICAL CODE

Electrical requirements for an exhibit at all convention facilities are for the safety of all Exhibitors and are based on national electrical codes and local ordinances.

Too frequently, fires have been traceable to faulty wiring, sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, exhibits at all convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problems. This work will be performed on a time and materials basis. If the Exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected.

If an Exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to convention facilities.

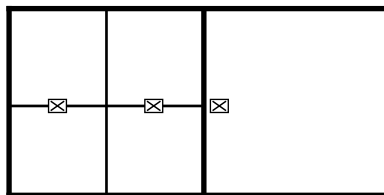
Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember these points:

- All wiring must have a 3-wire grounded cord with a minimum of #14 gauge.
- Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of clip-on sign sockets, latex, or lamp cord wire in displays, or the use of 2-wire clamp on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities. Please leave all 2-wire cords at home!
- Exhibitor is responsible for providing surge protectors for their Goods. GES is not responsible for loss or damage resulting from power surges. Furthermore, GES's liability for any and all loss or damage is limited to the value of the cost of electrical services provided or depreciated value of Goods, whichever is less.

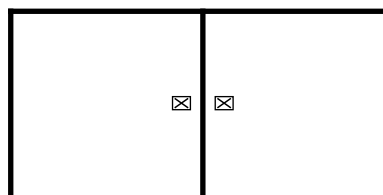
If you have any questions, please call us at 800.475.2098

Where will my outlet be located?

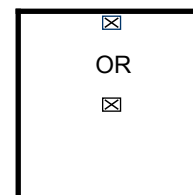
There are four different types of trade show booths: Line Booths, Peninsula Booths, Back-to-Back Peninsula Booths, Pavilion Booths, and Island Booths. Each type of booth has its own standard method of installation. In the following diagrams, the symbol represents the approximate location of power outlets. Main drop locations must be indicated on the floor plan as MDL:



Line Booths



Back-to-Back Peninsula Booths

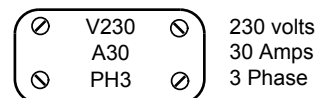
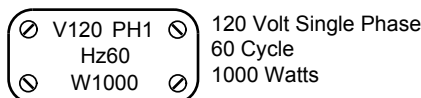


Island/Pavillion Booths

One drop within booth when power source is in ceiling or one location on perimeter when power is in the floor.

How much power do I need?

Calculate your lighting needs by adding wattage in each location. For other equipment, read the ratings from the metal plates attached to each unit.



Line Booths, Peninsula Booths, or Back-to-Back Peninsula Booths:

Your pre-ordered electrical outlet will be installed at the rear of your booth, at the drape line.

Island or Pavilion Booths: You need to designate one location for each outlet you order. Multiple outlet locations will be charged on a labor and material basis. For facilities with power originating in the floor, your electrical outlet will be placed at one location at our discretion. All other distribution will be done on a time and material basis. If you fail to provide us with a floor plan, outlet will be placed at one location at our discretion.

Return Electrical Forms to Earl Beckwith and Associates with your other forms.

Electrical Rental Order Form

All orders are governed by the Payment Policy and Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

ICAPP Exhibit 2010

Town & Country Resort & Convention Center , Grand Exhibit Hall
June 13 - 15, 2010

Discount Deadline Date:
May 27, 2010

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
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By signing and delivering this form, customer agrees to all terms and conditions printed on this form. To receive the discount rate, we must receive your order, along with full payment, by the deadline date above. All other orders will be processed at the regular rate. No credits will be issued on services installed as ordered even though not used.

Price List

ITEM#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE
120v Motor & Equipment Outlets			
700001	005 Amp/500 Watts, 1/4 HP 120V	\$ 150.00	\$ 200.00
700002	010 Amp/1000 Watts, 1/4 HP 120V	\$ 210.00	\$ 280.00
700003	015 Amp/1500 Watts, 1/4 HP 120V	\$ 260.00	\$ 335.50
700004	020 Amp/2000 Watts, 1/4 HP 120V	\$ 310.00	\$ 400.50
1P 208v Motor & Equipment Outlets			
700012	010 Amp, 1/2 HP 208V / 1Phase	\$ 344.50	\$ 459.00
700014	020 Amp, 1 HP 208V / 1Phase	\$ 475.00	\$ 633.50
700015	030 Amp, 2 HP 208V / 1Phase	\$ 619.50	\$ 826.00
700016	060 Amp, 5 HP 208V / 1Phase	\$ 826.00	\$ 1,101.50
700017	100 Amp, 10 HP 208V / 1Phase	\$ 1,067.00	\$ 1,422.50
700018	200 Amp, 208V / 1Phase	\$ 1,720.50	\$ 2,294.00
3P 208v Motor & Equipment Outlets			
700022	010 Amp, 1 HP 208V / 3Phase	\$ 461.50	\$ 615.00
700024	020 Amp, 3 HP 208V / 3Phase	\$ 636.50	\$ 848.50
700025	030 Amp, 5 HP 208V / 3Phase	\$ 830.00	\$ 1,107.00
700026	060 Amp, 10 HP 208V / 3Phase	\$ 1,107.00	\$ 1,475.50
700027	100 Amp, 20 HP 208V / 3Phase	\$ 1,429.50	\$ 1,906.00
700028	200 Amp, 50 HP 208V / 3Phase	\$ 2,305.50	\$ 3,074.00
3P 480v Motor & Equipment Outlets			
700044	020 Amp, 7.5 HP 480V / 3Phase	\$ 764.00	\$ 1,018.50
700045	030 Amp, 10 HP 480V / 3Phase	\$ 996.00	\$ 1,328.00
700046	060 Amp, 20 HP 480V / 3Phase	\$ 1,328.00	\$ 1,771.00
700047	100 Amp, 50 HP 408V / 3Phase	\$ 1,715.50	\$ 2,287.50
700048	200 Amp, 100 HP 480V / 3Phase	\$ 2,767.00	\$ 3,689.00

Lights

Price includes outlet and labor for light only.

700361	Floodlight, 1000 Watt Overhead**	\$ 600.00	\$ 800.00
700350	Floodlight, 120 Watt*	\$ 150.00	\$ 200.00
700352	Floodlight, 120 Watt Double*	\$ 255.00	\$ 340.00
700370	Floodlight, 250 Watt Krypton**	\$ 195.00	\$ 260.00

*On Stanchion, In-line Booths Only.

**May require labor and/or lift at additional charge not available at some locations.

Transformers

Used to boost 208V to 230V – Circle outlets requiring boost.

700114	Amp, Buck Boost Per Amp, 20 Amps Minimum	\$ 3.50	\$ 4.75
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Important Information

• **"Dedicated and 24 Hour power will be at double the listed price. Please indicate these requirements under "Please Indicate Choice" at bottom and double the appropriate rate.**

• GES is not responsible for voltage fluctuation or power failure due to temporary conditions. Exhibitor is responsible for providing surge protectors for their Goods. GES is not responsible for loss or damage resulting from power surges. Furthermore, GES' liability for any and all loss or damage is limited to the value of the cost of electrical services provided or depreciated value of Goods, whichever is less. All electrical installations and connections to all electrical service should be made by a GES electrician. GES will not be responsible for any damage or loss to any equipment, component, computer hardware or software, and/or any damage or bodily injury to any person caused by the installation, connection, or plugging in of any electrical outlet by persons other than a GES electrician.

• Electricity will be turned on 30 minutes prior to show open and will be turned off within approximately 30 minutes after show close.

• **OUTLET LOCATION & DISTRIBUTION**— All electrical outlets will be installed on the floor at the draped backwall of in-line and peninsula booths. All electrical outlets for island booths will be dropped to one main location per the Exhibitor's floor plan. If no plan is provided, the outlets will be installed at our discretion. Any change in location and/or additional power drops are chargeable on a time and material basis. Distribution and connection of outlets are chargeable on a time and material basis. **The first ninety feet of cabling to deliver power to your booth is free. If additional cabling is necessary, to power your booth, it will be charged at a time, material and motorized equipment basis.** See Electrical Labor Form

• **GES JURISDICTION** (Requires labor and/or material) — All under-carpet distribution of electrical wiring. All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc., and the distribution of same from product to booth and from booth to booth. All motor and equipment hook-ups requiring hard wiring connections. Installation and/or repair of electrical fixtures. Installation of electrical motors and electrical apparatus to be energized.

• **All outlets over 20 amps and/or with a voltage over 150 volts will require electrical booth work labor. Labor is required to inspect and hook-up equipment pre-wired to plug into our system. Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used. Sharing power or plugging into facility outlets is strictly prohibited.**

• **ELECTRICAL LABOR** (See Electrical Labor Order Form) — Labor rates are subject to labor contract effective at time of show. Starting time can only be guaranteed when labor is requested for the start of the working day at 8:00 AM. The minimum charge per booth is one (1) hour for installation and half (1/2) hour for dismantle. Time will commence per Exhibitor's request. Failure to start labor at requested time will result in a one hour charge per electrician requested, unless 24-hour advance notice is provided in writing. will be charged at a time, material and motorized equipment basis.

Please Indicate Choices

***Do you need dedicated and 24 hour power?**

Yes No

Please include H-3: Booth Layout Form, or provide your own detailed drawing, for placement of main drop locations (MDL), outlets and fixtures. Regular rates will be applied, regardless of when the order was received, if either is not provided with your electrical order.

Cancellation Policy: Items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation

Place Order Here

ITEM#	DESCRIPTION	PRICE	QUANTITY	TOTAL PRICE
				\$
				\$
A.	Total All items Ordered			\$
B.	Petroleum Surcharge Assessment: 3%		A x 3% = B	\$
C.	Payment Enclosed		A + B = C	\$

I agree in placing this order that I have accepted GES Terms & Conditions

Authorized Signature – Please Sign: _____

AUTHORIZED NAME - PLEASE PRINT	DATE
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RETURN ELECTRICAL FORMS TO EARL BECKWITH AND ASSOCIATES WITH YOUR OTHER SERVICE ORDER FORMS.

COMPANY NAME	EMAIL ADDRESS	BOOTH NUMBER
SHOWSITE CONTACT	SHOWSITE CONTACT PHONE #	DATE/TIME OF ARRIVAL CONTACT'S HOTEL (OPTIONAL)

PLEASE COMPLETE THIS FORM FOR ALL ELECTRICAL LABOR NEEDED.
TO DETERMINE IF YOU NEED ELECTRICAL LABOR. PLEASE READ THIS FORM CAREFULLY.

- All under-carpet distribution of electrical wiring. All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc., and the distribution of same from product to booth and from booth to booth. All motor and equipment hook-ups requiring hard wiring connections. Installation and/or repair of electrical fixtures. Installation of electrical motors and electrical apparatus to be energized.
- All outlets over 20 amps and/or with a voltage over 150 volts will require electrical labor. Labor is required to inspect equipment pre-wired to plug into our system. Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.

Important Information & Rates

Starting time can be guaranteed only when labor is requested for the start of the working day at 8:00 AM. All exhibit labor for 8:00 AM starting times will be dispatched to booth space. Please have an authorized representative in booth to supervise the work to be done and sign work order upon completion. Equipment and labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker and equipment. If Exhibitor fails to use the workers and equipment at the time confirmed, a one (1) hour "Not Ready" charge per worker and equipment will apply.

The minimum charge for labor is one (1) hour per worker and equipment. Labor thereafter is charged in half (1/2) hour increments per worker. Exhibitors requiring electrical labor will automatically be charged a dismantle fee. Dismantle labor is charged at 50% of installation labor based on show close/move-out days/time, and does not need to be scheduled. Overtime rates may apply. Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by GES. GES requires the highest standards of integrity from all employees. Please call our confidential Always Honest hotline at 866.225.8230 to report fraudulent or unethical behavior. All rates are subject to change if necessitated by increased labor and material costs.

LABOR RATES ARE AS FOLLOWS:

Electrician w/Lift		Discount	Regular	Show Site
High Lift, ST	Code: 705300	\$ 382.00	\$ 477.50	\$ 573.00
High Lift, OT	Code: 705300	\$ 496.50	\$ 620.75	\$ 745.00
Worker per Hour		Discount	Regular	Show Site
Electrical, ST	Code: 705060	\$ 101.50	\$ 127.00	\$ 152.25
Electrical, OT	Code: 705060	\$ 203.00	\$ 254.00	\$ 304.50

Straight Time: Monday through Friday from 8:00 AM to 4:30 PM.
Overtime: All other times Monday through Friday. All day Saturday, Sunday & Holidays.
Discount Rate: Rate applies to orders placed on or before the above Discount Deadline Date.
Regular Rate: Rate applies to orders placed after the above Discount Deadline Date, but before the first day of exhibitor move-in.
Show Site Rate: Rate applies to orders placed at show site

Please Indicate Service

- GES Supervised (OK TO PROCEED)**
- Power Distribution A 30% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision.
- Exhibitor Supervised (DO NOT PROCEED)**
- Exhibitor will supervise.
- You must schedule date & time below as well as # of electricians and estimated hours.
 - GES assumes **no** liability for loss, damage or bodily injury arising out of the installation and/or dismantling of Exhibitor's property by GES provided union labor. Exhibitor assumes the responsibility and any liability arising therefrom, for the work performed by union labor under Exhibitor's supervision. Exhibitors must stay clear during movement of freight.
 - Labor cannot be scheduled prior to assigned target date.

Is there more than one (1) main drop location?
 Yes No

Please include H-3: Booth Layout Form, or provide your own detailed drawing, for placement of main drop locations (MDL), outlets and fixtures. Regular rates will be applied, regardless of when the order was received, if either is not provided with your electrical order.

Exhibitor is responsible for providing surge protectors for their Goods. GES is not responsible for loss or damage resulting from power surges. Furthermore, GES' liability for any and all loss or damage is limited to the value of the cost of electrical services provided or depreciated value of Goods, whichever is less.

Place Order Here

SCHEDULE DATE(S)	SCHEDULE START TIME	SCHEDULE END TIME	TOTAL # OF HOURS	TOTAL # OF ELECTRICIAN	LABOR RATE	TOTAL	3% PSP	GRAND TOTAL
	AM PM	AM PM						\$
	AM PM	AM PM						\$
I agree in placing this order that I have accepted GES Terms & Conditions of Contract.						A.	Total Labor Ordered	\$
Authorized Signature - Please Sign:						B.	30% (\$50.00) GES Supervision	\$
X						C.	Payment Enclosed	\$

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked, relative to the original estimate and based upon the date received. Additional labor required will be calculated and invoiced at the show site rate.

RETURN ELECTRICAL FORMS TO EARL BECKWITH AND ASSOCIATES WITH YOUR OTHER SERVICE ORDER FORMS!

FURNISHINGS ORDER FORM

QTY	DESCRIPTION	ADVANCE PRICE	REGULAR PRICE	TOTAL	QTY.	DESCRIPTION	ADVANCE PRICE	REGULAR PRICE	TOTAL
	CHAIRS					CARPETS (HALL IS CARPETED)			
	Plastic Side Chair - Gray	61.00	89.25			9' x 10'	150.00	218.00	
	Padded Side Chair - Gray	99.00	146.75			9' x 20'	293.00	427.50	
	Padded Arm Chair - Gray	109.00	159.00			9' x 30'	452.00	658.25	
	Counter Stool w/back	118.25	172.25						
	ROUND TABLES					Circle Color Choice: Black, Blue, Gray, Forest Green, Red, Teal			
	Round Starbase, 40x30"h	207.00	303.50			CARPET PADDING			
	Round Starbase, 30x40"h	207.00	303.50			N/A			
	DISPLAY TABLES -30" H					ACCESSORIES			
	4' Long Table - Skirted	106.25	155.00			Bag Stand	74.50	108.50	
	6' Long Table - Skirted	128.50	186.75			Literature Rack	108.50	158.25	
	8' Long Table - Skirted	149.25	218.00			Floor Easel	53.50	78.00	
	4 th Side Skirted	49.50	71.25			Chrome Sign Holder - 22"x28"	67.25	98.00	
						Ticket Tumbler	114.75	167.75	
	DISPLAY COUNTERS -42"H					Waste Basket	16.50	24.00	
	4' Long Counter-Skirted	135.00	197.00						
	6' Long Counter-Skirted	164.00	239.00			SPECIAL BOOTH DRAPE			
	8' Long Counter-Skirted	185.50	270.00			8' H Back Drape, per foot	17.00	22.00	
	4 th Side Skirted	56.25	81.50			3' H Side Drape, per foot	20.00	25.00	
	Circle Color Choice: Black, Blue, Gray, Forest Green, Red, White					Circle Color Choice: Black, Blue, Gray, Forest Green, Red, White			
						FURNITURE PACKAGES #1 - 10% Off			
						(2) Plastic side chairs, (1) 6' Table, (1) Wastebasket	240.00		
						FURNITURE PACKAGES #2 - 10% Off			
						(4) Arm chairs, (1) Starbase table, (1) wastebasket	593.50		
						FOR YOUR CONVENIENCE - Order Standard Electrical here:			
						5 amp, 500 watts	155.00		
						TOTAL			\$
	IMPORTANT NOTES: To qualify for advance pricing, all orders must be received by May 27, 2010 . All orders received after this date will be charged at the regular price. Changes in color selection, or orders canceled after delivery to booth are subject to a 50% service charge.								

Full Payment Must Accompany Orders!

COMPANY: _____ **BOOTH NO.:** _____

ADDRESS: _____

CONTACT: _____ **E-MAIL:** _____

TELEPHONE: _____ **AMOUNT ENCLOSED:** _____

LABOR SERVICE FORM

A one-hour minimum, per man, applies to all labor orders. Please note that one hour per man will be charged on orders canceled without 24 hour notice.

STRAIGHT TIME \$ 96.00/hour will apply during the hours of 8:00 am to 4:30 pm, Monday through Friday

OVERTIME \$ 168.00/hour will apply after 4:30 pm and prior to 8:00 am , Mon-Fri, & all day Sat, Sun, Holidays

INSTALLATION:

_____ Number of Men Required
_____ Estimated Hours for each Man

DISMANTLING:

_____ Number of Men Required
_____ Estimated Hours for each Man

Men to be available: _____AM/PM
Date/Time

Men to be available: _____AM/PM
Date/Time

PLAN A - Exhibitor's Supervision Only

Exhibitor representative must check in at the service desk to pick up men ordered. If exhibitor fails to pick up men at time ordered a one-hour per man "NO SHOW" charge will be applied. Also it is necessary for the representative to check men out at the service desk upon completion of work. **Representative's Name:** _____ **Phone #** _____

PLAN B - Proceed without Exhibitor's Representative

All work is done under the direction of Service Contractor personnel. Our charge for this additional service is 30% of your total labor bill, (\$50 minimum). This service saves the expenses and productive time of your own personnel.

In order to complete the work without your representative present, WE MUST HAVE the information listed below:

Description of materials sent (shipped where?, # pieces) _____

If no carpet, has carpet been ordered? _____ Instructions included? (in crate?) _____

Shipping instructions for close of show

Exhibit must turn in a Bill of Lading at the Exhibit Service Desk. Please provide labels for your boxes and schedule the pickup with your carrier . What are the payment instructions?

Ship to: _____

Carrier: _____ Telephone no. _____

Full Payment Must Accompany Orders!

COMPANY: _____ **BOOTH NO.:** _____

ADDRESS: _____

CONTACT: _____ **E-MAIL:** _____

TELEPHONE: _____ **AMOUNT ENCLOSED:** _____

**OFFICIAL SERVICE CONTRACTOR
AND GUIDELINES FOR EXHIBITOR APPOINTED CONTRACTORS**

Show Management, acting on behalf of all Exhibitors and in the best interest of the exposition, has appointed an Official Service Contractor to perform and provide necessary services and equipment.

The Official Service Contractor is appointed to:

- Insure the orderly and efficient installation and removal of the overall exposition,
- Assure the distribution of labor to all Exhibitors according to need,
- Provide sufficient labor to satisfy the requirements of Exhibitors, and for the exposition itself,
- See that the proper type and limits of insurance are in force, and
- Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractor will provide all usual trade show services, including labor. Exceptions are:

- The Exhibitor may provide supervision.
- The Exhibitor may appoint an exhibit installation contractor or display builder.

Exhibitors may employ the service of an independent contractor to install and dismantle their display, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

- The Exhibitor must notify Earl Beckwith and Associates, Inc. (EBA) of the intention to utilize an independent contractor no later than 30 days prior to the first move-in day, furnishing the name, address and telephone number of the firm.
- The Exhibitor shall provide evidence that the Exhibitor Appointed Contractor has a proper certificate of insurance with a minimum of \$1,000,000 liability coverage, including property damage, to EBA at least 10 days before the show opening.
- The Exhibitor Appointed Contractor must have all business licenses, permits and Workers' Compensation insurance required by the State and City governments and the convention facility management prior to commencing work, and shall provide EBA with evidence of compliance.
- Exhibitor agrees that he is ultimately responsible for all services in connection with his exhibit, including freight, drayage, rentals, and labor.
- The Exhibitor Appointed Contractor shall be prepared to show evidence that it has a valid authorization from the Exhibitor for services. The Exhibitor Appointed Contractor may not solicit business on the exhibit floor.
- The exposition floor, aisles, loading docks, service and storage areas will be under the control of the Official Service Contractor, EBA. The Exhibitor Appointed Contractor must coordinate all of its activities with EBA.
- For services such as electrical, plumbing, telephone, cleaning and drayage, no contractor other than the Official Service Contractor will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitor. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.

**NOTICE OF INTENT TO USE
NON-OFFICIAL SERVICE CONTRACTOR**

If your company plans to use a firm other than the official service contractor designated by the show manager, please complete this form and mail it to the address listed below.

Company: _____

Booth Number: _____

Non-Official Service Contractor: _____

Address of Contractor: _____

Supervisor On-Site: _____ Telephone: _____

Type of Service to be Performed: _____

Submitted By: _____ Telephone: _____

Please advise the "Non-Official" Service Contractor that they **MUST** send a current General Liability Insurance Certificate no later than May 27, 2010 or they will not be permitted to service your exhibit. This certificate should be sent to Sharon Bohlander, Earl Beckwith & Associates, Inc., 4401 Prince Road, Rockville, MD 20853.

It is the exhibitor's responsibility to make sure that each representative of your "Non-Official" Service Contractor abides by the rules and regulations of the show.

UNION REGULATIONS

To assist you in planning for your participation in the forthcoming convention, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit requirements. To help you understand, we ask that you read the following.

EXHIBIT INSTALLATION/DISMANTLING

The Decorators Union claim jurisdiction over all set-up and dismantling of exhibits including signs and laying of carpet. This does not apply to the unpacking and placement of your merchandise. You may set up your exhibit display if one (1) full-time employee of your company can accomplish the task in less than one half (1/2) hour without the use of tools.

If your exhibit preparation, installation or dismantle requires more than half an hour, and/or the use of tools, you must use appropriate union personnel. When you do work with a union labor, your company personnel can work along with the union installer on a one-to-one basis.

FREIGHT HANDLING JURISDICTION

Teamsters claim jurisdiction over all unloading of freight, exhibit materials, product, and empty containers. They also have jurisdiction over all material handling equipment including but not limited to forklifts, dollies, pallet jacks, etc.

An exhibitor may move material that can be hand-carried by one person in one trip, without the use of dollies, hand trucks, or other mechanical equipment.

EBA will work with the union to manage docks and schedule vehicles for the smooth, safe, and efficient move-in and move-out of the exhibition. EBA will not be responsible, however, for any material we do not handle.

GRATUITIES

The work rules to NOT allow employees to accept any kind of gratuities. Any attempts to solicit a gratuity by an employee for any service should be reported immediately to an EBA Supervisor.

MATERIAL HANDLING SHIPPING INFORMATION

WAREHOUSE ADVANCE SHIPMENTS - CRATED/BOXED ONLY:

EBA/GES is prepared to receive exhibit materials thirty days in advance at the local warehouse address listed below. All shipments must be sent prepaid. Collect shipments will be refused. The deadline for receiving advance shipments is **Wednesday, June 9, 2010**. Refer to the MATERIAL HANDLING ORDER FORM for rates.

Warehouse advance shipments received after June 9th are subject to a late charge. The warehouse is not open on weekends and/or holidays.

EXHIBITING COMPANY NAME **BOOTH #** _____
ICAPP EXHIBIT 2010
c/o GES Exposition Services
 491 C Street
 Chula Vista, CA 91910

EXHIBIT HALL DIRECT SHIPMENTS:

EBA/GES is prepared to receive exhibit materials at the address listed below **on Saturday, June 12th ONLY**. If your freight is uncrated, blanket-wrapped or require any other special handling on-site, please notify us in advance.

EXHIBITING COMPANY NAME **BOOTH #** _____
ICAPP EXHIBIT 2010
c/o GES Exposition Services
 Town & Country Resort & Convention Center, Grand Exhibit Hall
 500 North Hotel Circle
 San Diego, CA 92108

REMINDER: 200 LB MINIMUM APPLIES TO EACH SHIPMENT RECEIVED.

EXAMPLE 1: You shipped two boxes together via UPS weighing 75 lbs. each. The packages arrive as one shipment totaling 150 lbs. This entire shipment will result in the minimum 200 lb. charge.

EXAMPLE 2: You shipped the same two boxes via UPS weighing 75 lbs. each. The packages arrive separately, at two separate times. This will result in TWO 200 lb. minimum charges.

MATERIAL HANDLING ORDER FORM

Shipments are billed per 100 lbs. with a 200 lb minimum per shipment. Rate is quoted as per 100 lb.	OT move-in/ ST move-out
WAREHOUSE ADVANCE SHIPMENTS - DEADLINE WEDNESDAY, JUNE 9, 2010. Shipments of common freight and crated exhibits will be received prior to move-in date with free storage up to 30 days prior to show. Freight will be delivered to booth, and at the end of show, freight will be delivered from booth to common carrier at loading dock of exhibit area. Loading equipment and labor are furnished. This also includes removal, storage and return of empty crates, when necessary. No uncrated shipments will be accepted at the warehouse. There is a 200 lb minimum.	\$110.00
EXHIBIT HALL DIRECT SHIPMENTS - CRATED Direct shipments will be received during installation period only. Freight will be unloaded and delivered to booth. At the end of the show, freight will be delivered from booth to carrier at loading dock. Loading equipment and labor are furnished. This also includes removal, storage and return of empty crates when necessary.	\$99.00
SPECIAL HANDLING – Vanline/POV/FedEx & UPS - Advance or Direct Receive crated van line, stacked shipments, POV, FedEx & UPS shipments at the warehouse or show site. Freight will be unloaded and delivered to booth. At the end of the show, freight will be delivered from booth to carrier at loading dock. Loading equipment and labor are furnished. This also includes removal, storage and return of empty crates when necessary.	\$126.00
SMALL PACKAGES – Advance or Direct Receive cartons/envelopes weighing less than 25lbs. per shipment without documentation. Store up to 30 days or on-site. Deliver to booth (without guarantee of piece count or condition).	1 st \$47.00 2 nd \$24.00
LATE OR OFF TARGET SHIPMENTS – ADDITIONAL FEE Late to warehouse or prior or after published move-in for on-site deliveries.	\$20.00
NOTE: Billed weight is based on incoming weight only, whether the above services are used completely or in part. All weights are rounded up to the next one hundred pounds (100 lbs.) and are taken from the INBOUND BILL OF LADING and/or the Certified Weight Ticket. Shipments arriving without a specified weight on the Bill of Lading will be assigned an approximate weight. This weight estimate will prevail.	

FORMULA: _____ lbs. divided by 100 = _____ x rate \$ _____ = _____ **TOTAL**

Foregoing rates do not include any erection, uncrating, unskidding, dismantling, crating, skidding in booth or blocking or bracing cars. For such services the following rates apply:

Material Handler	Straight Time @ \$ 96.00 per hr.	Overtime @ \$192.00 per hr.
Forklift with Operator	Straight Time @ \$ 144.00 per hr.	Overtime @ \$288.00 per hr.

Full Payment Must Accompany Orders!

COMPANY: _____ **BOOTH NO.:** _____

ADDRESS: _____

CONTACT: _____ **E-MAIL:** _____

TELEPHONE: _____ **AMOUNT ENCLOSED:** _____

MATERIAL HANDLING SERVICES

TERMS & CONDITIONS

All materials arriving or departing must be unloaded, handled and loaded by the "Official Exhibit Handlers & Movers", in accordance with services, rates, and terms and conditions as published in this manual. We are responsible only for the performance of the services described in this manual and ordered in writing by the exhibitor. If the exhibitor does not submit a written order, we will perform the service required and charge the exhibitor in accordance with the rates, terms and conditions as published herein.

MOVE-IN - Any shipment arriving collect will not be accepted, unless an exhibitor's representative is on the spot to pay collect charges.

All vehicles arriving for delivery or pickup MUST check-in before backing into the loading platforms.

Equipment or exhibit materials that do not fit through area ways or elevators, due to their size or nature, will be moved as far as possible, thereafter becoming the exhibitor's responsibility. Loose exhibit materials or those inadequately packed will be handled at the exhibitor's risk. We are not responsible for damages to such materials. We are not responsible for concealed damage or material or for latent defects.

After materials are placed in exhibit space, we are not responsible for condition, count, or contents, until such time as we remove the materials after the exhibition is closed.

MOVE-OUT - A Bill of Lading for all OUTBOUND SHIPMENTS must be completed and turned in at the Service Desk. DO NOT LEAVE YOUR BILL OF LADING AT YOUR BOOTH.

The condition, count and contents of the materials as found by us in the exhibitor's space at time of actual removal shall be final and binding upon the exhibitor. We will not be responsible for the delay of rush shipments. We will expedite such rush shipments to the best of our ability but will not assume any financial responsibility for shipments, which do not arrive at their destination at a dated time.

Where an exhibitor indicated choice of a carrier for pickup at exhibit hall or at our warehouse, it is the exhibitor's responsibility to arrange with carrier for pickup. We still require a Bill of Lading be turned into the Service Desk.

- If the carrier does not pickup within the time limited for the removal of exhibitor's material at exhibit hall, we reserve the right to forward such material by the shipping method of our choice or to remove said material to our warehouse for disposition, at an additional charge to the exhibitor in accordance with prevailing rates for the services performed.
- If the carrier does not pickup at our warehouse within three days, we reserve the right to reroute shipment or assess warehouse storage charges.

PAYMENT & PAPERWORK - All shipments must arrive prepaid.

ACTUAL WEIGHTS MUST APPEAR ON ALL BILLS OF LADING. We reserve the right to reweigh shipments and correct any weights. If material arrives or departs without given weights, the exhibitor must accept the weight figure assigned by us. All rates quoted herein are based upon prevailing union scale and are subject to change upon written notice. All charges are net and payable upon receipt of our invoice. We reserve the right to request cash payment from exhibitors.

LATE CHARGE: There is a 25% additional materials handling charge for freight shipments arriving after the date indicated on the "Materials Handling Order" form.

INSURANCE: Be sure all your merchandise, display equipment and materials are fully covered against fire, theft and all hazards while in transit to and from your space and for the duration of the exhibition. Our liability in the event of loss or damage, from any cause for which we may be liable, is limited to thirty cents (.30) per pound per article not to exceed a maximum of fifty dollars (\$50.00). All claims for loss or damage to inbound freight must be reported in writing prior to the close of the exhibit. All claims for loss or damage of outbound freight must be reported in writing within thirty (30) days after surrender thereof, by EBA. All suits must be commenced within three (3) months after surrender of the freight by EBA to the exhibitor or to the connecting carrier.

SIGNS

Special/Custom signs can be made. Prices listed here are for one color text/copy, ten words or less, on white foamcore. Please note that signs ordered on the show floor are subject to delivery constraints.

STANDARD SIGNS - 20 Words or Less

Qty.	Size	Advance	Regular	Total
	7"x 11"	64.00	96.00	
	7"x 44"	82.50	123.75	
	11"x 14"	85.25	128.00	
	14"x 22"	97.75	146.75	
	22"x 28"	133.50	200.25	
	28" x 44"	192.75	289.25	
	Other			
	Sales Tax		8.75%	
	Grand Total			\$

Specify Color: Black Blue Green
 Red Yellow

Specify Shape: Horizontal Vertical

CUSTOM Signs are available upon request.

ATTACH COPY - On Separate Sheet

Full Payment Must Accompany Orders!

COMPANY: _____ BOOTH NO.: _____

ADDRESS: _____

CONTACT: _____ E-MAIL: _____

TELEPHONE: _____ AMOUNT ENCLOSED: _____

