

INTERGROOM 2024
FRIDAY, SATURDAY & SUNDAY, APRIL 5-7, 2024
Meadowlands Exposition Center
Secaucus, NJ

SMG Exposition Services is proud to be your Exposition Management team for this event.
The following is important information and dates to keep at hand.

Official General Contractor

SMG Exposition Services
355 Plaza Drive
Secaucus, NJ 07094
Phone 201-330-7773

General Exhibit Information

10' X 10' Pipe & Drape (Black)
(1) 6' Draped Table (Black)
(2) Chairs
(1) Wastebasket
Aisle Carpet - Tuxedo

IMPORTANT DATES

Fri., March 1, 2024	Shipments may begin to arrive at warehouse.
Fri., March 29, 2024	All Non-Official/Intent to Use Non official Contractor Forms due along with Insurance certificate. or email to: Exhibitorservices@mecexpo.com
Fri., March 29, 2024	Discount Deadline for orders received with payment.
Fri., March 29, 2024	Last day for Advance Shipments to arrive at the warehouse without surcharges.
Thu., April 4, 2024	Shipments may begin arriving at Show Site at 8:00 AM - 4:30 PM.

EVENT SCHEDULE

<u>Thursday, April 4, 2024</u> Exhibit Move in	8:00 am to 6:00 pm
<u>Friday, April 5, 2024</u> Show Hours	10:00 am to 6:00 pm
<u>Saturday, April 6, 2024</u> Show Hours	10:00 am to 6:00 pm
<u>Sunday, April 7, 2024</u> Show Hours	10:00 am to 4:00 pm
<u>Day and Date</u> Exhibit Move Out	4:00 pm to 10:00 pm

PLEASE NOTE:

All booth materials must be packed and ready for shipment by 4:00 pm, Sunday, April 7, 2024
Exhibitor is responsible or contacting their carrier.

All carriers must check in by 6:00 pm, Sunday, April 7, 2024

SMG Exposition Services reserves the right to force and/or re-route any freight not removed from the floor
by 8:00 pm, Sunday, April 7, 2024





LABOR ORDER FORM: Use this form to order labor to set-up and dismantle your exhibit, indicating the number of laborers, and estimated time required. *The Meadowlands Exposition Center is a union hall. Please read the enclosed Union Regulations sheet for specific details concerning labor regulations. Exhibitors who intend to use an outside I & D House may only provide a supervisor at the Meadowlands Exposition Center, and must submit the "Notification of Intent to Use Exhibitor Hired Contractor" form, along with the proper Certificate of Insurance, 30 days prior to the move-in date.*

MATERIAL HANDLING INFORMATION/RATE FORM: The Meadowlands Exposition Center cannot receive advanced shipments. Direct shipments to the Exposition Center **will be refused if sent prior to the exhibitor move-in date.**

All advanced Shipments must be sent PREPAID to our Advance Warehouse. The appropriate addresses and rates per hundred weight (Minimum 200#) are listed on this form. **A credit card is required to be on file in our offices for freight to be accepted. (See payment/order summary form for charge authorization.)**

GROUND OR AIR SERVICE: *LIBERTY CFS NV, Inc.* is our chosen carrier. A representative will be on-site to answer questions, and to arrange ground shipments.

Please note that rental prices include: Use of materials for the entire duration of the show, delivery to your booth, and pick up at the close of the event. All materials are to remain the sole property of SMG Exposition Services.

If drivers have not checked in at the Service desk by 6:00pm, freight will be forced onto common carrier.

Please feel free to contact our office staff at (201) 330-8227 if you have any questions.



Payment and Order Order Form

Please mail Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
PHONE (201) 330-8227

Show Name: **INTERGROOM 2024**

Show Dates: **FRIDAY - SUNDAY, APRIL 5=7, 2024**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **MARCH 29, 2024**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

NO company or personal checks will be accepted on site.

Summary of Services and Rental Items Ordered

Material Handling Information/Rate (credit card on file is required)	\$ _____
Labor Order Form	\$ _____
Carpet Rental Order Form	\$ _____
Furniture/Accessories Rental Order Form	\$ _____
Booth Cleaning Order Form	\$ _____
Sign Order Form	\$ _____
Sub-Total	\$ _____
(If Tax Exempt Please Include Certificate) Sales Tax 6.625%	\$ _____
Total	\$ _____

Charge Authorization:

Exhibitors paying by credit card must complete the Charge Authorization below. The Charge Authorization will also include charges for labor and/or material handling, and will authorize your representative at show site to charge additional rental items and services to your card. ***On site orders payable by credit card ONLY!***

Exhibitors with DRAYAGE MUST complete the Charge Authorization for freight to be accepted.

Charge To: (*circle card type*) MasterCard Visa American Express

CCV CODE

Account Number:

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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<input type="text"/>	<input type="text"/>	<input type="text"/>
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Expiration Date: _____

Print Cardholder Name _____ Signature of Cardholder _____

Please Print or Type

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Ordered By _____ Title _____

Signature _____ Phone # (_____) _____

Fax # (_____) _____ Email _____

To eliminate any misunderstanding regarding charges for show rentals, service and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.
NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.



Material Handling Information Rate Schedule

Show Name: **INTERGROOM 2024**

Show Dates: **FRIDAY - SUNDAY, APRIL 5=7, 2024**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **MARCH 29, 2024**

SMG Exposition Services has been designated the official drayage contractor, and is responsible for receiving, unloading, warehousing, delivering shipments to the booth, storing of empty crates, reloading and processing of all exhibitors freight shipments.

SHIPMENTS: All shipments must be PREPAID. Collect shipments will not be accepted. All shipments should be made out on a straight bill-of-lading and include the number of pieces, weights and classification of the shipment. Heavy items which require special handling or care, please forward to SMG Exposition Services, detailing handling instructions and weight involved. Shipments arriving prior to the official move-in time must be consigned to the advance warehouse as the exhibit hall has no provision for accepting or handling freight prior to the scheduled move-in date. Warehouse shipments should be scheduled to arrive no later than five days prior to move-in. Shipments received without an official weight ticket will be estimated by SMG Exposition freight handlers upon arrival.

Where to Ship

SMG Exposition Services will not be responsible for shipments delivered to wrong booth due to improper labeling by exhibitor.

Shipments will not be accepted before exhibitors move-in date.

Advance Warehouse Shipments:

Deadline Date: March 29, 2024

NOTE

See rates per 100# listed below to calculate drayage rate (200# minimum per shipment)*

*A Charge Authorization must be completed for freight to be accepted.

Direct Shipments:

To: Name of Exhibitor and Booth #
For: Event Name
SMG EXPO c/o Liberty CFS
2701 16th St., Building B
North Bergen, NJ 07047
**Receiving Hours: 6am to 10am and
4pm to 7pm
Monday to Friday**

To: Name of Exhibitor and Booth #
For: Event Name
c/o SMG Exposition Services
Meadowlands Exposition Center
355 Plaza Drive
Secaucus, NJ 07094

IMMEDIATELY UPON SHIPPING PLEASE FORWARD A COPY OF THE BILL OF LADING WITH THE CARRIERS PRO #

Rate Schedule:

Advance shipping rates include the following services:

1. Receipt of shipments (crated, boxed or skidded materials) and up to 30 days storage in advance of set-up date.
2. Delivery of materials to exhibitor's booth.
3. Removal of crates and containers from booth, placed in storage and returned to booth at the close of the show.
4. Assistance to exhibitors in tracing missing or delayed shipments. SMG Exposition Services will provide bills of lading, shipping/empty storage labels, and arrange for an outbound carrier service of our choice.
5. Removal of exhibitor shipments from booth and reloading same on outgoing carriers.

Direct Shipping Rates include the following services:

1. Receipt of shipments (crated, boxed or skidded materials) at the exhibit site.
2. Delivery of materials to exhibitor's booth, removal of crates and containers from booth, placed in storage and returned to booth at close of show.
3. SMG Exposition Services will provide bills of lading, shipping/empty storage labels and arrange for an outbound carrier of our choice.
4. Removal of exhibitor shipments from booth, and reloading same on outgoing carrier.

Penalty Charges:

Late arriving shipments after show opens \$7.00/cwt

Off Target Charges \$2.00/cwt

Overtime: Monday through Friday before 8:00 AM and after 4:30 PM; also anytime Saturdays, Sundays, and observed Union Holidays; and shipments where driver has not checked in before 2:30 PM. **In and out rates are based on incoming weight only.**

Please see next page for further information on Material Handling.

Crated Shipments CWT=per 100 lbs. Advance Shipping Rates:

Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$160.00
1001-over	\$145.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.

Direct Shipping Rates:

Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$150.00
1001-over	\$140.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.

Special Shipping Rates/Uncrated or Van Lines:

Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$125.00
1001-over	\$112.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.



"Delivering Freedom®"



MOVE YOUR EXHIBIT WITH PEACE OF MIND

**THE FREIGHT & CUSTOMS PARTNER YOU CAN RELY ON
FULLY DEDICATED TO YOUR CONVENTION AND TRADE SHOW SUCCESS**

Putting service first and leveraging our 42 years of freight & customs experience



Transportation Services

- Ground Freight (LTL)
- Full Load
- International Freight Forwarding
- Customs Brokerage Services
- Exclusive Use Full Trailer



Customized Solutions

- Door to door service
- Catering to your specific needs
- Single point of contact
- 24/7 customer attention
- Committed to excellence

**Dedicated to delivering safely and on time every time.
100% satisfaction guaranteed or your money back. That's the Liberty CFS promise.**



Call Toll Free 1-866-938-1092 or 1.905.338.3993
email: exhibitorservices@libertycfs.us - www.libertycfs.us

LAS VEGAS | TORONTO





Show Name: **INTERGROOM 2024**

Show Dates: **FRIDAY - SUNDAY, APRIL 5=7, 2024**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **MARCH 29, 2024**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

NOTIFICATION OF INTENT TO USE EXHIBITOR HIRED SERVICE CONTRACTOR

The Meadowlands Exposition Center has selected *SMG Exposition Services* as the Exclusive Contractor. If your company plans to use a firm who is not the Exclusive Service Contractor, i.e., not *SMG Exposition Services*, please complete this form and mail to the address listed below.*

The Meadowlands Exposition Center is a Union Hall. The Exhibitor Hired Service Contractor may provide (1) supervisor only. All labor must be ordered through SMG Exposition Services.

Company Name _____ Booth No. _____

Contact at Show: _____

Exhibitor Hired Service Contractor: _____

Address of Hired Service Contractor: _____

Telephone Number of Hired Service Contractor: _____

FAX Number of Hired Service Contractor: _____

Type of Service to be performed: _____

It is your responsibility to inform your Exhibitor Hired Service Contractor that they are required to send a copy of General Liability Insurance Certificate no later than 30 days prior to show date. If the Exhibitor Hired Service Contractor fails to do so, they will not be permitted to service your exhibit. It is the responsibility of the exhibitor to see that each representative of the Exhibitor Hired Service Contractor abides by the official rules and regulations of this event.

This form must be received no later than: **March 6, 2024**

**Return to: SMG Exposition Services
355 Plaza Drive
Secaucus, NJ 07094**



Labor Order Form

Please mail Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
PHONE (201) 330-8227

Labor Rates and Hours (minimum of one hour):

Straight time hours - All hours between 8:00 AM and 4:30 PM Monday through Friday

Overtime - All hours between 4:31 PM and 11:59 PM Weekdays and all hours Saturday & Sunday

	Straight Time	Overtime
Stagehand Labor:	\$100.00/labor hour	\$150.00/labor hour
Aerial Lift Crew:	\$300.00/hr.	\$425.00/hr.
Forklift Crew:	\$300.00/hr.	\$400.00/hr.

WORK AUTHORIZATION - We will require labor according to the following schedule:

	# of Workers	Date	Time	Approx. Hours
Set Up Labor				
Dismantle Labor				

PLEASE INDICATE SERVICE DESIRED:

SUPERVISION BY SMG EXPOSITION SERVICES

SMG Exposition Services will install and dismantle exhibit (Exhibitor need not be present)

To complete the work without your representative present, please forward all pertinent information with this order, including blueprints, set-up instructions, photographs and shipping information. Our charge for this service is 30% of the total labor bill with a \$30.00 minimum on installation and a \$30.00 minimum on dismantling.

Please provide an emergency phone number () _____ Contact Name: _____

Return Shipping Instructions are as follows:

Ship To:

Name: _____ Address _____

City: _____ State: _____ Zip: _____ Attention: _____

Via: _____ Prepaid _____ Collect _____

SUPERVISION BY EXHIBITOR PERSONNEL

Starting time can be guaranteed only in those instances where labor is ordered to start at 8:00 AM unless official set up time is later. It is the responsibility of the exhibitor to report to the service desk to sign labor in and out each day. **THERE WILL BE A ONE HOUR PER WORKER NO-SHOW CHARGE IF THE EXHIBITOR FAILS TO PICK UP MEN AT TIME ORDERED.**

EXHIBITOR SUPERVISOR WILL BE: _____

Banding Service: \$55.00 per pallet straight time and

Shrink Wrap Service: \$80.00 per pallet OT for either service.

Please Print or Type

Company Name _____ Booth # _____

Phone # () _____ Fax # () _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Set-Up = \$ _____

Dismantle = \$ _____

Supervision = \$ _____

Forklift = \$ _____

Other = \$ _____

Total = \$ _____

Please enter total on Order Summary Form.



Furniture/Accessories Rental Form

Please mail Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
PHONE (201) 330-8227

Show Name: **INTERGROOM 2024**

Show Dates: **FRIDAY - SUNDAY, APRIL 5=7, 2024**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **MARCH 29, 2024**

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Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

Draped Display Tables

Includes white vinyl top and pleated skirting on three sides

Qty.	Size	Advanced Price	Onsite Price	Total
_____	2' x 4' x 30" high	\$125.00	\$128.75	_____
_____	2' x 6' x 30" high	\$145.00	\$163.15	_____
_____	2' x 8' x 30" high	\$155.00	\$184.80	_____
_____	2' x 4' x 42" high	\$142.00	\$175.10	_____
_____	2' x 6' x 42" high	\$176.00	\$192.35	_____
_____	2' x 8' x 42" high	\$185.00	\$207.80	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Drape Fourth Side of Table

_____ 6' = \$22.70 _____ 8' = \$25.75

Undraped Display Tables

Includes white vinyl top ONLY (no skirting)

Qty.	Size	Advanced Price	Onsite Price	Total
_____	2' x 4' x 30" high	\$48.45	\$58.75	_____
_____	2' x 6' x 30" high	\$53.60	\$63.90	_____
_____	2' x 8' x 30" high	\$60.80	\$75.20	_____
_____	2' x 4' x 42" high	\$60.80	\$73.15	_____
_____	2' x 6' x 42" high	\$70.05	\$80.35	_____
_____	2' x 8' x 42" high	\$75.20	\$90.65	_____

Special Booth Draping

Show Mgmt. provides only standard drape for booth

Qty.	Size	Advanced Price	Onsite Price	Total
_____	3' high drape	\$ 8.25/lin. ft.	\$16.50/lin. ft.	_____
_____	8' high drape	\$11.35/lin. ft.	\$22.70/lin. ft.	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Accessories

Qty.	Type	Advanced Price	Onsite Price	Total
_____	Wastebasket	\$ 15.45	\$31.95	_____
_____	Easel	\$ 29.90	\$39.15	_____
_____	22" x 28" Sign Frame	\$ 39.15	\$52.55	_____
_____	Chrome Stanchion (adv. only)	\$ 31.95	\$36.05	_____
_____	Plush Rope 6' or 10' (adv. only)	\$ 21.65		_____
_____	36" Pedestal x 30" high	\$150.00	\$175.00 (black)	_____
_____	36" Pedestal x 40" high	\$175.00	\$200.00 (black)	_____
_____	Extra Base and Post	\$ 16.50	\$19.60	_____
_____	Literature Rack (adv. only)	\$195.00		_____
_____	Bag Rack (adv. only)	\$125.00		_____
_____	Showcase (adv. only)	\$650.00		_____

Chairs

Qty.	Type	Advanced Price	Onsite Price	Total
_____	Plastic Folding	\$21.65	\$26.80	_____
_____	Straight Chair	\$51.50	\$68.00	_____
_____	Black Padded Stool w/back	\$90.00	\$105.00	_____

Table-Top Risers

Qty.	Type	Adv. Price	Onsite Price	Total
_____	6'x12" high	\$38.15	\$62.85	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Additional Special Draping

_____	ft x \$5.15/lin. ft. = _____, plus labor (see labor form)			
_____	4' \$39.15	_____	6' \$39.15	_____
_____	8' \$39.15	_____		_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Please Print or Type

Company Name _____ Booth # _____

Phone # (_____) _____ Fax # (_____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Total = \$ _____

Please enter total on Order Summary Form.



Carpet Rental Order Form

Please mail Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
PHONE (201) 330-8227

Show Name: **INTERGROOM 2024**

Show Dates: **FRIDAY - SUNDAY, APRIL 5=7, 2024**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **MARCH 29, 2024**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

Cut and Lay Carpet

Carpet cut specifically to fit your exhibit area

Prices include: Matching dye lot, laying, cutting, edge taping, and plastic covering to protect carpet during set-up

<i>Size</i>	<i>Quantity</i>	<i>Advanced Price</i>	<i>Onsite Price</i>
_____ ft. x _____ ft. = _____ sq. ft. x \$3.52/sq. ft. = \$ _____			x \$4.15/sq. ft. = \$ _____

Check color choice:

Blue
 Teal
 Burgundy
 Red
 Grey
 Black

Basic Booth Price

Carpet cut in standard widths

Prices include: Taping of one aisle side

<i>Quantity</i>	<i>Size</i>	<i>Advanced Price</i>	<i>Onsite Price</i>
_____	9' x 10'	\$225.00	\$ _____
_____	9' x 20'	\$350.00	\$ _____
_____	9' x 30'	\$475.00	\$ _____
_____	9' x 40'	\$600.00	\$ _____

Note: Variation in dye lot may occur when ordering more than one of the above.

Check color choice:

Blue
 Teal
 Burgundy
 Red
 Grey
 Black

Basic Booth Price

Item

Carpet Tape..... lin. ft. x \$0.97/sq. ft. = \$ _____
 Carpet Padding..... ft. x _____ ft. = _____ sq. ft. x \$1.75/sq. ft. = \$ _____
 Plastic Covering..... ft. x _____ ft. = _____ sq. ft. x \$1.35/sq. ft. = \$ _____
 Logo Carpeting..... Price Quoted upon Request

Please Print or Type

Company Name _____ Booth # _____

Phone # (____) _____ Fax # (____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Cut and Lay Carpet = \$ _____

Basic Booth Carpet = \$ _____

Carpet Accessories = \$ _____

Total = \$ _____

**Please enter total on
Order Summary Form.**

INTERGROOM 2024
Friday - Sunday
April 5-7, 2024
Meadowlands Exposition
Center



ELECTRICAL SERVICE

ORDER FORM

FULL PAYMENT IS REQUIRED TO PROCESS ORDER. RETURN WITH 100% REMITTANCE TO:

Meadowlands Expo Center * 355 PLAZA DRIVE *SECAUCUS, NJ 07094 *PHONE(201)330-8227

Email your completed form to exhibitorservices@mecexpo.com

COMPANY		BOOTH NUMBER		<p>ALL QUESTIONS REGARDING ELECTRIC SERVICES EXHIBITORSERVICES@MECEXPO.COM</p> <p>FLOOR ORDER</p> <p>BY SIGNING AND DELIVERING THIS FORM TO MEC ELECTRICAL, CUSTOMER AGREES TO ALL TERMS AND CONDITIONS</p> <p>PRINTED ON THIS FORM. WE DO NOT ACCEPT ORDERS WITHOUT PAYMENTS</p>			
CARDHOLDERS ADDRESS		STREET	CITY			STATE	ZIP
PHONE	FAX	EMAIL ADDRESS(INVOICES WILL BE EMAILED AT SHOW CLOSE)					
AUTHORIZED CONTACT SIGNATURE		AUTHORIZED * PLEASE PRINT				DATE	
MASTERCARD	VISA	AMERICAN EXPRESS	EXP. DATE			VCODE	
ACCOUNT NUMBER							
CARDHOLDERS SIGNATURE :		CARDHOLDERS NAME * PLEASE PRINT					
X							

GENERAL OUTLETS - SIMPLE CONNECTIONS FOR LIGHTING

FIXTURES AND OTHER EQUIPMENT WITHOUT MOTORS.

QUANTITY	DESCRIPTION	ADVANCE ORDER	LATE ORDER	TOTAL
	UP TO 1000 WATTS	\$150.00	\$175.00	
	UP TO 2000 WATTS	\$165.00	\$190.00	
	PARCAN INCLUDES LABOR & POWER	\$325.00	\$400.00	

ELECTRICAL EQUIPMENT TO RENT.

QUANTITY	DESCRIPTION	ADVANCE ORDER	LATE ORDER	TOTAL
	FLOODLIGHT 150 WATT	\$85.60	\$101.65	
	EXTENSION CORD 10'	\$48.15	\$53.50	
	MULTI STRIP	\$21.00	\$25.00	

DIRECT CONNECTIONS

MULTIPLY VOLTS X AMPS TO GET WATTS, RATE IS \$150 FIRST 1000

WATTS PLUS \$25.00 FOR EACH ADDITIONAL 1000 WATTS THEROF.

DESCRIPTION	VOLTS	AMPS	PHASE	TOTAL

**EACH PIECE OF EQUIPMENT MUST BE ACCOMPANIED WITH
 MALE AND FEMALE TWIST LOCK ATTACHMENTS PLUGS**

ELECTRICAL LABOR

MAN HOURS	RATE	TOTAL

GRAND TOTAL

\$

CONDITIONS AND REGULATIONS:

- ALL EQUIPMENT, REGARDLESS OF SOURCE OF POWER, MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL SAFETY CODES
- ALL MATERIAL AND EQUIPMENT FURNISHED BY MEC FOR THIS SERVICE ORDER SHALL BE REMOVED ONLY BY MEC PROPERTY AND SHALL BE REMOVED AT THE CLOSE OF SHOW
- WALL AND PERMANENT BUILDING OUTLETS ARE NOT TO BE USED BY EXHIBITORS.
- STANDARD BUILDING VOLTAGES ARE 120 V, 208 V 277 V AND 408 V
- ALL EQUIPMENT MUST BE PROPERLY TAGGED AND WIRED WITH COMPLETE INFORMATION AS TO TYPE OF CURRENT, VOLTAGE, PHASE, CYCLE, HORSEPOWER

PAYMENT POLICY

- MEADOWLANDS EXPO CENTER WILL NOT BILL FOR THIS SERVICE. A CHECK, OR CREDIT CARD MUST BE PRESENTED PRIOR TO SERVICES BEING PROVIDED
- ELECTRICAL ORDERS MUST BE RECEIVED A MINIMUM OF TEN(10) DAYS PRIOR TO MOVE IN. ANY ORDERS PLACED AFTER THAT DATE WILL BE CHARGED THE LATE ORDER AMOUNT.
- PRICES INCLUDE BRINGING OUTLET TO THE REAR OF BOOTH. EXHIBITOR'S REQUIRING AN ELECTRICAL FOR OTHER THAN NORMAL INSTALLATION OF THE ELECTRICAL OUTLET WILL BE CHARGED ON A TIME AND MATERIAL BASIS.
- ANY DISCREPANCY MUST BE RESOLVED PRIOR TO THE CLOSING OF THE SHOW.

LABOR FOR ELECTRICAL WORK ON EQUIPMENT INCLUDING

REPAIRS AND TRACING MALFUNCTIONS.

(LABOR TIME WILL BE CHARGED IN ONE - HALF HOUR INCREMENTS. MINIMUM CHARGE 1 HOUR)

MONDAY - FRIDAY 8AM-430PM ST

ALL OTHER HOURS WORKED ON WEEKDAYS SATURDAYS OT

SUNDAYS AND HOLIDAYS - DT

ST - \$98.00

OT - \$147.00

\$196

ALL ELECTRIC WILL BE KEPT ON FOR 24 HOURS

INTERGROOM 2024
Friday - Sunday
April 5-7, 2024
Meadowlands Exposition
Center

ELECTRICAL CODE



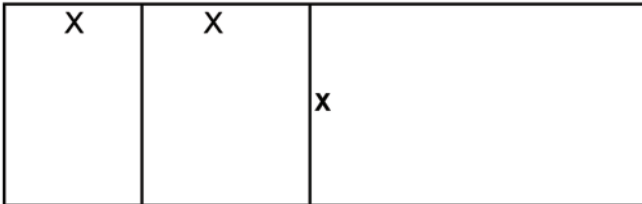
- * ALL WIRING MUST HAVE 3 - WIRE GROUNDED CORD WITH A MINIMUM OF #14 GAUGE.
- * SPOT OR FLOOD LIGHTING IS A HAZARD WHEN LAMPS ARE TOO CLOSE TO FABRICS OR OTHER MATERIAL WHICH CAN BE AFFECTED BY HEAT
- *THE USE OF CLIP-ON SIGN SOCKETS, LATEX OR LAMP CORD WIRE IN DISPLAYS, OR THE USE OF 2- WIRE CLAMP ON FIXTURES, IS PROHIBITED
- 2- WIRE CLAMPS ON FIXTURES ARE PROHIBITED BY ORDER OF THE FIRE MARSHALL AT TRADE SHOWS AND CONVENTIONS.
- *ZIP CORDS OR 2-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!**

COMMONLY ASKED QUESTIONS

WHERE WILL MY OUTLET BE LOCATED?

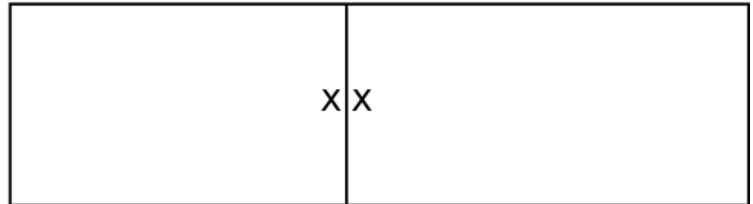
THERE ARE FOUR DIFFERENT TYPES OF TRADE SHOW BOOTHS: LINE BOOTHS, PENNINSULA BOOTHS, BACK TO BACK PENNINSULA BOOTHS, AND ISLAND BOOTHS.

EACH TYPE OF BOOTH HAS ITS OWN STANDARD METHODS OF INSTALLATION. IN THE FOLLOWING DIAGRAMS, THE SYMBOL X REPRESENTS THE APPROXIMATE LOCATION OF POWER OUTLETS.



LINE BOOTHS

PENNINSULA BOOTHS



BACK-TO-BACK PENNINSULA BOOTHS

LABOR REQUIRED SUBMIT FLOORPLAN

ISLAND BOOTHS

LINE BOOTHS, PENNINSULA BOOTHS, OR BACK-TO-BACK PENNINSULA BOOTHS:

YOUR PRE-ORDERED ELECTRICAL OUTLET WILL BE INSTALLED AT THE REAR OF YOUR BOOTH, AT THE DRAPE LINE.

ISLAND BOOTHS: YOUR ELECTRICAL OUTLET WILL BE PLACED ON THE PERIMETER AT ONE LOCATION AT OUR DISCRETION IF NO FLOORPLAN IS SUBMITTED. **MULTIPLE OUTLET LOCATIONS WILL BE CHARGED ON A LABOR AND MATERIAL BASIS.**

HOW MUCH POWER WILL I NEED ?

VOLTS X AMPS WILL GET YOUR WATTS

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____

TO _____

c/o



**SMG
Exposition Services**

ADDRESS: _____

SMG EXPO c/o Liberty CFS

2701 16th St., Building B, North Bergen, NJ 07047

Receiving Hours: 6am to 10am & 4pm to 7pm - Mon. - Fri.

ADVANCED FREIGHT

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____

TO _____

c/o



**SMG
Exposition Services**

ADDRESS: _____

SMG EXPO c/o Liberty CFS

2701 16th St., Building B, North Bergen, NJ 07047

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Receiving Hours: 6am to 10am & 4pm to 7pm - Mon. - Fri.

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____
TO _____
c/o  **SMG**
Exposition Services
ADDRESS: _____ 355 Plaza Drive
Secaucus, NJ 07094

DIRECT FREIGHT

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____
TO _____
c/o  **SMG**
Exposition Services
ADDRESS: _____ 355 Plaza Drive
Secaucus, NJ 07094

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____
TO _____
c/o  **SMG**
Exposition Services
ADDRESS: _____ 355 Plaza Drive
Secaucus, NJ 07094

DIRECT FREIGHT

FROM _____

SHOW INTERGROOM 2024 BOOTH No. _____
TO _____
c/o  **SMG**
Exposition Services
ADDRESS: _____ 355 Plaza Drive
Secaucus, NJ 07094