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

IMPORTANT DATES

Aisle Carpet - Tuxedo

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

Thursday, April 4, 2024

Exhibit Move in 8:00 am to 6:00 pm

Friday, April 5, 2024

Show Hours 10:00 am to 6:00 pm

Saturday, April 6, 2024

Show Hours 10:00 am to 6:00 pm

Sunday, April 7, 2024

Show Hours 10:00 am to 4:00 pm

Day and Date

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.

<u>MATERIAL HANDLING INFORMATION/RATE FORM:</u> 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	\$
	reight to be accepted.
Please Print or Type	
Company NameBe	ooth #
Address	
City St	ate Zip
Ordered By Ti	tle
Signature Ph	none # ()
Fax # () En	nail
To eliminate any misunderstanding regarding charges for show rentals, service and/or material hibitor to report discrepancies at show site. NO ADJUSTMENTS WILL	handling, it is the responsibility of the ExBE 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.

Advance Warehouse Shipments:

Deadline Date: March 29, 2024

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

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.

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

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

Direct Shipments:

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.
- Removal of crates and containers from booth, placed in storage and returned to booth at the close of the show.
- 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.
- Removal of exhibitor shipments from booth and reloading same on outgoing carriers.

Direct Shipping Rates include the following services:

- Receipt of shipments (crated, boxed or skidded materials) at the exhibit site.
- 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.
- 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

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.

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.

Material Handling Information/Limits of Liability Small Package Shipments:

Shipments received without individual/carrier receipts of freight bills such as UPS, Federal Express, Express Mail, etc., will be delivered to the booth without guarantee of piece count or condition. **NO LIABILITY WILL BE ASSUMED FOR SUCH SHIPMENTS.**

Shipments under 15 lbs. will be charged \$25.00 per shipment.

Insurance: The exhibitor is responsible for insuring all shipments from the time it leaves the company until it is returned from the show. SMG Exposition Services shall not be responsible for damage to uncrated materials, materials improperly packed or concealed damage to exhibit materials. SMG Exposition Services shall not be responsible for loss, theft or disappearance of exhibitor's materials after they have been checked into the booth or before they have been picked up from the exhibitor's booth for reloading after the show. Bills of lading covering outgoing shipments which are furnished to SMG Exposition Services by exhibitors will be checked at actual time of pick-up from booth and corrections made where discrepancies occur. SMG Exposition Services shall not be responsible for loss, damage or delay due to fire, acts of God, Strikes, lockouts, or work stoppages of any kind, or to any causes beyond its control. SMG liability shall be limited to \$0.30 per pound per article with a maximum liability of \$50.00 per item or \$1,000.00 per shipment whichever is less. All claims must be filed by the exhibitor **before the close of the show**.

Empty Crate Storage: Properly labeled empty containers will be removed and returned to the booth at the close of the show. Empty labels will be available at the Service Desk. The exhibitor is responsible for the removal of all old labels and labeling of the empty containers. SMG Exposition Services will remove all properly labeled empties for storage, but is not liable for valuables in storage.

Outbound Shipments: At the close of the show, SMG Exposition Services will have a representative available to assist exhibitors in preparing all outbound shipping forms. Bills of lading and shipping labels will be available at the Service Desk. All outgoing bills of lading should be returned to the Service Desk at the conclusion of the show. Shipments left on the floor without forwarding instructions will be shipped out or returned to our warehouse. Shipments returned to the warehouse at close of show for reforwarding or a storage will be charged an additional \$10.00 per CWT, \$50.00 minimum. No liability will be assumed as a result of such re-routing or handling. If the exhibitor's specified carrier fails to pickup or refuses shipments, SMG Exposition Services will be authorized to divert the shipment to another carrier at its discretion. SMG Exposition Services will assume no liability in such instances.

Note: ALL CHARGES MUST BE PAID PRIOR TO CLOSE OF SHOW.

Shipping Instructions at close of show.	ş.					
Ship to:						
Street Address:						
City:				State:	Zip:	
Type of Carrier: Air	Common Carrie	er 🗌	Company Truck		Padded Van	
SMG <u>DOES NOT</u> *Exhibitors mu SMG Expos All exhibitors must complete tl	ist return a bil ition Services	ll of ladin Service I	ig with the abo Desk prior to th	ove inforn he end of	nation to th	ne -
return this form to SMG Expo		· · · , · · g		9 F		r ,
Charge To: (circle card type) Account Number:	MasterCard	Visa	American E		V CODE	
Print Cardholder Name			Signature of Cardho	lder		
CompanyAddress				tion Ser shipmen	vices to han	SMG Exposi- ndle outbound nce with the in-
City				of this fo	orm, and hav	on the reverse re read and ac- nditions herein
Signature		_ Phone #		stated.		

To eliminate any misunderstanding regarding invoicing for all show services and equipment, it is the responsibility of the exhibitor to report any discrepancies concerning your invoice at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.



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.









exhibitorservices@libertycfs.us www.libertycfs.us Tel. (905) 338-3993

	1	Please accept this form as authority for Liberty CFS NV, In A second form is required for additional events.	nc. to pr	Adobe Acrobat	below. Reader DC may be required for form. Click image to download	dobe-Acrobat-
		Freight Only Customs Only		Freight & Customs	Return Onl	
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		Email IRS/Tax ID#		ntact	Cell Phone #	
FORM	2b	P/U Date From To	4		rn address is the same a	ıs 2a
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E	CES			dress2		
ORDER	SERVICES	Express Economy LTL 7-10 Days Int'l	☐ Cit		te ZipCode	
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		Other	PU	Date	Arrive by	
CUSTOMS	5	Carton(s)/Box	PCS	DIMENSIONS (L x	W x H)	WGT
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ш	6	Declared Value for Carriage: The declared value for carria				
H	Щ	pound multiplied by the number of pounds of that part of th unless a value is declared below and applicable charges paid	-	-		-
	VALL	terms and conditions. Liberty CFS NV, Inc charges 6% per \$100		•		
		Exclusion: Does not include TV(s)/Monitor(s)		DECLARED VALU	JE	
	7	Credit Card Information / Billing Address	Card	VISA	AMERICAN EXPRESS MM	YYYY
		Credit Card Number			Exp. Date /	
	ENT	I hereby authorize the use of this card for payment of servicedit cards are subject to a 30% surcharge.	ices rel	ated to this Order Form. I	understand that decline	ed
	PAYMENT	Address	Sie	gnature		
	Р	City		ate	ZipCode	
		Phone	En	nail		

Comments: Include any additional comments that will be helpful for the movement of freight and contents

Service Contractor



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





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

- All hours between 4.51 1 W and 11.57 1 W weekdays and an hours Saturday & Sunday

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

	# of Workers		Jaic	Time A	Thbiox. Honi
Set Up Labor					
Dismantle Labor					
□ SUPE SMG E	TE SERVICE DESII RVISION BY SMG I xposition Services will in	EXPOS nstall an	d dismantle e	xhibit (Exhibitor need no	
including blueprints, se the total labor bill with Please provide an emer	a \$30.00 minimum on in	raphs and stallation	d shipping info a and a \$30.00	ard all pertinent information ormation. Our charge for thi minimum on dismantlingContact Name:	is service is 30%
ncluding blueprints, see the total labor bill with Please provide an emer Return Ship Ship To:	et-up instructions, photogra \$30.00 minimum on ingency phone number (oping Instructions are	raphs and stallation)as follo	d shipping info a and a \$30.00 ws:	ormation. Our charge for thi minimum on dismantling.	is service is 30%
ncluding blueprints, see the total labor bill with Please provide an emer Return Ship Ship To: Name:	et-up instructions, photogra \$30.00 minimum on ingency phone number (oping Instructions are	raphs and stallation) as follo	d shipping info a and a \$30.00 ws:	ormation. Our charge for thi minimum on dismantlingContact Name:	is service is 30%

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 HOUF PER WORKER NO-SHOW CHARGE IF THE EXHIBITOR FAILS TO PICK UP MEN AT TIME ORDERED.

O	\$55.00 per pallet straight tin				
hrink Wrap Service: \$80.00 per pallet OT for either service.					
Please Print or Type					
Company Name		Booth #			
Phone # ()	Fax # ()			
To Eliminate any misunder	rstanding regarding charges for sho	w rentals, services and/or mate-			

Summary	y of Services
Set-Up	= \$
Dismantle	=\$
Supervision	=\$
Forklift	=\$
Other	=\$
Total	I =\$
Please enter	total on Order
Summary F	orm.



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

Company Name_

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

Show Location: MEADOWLANDS EXPOSITION CENTER

Full payment, assessed at the	including sa e <mark>Onsite Pric</mark> e	iles tax, m e . Orders	iust be rece <mark>received wi</mark>	ARCH 29, 20 ived by the death out payment prior to the sho	adline dat will not b	e processe	ed.			
Qty 2' x 4' 2' x 6' 2' x 4' 2' x 6' 2' x 6' 2' x 8'	x 42" high x 42" high r: □ Black □ 1	Advanced Price \$125.00 \$145.00 \$155.00 \$142.00 \$176.00 \$185.00 Blue □ Tea	d skirting o Onsite Price \$128.75 \$163.15 \$184.80 \$175.10 \$192.35 \$207.80 \$1 □ Gold □	Total	E 22 22 22 22 22 22 22 22 22 22 22 22 22	Type Wastebasket Casel 2" x 28" Sign Chrome Stanch Clush Rope 6' of 36" Pedestal Castra Base and Citerature Rack Casg Rack (adv. Chowcase (adv.	Frame ion (adv. only r 10' (adv. on x 30" high x 40" high Post (adv. only) only)	ly) \$ 21.65 \$150.00	Onsite Price \$31.95 \$39.15 \$52.55 \$36.05 \$175.00 (black) \$200.00 (black) \$19.60	
	Drape For \$22.70	8' = \$2	y Tables	rting)	Si	Type lastic Folding traight Chair black Padded S		airs Advanced Price \$21.65 \$51.50 \$90.00	Onsite Price \$26.80 \$68.00 \$105.00	Total
2' x 2' x 2' x 2' x 2' x	Size 4' x 30" high 6' x 30" high 8' x 30" high 4' x 42" high 6' x 42" high 8' x 42" high			Total		Type 'x12" high Color: □	Black □	<i>Price</i> \$38.15 Blue □ Te	Onsite Price \$62.85	
<i>Qty.</i> 3' h 8' high drape	Size high drape \$ 8 \$11 for: □ Black	dvanced Price 3.25/lin. ft. S 3.35/lin. ft. S □ Blue □ y □ Red □	Onsite	Total Gold □ Green White □ Plum	4'	Sk x \$5.15/lin. ft Dr 39.15 Color: □	cirting for S. =	5 8' Blue □ Te d □ Grey	bor (see labor ables \$39.15 White \$\begin{array}{c} \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	☐ Green ☐ Plum
		Please	Print or	Type			S	Summa	ry of Ser	vices

Booth #_

_____ Fax # (____)__ To Eliminate any misunderstanding regarding charges for show rentals, services and/or material han-

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

dling, it is the responsibility of the Exhibitor to report discrepancies at show site.

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

ssessed at the	including sales tax, e Onsite Price. Orde or cancellations of	rs received witho	ut payment 1	will not be process	ed.	-	
Prices inclu	ude: Matching dye l	Carpet cut spe	ecifically to	y Carpet fit your exhibit are ag, and plastic cove		to protect carpe	et during set-up
\$	Size	Quantity	\boldsymbol{A}	dvanced Price		Onsite	e Price
ft.	xft. =	sq. ft	. x \$3.52/sq	. ft. = \$	X	\$4.15/sq. ft. =	: \$
□ Blue		☐ Burg	undy	□ Red		☐ Grey	☐ Black
			sic Boot				
			t cut in stan ude: Taping	dard widths of one aisle side			
Quantity	Size	Adva	nced Price		(Onsite Price	
	9' x 10'		\$225.00	\$	_	\$250.00	\$
	9' x 20'		\$350.00	\$	_	\$375.00	\$
	9' x 30'		\$475.00	\$	_	\$600.00	\$
	9' x 40'		\$600.00	\$	_	\$725.00	\$
Note: Variation	n in dye lot may occur	when ordering more	than one of the	e above.			
Check col	lor choice:						
☐ Blue	☐ Teal	☐ Burg	undy	□ Red	[☐ Grey	☐ Black
		Bas	sic Boot	h Price			
Item Carpet Tape	eding		<u></u>	_lin. ft. x \$0.97/sq	ı. ft. =	\$	
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	eting						
	Pleas	se Print or Ty	 pe			•	y of Services arpet = \$
Company Nam	ne		Booth #_			Basic Booth Ca	arpet = \$
		Fax # (ories= \$
To Eliminate and rial handling, is	ny misunderstanding re t is the responsibility of TMENTS WILL BA	garding charges for s the Exhibitor to rep	how rentals, so ort discrepance	ervices and/or mate- ies at show site.		Please ei	al = \$ nter total on mmary Form.

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

ELECTRICAL SERVICE





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

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

	Е	mail you	r comp	leted f	orm	to exh	ibito	rserv	ices@	Этесех	po.com						
COMPANY BOOTH NUMBER										ALL QUESTIONS REGARDING ELECTRIC SERVICES EXHIBITORSERVICES@MECEXPO.COM							
CARDHOLDERS ADDRESS STREET CITY STATE ZIP								EXHIBITORSERVICES@MECEXPO.			EARIBITORSERVICES@MECEAFO.COM						
								FLOOR ORDER				FLOOR ORDER					
PHONE FAX EMAIL ADDRESS(INVOICES WILL BE EMAILED AT SHOW CLOSE) AUTHORIZED CONTACT SIGNATURE AUTHORIZED * PLEASE PRINT DATE																	
										BY SIGNING AND DELIVERIF							
to mortilees contin	ior ololwire	JAL .		,,	TOTTIONE	LD TLD	,E11(ii(1		DITTE						FORM TO MEC ELECTRICAL, CUSTOMER		
MASTERCARD	VISA /	AMERICAN E	KPRESS E	XP. DAT	E		VCOD	E							AGGREES TO ALL TERMS AND CONDITIONS		
ACCOUNT NUMBE	:P														DONATED ON THE FORM		
															PRINTED ON THIS FORM. WE DO NOT ACCEPT ORDERS		
CARDHOLDERS SIGN	IATURE :				C/	ARDHOLDE	RS NAME	* PLEASE	PRINT						WE DO NOT ACCEPT ORDERS		
X															WITHOUT PAYMENTS		
GENERAL OU	TLETS -	SIMPLE CO	NNECTI	ONS FOR	R LIGH	ITING								CO	NDITIONS AND REGULATIONS:		
	FIXT	URES AND	OTHER E	-		THOUT	МОТО	RS.			1-	ALL EQUI	MENT, R	EGARDLES	S OF SOURCE OF POWER, MUST COMPLY		
QUANITY	DESCR	IPTION		ADVANCE ORDER	E	LATE (ORDER		TOTAL	_		WITH ALL	EEDEDAI	QTATE AN	D LOCAL SAFETY CODES		
	UP TO	1000 WATTS		\$150	0.00	\$175	5.00				2-	2- ALL MATERIAL AND EQUIPMENT FURNISHED BY MEC FOR THIS SERVICE ORDER SHALL					
	UP TO	2000 WATTS		\$165	5.00	\$190	0.00				BE REMOVED ONLY BY MEC PROPETY AND SHALL BE REMOVED AT THE CLOSE OF SHOW						
PARCAN INCLUDES LABOR &																	
EL ECTRICA	POWER		O DEN	\$325 T	5.00	\$400	0.00				3- WALL AND PERMANENT BUILDING OUTLETS ARE NOT TO BE USED BY EXHBITORS.						
ELECTRICA	L EQU	IPINENI	UKEN	ADVANCE	E						4- STANDARD BUILDING VOLTAGES ARE 120 V, 208 V 277 V AND 408 V						
QUANITY	DESCRIPTION		ORDER LATE ORDER TOTAL		L	5- ALL EQUIPMENT MUST BE PROPERLY TAGGED AND WIRED WITH COMPLETE											
	FLOODLIGHT 150 WATT			\$0E 60	0404.05												
	TEOODEIGITI 130 WATT			\$85.60 \$101.65				INFORMATION AS TO TYPE OF CURRENT, VOLTAGE, PHASE, CYCLE HORSEPOWER									
EXTENSION CORD 10'				\$48.15 \$53.50				PAYMENT POLICY									
MULTI STRIP \$21.00 \$25.00					00				1-								
DIRECT CO	_			Ψ21.	.00	ΨZU	.00				MEJADUNANDS EIPO CENTER WILL NOT BILL FOR THIS SERVICE, A CHECK, OR CREDIT CAPO MUST BE PRESENTED PRIOR TO SERVICES BEING PROVIDED						
		PLY VOLTS X	AMPS TO (GET WATT	S, RAT	E IS \$15	0 FIRST	1000			2- ELECTRICAL ORDERS MUST BE RECEIVED A MINIMUM OF TEN(10) DAYS PRIOR TO MOVE IN						
	WATTS	S PLUS \$25.0) FOR EAG	CH ADDITI	IONAL 1	1000 WAT	TS THE	ROF.			ANY ORDERS PLACED AFTER THAT DATE WILL BE CHARGED THE LATE ORDER AMOUNT.						
DESCRIPTION VOLTS			AM	PS	PH/	ASE		TOTA	L	3-	PRICES INC	LUDE BRIN	GING OUTLE	T TO THE REAR OF BOOTH , EXHIBITOR'S REQUIRING AN			
												ELECTRICA	N FOR OTH	ER THAN NO	RMAL INSTALLATION OF THE ELECTRICAL OUTLET		
												WILL BE CH	ARGED ON	A TIME AND I	MATERIAL BASIS.		
									4- ANY DISCREPANCY MUST BE RESOLVED PRIOR TO THE CLOSING OF THE SHOW.								
EACH PIECE OF EQUIPMENT MUST BE ACCOMPANIED WITH									LABOR FOR ELECTRICAL WORK ON EQUIPMENT INCLUDING								
	M	IALE AND FE					PLUGS	<u> </u>			REAPI	RS AND T	RACING	MALFUN	CTIONS.		
ELECTRICAL LABOR MAN HOURS RATE TOTAL									(LABOR TIME WILL BE CHARGED IN ONE - HALF HOUR INCREMENTS. MINIMUM CHARGE 1 HOUR)								
MAN HOURS RA			AIE IUIAL					MONDAY - FRIDAY 8AM-430PM ST ALL OTHER HOURS WORKED ON WEEKDAYS SATURDAYS OT									
													ALL	UIHEK	SUNDAYS AND HOLIDAYS - DT		
						I .						ST -	\$98.00		OT - \$147.00 \$196		
	GRAND	TOTAL			\$							٠. ١			RIC 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 LOGHTING 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!

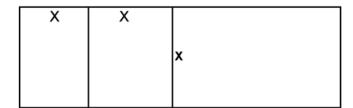
COMMONLY ASKED QUESTIONS

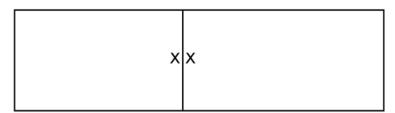
WHERE WILL MY OUTLET BE LOCATED?

THERE ARE FOUR DIFFERENT TYPES OF TRADE SHOW BOOTHS: LINE BOOTHS, PENNINSULA BOOTHS,

BACK TO BACK PENINSULA 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

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

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

HOW MUCH POWER WILL I NEED?

VOLTS X AMPS WILL GET YOUR WATTS

-ROM	FROM
SHOW INTERGROOM 2024 BOOTH No.	SHO
0_	2
SMG Exposition Services	0/0
SMG EXPO c/o Liberty CFS 2701 16th St., Building B, North Bergen, NJ 07047 Receiving Hours: 6am to 10am & 4pm to 7pm - Fri.	ADDF
ADVANCED FREIGHT	
FROM	FROM
SHOW INTERGROOM 2024 BOOTH No.	SHO
0_	
SMG Exposition Services	0/0
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.	ADDF

	SHOW INTERGROOM 2024 BOOTH No.	ТО	co 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 - Fri.	ADVANCED FREIGHT	FROM		SHOW INTERGROOM 2024 BOOTH No.	ТО	co 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.
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FROM	SHOW INTERGROOM 2024 BOOTH No.	ТО	c/o GMG SMG Exposition	ADDRESS: 355 Plaza Drive Secaucus, NJ 07094	DIRECT FREIC	FROM
FROM	SHOW INTERGROOM 2024 BOOTH No.	ТО	c/o SMG Smrvices Exposition Services	ADDRESS: 355 Plaza Drive Secaucus, NJ 07094	DIRECT FREIGHT	FROM

Exposition Services



BOOTH No.

INTERGROOM 2024

SHOW

Secaucus, NJ 07094

355 Plaza Drive

ADDRESS:

SMG Exposition Services

0/0

2

355 Plaza Drive Secaucus, NJ 07094

ADDRESS: