

# **SHOW FACTS**

## **Exagere Exposition Services**

3 Cove Hollow Path  
Carriere, MS 39426  
Phone # (601) 569-9357 Fax # (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

## **FCICA**

March 22  
Beau Rivage  
875 Beach Blvd  
Biloxi, MS 39530

### **BOOTH EQUIPMENT**

Exhibit floor plan booth selection must be selected by FCICA, not Exagere.

### **EXHIBIT HALL CARPET**

The exhibit hall is carpeted

### **SHOW SCHEDULE**

#### **EXHIBITOR MOVE-IN**

<b>Tuesday</b>	<b>March 22, 2022</b>	<b>10:45 AM – 1:45 PM</b>
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**All exhibits must be fully installed by 1 pm**

#### **EXHIBIT HOURS**

<b>Tuesday</b>	<b>March 22,2022</b>	<b>2:00 PM – 6:00 PM</b>
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#### **EXHIBITOR MOVE-OUT**

<b>Tuesday</b>	<b>March 22,2022</b>	<b>6:00 PM – 7:00 PM</b>
<b>Wednesday</b>	<b>March 23, 2022</b>	<b>8:00 AM – 1:00 PM</b>

**All exhibits must be dismantled by 1:00 PM March 23, 2022**

All exhibitor materials must be removed from the exhibit facility by March 23, 2022 @ 1:00 PM.

Any materials remaining in the facility will be re-routed via Exagere's choice or returned to the warehouse to await disposition at exhibitor's expense.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out, all carriers must check-in by 12:30 pm March 23, 2022.

### **SERVICE CONTRACTOR CONTACTS / INFORMATION**

#### **EXAGERE EXPOSITION SERVICES**

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Phone # (601) 569-9357 Fax # (601) 861-4428

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## SHIPPING INFORMATION

<b><u>Warehouse Shipping Address:</u></b>	
<b>Exhibiting Company Name / Booth #</b>	<b>WAREHOUSE</b>
<b>FCICA 2022</b>	<b>RECEIVING HOURS</b>
<b>C/O Exagere Expo</b>	<b>8:00AM - 4:00PM</b>
12297 Shriners Blvd Biloxi, MS. 39532	<b>MONDAY – FRIDAY</b>

Exagere Exposition Services will accept crated, boxed or skidded material beginning March 7, 2022 at the above address.

Material arriving after March 16, 2022 will be received at the warehouse with an additional after deadline charge.

### SHOW SITE SHIPPING ADDRESS:

FCICA 2022	SHOWSITE RECEIVING DATES AND TIME
EXIBITING COMPANY NAME BOOTH #	
BEAU RIVAGE	March 22, 2022
875 Beach Blvd	8 am
C/O EXAGERE EXPO SERVICES	
Biloxi, MS 39530	

Exagere will receive shipments at the exhibit facility beginning March 22, 2022 @ 9 am. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

**WE APPRECIATE YOUR BUSINESS!** If you are in need of any assistance, please call our Exhibitor service

Department For assistance please call (601)569-9357

# METHOD OF PAYMENT FORM

INCLUDE THIS METHOD OF PAYMENT FORM WITH YOUR ORDER

## EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path  
Carriere, MS 39426  
Phone (601) 569-9357 Fax (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

Advanced order deadline is  
March 17, 2022

**FCICA 2022**  
**March 22, 2022**

Company name:		BOOTH#:	
ADDRESS:		BOOTH SIZE:          x	
CITY:	State:	Zip code	
PHONE:	EXT:	FAX #:	
SIGNATURE:		PRINT NAME:	
CONTACT'S EMAIL:			

## METHOD OF PAYMENT

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM EXAGERE EXPOSITION SERVICES, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS IN YOUR SERVICE MANUAL.

COMPANY CHECK

Please make check payable to: Exagere Exposition Services Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks).

CREDIT/DEBIT CARD

For your convenience we will use this authorization to charge your credit/debit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges which Exagere or any charges which Exagere may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges.

Please complete the following:

VISA

MASTER CARD

AMERICAN EXPRESS

ACCOUNT #

EXP. DATE:

CVV#

CARDHOLDER NAME (PRINT):

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

SIGNATURE

## ENTER TOTALS HERE

MATERIAL HANDLING	DISPLAY FURNISHINGS	CLEANING SERVICES	LABOR	EXHIBIT TRANSPORTATION

Discount price deadline March 17, 2022 orders received after the deadline or without payment will be charged our standard price.

For Assistance, please call (601) 569-9357 to speak with one of our representatives

TOTAL

# MATERIAL HANDLING

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Advanced order deadline is  
March 17, 2022

FCICA 2022  
March 22, 2022

Company name:		BOOTH#:
PHONE:	FAX #:	Ext:
CONTACT'S EMAIL:		

## MATERIAL HANDLING SERVICES

**CRATED:** Material that is skidded or is in any type of shipping container that can be unloaded at the dock with no additional handling required.

**SPECIAL HANDLING:** Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked or constricted space unloading, designated piece unloading, shipment integrity, alternate delivery location, loads mixed with pad wrapped material, carpet and /or pad only shipments, no documentation and shipments that require additional time, equipment or labor to unload. **UPS, Fed Ex, DHL, and Airborne Express** are included in this category due to their delivery procedures.

**UNCRATED:** Material that is shipped loose or pad- wrapped, and/or un-skidded machinery without proper lifting bars or hooks.

**CARPET AND/OR PAD ONLY:** Shipments that consist of loose carpet and/or padding only require additional labor and equipment to unload.

**STRAIGHT TIME:** 8:00 A.M to 5:00 P.M. Monday through Friday (Excluding Holidays).

**OVERTIME:** 5:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays.

(Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

### DESCRIPTION

#### Warehouse Shipment (200 lb. minimum)

	CWT	200 LBS MINIMUM
Crated or Skidded Shipment	\$ 88.75	\$ 177.50
Special Handling Shipment	\$115.50	\$231.00
Carpet and/or Pad Only Shipment	\$133.25	\$266.50

#### Show Site Shipment (200 lb. minimum)

	CWT	200 LBS
Crated or Skidded Shipment	\$ 85.00	\$164.50
Special Handling Shipment	\$107.00	\$214.00
Carpet and/or Pad Only Shipment	\$123.50	\$247.00
Uncrated and/or Pad Wrapped Shipment	\$123.50	\$247.00

#### Small Package

<b>Maximum weight is 30 lbs. per Shipment</b>	<b>\$ 40.00</b>
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\*A small package is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs. All pieces of freight must be received at the same time from the same carrier.

#### ADDITIONAL SURCHARGES:

##### Shipment Delivered after Deadline Date (in addition to above rates)

Warehouse Shipment after March 16 ,2022	\$ 22.25	\$ 44.50
Show Site Shipment after Show Opening	\$ 20.75	\$ 41.50

##### Overtime Charge - Inbound (in addition to above rates)

Crated or Skidded Shipment	\$ 20.75	\$ 41.50
Special Handling Shipment	\$ 26.75	\$ 53.50
Uncrated or Pad Wrapped Shipment	\$ 31.00	\$ 62.00
Carpet and/or Pad Only Shipment	\$ 31.00	\$ 62.00

##### Overtime Charge - Outbound (in addition to above rates)

Crated or Skidded Shipment	\$ 20.75	\$ 41.50
Special Handling Shipment	\$ 26.75	\$ 53.50
Uncrated or Pad Wrapped Shipment	\$ 31.00	\$ 62.00
Carpet and/or Pad Only Shipment	\$ 31.00	\$ 62.00

Description	Weight	Price per CWT	Estimated Total Cost (200 lb.)
	÷ 100 =		
Surcharges	÷ 100 =		
		2% tax	
		<b>Total</b>	

# EXHIBIT TRANSPORTATION SERVICES

## EXAGERE EXPOSITION SERVICES

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 Carriere, MS 39426  
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[info@exagereexpo.com](mailto:info@exagereexpo.com)

**FCICA 2022**  
**March 22, 2022**

Company name:		BOOTH#:	
ADDRESS:		BOOTH SIZE:        x	
CITY:	State:	Zip code	
PHONE:		EXT:	FAX #:
SIGNATURE:		PRINT NAME:	
CONTACT'S EMAIL:			

## EXAGERE EXPO TRANSPORTATION SERVICES

ABF Freight

<p style="text-align: center;"><b>TIPS FOR EASY ORDERING</b></p> <p>Credit card information must be on file prior to pick up, charges will be included on your show services invoices. Please use the <b>METHOD OF PAYMENT FORM.</b></p> <p style="text-align: center;"><b>PICK UP INFORMATION</b></p> <p>Name: _____</p> <p>Address: _____</p> <p>City: _____ State: _____ Zip code: _____</p> <p style="text-align: center;"><b>DESTINATION</b></p> <p><input type="checkbox"/> I will be shipping to the WAREHOUSE</p> <p style="text-align: center;">EXHIBIT COMPANY NAME                  BOOTH#                  FCICA 2022                  C/O: EXAGERE EXPO                  12297 Shriners Blvd                  Biloxi, MS 39532</p> <p style="text-align: center; background-color: yellow;"><b>MUST BE DELIVERED BY March 17, 2022</b></p> <p><input type="checkbox"/> I will be shipping to SHOW SITE</p> <p style="text-align: center;">FCICA 2022                  C/O: EXAGERE EXPO                  Beau Rivage                  875 Beach Blvd.                  Biloxi, MS 39530</p> <p style="text-align: center;">CANNOT BE DELIVERED BEFORE March 22, 2022</p>	<p style="text-align: center;"><b>SHIPPING INFORMATION</b></p> <p style="text-align: center;"><b>Items to be shipped</b></p> <p style="text-align: center;">Number of Pieces        Est. Weight _____</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">_____ CRATES (WOODEN)</td> <td style="width: 50%;">_____ CARTONS (CARDBOARD)</td> </tr> <tr> <td>_____ SKIDS / PALLETS</td> <td>_____ CASES / TRUNKS (FIBER)</td> </tr> <tr> <td>_____ CARPET (COLOR)</td> <td>_____ OTHER</td> </tr> </table> <p style="text-align: center;"><b>TOTAL NUMBER OF PIECES</b></p> <p>Size of largest piece: (H) _____ (W) _____ (L) _____</p> <p><b>NOTE:</b> Shipments will be weighed and measured prior to delivery</p> <p style="text-align: center;"><b>OUTBOUND SHIPPING</b></p> <p><input type="checkbox"/> I would like to schedule outbound Exagere Expo Transportation Services shipment. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So, we may print your Outbound Material Handling Agreement and labels, please complete the following information:</p> <p><b>Ship to address</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>How many outbound shipping labels will you require? _____</p>	_____ CRATES (WOODEN)	_____ CARTONS (CARDBOARD)	_____ SKIDS / PALLETS	_____ CASES / TRUNKS (FIBER)	_____ CARPET (COLOR)	_____ OTHER
_____ CRATES (WOODEN)	_____ CARTONS (CARDBOARD)						
_____ SKIDS / PALLETS	_____ CASES / TRUNKS (FIBER)						
_____ CARPET (COLOR)	_____ OTHER						

\_\_\_\_\_ Next Day Air: Delivery next business day by 5:00 P.M.  
 \_\_\_\_\_ Second Day Air: Delivery next business day by 5:00 P.M.  
 \_\_\_\_\_ 3-5 Day Service: Delivery within 3-5 business days.  
 \_\_\_\_\_ Specialized: Pad wrapped, uncrated, truck load  
 \_\_\_\_\_ Declared Value \$ \_\_\_\_\_

\_\_\_\_\_ Standard Ground: Dependent on distance  
 \_\_\_\_\_ Expedited Ground: Tailored to specific Requirements

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

**FAX THIS COMPLETED FORM TO: (601) 861-4428**  
**A TRANSPORTATION SPECIALIST WILL CALL YOU TO CONFIRM AND DISCUSS DETAILS.**  
 For Assistance, please call (601) 569-9357 to speak with one of our representatives.

**EXAGERE EXPOSITION  
SERVICES**

**RUSH**

**DO NOT DELAY**

**DO NOT DELIVER BEFORE**

March 22,2022

TO:

EXHIBITOR NAME

C/O

**EXAGERE EXPOSITION SERVICES**

**875 Beach Blvd.  
Biloxi, MS 39530**

SHOW SITE

**FCICA 2022**

BOOTH # \_\_\_\_\_

Number

of

Pieces

**EXAGERE EXPOSITION  
SERVICES**

**RUSH**

**DO NOT DELAY**

**DO NOT DELIVER BEFORE**

March 22, 2022

TO:

EXHIBITOR NAME

C/O

**EXAGERE EXPOSITION SERVICES**

**875 Beach Blvd.  
Biloxi, MS 39530**

SHOW SITE

**FCICA 2022**

BOOTH # \_\_\_\_\_

Number

of

Pieces

**EXAGERE EXPOSITION  
SERVICES**

**RUSH**

**DO NOT DELAY**

TO:

EXHIBITOR NAME

c/o

**EXAGERE EXPOSITION SERVICES**

**FCICA 2022**

**WAREHOUSE**

**12297 Shriners Blvd**

**Biloxi, MS 39532**

**Booth # \_\_\_\_\_**

Number

of

Pieces

**EXAGERE EXPOSITION  
SERVICES**

**RUSH**

**DO NOT DELAY**

TO:

EXHIBITOR NAME

c/o

**EXAGERE EXPOSITION SERVICES**

**FCICA 2022**

**WAREHOUSE**

**12297 Shriners Blvd**

**Biloxi, MS 39532**

**Booth # \_\_\_\_\_**

Number

of

Pieces

# OUTBOUND MATERIAL HANDLING

## OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS

### EXAGERE EXPOSITION SERVICES

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Carriere, MS 39426  
Phone (601) 569-9357 Fax (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

## FCICA 2022 March 22, 2022

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND LABELS. WE CAN PREPARE THESE FOR YOU IN ADVANCE AND WILL DELIVER THEM TO YOUR BOOTH AT SHOW SITE TO REVIEW AND SIGN. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM.

### SHIPPING INFORMATION

FROM:	SHIP TO:
SHIPPER/EXHIBITOR NAME/BOOTH #	COMPANY NAME
BILLING ADDRESS	DELIVERY ADDRESS
CITY STATE ZIP	CITY: STATE ZIP
Contact number:	Attention: PHONE
Special instructions:	Special instructions:

#### PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

##### EXAGERE EXPO TRANSPORTATION SERVICES

- 1 DAY: DELIVERY NEXT BUSINESS DAY  
 2 DAY: DELIVERY BY 5:00 P.M. SECOND BUSINESS DAY  
 EXPEDITED  
 DEFERRED: DELIVERY WITHIN 3-4 BUSINESS DAYS  
 STANDARD GROUND  
 SPECIALIZED: PAD WRAPPED, UNCRATED, OR TRUCKLOAD  
 OTHER COMMON CARRIER  
 OTHER VAN LINE  
 OTHER AIR FREIGHT  
 NEXT DAY    2ND DAY    DEFERRED

CARRIER PHONE # \_\_\_\_\_

Once your shipment is packed and ready to be picked up, please return the material handling agreement to the exhibitor services center. Verify the piece count, weight and that a signature is on your material handling agreement prior to shipping out.

#### SHIPMENTS WITHOUT PAPERWORK WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE

Exagere Expo will make arrangements for all Exagere Expo shipments. Arrangements for pick-up by other carriers is the responsibility of the exhibitor during exhibitor move-out, when time permits, Exagere Expo will attempt a courtesy phone call to your carrier to confirm the scheduled pick-up.

For Assistance, please call (601) 569-9357 to speak with one of our representatives



# REQUEST FOR INFORMATION

## ArcBest® Trade Show Services

Exhibiting Company \_\_\_\_\_ Contact Name \_\_\_\_\_

Title \_\_\_\_\_ Email \_\_\_\_\_ Phone \_\_\_\_\_

### SHIPPER INFORMATION

Company \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Pickup Date/Time \_\_\_\_\_

### FREIGHT INFORMATION

Piece Count and Type \_\_\_\_\_

Total Weight \_\_\_\_\_

Dimensions (L) \_\_\_\_\_ (W) \_\_\_\_\_ (H) \_\_\_\_\_

SHIP TO: Warehouse  Show Site

Show Name \_\_\_\_\_

Booth No. \_\_\_\_\_

Contractor \_\_\_\_\_

Show Dates \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Delivery Date \_\_\_\_\_

### ADDITIONAL INFORMATION

Residential Pickup  Inside Pickup

Liftgate  Dock

Would you like an ArcBest Trade Show Coordinator to contact you with a quote or information?  YES  NO

If you are faxing this form, please print a copy, complete the requested information, and then fax to (844) 718-7620.

If you are completing electronically, you can either print and fax your request or click on the submit button to send your request to one of our Trade Show specialists.

**800-654-7019**

**tradeshow@arcb.com | arcb.com**

8401 McClure Drive • Fort Smith, AR • 72916





# **Official Transportation Provider** *via the ABF Freight® Network*

**Let ArcBest® make your next trade show the easiest you have ever attended!**

We have over 90 years of experience in the freight industry and a dedicated Trade Show division with service through North America through the ABF Freight® network.

Choose guaranteed, expedited shipping solutions – air or ground – with special discounted rates for your inbound and outbound shipments.

For personalized quotes, please call

**800-654-7019**

## **Our Services Include:**

*Priority handling of your inbound and outbound shipments*

*Guaranteed expedited air and ground services*

*LTL Ground Transportation*

*International Transportation*

*Trust your important trade show shipment to the leader in exhibition transportation services.*

**ArcBest®**  
*More Than Logistics™*

# DISPLAY FURNISHINGS

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

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Carriere, MS 39426  
Phone (601) 569-9357 Fax (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

Advanced order deadline is  
March 17, 2022

## FCICA 2022 March 22, 2022

COMPANY NAME:	BOOTH #:	BOOTH SIZE: X
CONTACT NAME:	PHONE #:	EMAIL

### Tables

Available Drape colors:

- BLACK DRAPE     BLUE DRAPE     WHITE DRAPE     GRAY DRAPE     RED DRAPE

DESCRIPTION	QUANTITY	DISCOUNT PRICE	STANDARD PRICE	Total
30" High Tables				
Draped Table 4'L x 30"H		\$ 154.55	\$ 196.70	
Draped Table 6'L x 30"H		\$ 223.70	\$ 284.70	
Draped Table 8'L x 30"H		\$ 237.50	\$ 302.35	
30"H 4th Side Drape		\$ 46.50	\$ 58.60	
42" High Tables				
Draped Table 4'L x 42"H		\$ 224.05	\$ 285.20	
Draped Table 6'L x 42"H		\$ 226.35	\$ 288.05	
Draped Table 8'L x 42"H		\$ 262.45	\$ 334.05	
42"H 4th Side Drape		\$ 46.05	\$ 58.60	

### Undraped Table

DESCRIPTION	QUANTITY	DISCOUNT PRICE	STANDARD PRICE	Total
30" High Tables				
Undraped Tables are 24" wide				
Undraped Table 4'L x 30"H		\$ 71.05	\$ 90.45	
Undraped Table 6'L x 30"H		\$ 81.45	\$ 103.65	
Undraped Table 8'L x 30"H		\$ 91.55	\$ 115.20	
42" High Tables				
Undraped Table 4'L x 42"H		\$ 108.70	\$ 138.30	
Undraped Table 6'L x 42"H		\$ 126.70	\$ 161.30	
Undraped Table 8'L x 42"H		\$ 144.75	\$ 184.25	

### Pedestal Tables

DESCRIPTION	QUANTITY	DISCOUNT PRICE	STANDARD PRICE	Total
30 "High Table				
30" Wide Café Table		\$ 257.40	\$ 327.60	
36" Wide Café Table		\$ 281.60	\$ 358.40	
42 "High Table				
30" Wide Café Table		\$ 277.20	\$ 352.80	
36" Wide Café Table		\$ 281.60	\$ 358.40	

DISCOUNT PRICE DEADLINE IS March 17, 2022

Orders received after the deadline or without payment will be charged the Standard price. Pricing includes delivery, material handling, installation, and removal.  
All utilities must be installed before carpet installation

SUB TOTAL  
(PAGE 1)

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

## DISPLAY FURNISHINGS (cont)

INCLUDE THE METHOD OF  
PAYMENT FORM  
WITH YOUR ORDER

### EXAGERE EXPOSITION SERVICES

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**FCICA 2022**  
**March 22, 2022**

COMPANY NAME:	BOOTH #:	BOOTH SIZE: X
CONTACT NAME:	PHONE #:	EMAIL

### FURNISHINGS

Description	Quality	Discount Price	Standard Price	Total
<b>CHAIRS</b>				
Black Padded Chair		\$ 141.95	\$ 180.65	
<b>STOOLS</b>				
Black Padded Stool		\$ 212.10	\$ 269.90	
<b>WASTEBASKETS</b>				
Wastebasket		\$ 18.00	\$ 21.60	
<b>ACCESSORIES</b>				
Easel		\$ 65.00	\$ 85.00	
Bag Rack		\$ 125.65	\$ 175.90	

SUB TOTAL  
(Page 2)

**DISCOUNT PRICE DEADLINE IS March 17, 2022**

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Pricing includes delivery, material handling, installation, and removal.**

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# STANDARD SIZE CARPET

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March 17, 2022

FCICA 2022  
March 22, 2022

COMPANY NAME:	BOOTH #:	BOOTH SIZE: X
CONTACT NAME:	PHONE #:	
EMAIL ADDRESS:		

**DISCOUNT PRICE DEADLINE IS March 17, 2022**  
Orders received after the deadline or without payment will be charged the Standard price.  
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All utilities must be installed before carpet installation.

## 10' STANDARD CARPET, PADDING & PLASTIC COVERING

### CHOOSE YOUR CARPET COLOR

BLACK     BLUE     GRAY     RED     BLUE TUXRED TUX     GRAY TUX

Description	Quantity	Discount Price	Standard Price	Total
<b>STANDARD CARPET</b>				
10' X 10' Standard Carpet		\$ 368.80	\$ 469.35	
10' X 20' Standard Carpet		\$ 737.55	\$ 938.70	
10' X 30' Standard Carpet		\$1,106.35	\$1,408.05	
10' X 40' Standard Carpet		\$1,475.05	\$1,877.35	
<b>PADDING - SINGLE LAYER</b>				
10' X 10' Carpet Padding - Single Layer		\$ 175.05	\$ 222.80	
10' X 20' Carpet Padding - Single Layer		\$ 350.10	\$ 445.55	
10' X 30' Carpet Padding - Single Layer		\$ 525.15	\$ 668.35	
10' X 40' Carpet Padding - Single Layer		\$ 700.20	\$ 891.15	
<b>PADDING - DOUBLE LAYER</b>				
10' X 10' Carpet Padding - Double Layer		\$ 350.10	\$ 445.55	
10' X 20' Carpet Padding - Double Layer		\$ 700.20	\$ 891.15	
10' X 30' Carpet Padding - Double Layer		\$1,050.30	\$1,336.70	
10' X 40' Carpet Padding - Double Layer		\$1,400.40	\$1,782.35	
<b>PLASTIC COVERING</b>				
Plastic Covering (price per sq. ft.)	_____ Sq ft.	\$ 0.55	\$ 0.75	
			Subtotal (page 1)	\$
			Subtotal (page 2)	\$
			Subtotal (page 3)	\$
			7% Tax	\$
			<b>Total</b>	\$

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# INSTALLATION & DISMANTLE LABOR

INCLUDE THE METHOD OF PAYMENT FORM WITH YOUR ORDER

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March 17, 2022

**FCICA 2022**  
**March 22, 2022**

COMPANY NAME:	BOOTH #:	BOOTH SIZE: X
CONTACT NAME:	PHONE #:	
EMAIL ADDRESS:		

### DISPLAY LABOR (One Hour Minimum per Worker)

	Description	Advanced	Show Site Price
<b>Straight Time</b>	8:00A.M. to 5:00P.M. Monday through Friday	\$106.00	\$148.50
<b>Overtime</b>	5:00P.M. to 8:00A.M. Monday through Friday and all-day Saturday and Sunday	\$159.00	\$222.75
<b>Double Time</b>	Holidays	\$212.00	\$297.00

- Price is per person / per hour
- Start time guaranteed only at the start of working day.
- One hour minimum per person. Labor after the one hour minimum will be charged in half (1/2) hour increments.
- Exagere supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared.
- Please include setup plans / photo, special instructions, and inbound shipping information with this order.
- When scheduling dismantle labor, please allow sufficient time for empty containers to be returned back to your booth.

### INSTALLATION LABOR

#### Exagere Supervised Labor

Installation of your exhibit will be at our discretion prior to the show opening.  
The charge for this service is 30% of the total installation bill, with a minimum of \$35.00.

Exhibitor supervised labor Exhibitor supervisor must check in at the Exagere Service Desk to pick up labor

Company Name			Emergency contact			Phone number
Date	Start Time	# Of men	estimated hours per man	Hourly	Estimated total cost	

Exagere Supervised (30% / \$35.00) \_\_\_\_\_  
2% Tax \_\_\_\_\_  
Total installation \_\_\_\_\_

### DISMANTLE LABOR

#### Exagere Supervised Labor.

Installation of your exhibit will be at our discretion prior to the show opening.  
The charge for this service is 30% of the total installation bill, with a minimum of \$35.00.

Exhibitor supervised labor Exhibitor supervisor must check in at the Exagere Service Desk to pick up labor

Company Name			Emergency contact			Phone number
Date	Start Time	# Of men	estimated hours per man	Hourly	Estimated total cost	

Exagere Supervised (30% / \$35.00) \_\_\_\_\_  
2% Tax \_\_\_\_\_  
Total installation \_\_\_\_\_

For Assistance, please call (601) 569-9357 to speak with one of our representatives.

# CLEANING

**INCLUDE THE METHOD OF PAYMENT FORM  
WITH YOUR ORDER**

## EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path  
Carriere, MS 39426  
Phone (601) 569-9357 Fax (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

Advanced order deadline is  
March 17, 2022

**FCICA 2022  
MARCH 22, 2022**

COMPANY NAME:	BOOTH #:	BOOTH SIZE:	X
CONTACT NAME:	PHONE #:		
EMAIL ADDRESS:			

**DISCOUNT PRICE DEADLINE IS March 17, 2022**

## CLEANING SERVICES

Prices are based on total square footage of booth regardless of area to be cleaned there is a 100 sq. ft. minimum.  
Our exclusive cleaning contract for this show will not permit other service contractors, including exhibitor appointed contractors to provide this service

**Show Site Prices will apply to all cleaning orders placed at show site.**

### VACUUMING

Per sq. ft. 100 sq. ft. minimum. This includes emptying your wastebasket(s) at the time of vacuuming.

Description	Booth size	Pre order	Show site	Total Sq. Ft. x rate
Booth vacuuming- One Time		\$0.57	\$0.80	

### PORTER SERVICE

Porter Service is on a per day basis

# Of days.	Booth size	Pre order	Show site	Total Rate x # of days
	Exhibit Area / Under 500 sq. ft.	\$113.30	\$158.60	
	Exhibit Area / 501 - 1,500 sq. ft.	\$132.15	\$185.00	
	Exhibit Area /1, 501 - 2,500 sq. ft.	\$154.00	\$215.60	
Sub total				\$
7% Tax				\$
Total				\$

**DISCOUNT PRICE DEADLINE IS March 17, 2022**

Orders received after the deadline or without payment will be charged the Standard price.  
Pricing includes delivery, material handling, installation, and removal.

# THIRD PARTY AUTHORIZATION

## EXAGERE EXPOSITION SERVICES

3 Cove Hollow Path  
Carriere, MS 39426  
Phone (601) 569-9357 Fax (601) 861-4428  
[info@exagereexpo.com](mailto:info@exagereexpo.com)

In order for Exagere to invoice a third party for payment of services rendered, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

## EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Exagere, to be bound by all terms and conditions as described in the terms & conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

**BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM EXAGERE, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.**

## EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH # \_\_\_\_\_  
EXHIBITING COMPANY ADDRESS: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
PHONE # \_\_\_\_\_ EXT \_\_\_\_\_ FAX # \_\_\_\_\_

## INDICATE WHICH SERVICES ARE TO BE INVOICED TO THE THIRD PARTY

ALL EXAGERE SERVICES  
 MATERIAL HANDLING / IN & OUT  
 UTILITIES  
 OTHER \_\_\_\_\_  
 EXHIBIT TRANSPORTATION  
 RENTAL FURNITURE  
 BOOTH CLEANING

## THIRD PARTY COMPANY INFORMATION

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH # \_\_\_\_\_  
EXHIBITING COMPANY ADDRESS: \_\_\_\_\_  
CITY/STATE/ZIP: \_\_\_\_\_  
CONTACT NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_  
PHONE # \_\_\_\_\_ EXT \_\_\_\_\_ FAX # \_\_\_\_\_

**Invoices will be sent by email; please provide the e-mail address of the person who reconciles your invoices if different than contact's email.**

## THIRD PARTY PAYMENT METHOD

VISA                       MASTER CARD                       AMERICAN EXPRESS

ACCOUNT # \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ CVV# \_\_\_\_\_

CARDHOLDER NAME (PRINT): \_\_\_\_\_

CARDHOLDER BILLING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

SIGNATURE \_\_\_\_\_