



# WAI OPERATIONS SUMMIT WIRE EXPO 2022

~ a wire & cable industry solution center ~



## EXHIBITOR

## MANUAL

**Conference & Exhibits: June 7–8, 2022**

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**Hyatt Regency Dallas  
Dallas, Texas, USA**

**DETAILS**

**[WWW.WIREEXPO22.COM](http://WWW.WIREEXPO22.COM)**

**EXHIBITOR PORTAL**

**[WIRE22.EXH.MAPYOURSHOW.COM](http://WIRE22.EXH.MAPYOURSHOW.COM)**

OFFICIAL PUBLICATION: **WIRE JOURNAL<sup>®</sup>**  
INTERNATIONAL

ORGANIZED BY:



THE WIRE ASSOCIATION INTERNATIONAL, INC.  
[info@wirenet.org](mailto:info@wirenet.org) | +1-203-453-2777 | [www.wirenet.org](http://www.wirenet.org)

# TABLE OF CONTENTS

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## **General Show Information**

About Wire Expo & WAI  
Show Schedule  
Checklist: Forms & Deadlines  
Key Contacts: Vendors & Service Providers

## **Exhibitor Registration**

Company Personnel Registration/ID Badge  
Exhibitor Ticket Order Form

## **Promotions, and Marketing**

WJI Advertising Information  
Booth Listings  
Complimentary Exhibits Passes

## **Booth Guidelines**

Rules & Guidelines  
Booth Package

## **Hotels & Venue**

Hotel Reservations  
Map - Hyatt Regency Dallas  
Map - Downtown Dallas  
Lead Retrieval  
Internet Connection Services

**Show Contractor: Shepard Exposition Services**  
Information & Forms



# ABOUT WAI OPERATIONS SUMMIT & WIRE EXPO

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**Meet the most valuable wire & cable contacts in the region.**

The WAI Operations Summit & Wire Expo is organized by WAI and is held biennially in a different industry hub within the U.S. for the wire and cable manufacturing industry. The event incorporates technical paper presentations, a comprehensive exhibit, on-floor production solutions demonstrations, networking activities, and more. Wire Expo originated in Boston in 1990 and has since been hosted in the following locations: Louisville, Kentucky; Detroit, Michigan; Charlotte, North Carolina; Cleveland, Ohio; Nashville, Tennessee; Chicago, Illinois; Pittsburgh, Pennsylvania; Milwaukee, Wisconsin; Dallas, Texas; Indianapolis, Indiana; and Uncasville, Connecticut.

## SHOW ORGANIZER

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The Wire Association International, Inc., founded in 1930, is a worldwide technical society for wire and cable industry professionals dedicated to the promotion, collection, and dissemination of technical, manufacturing, and general business information and trends in the industry. The association serves the educational needs of the wire and cable manufacturing industry through a variety of products and services. WAI manages the Interwire Trade Exhibition and the WAI Operations Summit & Wire Expo and publishes the *Wire Journal International* and the *Wire Journal International Reference Guide*.

**For additional information about the event, contact:**

WAI Sales Department  
71 Bradley Road, Suite 9  
Madison, CT 06443-2662 USA  
Tel.: 203-453-2777  
web: [www.wirenet.org](http://www.wirenet.org)  
[www.wireexpo22.com](http://www.wireexpo22.com)  
Monday-Friday, 8:30 a.m. to 4:30 p.m.

**Shannon Timme**  
Sales Director  
[stimme@wirenet.org](mailto:stimme@wirenet.org)  
Tel.: 203-453-2777, ext.126  
Direct: 203-453-7530

## EXHIBITS SCHEDULE

Monday, June 6

**General Exhibitor Move-in:** 8:00 a.m. - 5:00 p.m.  
Buildup and final construction completed by: 5:00 p.m.  
All booth materials and empties must be out of aisles by: 5:00 p.m.

Tuesday, June 7

**Final Booth Review:** 8:00 a.m. - 10:00 a.m.  
**Exhibits Open:** 10:00 a.m. - 5:00 p.m.

Wednesday, June 8

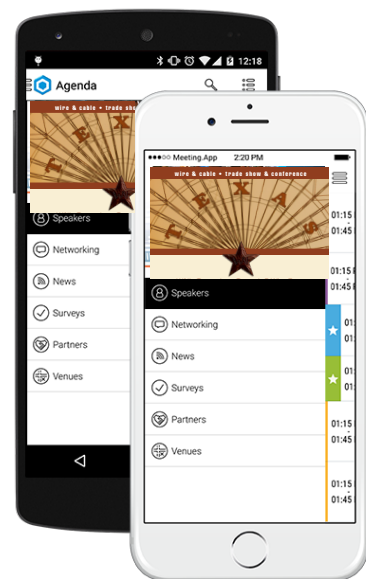
**Exhibits Open:** 10:00 a.m. - 3:00 p.m.  
**Move-out:** 3:00 p.m. - 7:00 p.m.

Visit the show website, [www.wireexpo22.com](http://www.wireexpo22.com), for more details on the full show schedule.

### WAI MOBILE "WIRE Events" APP

The WAI WIRE Events mobile app will soon be available for download. It will be available on the App Store or get it on Google Play. Stay tuned for further details.

The app includes: multi-event schedules, session & speaker details, exhibitor lists & floorplan, group discussions, business matchmaking and area maps for fine dining. Register and receive handy show alerts in real time. Set your profile and personalized schedule and stay in contact with other attendees before, during, and after the event.



## CHECKLIST: FORMS & DEADLINES

| WAI Forms  | Deadline                      | <input checked="" type="checkbox"/> |
|--|-------------------------------|-------------------------------------|
| Submit booth listing to appear in the Preview Issue        | March 1                       | <input type="checkbox"/>            |
| Advertise in <i>WJI</i> Preview Issue                      | March 1                       | <input type="checkbox"/>            |
| Exhibitor lead retrieval unit order                        | early bird price:<br>March 31 | <input type="checkbox"/>            |
| Advertise in <i>WJI</i> Preview Issue                      | March 1                       | <input type="checkbox"/>            |
| Submit updated booth listing to appear in the Update Issue | April 1                       | <input type="checkbox"/>            |
| Advertise in <i>WJI</i> Update Issue                       | April 1                       | <input type="checkbox"/>            |
| Advertise in <i>WJI</i> Official Show Program              | April 29                      | <input type="checkbox"/>            |
| Submit FINAL booth listing to appear in the Show Program   | April 29                      | <input type="checkbox"/>            |
| Exhibitor personnel attendee registration/ID badge         | May 10                        | <input type="checkbox"/>            |
| Exhibitor additional/optional ticket orders                | May 10                        | <input type="checkbox"/>            |
| Hotel reservation & information                            | May 17                        | <input type="checkbox"/>            |

| Shepard Forms  | Deadline | <input checked="" type="checkbox"/> |
|--|----------|-------------------------------------|
| Discounted price for custom Shepard rentals  | May 9    | <input type="checkbox"/>            |
| Exhibitor appointed contractor notification  | May 9    | <input type="checkbox"/>            |
| First day for warehouse deliveries without a surcharge   | May 9    | <input type="checkbox"/>            |
| Discounted price for standard Shepard orders   | May 17   | <input type="checkbox"/>            |
| Last day for warehouse deliveries without a surcharge  | May 30   | <input type="checkbox"/>            |
| Last day for warehouse deliveries<br><small>Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.</small> | June 3   | <input type="checkbox"/>            |

### REMINDERS:

- Send Complimentary Passes to *your customers* for the Exhibits Only registration.
- Welcome Reception Tickets will be available to your KEY CONTACT listed on the original Exhibitor License. Pick up onsite at the Registration counters. Three tickets per unit will be issued. (Example: 2 units = 6 tickets.) If you need more than your allotted number, you may purchase additional tickets by using the Exhibitor Ticket Order Form.

## KEY CONTACTS: VENDORS & SERVICE PROVIDERS

|   |  |  |
|---|--|--|
| <b>Advertising, Publicity &amp; Promotion</b><br><i>Wire Journal International</i><br><br>71 Bradley Road, Suite 9<br>Madison, CT 06443<br>Contacts: Shannon Timme<br>Direct: 203-453-7530<br>stimme@wirenet.org                                  | <b>Registration, Badges, Tickets</b><br>The Wire Association International, Inc.<br><br>71 Bradley Road, Suite 9<br>Madison, CT 06443<br>Contact: Shannon Timme<br>Tel: 203-453-2777 x. 126<br>Direct: 203-453-7530<br>stimme@wirenet.org  | <b>Show Organizers</b><br>The Wire Association International, Inc.<br><br>71 Bradley Road, Suite 9<br>Madison, CT 06443<br>Contact: Shannon Timme<br>Tel: 203-453-2777 x. 126<br>Direct: 203-453-7530<br>stimme@wirenet.org  |
| <b>Business Center &amp; Office Equipment</b><br><br>FedEx<br>Contact: Machyn Potts<br>Tel: 214-741-2763<br>Email: machyn.potts@fedex.com   | <b>Lead Tracking Services</b><br>Expo Logic<br><br>553 Foundry Rd<br>East Norriton, PA 19403<br>www.expologic.com<br>Tel: 484- 751-5131  | <b>Service Contractor</b><br>Shepard Exposition Services<br><br>Contact: Michael Webb, Account Exec<br>Tel: 678-414-4637<br>mwebb@shepardes.com  |
| <b>Catering</b><br>Hyatt Regency Dallas<br>300 Reunion Boulevard, Dallas, TX 75207<br>Contact: Marissa Jones<br>Event Sales Manager<br>Tel: 214-712-7103<br>marissa.jones@hyatt.com-<br>hyattregencydallas.com                                    | <b>Security</b><br>Jerry Towner<br>Business Development Manager<br>Securitas USA South Region<br>12801 N. Central Expwy, # 1200<br>Dallas, TX 75243<br>Office: 469-341-5601<br>Cell: 214-697-5071<br>Gerald.towner@securitasinc.com  | <b>General Show Contractor</b><br>Shepard Exposition Services<br><br>1531 Carroll Drive, NW<br>Atlanta, GA 30318<br>Phone: 404-720-8600<br>Email: orders@shepardes.com<br><br>Services provided:<br>• Audio Visual<br>• Cleaning (Exhibits)<br>• Décor/Accessories<br>• Furniture & Exhibit Rental<br>• Signs & Graphics |
| <b>Computer &amp; Equipment Rentals</b><br>Shepard AV<br><br>1177 Logan Circle<br>Atlanta, GA 30318<br>Contact: Brian McKinney<br>Tel: 404-720-8601<br>bmckinney@shepardav.com  | <b>Shipping &amp; Receiving</b><br>c/o UPS/Shepard Exposition Services<br>Wire Expo 2022<br><br><b>Warehousing Address</b><br>Shepard Exposition Services c/o YRC<br>12340 East Northwest Highway<br>Dallas, TX 75228<br><br><b>Direct to Show Site</b><br>Hyatt Regency Dallas<br>300 Reunion Blvd<br>Dallas TX 75207 |  |
| <b>Customs &amp; International Shipping</b><br>Agility Fairs and Events<br>1100 Tamiami Trail S.<br>Suite B Venice, FL 34285<br>Tel: 941-861-8930<br>Contact: Kelly O'Neill-Exley<br>koneill@agility.com<br>www.agility.com<br>expousa@agility.co | <b>Internet/Telephone Service</b><br><br>Encore Global<br>Contact: Damien Williams<br>Tel: 469-995-1448<br>Email: damien.williams@encoreglobal.com   | <b>Venue</b><br>Hyatt Regency Dallas<br>300 Reunion Blvd.<br>Dallas, TX 75207<br>Contact: Jaime Glaser<br>Tel: (214) 651-1234<br>jaime.glaser@hyatt.com<br>https://www.hyatt.com/en-US/hotel/texas/<br>hyatt-regency-dallas/dfwr   |



# COMPANY PERSONNEL REGISTRATION/ID BADGE

Complete this form to register exhibitor personnel. Submit a separate form for each member of your exhibiting team; photocopy for additional forms. **Deadline: May 10, 2022.**

- Badges are issued to employees of exhibiting companies and are required at all times on the show floor.
- The number of badges is unlimited.
- Can be picked up on-site at the Exhibitor Registration counter.
- **Must** be worn at all times on the show floor.
- Access to the exhibit hall for the entire show as well as set-up, breakdown and exhibitor-only hours on show days.
- Admission to any of the Technical Sessions excluding the Fundamentals Course.

**Register at [www.wireexpo22.com](http://www.wireexpo22.com) or use the form below.**

- **Pre-registration is recommended.** WAI will accept onsite registrations however, that process may be subject to delay.
- Pre-register—there is a \$20.00 per badge processing fee for on-site registration.

- If you have numerous registrants with the same address—complete the company information and business type on a master form—photocopy and complete the individual's name, job title, and job function.

- **Select one:** ☐ I will be working in my company's booth.  
☐ I will attend as additional company representative.

LAST NAME

FIRST NAME M.I.

JOB TITLE

COMPANY

STREET ADDRESS/P.O. BOX

CITY/TOWN

STATE ZIP/POSTAL CODE

COUNTRY

PHONE (include area code — when applicable include country and city code)

E-MAIL ADDRESS (REQUIRED) [ ]

- **YES! I wish to receive a FREE subscription to the *Wire Journal International*.**

- ☐ Print ☐ Digital ☐ **BOTH**—Print & Digital ☐ No thank you.

## COMPANY BUSINESS TYPE (REQUIRED - SELECT ONE)

### WIRE & CABLE MANUFACTURING:

- 10 ☐ Aluminum & Aluminum Alloys (Rod/Bar, Bare Wire, Both )  
20 ☐ Copper & Copper Alloys (Rod/Bar, Bare Wire, Both)  
30 ☐ Steel & Steel Alloys (Rod/Bar, Bare Wire, Both)  
40 ☐ Other Metal (Rod/Bar, Bare Wire, Both)  
50 ☐ Electrical Wire & Cable (Insulated Wire)  
53 ☐ Communications Wire & Cable (Insulated Wire)  
55 ☐ Fiber Optics  
60 ☐ Fasteners, Wire Forming, Fabricating, Springs

### SUPPLIER TO THE WIRE & CABLE INDUSTRY:

- 72 ☐ Machinery  
74 ☐ Process, Accessories, Materials

### WIRE AND CABLE END USER:

- 11 ☐ Appliance, Transportation, Other Wire & Cable End User

### OTHER

- 80 ☐ Service Centers, Distributors & Warehouses  
90 ☐ Consultants  
91 ☐ Student/Faculty  
92 ☐ Government, Library & Allied

## PRIMARY JOB FUNCTION: (REQUIRED - SELECT ONE)

- 10 ☐ General & Administrative Management  
20 ☐ Engineering/Operations/Production  
30 ☐ Technical/R&D/Quality Control  
40 ☐ Purchasing  
50 ☐ Sales & Marketing  
60 ☐ Student/Faculty  
90 ☐ Other (please specify):  
\_\_\_\_\_

SIGNATURE (REQUIRED)

DATE (MM/DD/YYYY)

# EXHIBITOR TICKET ORDER FORM

Register at: [www.wireexpo22.com](http://www.wireexpo22.com) or use the form below | Use Code: WJ22

## 1. REGISTRANT INFORMATION

Note: Please print and complete all information. If you mail this form, keep a photocopy.

**E-MAIL (REQUIRED)** [ ]

LAST NAME

FIRST NAME MIDDLE

JOB TITLE

COMPANY

STREET/MAILING ADDRESS

2ND ADDRESS LINE IF NEEDED

CITY STATE/PROV. POSTAL CODE

COUNTRY

COUNTRY CODE TELEPHONE (include area code)

## 2. BUSINESS INFORMATION (REQUIRED)

### A. Company business type (SELECT ONE)

#### WIRE MANUFACTURING:

- 10 ☐ Aluminum & Al. Alloys (Rod/Bar, Bare Wire)  
20 ☐ Copper & Copper Alloys (Rod/Bar, Bare Wire)  
30 ☐ Steel & Steel Alloys (Rod/Bar, Bare Wire)  
40 ☐ Other Metal (Rod/Bar, Bare Wire)  
50 ☐ Electrical (Insulated Wire)  
53 ☐ Communication (Insulated Wire)  
55 ☐ Fiber Optics  
60 ☐ Fasteners, Wire Forming, Fabricating, Springs

#### SUPPLIERS TO THE WIRE INDUSTRY:

- 72 ☐ Machinery  
74 ☐ Process, Accessories, Materials

#### WIRE AND CABLE END USER:

- 19 ☐ Appliance, Transportation, Other Wire  
& Cable End User

#### OTHER:

- 80 ☐ Service Centers, Distributors & Warehouses  
90 ☐ Consultants  
91 ☐ Student/Faculty  
92 ☐ Govt., Library, Others Allied to Field

### B. Primary job function (SELECT ONE)

- 10 ☐ General & Administrative Management  
20 ☐ Engineering/Operations/Production  
30 ☐ Technical/R&D/Quality Control  
40 ☐ Purchasing  
50 ☐ Sales & Marketing  
60 ☐ Student/Faculty  
90 ☐ Other, Please Specify:

## 3. EVENT REGISTRATION

\*Advance pricing 20+% discount. Available by or before June 1, 2022

### CONFERENCE & EXHIBIT REGISTRATION

Tuesday-Wednesday, June 7-8

Includes Operations Summit sessions, exhibits, keynotes, awards ceremony, welcome reception and production solutions.

|             | Member                         | \$75 <input type="checkbox"/>  | \$110 <input type="checkbox"/> |
|-------------|--------------------------------|--------------------------------|--------------------------------|
| *NEW Member | \$140 <input type="checkbox"/> | \$180 <input type="checkbox"/> |                                |
| Non Member  | \$175 <input type="checkbox"/> | \$210 <input type="checkbox"/> |                                |

\*NEW Member price includes a one year WAI membership.

### FUNDAMENTALS OF WIRE MANUFACTURING COURSE

Monday, June 6

Includes course materials, flash drive, lunch. Also: Tues. and Wed. Operations Summit sessions, exhibits, keynotes, welcome reception, and production solutions

- ☐ Ferrous Track  
☐ Nonferrous/Electrical Track

|             | Member                         | \$295 <input type="checkbox"/> | \$395 <input type="checkbox"/> |
|-------------|--------------------------------|--------------------------------|--------------------------------|
| *NEW Member | \$395 <input type="checkbox"/> | \$495 <input type="checkbox"/> |                                |
| Non Member  | \$445 <input type="checkbox"/> | \$545 <input type="checkbox"/> |                                |

\*NEW Member price is a \$425 value.

## ADDITIONAL OPTIONS

### TOUR ENCORE WIRE

Wednesday, June 8

Space is limited and preference will be given to conference registrants.

|            |                               |
|------------|-------------------------------|
| Member     | \$75 <input type="checkbox"/> |
| Non Member | \$75 <input type="checkbox"/> |

### WELCOME RECEPTION ONLY

Wednesday, June 8

Note: welcome reception is already included in Conference & Exhibit Registration fees.

\$135 ☐

## 4. TOTAL REGISTRATION FEES: U.S. \$

## 5. PAYMENT OPTIONS

☐ Check enclosed payable to **THE WIRE ASSOCIATION INTERNATIONAL, INC.**  
(Checks must be in U.S. dollars drawn on U.S. bank)

Credit Card: ☐ American Express ☐ Discover ☐ MasterCard ☐ Visa

CARD NUMBER

EXPIRATION DATE

NAME ON CARD (please print)

SIGNATURE

DATE

## FREE SUBSCRIPTION: Wire Journal International

**WIRE JOURNAL<sup>®</sup>**  
INTERNATIONAL

☐ Yes

☐ Print ☐ Digital ☐ Both print & digital

I would like to receive/continue to receive *Wire Journal International* each month!

☐ No thank you

YOUR SIGNATURE (required)

DATE (required)

**Cancellation Policy**—Refund requests must be received in writing by these dates: On or before 5/24/22 – REFUND minus \$25 handling fee • After 5/24/22 – NO REFUND



# WIRE JOURNAL<sup>®</sup> INTERNATIONAL

Published monthly, *Wire Journal International (WJI)* is written for executives, engineers, plant operators, technical and sales professionals, and purchasing agents engaged in the manufacture of ferrous and nonferrous wire and cable; electrical wire and cable; fiber optic cable; and formed and fabricated wire products. Coverage includes management, marketing and manufacturing methods and technical developments related to production of wire and cable products; industry news, trends and events; personnel appointments; and patent updates.

*WJI* offers a variety of marketing opportunities. Aside from the monthly publication of *Wire Journal International*, advertising space is available in the *WJI* digital edition, *WJI Reference Guide* and the *Official Show Program*, as well as banner advertising.

**BEYOND THE PRESS RELEASE**  
WAI MEMBERSHIP SPOTLIGHT  
**Q&A's**  
**EVENT HIGHLIGHTS**  
**INDUSTRY PROFESSIONALS**  
**PATENTS SHOW PREVIEWS**  
TECHNICAL PAPERS **NEW PRODUCTS**

## WJI AND WIRENET.ORG FOR PRINT & DIGITAL

Promote your company and target 100% of *WJI* industry readers and online visitors with your ad campaign. Each issue covers 14 different sections.

There are additional opportunities for exposure with editorial submissions, *HardWIRED* video content, tradeshow publications, digital placements, and more.

Maximize your advertising efforts and receive additional discounted rates by combining print and digital.



**12x**  
PUBLISHED MONTHLY

INTERNATIONAL  
**REACH**

**4,830**  
AVERAGE CIRCULATION\*

TRADESHOW  
**COVERAGE**

**1,300+**  
DIGITAL SUBSCRIBERS\*

**SHOW**  
DISTRIBUTION

**47%**

of readers are involved in **wire manufacturing**\*

**28%**

of readers are wire and cable **industry suppliers**\*

**9%**

of readers are in the **fastener, forming, or fabricating sector**\*

**9%**

of readers are **show attendees**.\*

**7%**

of readers work in **other related areas**\*

\*Source: Dec. 2020 BPA Statement

## GET TO KNOW THESE WAI BRANDS:

Reference Guide

WIRENET.ORG

WAI STORE

WAI EDUCATION CENTER

HARDWIRED

INTERWIRE TRADE EXPOSITION

WAI OPERATIONS SUMMIT WIRE EXPO



THE WIRE ASSOCIATION INTERNATIONAL, INC.  
info@wirenet.org | +1-203-453-2777 | www.wirenet.org

Contact: Shannon Timme: stimme@wirenet.org, 203-453-7530

## BOOTH LISTINGS

The *Wire Journal International's* **preview edition** and the **Official Show Program** are the only official guidebooks to the exposition. These resources help attendees navigate the show by covering detailed information on schedule of events, exhibitor booth listings, show floorplan, educational programs, and other event updates. Take advantage of this opportunity to list your company's products and services. A listing is free of charge.

### DEADLINES:

Wire Expo preview: **March 1, 2022**

Wire Expo update: **April 1, 2022**

Official Show Program: **April 29, 2022**

### SUBMISSION:

When initially booking your booth you will be prompted to fill in your booth listing. It can be later edited by logging into the Exhibitor Portal at **wire22.exh.mapyourshow.com**.

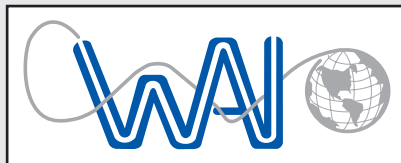


Issues from  
Wire Expo 2018  
in Nashville.

If you are a **First-time Exhibitor** or will be showcasing a **New Product**, send an email to **editor@wirenet.org** to be featured in both publications.

### EXAMPLE:

**Wire Association International, Inc.**  
Tel. 203-453-2777  
[www.wirenet.org](http://www.wirenet.org)  
[info@wirenet.org](mailto:info@wirenet.org)  
USA Stand 000



**Exhibiting:** The Wire Association International (WAI), Inc., founded in 1930, is a worldwide technical society for wire and cable industry professionals. Based in Madison,

Connecticut, USA, WAI collects and shares technical, manufacturing, and general business information to the ferrous, nonferrous, electrical, fiber optic, and fastener segments of the wire and cable industry. WAI hosts trade expositions, technical conferences, and educational programs. It publishes the *Wire Journal International (WJI)*, *HardWIRED*, the annual *WJI Reference Guide*, and technical products available through the WAI Store.

**Personnel:** Shannon Timme.



## COMPLIMENTARY EXHIBITS PASSES

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### **Free of charge! Invite your customers and prospects.**

Complimentary passes allow exhibitors to invite customers and prospects to attend the exposition free of charge. Exhibiting companies may distribute an unlimited number of these passes.

The primary contact person of each contracted exhibitor will receive complimentary passes in electronic format. A special code will be provided on the passes to apply during an online registration at [www.wireexpo22.com](http://www.wireexpo22.com) or on-site.

**Exhibits Open:** Tuesday, June 7 from 10:00 AM - 5:00 PM  
Wednesday, June 8 from 10:00 AM - 3:00 PM

**2022 Conference Theme: *RISING TO THE CHALLENGES***

### **The pass gives FREE access to:**

- 100+ exhibiting companies
- technical sessions
- live production solutions demonstrations
- special presentations

### **Use this FREE marketing tool to:**

- Promote your presence at WAI Operations Summit & Wire Expo 2022
- Expand your company's visibility
- Drive traffic to your exhibit
- Inform customers and prospects of your latest products and services
- Engage your audience and increase your ROI

# RULES & GUIDELINES

## Booth Construction Guidelines

- Guidelines for booth construction are included in this section. Please be sure to follow the guidelines according to the type of booth you have reserved. Failure to comply with the appropriate guidelines will give Show Management the right to request the Exhibitor to alter his exhibit prior to allowing the setup of such exhibit.
- All exposed parts of exhibitor's display must be finished so as not to be objectionable to other exhibitors or Show Management. Any objectionable feature of exhibitor's display may be draped or modified at the sole discretion of Show Management and the cost thereof billed to and paid by exhibitor. All machinery must have drip pads.
- Decorations may not be taped, nailed, tacked or otherwise fastened to ceilings, painted surfaces, columns, or fabric and decorative walls of the Hyatt Regency Dallas. Adhesive-backed decals and stickers may not be distributed anywhere on the premises. Glitter and confetti may not be used in carpeted areas of the building.

## Booth Construction Jurisdiction

- Construction of a booth, stand or exhibit may be made by either employees of the exhibiting company, the official show contractor or by an authorized independent contractor. All groups are required to follow all show rules concerning construction and scheduling.

## Children

- Children under the age of eighteen (18) years, WILL NOT be permitted on the show floor during MOVE-IN or MOVE-OUT. Please make necessary provisions during these time periods. Children will be admitted during normal show hours with adult supervision.

## Combustible Material

- All display materials must be flame retardant or of inherently fireproof materials. Under no circumstances will combustible oils or gases be permitted in the exhibit hall aisles. Exits must be kept free of obstructions at all times. Exhibitors must comply with, and all exhibits and materials must meet, the requirements and regulations of the City of Dallas Fire Code.

## Demonstrations or Entertainment

- Do not place your demonstration areas on the aisle line of your exhibit if you expect many people to congregate at one time. Leave space within your own exhibit area to absorb the majority of the crowd. Should spectators interfere with normal traffic flow in the aisle or overflow into the exhibits of your neighbors on each side or across the aisle, Show Management will request that you limit, relocate, or eliminate the presentation. The aisles are the property of the entire show and each exhibitor has the responsibility to assure proper flow of traffic through the entire show. Aisles must not be obstructed at any time.

## Food Service

- Hyatt Regency Dallas is the exclusive caterer for all food and beverage services. No food or beverage of any kind may be brought or delivered into the building or anywhere on the premises.

## Freight Handling Jurisdiction

- Shepard Exposition Services has the responsibility of receiving and handling all exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the exhibition. Shepard Exposition Services will not be responsible, however, for any material they do not handle.
- Exhibitors may carry in display materials by hand or by two-wheeled dolly. Any freight requiring a pallet, fork lift, crane or other motorized equipment must be managed by the official show contractor, Shepard Exposition Services.
- Shepard Exposition Services will have COMPLETE control of the loading docks at all times. If you wish to unload or load, you must report to the marshalling trailer. Do not proceed to the dock until instructed to do so. Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed away at owner's expense. Full details and information are outlined in this manual.

policy change is meant to communicate to our member exhibitors any potential sight-line problems prior to the show when corrective action can take place, instead of on-site when corrective action would be limited/not available.

## Gratuities

- Tipping is expressly prohibited. This includes such practices as giving money, merchandise or other special consideration for services rendered. Any attempt to solicit a gratuity by an employee for any service should be reported immediately to the Floor Manager and Shepard Exposition Services.

## Grievances

- Craftsmen at all levels will be instructed to refrain from expressing any grievances or directly challenging the practices of any exhibitor. Exhibitors are asked to refrain from voicing labor complaints directly to craft personnel. Any questions regarding contract labor should be directed to the Floor Manager.

## Hanging Signs

- The use of hanging signs is not permitted at Wire Expo except by Show Management for promotional or directional purposes.

## Height Restrictions

- Standard inline booth unit backwall drape is not to exceed height of 8 feet. Perimeter booths are allowed a custom backwall up to a height of 12 feet. Machinery and display material cannot be placed in location as to obscure view of adjoining exhibits.

## Independent Contractors

- Exhibitor may employ independent contractors for the erection and dismantling of an exhibit booth. However, exhibitor must receive prior written approval by Show Management. The independent contractor must show proof of appropriate insurance coverage prior to entering the show floor. All independent contractors must conform to all target times and show set-up/break down schedules. Full details are outlined in this manual.
- Exhibitors cannot employ independent contractors for any equipment handling. Any exhibitor requiring equipment handling must employ the service of the official service contractor, the Shepard Exposition Services.

## Insurance Coverage

- All exhibitors and independent contractors must show proof of the required insurance coverage as outlined on the Exhibitor's License.

## Machinery

- Hyatt Regency Dallas has floor load limits for allowing display of machinery. The Wire Expo concept is to encourage the limitation of the higher exhibitor expense associated with a machinery display. However, at every Wire Expo there are exhibitors who feel that it is in their best interest to display machinery. Please contact the Show Contractor for specific regulations.

## Photos, Cameras, all Recording Devices

- The only circumstance where an attendee or exhibitor may use any of the above devices is either with the approval of the exhibiting company, or when recording or photographing an exhibitor's own exhibit.

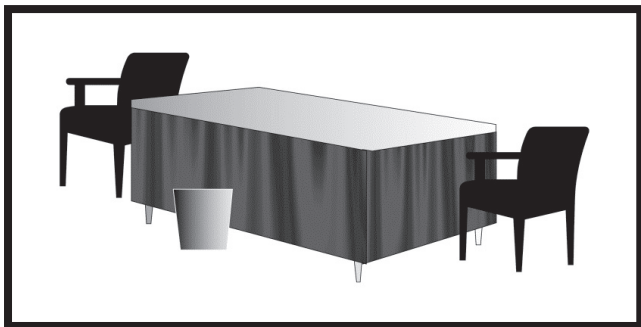
## Storage

- The Fire Marshall absolutely prohibits the storage of empty crates and containers in the exhibit hall. Arrangements have been made with Shepard Exposition Services to store empty crates and containers. Full details are outlined in this manual.

## Targeted Move-in Time

- Exhibitors will begin receiving notice in June regarding targeted move-in. At that time you will be asked to schedule and agree on a target move-in time. This appointed hour will allow you and our contractors to organize the move-in of your equipment, machinery and freight as well as coordinate the laying of carpet, etc. It is required that you respond to this target move-in notice.

## BOOTH PACKAGE

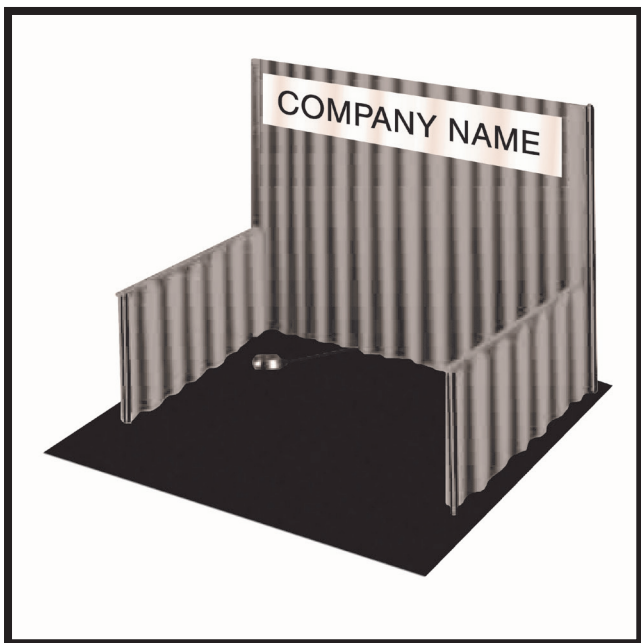


### Standard 8' x 10' Booth Package

- 2 Side Chairs
- 1 Skirted Table: 6' x 24" x 30"
- 1 Wastebasket
- Booth and Aisle Carpet: Ballroom Carpet
- Backwall drape height: 8'
- Sidewall drape height: 3'
- Identification sign: 7" x 44"  
*Use the Graphics & Signs form to customize the sign for an additional charge.*
- Electricity (120v, 5 amp)
- 200 lbs of Freight (in & out)
- Pre-show vacuuming (one time)

### Show Colors

- Booth Drape: Black and grey



wire & cable • trade show & conference

# Hotel Reservation Information



## Hotel Reservations

WAI Operations Summit & Wire Expo 2022 will be held at the Hyatt Regency Dallas. For the attendees' convenience, a negotiated discounted hotel block has been established specifically for The Wire Association International.

## About the Hotel

**Hyatt Regency Dallas, 300 Reunion Boulevard, Dallas, Texas, United States, 75207**

*Experience Downtown Dallas from An Iconic Hotel*

Located downtown next to an iconic 1,100 room Dallas landmark Reunion Tower, Hyatt Regency Dallas is a gateway to the best of the city. Live, work and be yourself at our inviting, contemporary hotel near the Dallas Convention Center and within walking distance of many tourist attractions, including Dealey Plaza and the Historic West End. Whether you are here to work or play, Hyatt Regency Dallas is designed to meet all of your needs.

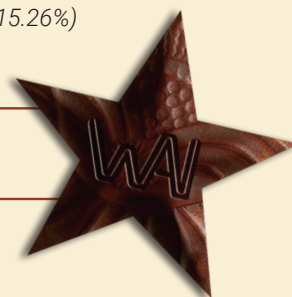
## Rates

Single occupancy \$239.00

Double occupancy \$239.00

*The Guest Room Rates are quoted exclusive of any applicable taxes (which are currently 15.26%) applicable service fees, and/or Hotel-specific fees in effect at the time of the Event.*

**Make a Reservation**  
Visit [bit.ly/WE22Hotel](https://bit.ly/WE22Hotel)





HYATT REGENCY DALLAS  
300 Reunion Boulevard  
Dallas, TX 75207, USA

T +1 214 651 1234  
F +1 214 651 0018  
hyattregencydallas.com



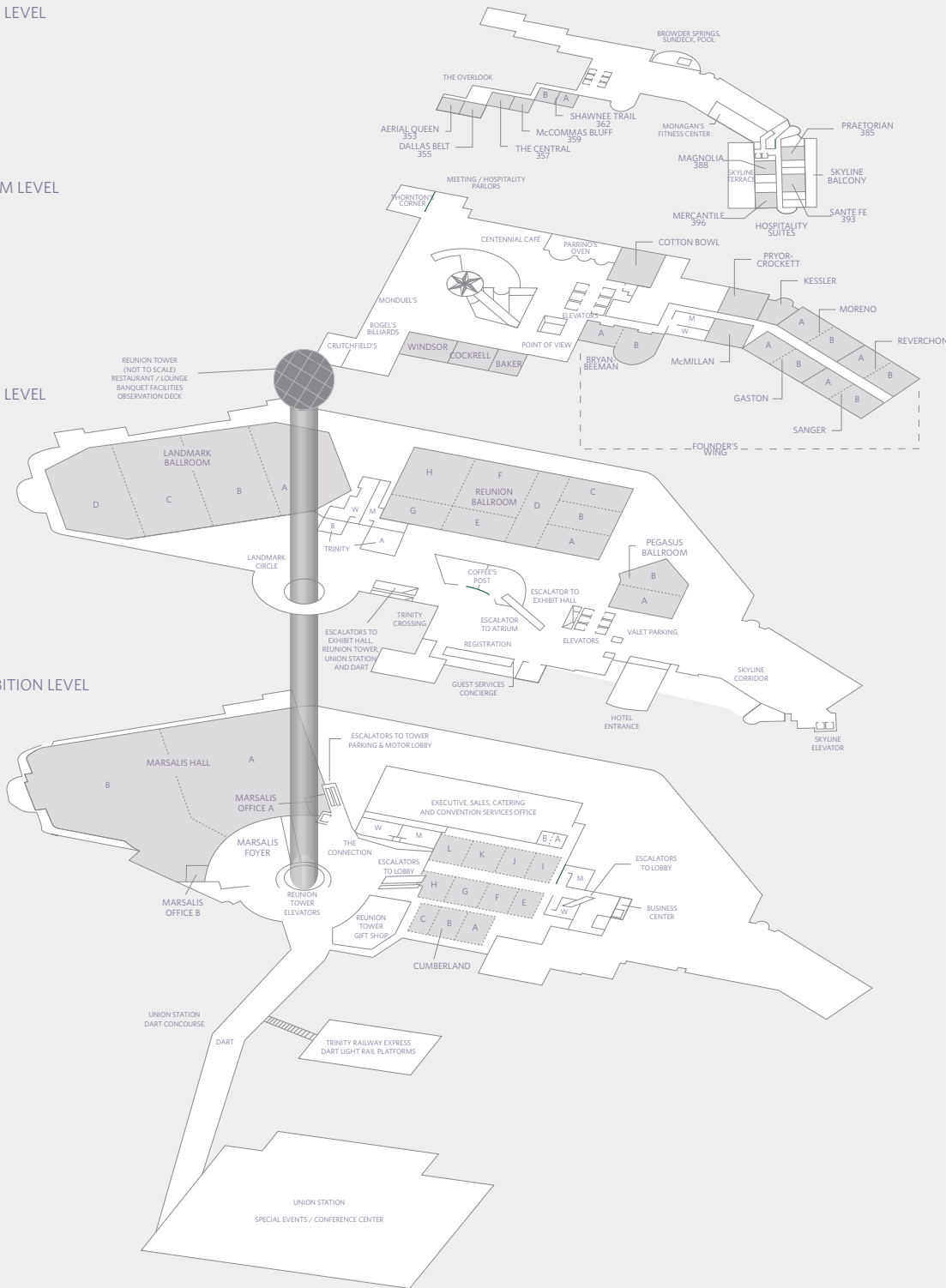
FLOOR PLAN  
All Floors

THIRD LEVEL

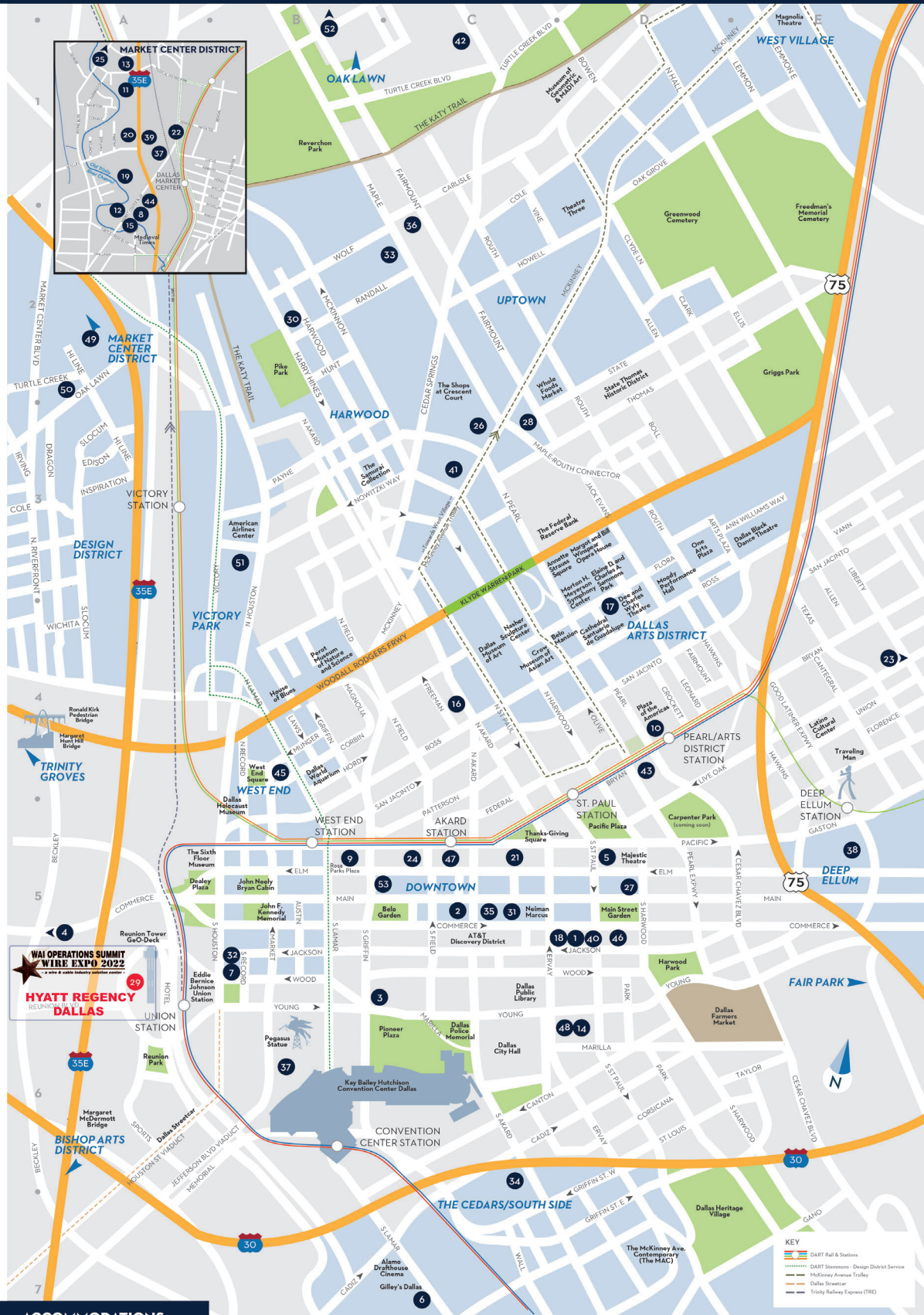
ATRIUM LEVEL

LOBBY LEVEL

EXHIBITION LEVEL



# DOWNTOWN DALLAS & SURROUNDING AREA



## ACCOMMODATIONS

|   |       |   |       |  |       |   |       |
|---|-------|---|-------|--|-------|---|-------|
| 1 AC by Marriott Dallas Downtown            | D5    | 15 Fairfield Inn and Suites Market Center | Inset | 29 Hyatt Regency Dallas at Reunion           | A5    | 43 Sheraton Dallas                        | D4    |
| 2 The Adolphus, Autograph Collection        | C5    | 16 Fairmont Dallas Hotel                  | C4    | 30 Hyatt House - Dallas Uptown               | B2    | 44 Sheraton Suites Market Center          | Inset |
| 3 Aloft Dallas Downtown Hotel               | C6    | 17 HALL Arts Hotel                        | D4    | 31 The Joule, Dallas                         | C5    | 45 Springhill Suites by Marriott Downtown | B4    |
| 4 Belmont Hotel                             | A5    | 18 Hampton Inn & Suites Dallas Downtown   | D5    | 32 LaQuinta Inn & Suites Downtown            | B5    | 46 The Statler Hotel                      | D5    |
| 5 Cambria Hotel Dallas Downtown             | D5    | 19 Hilton Anatole Hotel                   | Inset | 33 Le Meridien Dallas, the Stoneleigh        | C2    | 47 Thompson Hotel                         | C5    |
| 6 CANVAS Hotel Dallas                       | C7    | 20 Hilton Garden Inn Dallas Market Center | Inset | 34 Lorenzo Hotel                             | C6    | 48 TownPlace Suites                       | D6    |
| 7 Courtyard by Marriott Dallas Downtown     | B5    | 21 Hilton Garden Inn Dallas Downtown      | C5    | 35 Magnolia Hotel                            | C5    | 49 TRU Hotel                              | Inset |
| 8 Courtyard by Marriott Market Center       | Inset | 22 Holiday Inn Dallas Market Center       | Inset | 36 Marriott Dallas Uptown                    | C2    | 50 Virgin Hotel                           | A2    |
| 9 Crowne Plaza Dallas Downtown              | B5    | 23 Home2 Suites by Hilton Dallas Downtown | E4    | 37 Omni Dallas Hotel (Connected to KBHCCD)   | B6    | 51 W Dallas Victory                       | B3    |
| 10 Dallas Marriott Downtown                 | D4    | 24 Homewood Suites Dallas Downtown        | C5    | 38 Pittman Hotel                             | E5    | 52 Warwick Melrose Hotel Dallas           | B1    |
| 11 Dallas Marriott Suites Market Center     | Inset | 25 Homewood Suites Dallas Market Center   | Inset | 39 Renaissance Dallas Hotel                  | Inset | 53 The Westin Dallas Downtown             | C5    |
| 12 Doubletree Hotel Dallas Market Center    | Inset | 26 Hotel Crescent Court                   | C3    | 40 Residence Inn by Marriott Dallas Downtown | D5    |   |       |
| 13 Embassy Suites Dallas Market Center      | Inset | 27 Hotel Indigo                           | D5    | 41 The Ritz-Carlton, Dallas                  | C3    |   |       |
| 14 Fairfield Inn and Suites Dallas Downtown | D6    | 28 Hotel ZaZa Dallas                      | D3    | 42 Rosewood Mansion on Turtle Creek          | C1    |   |       |

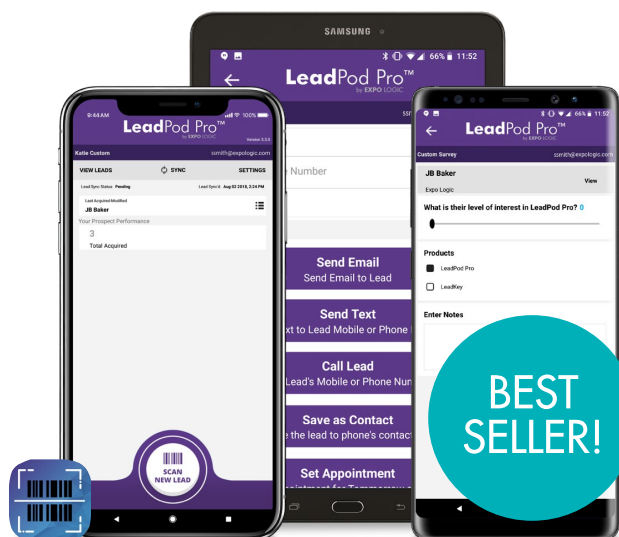
## Win **MORE** Business with Advanced Lead Retrieval Tools

You've made the investment to exhibit, now get the **highest ROI** possible by capturing prospect information in just a few seconds. Expo Logic's lead retrieval tools make it easy to scan badges, qualify leads, and even follow-up with leads!

### LeadPod Pro

The LeadPod™ Pro app turns any iPhone, iPad or Android device into your own advanced lead retrieval tool. With the LeadPod Pro app you can scan an attendee's badge using the camera on your device, capture their contact information instantly, take notes on each lead, and survey your lead with customizable surveys.

You can also save a lead as a contact on your phone, place a call to your lead or send them an email or text message – all directly from the app! This functionality makes lead follow-up a breeze and ensures you get the most out of the leads you capture.



[LEARN MORE](#)

### LeadKey

The LeadKey® is a small, pocket-sized and battery-powered device. LeadKey has no screen and is good for gathering many leads quickly and efficiently; allowing you to focus on your booth and quality conversation.

[LEARN MORE](#)







To order online, go to [myexpoleads.expologic.com](http://myexpoleads.expologic.com) and use show code: **WAI22**

If you would like to fax or mail your order to us there will be a \$7.95 processing fee.

## LeadPod Pro

Mobile solution for iOS and Android devices, includes basic survey questions and note-taking capability.

**\*Minimum iOS Version 9.0, Minimum Android Version 5.0. All devices require AutoFocus Cameras\***



## LeadKey

Battery-powered, hand-held Badge Reader for mobile, data collection/management with online access to scanned sales lead data, via Exhibitor's password protected Internet portal. Sales leads will be uploaded after the show closes.



### Device Selection

|  | Initial Price  | Starting 4/1/22 | Starting 6/7/22 | QTY | TOTAL    |
|--|----------------|-----------------|-----------------|-----|----------|
| <b>LeadPod Pro</b>                                   | \$285/1st Unit | \$335/1st Unit  | \$385/1st Unit  | ___ | \$ _____ |
| Capture leads, take notes and more with this app.    | \$135/Addl.    | \$185/Addl.     | \$235/Addl.     | ___ | \$ _____ |
| <b>LeadKey</b>                                       | \$355/1st Unit | \$405/1st Unit  | \$455/1st Unit  | ___ | \$ _____ |
| Quick and easy, battery-powered lead capture device. | \$255/Addl.    | \$305/Addl.     | \$355/Addl.     | ___ | \$ _____ |

### Additional Services

|  | COST       | QTY | TOTAL    |
|--|------------|-----|----------|
| Insurance quantities must equal device quantities. |            |     |          |
| LeadKey Insurance                                  | \$50 /each | ___ | \$ _____ |
| Custom Surveys                                     | \$95       | ___ | \$ _____ |
| Custom Qualifiers                                  | \$95       | ___ | \$ _____ |
| Delivery   | \$75       | ___ | \$ _____ |

**PROCESSING FEE \$ 7.95**  
(for mailed, faxed, emailed or phoned in orders)

**GRAND TOTAL \$ \_\_\_\_\_**





Lead Retrieval Order Form  
**2022 WAI Operations Summit & Wire Expo**  
Dallas, TX | Jun 07 - Jun 08, 2022

### Your Contact and Payment Information

|   |                      |                                 |  |
|---|----------------------|---------------------------------|--|
| Company   |                      | Billing Contact                 |  |
| <input type="text"/>  |                      | <input type="text"/>            |  |
| Billing Street Address (Must match the billing address on the credit card being used for payment) |                      |                                 |  |
| <input type="text"/>  |                      |                                 |  |
| City  | State                | Zip                             |  |
| <input type="text"/>  | <input type="text"/> | <input type="text"/>            |  |
| Phone   | Fax                  |                                 |  |
| <input type="text"/>  | <input type="text"/> |                                 |  |
| Email Address   |                      |                                 |  |
| <input type="text"/>  |                      |                                 |  |
| Cell Phone Number (for on-site contact)   |                      | Booth Number                    |  |
| <input type="text"/>  |                      | <input type="text"/>            |  |
| Email Address (for on-site contact)   |                      |                                 |  |
| <input type="text"/>  |                      |                                 |  |
| First Name (for on-site contact)  |                      | Last Name (for on-site contact) |  |
| <input type="text"/>  |                      | <input type="text"/>            |  |

|   |                      |                      |  |
|---|----------------------|----------------------|--|
| Credit Card (circle one if paying by credit card) | Check Number         | Total Amount Due     |  |
| AMEX VISA MasterCard Discover                     | <input type="text"/> | <input type="text"/> |  |
| Credit Card Number                                | CVV                  | Expires              |  |
| <input type="text"/>                              | <input type="text"/> | <input type="text"/> |  |
| Name as it appears on card                        | Signature            |                      |  |
| <input type="text"/>                              | <input type="text"/> |                      |  |

**TERMS & CONDITIONS:** It is understood the above-named Company is responsible for the pick-up, proper use, safeguarding, and prompt return of the Badge. Reader(s) in his/her possession and is also liable for any loss or damage. Expo Logic reserves the right to terminate services if the rented equipment is found to be improperly used. Replacement fee for lost, stolen, damaged LeadKey® is \$495.00/device. Replacement fee for lost, stolen, damaged Lead Manager is \$2,495.00/device. A credit card deposit will be required on-site if rental payment is made by check or cash. Badge readers must be picked up at our on-site service counter if you did not order 'Delivery' services. All equipment must be returned within 30 minutes after the close of the Show in its original packaging. Refunds will not be made for unclaimed equipment or if above Company decides not to use the ordered service. A \$7.95 processing fee will be added to faxed or mailed orders. It is against Expo Logic's security policy to accept credit card information via email.

**CANCELLATION POLICY:** You may cancel your order up to 2 weeks before the event's opening date. A \$50.00/Order Cancellation Fee will apply. No refunds will be given for orders cancelled less than 2 weeks prior to the event's opening date.

\*LeadPod users will have instant access to their leads, as long as the device has an active internet connection (WiFi, LTE/4G, 3G).



# Internet Connection Services

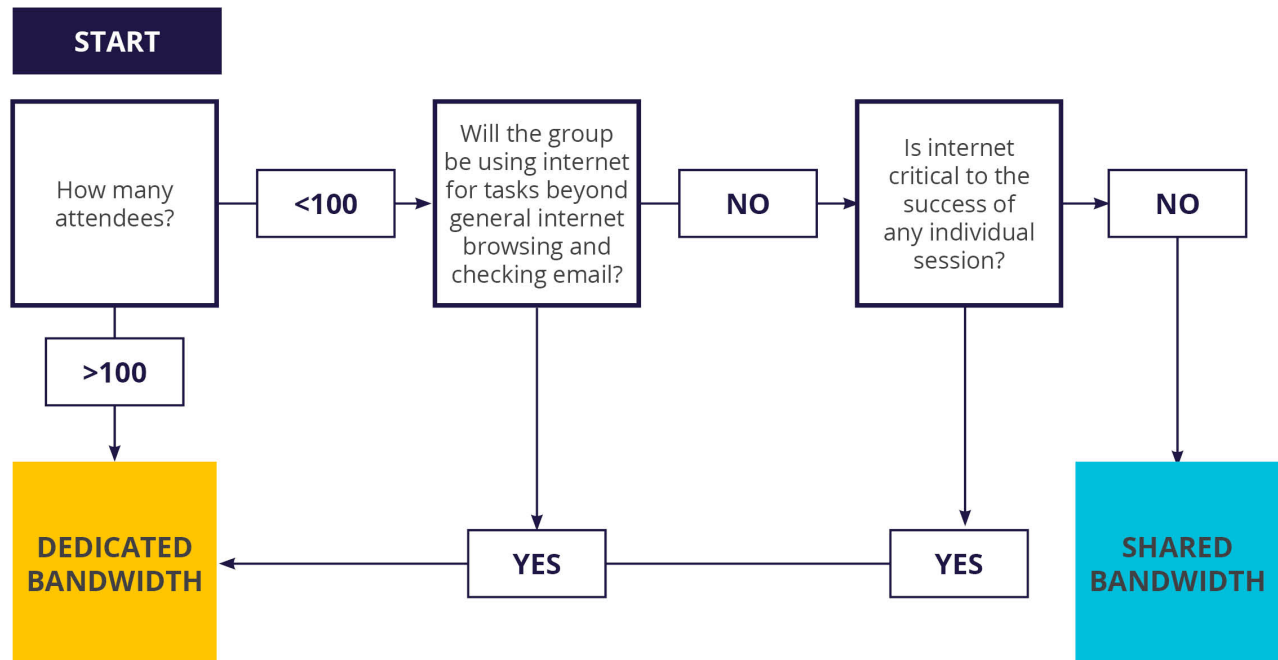
Give attendees the fast, reliable internet they've come to expect with Internet service at Encore. From participants checking email to presenters polling the audience to live streaming a presentation, we'll ensure your participants, and especially your VIPs and presenters, stay connected throughout their event experience.

- > **On-site support from certified Encore technicians**
- > **Network infrastructure support coordinated with the venue's third-party provider**
- > **Learn from your event with post-show review and analytics\***

\*Subject to availability from the third-party provider.

## Internet Options

Successful event internet requires advanced planning. Determine your bandwidth needs with the Encore Bandwidth Calculator at [encoreglobal.com/bandwidth-calculator/](https://encoreglobal.com/bandwidth-calculator/) and by following the below flowchart.



Custom configurations are also available; please contact your Encore representative for more details.



## Internet Connection Services

For events with fewer than 100 connections, consider our per-user pricing for non-dedicated bandwidth, available at two service-level options.

\*Shared Bandwidth pricing allows up to 2 devices per attendee.

\*\*Dedicated Bandwidth is subject to availability from the venue's third-party provider. Dedicated Bandwidth rates and pricing assumes attendees will have multiple devices. Prices include unlimited devices on Wi-Fi and up to 4 wired connections. Additional rental equipment and labor for wired connections will be added as required. For events greater than 60 Mbps please consult with Encore for a custom proposal.

### Shared Bandwidth

|                                  |        |
|----------------------------------|--------|
| > Simple Wi-Fi Internet per User | \$ 20  |
| > Simple Wi-Fi (26-50/User)      | \$ 16  |
| > Simple Wi-Fi (51-100/User)     | \$ 13  |
| > Superior Wi-Fi per User        | \$ 30  |
| > Superior Wi-Fi (26-50/User)    | \$ 25  |
| > Superior Wi-Fi (51-100/User)   | \$ 17  |
| > Wired Connection               | \$ 190 |

### Dedicated Bandwidth

|   |          |   |           |
|---|----------|---|-----------|
| > Basic (web/email) - 100 attendees -<br>10Mbps - Total Per Day Flat Rate | \$ 3,675 | > Basic (web/email) - 100 attendees -<br>10Mbps - Total Per Week Flat Rate (3-<br>7 days) | \$ 11,025 |
| > Basic (web/email) - 200 attendees -<br>20Mbps - Total Per Day Flat Rate | \$ 6,370 | > Basic (web/email) - 200 attendees -<br>20Mbps - Total Per Week Flat Rate (3-<br>7 days) | \$ 19,110 |
| > Basic (web/email) - 300 attendees -<br>30Mbps - Total Per Day Flat Rate | \$ 8,085 | > Basic (web/email) - 300 attendees -<br>30Mbps - Total Per Week Flat Rate (3-<br>7 days) | \$ 24,255 |

Pricing is in effect as of January 1, 2021, and is subject to change without notice. Ask your representative for full details regarding labor rates, which can vary based on complexity and time of operation. All Encore solutions may be subject to our property's standard service fee. Above prices do not reflect labor charges, which may apply. All rates are subject to applicable sales tax. ©2021 Encore Global LP or its subsidiaries. Proprietary and Confidential Information.

### Hyatt Regency Dallas

300 Reunion Boulevard, Dallas, TX 75207



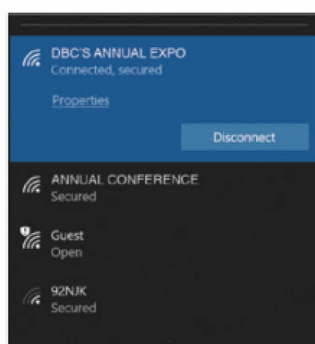


# Internet Connection Services

## Internet Sponsorships\*

Generate revenue by selling network sponsorships.

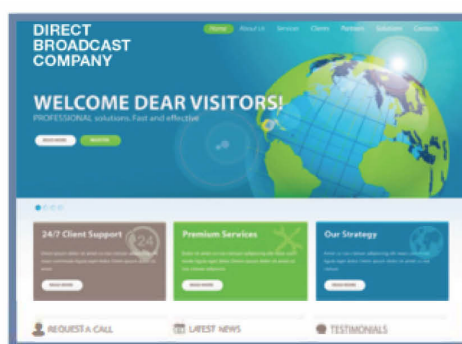
### Custom Wireless Network Name



### Branded Login/Splash Page



### First-Page Redirect



## Other Services\*\*

- > **Public IP addresses**
- > **Private VLANs**
- > **Custom security**
- > **Backup bandwidth**
- > **Custom wireless network names**

\*Internet Sponsorships and Other Services subject to availability from the third-party provider.

\*\*Ask your representative for full details regarding labor rates, which can vary based on complexity and time of operation. All Encore solutions may be subject to our property's service charge. Above prices do not reflect labor charges, which may apply. All rates are subject to applicable sales tax.



# Shepard

## EXHIBITOR SERVICE MANUAL

**Wire Expo**

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

**T187340622**

# SHOW INFORMATION

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

## Booth Package

Items provided in your booth, per exhibitor:

- 8' High Backwall Drape with 3' High Sidewall Drape
- 7" x 44" Cardstock Identification Sign
- 6' x 30" Skirted Table - Black
- 2 Side Chairs
- 1 Wastebasket
- 200lbs. of Material Handling - Advanced or Direct
- Electricity (120v, 5 amp)
- Pre-show vacuuming (one time)

## Show Colors

Show Drape Color(s): Black, Grey

## Exhibit Show Schedule

### GENERAL EXHIBITOR MOVE-IN

Monday, June 6, 2022 • 8:00AM to 5:00PM

Tuesday, June 7, 2022 • 8:00AM to 10:00AM

### EXHIBIT HOURS

Tuesday, June 7, 2022 • 10:00AM to 5:00PM

Wednesday, June 8, 2022 • 10:00AM to 3:00PM

### EXHIBITOR MOVE OUT

Wednesday, June 8, 2022 • 3:00PM to 7:00PM

### FREIGHT REROUTE BEGINS\*

\*All outbound carriers must be checked in by this time

Wednesday, June 8, 2022 | 7:00PM

## IMPORTANT DEADLINES

### Discount Price Deadline for Custom Shepard Rentals

Monday, May 9, 2022

### Exhibitor Appointed Contractor Notification Deadline

Monday, May 9, 2022

### First Day for Warehouse Deliveries Without a Surcharge

Monday, May 9, 2022

### Discount Price Deadline for Standard Shepard Orders

Tuesday, May 17, 2022

### Last Day for Warehouse Deliveries Without a Surcharge

Monday, May 30, 2022

### Last Day for Warehouse Deliveries\*

Friday, June 3, 2022

\* Date indicated is last day freight can arrive to advanced warehouse with guarantee of delivery to booth for exhibitor move-in.

## Shipping Addresses

### ADVANCE WAREHOUSE SHIPMENT ADDRESS

Exhibiting Co. Name & Booth Number

Wire Expo

YRC c/o Shepard Exposition Services

12340 East Northwest Highway

Dallas, TX 75228

### DIRECT TO SHOW SITE SHIPMENT ADDRESS

Direct shipping is not permitted for this event. All shipments must be sent to the advanced warehouse prior to the event.



## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

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**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

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Due to liability concerns and/or labor jurisdictions, exhibitors or their Exhibitor Appointed Contractors (EACs) may not operate any type of mechanical or powered equipment including forklifts, manual or electric pallet jacks, overhead lifts, etc.

### Shepard Mailing Address

1531 Carroll Drive, NW

Atlanta, GA 30318

Phone: 404-720-8600

Email: [orders@shepardes.com](mailto:orders@shepardes.com)

### Service Desk Hours *(subject to change)*

Monday, June 6, 2022 • 8:00AM to 5:00PM

Tuesday, June 7, 2022 • 8:00AM to 5:00PM

Wednesday, June 8, 2022 • 10:00AM to 7:00PM

### Exhibitor Move Out

Wednesday, June 8, 2022 • 3:00PM to 7:00PM

### Dismantle & Move Out Information

Shepard will begin returning empty containers and skids as soon as the aisle carpet is removed and/or plastic protection is installed on top of the floor. All exhibitor materials must be removed from the facility by **Wednesday, June 8, 2022 | 7:00PM.**

Any materials remaining in the hall will be rerouted or returned to Shepard's warehouse to await disposition at the exhibitor's expense.

To ensure all exhibitor materials are removed from the facility during the exhibitor move out, please have all carriers checked in with Shepard no later than **Wednesday, June 8, 2022 | 7:00PM.**

### Post Show Paperwork & Labels

Our Customer Service Representatives will gladly assist you in preparing your outbound shipping labels, outbound Material Handling Authorization paperwork, and outbound shipping in advance. You may find these forms included in this exhibitor services catalog. An email with links to an online portal will also be sent to the exhibitor contact on record for the booth. Labels and paperwork will also be available on-site. Make sure your carrier knows your company name, booth number, and the carrier check in deadline.

### Outbound Shipping

It is the responsibility of each exhibitor to arrange for transportation of booth materials after the event. Our Customer Service Representatives are available pre show, during the show, and during move out to assist you in arranging shipping through our official carrier Shepard Logistics. For peace of mind and easy set up, contact Shepard Logistics before the event for transportation services to and from the event. Shepard does not provide UPS, FED-EX, or other carrier specific labels. Exhibitors must schedule pick ups directly with all carriers as well as provide carrier specific shipping labels.

### Pick Up Address

Hyatt Regency Dallas

300 Reunion Blvd

Dallas, TX 75207

# ONLINE ORDERING


## IT'S EASY.


### Wire Expo

Hyatt Regency Dallas | Dallas, TX

T187340622

June 7 - 8, 2022

Order online through the Shepard Exhibitor Portal at <https://apps.shepardes.com/olk/intro.asp>. Login or Create an Account and follow the simple instructions for ordering. If you need assistance during your shopping experience, contact us using our  chat feature on the right side of the screen. Representatives are available Monday - Friday, 8AM - 5PM EST.

1. Go to: <https://apps.shepardes.com/olk/intro.asp>.
2. Select the Event.
3. Login from the Show Information page by clicking the  button.
4. Select your event, enter your email address and password then click Login.  
User Name = **Your Email Address**  
(provided by Event Management)  
Password = **wire2022**
5. Don't have an account, click "Create an Account."
6. Once logged in, please confirm your profile information. If you need to update your information, please contact us at [customerservice@shepardes.com](mailto:customerservice@shepardes.com).
7. To order, utilize the grey category drop-down menus above the Welcome message.
8. After making your selections, click the add to cart button on the bottom right of the page.
9. To view your order click the Shopping Cart Icon at the top right of the page.
10. Confirm your order, click and complete the payment process.

#### Login

If you are already registered for online ordering, please login below.

You'll need to select and event first. After you login you will have access to your other events as well.

##### Select an Event

Select a Show ▼

##### Email Address

youremail@yourcompany.com ▼

##### Password

\*\*\*\*\*

Login

[Forgot your password?](#)

#### Create an Account

Registration is easy. To create an account we need your email address, name, and company information.

##### Select an Event

Select a Show ▼

**Creating an account will allow you to order online.**

First, we will need your email address.

youremail@yourcompany.com

[Let's do this!](#)

# METHOD OF PAYMENT

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

**T187340622**

June 7 - 8, 2022

Please review the information and complete your payment information online.

You may choose to pay by credit card, check payable to Shepard Exposition Services, or bank wire transfer, however, we require your credit card authorization to be on file before we process your order(s) for service. **For your convenience, we will use your online credit card information to charge your credit card account for any additional amounts incurred as a result of show site orders placed by your representative including material handling and logistics charges for shipments received on your company's behalf and any unpaid balance due for Shepard services.** Credits for services will be issued at show site only.

Shepard no longer accepts cash payments for any Shepard Services. Once a payment is processed by credit card, any changes to the payment method will be charged a fee of 5% of the total invoice. 10010-Change Of Payment Method Transaction Fee

**Shepard Exposition Services only accepts payment information electronically. Place your order online with Shepard or follow the steps below to provide your payment information electronically and submit your order forms.**

### Complete your payment information online.

Login to your account at <https://www.shepardes.com/payment-methods> and choose the event you are submitting payment for.

### Discount Pricing Deadlines

Orders received without payment or after the discount price deadline will be charged at the standard price.

**Online: Tuesday, May 17, 2022** All paid orders placed online prior to the deadline date.

**Discount Deadline: Tuesday, May 17, 2022** All paid orders placed via pdf prior to the deadline date.

### ACH/Wire Transfers

You may choose to pay by Check or ACH/Wire Transfer, however a credit card is required on file to process all orders.

In order to accurately process the transfer of funds from your account, please complete the following information and email it along with a copy of the wire receipt to the email printed on the header of this page. A \$50 service charge will be added for processing checks drawn on foreign banks. A \$25 service charge will be added for processing U.S. wire transfers. \$50 service charge for international wire transfers.

The following information must be included on the bank copy of the wire transfer confirmation:

NAME OF SHOW BEING ATTENDED: **Wire Expo**

EVENT CODE: **T187340622**

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

|   |                                 |                                |   |
|---|---------------------------------|--------------------------------|---|
| Account Name:<br>Shepard Exposition Services, Inc.    | Routing Number:<br>041000124    | SWIFT CODE (US):<br>PNCCUS33   | Please include the show name, event code and your booth number if you are sending a physical check. |
| Bank Name:<br>PNC Bank N.A., Pittsburgh, PA 15219 USA | Account Number:<br>42-6061-9772 | SWIFT CODE (INTL):<br>PNCCUS33 |   |

**TAX EXEMPT?** Please submit tax exemption certificate to: [orders@shepardes.com](mailto:orders@shepardes.com). If you are tax exempt, you must provide a tax exemption certificate for the state in which the event is being held.

# TERMS & CONDITIONS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

T187340622

June 7 - 8, 2022

You are entering a contract which limits your possible recovery in case of loss or damage. The terms and conditions set forth below become a part of the contract between Shepard Exposition Services, and you, the Exhibitor.

### **Exhibitor is deemed to accept these terms and conditions when any of the following conditions are met:**

Exhibitor materials are delivered to the Shepard warehouse or to a show or exposition site for which Shepard is the Official Show Contractor, or an order for labor and/or rental equipment is placed by the exhibitor with Shepard.

**Definitions and Shepard Responsibilities:** The name "Shepard" shall be construed within the meaning of this contract as Shepard Exposition Services, Inc. and its employees, officers, agents, and assigns including any subcontractors Shepard may appoint. The term "EXHIBITOR" refers to any party who contracts for services with Shepard. Shepard shall be responsible only for those services which it directly provides, and hereby agrees to execute its contracted duties in good faith. Shepard assumes no responsibility for any person, parties, or other contracting firms not under Shepard's direct supervision and control. Shepard shall not be responsible for loss, delay, or damage due to strikes, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failures, acts of terrorism or war, or any other causes beyond Shepard's reasonable control; or for ordinary wear and tear in the handling of materials. Due to the security and liability requirements, Shepard personnel will unload all vendor materials from the loading docks to the booths. Exhibitors may not utilize powered mechanical equipment.

**Indemnification:** The exhibitor agrees to indemnify, forever hold harmless, and defend Shepard and its employees, officers and agents from and against any and all claims, causes of action, fines, penalties, damages, liabilities, judgments, and expenses on account of personal injury or death, damage to or loss of property or profits arising out of, or contributed to by any of the following: (1) exhibitor's negligent supervision of any labor secured through Shepard or the negligent supervision of such labor by any of the exhibitor's employees, agents, representative, invitees, and/or exhibitor appointed contractor (EAC); (2) exhibitor's negligence, willful misconduct, or deliberate act, or such actions of exhibitor's employees, agents, invitees, representatives, or EACs at the show to which this contract relates, including but not limited to the misuse, improper

use, unauthorized alteration, or negligent handling of Shepard equipment; or (3) exhibitor's violation of Federal, State, or Local ordinance; or violation of show regulations and/or rules as published by the Facility and/or Show Management.

Payments are due prior to delivery of services or equipment to EXHIBITOR unless other credit arrangements have been made. All payments shall be in U.S. currency, MasterCard, VISA, or American Express, debit cards, or check, provided there is sufficient customer credit in Exhibitor's form of payment to completely satisfy the amount owed by EXHIBITOR to Shepard. Undersigned authorizer acknowledges and agrees that all applicable charges for services rendered to the EXHIBITOR will be applied to the credit card on file in the event other form of payment is not tendered prior to the close of the trade show. In no instance shall any Exhibitor be extended credit beyond 30 days after the close of the Show. If there are any outstanding balances owed by EXHIBITOR to Shepard which have not been paid after 30 days following the close of the Show, then these unpaid balances shall bear interest at the rate of 1-1/2% per month (18% per annum). Exhibitor will be responsible for all charges incurred by Shepard while endeavoring to collect this account. If EXHIBITOR provides a credit card for payment and the credit card transaction is declined, EXHIBITOR hereby authorizes Shepard to process the outstanding balance in multiple smaller increments that total the amount of the outstanding payment obligation. In the event that a THIRD PARTY (AGENT) orders on behalf of the EXHIBITOR and 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 EXHIBITOR. All invoices are due and payable upon receipt, by either party.

**Show Site Orders:** Services ordered at show site will require full payment at the time the order is placed. Purchase orders may not be used in lieu of payment. Regular prices will apply to all show site orders. Floor orders are limited to availability.

**Third Party Orders:** If you contract your work to a display or exhibit house and require services from Shepard, the payment policy stated above applies. Please pass this information on to them. A Third Party Payment form must be completed and submitted

three weeks prior to show opening. If your elected Third Party Provider fails to pay for Shepard Services, the exhibitor is still responsible for paying all invoices to Shepard.

**Equipment Audits:** EXHIBITOR should be advised that routine audits of Exhibitor booths for service usage are conducted during the Convention. Should the result of such an audit indicate that equipment or services is in fact being used that has not been paid for, the Exhibitor will be charged for the equipment or service at the applicable rate.

**Exchanges and Cancellations:** On-site exchanges and cancellations in orders will be assessed a 100% pick-up fee. Custom products: All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses. Equipment and Furnishings: There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Labor: Cancellations must be received in writing before 48 hours of 1st day of exhibitor move in, otherwise a 1 hour per man ordered will apply.

**Invoices:** Prior to close of show, an invoice will be prepared and emailed to the booth contact on file for your review. Credits will be issued at show site only. If you have any questions or want to pay your invoice by check or cash, please see our customer service representatives at the service desk on-site.

**Outbound Services:** All outbound services will be processed on your credit card. A copy of the receipt and invoice will be mailed within 10 days of the close of the show.

**Rental Responsibility:** All materials are on a rental basis and shall remain the property of Shepard. The customer shall be held financially responsible for any damage to Shepard equipment used by the customer. Prices quoted are for the duration of the show and include installation, rental, and removal except where indicated. If skirting and carpet colors are not selected, show colors will prevail.

*continued on the next page*



# TERMS & CONDITIONS (continued)

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

T187340622

June 7 - 8, 2022

**International Customers:** International customers must pay for all services in U.S. funds. A \$50 service charge will be added for processing checks or wire transfers drawn on foreign banks.

**U.S. Wire Transfers:** A \$25 service charge will be added for processing U.S. wire transfers. Please complete the wire transfer portion of the Method of Payment form. The credit card portion of the form must still be completed before your order will be processed.

**Tax Exempt Status:** If you are tax exempt in the state where the show is held, a copy of the certificate must accompany your order.

**Tax Rates:** State tax regulations and tax rates can change after the date of publication. Prevailing state tax rates will supersede any published rate.

**Exhibitor Information:** Exhibitor permits all contact information provided to Shepard to be used by Shepard and shared with other entities assisting in the production of the event in question. Facsimiles and email communications may include show information, promotional materials, advertising statements and other commercial notices. Permission may be revoked by the EXHIBITOR in writing.

**Cancellation or Event Postponement:** In the event the exposition or event is cancelled or postponed, Shepard reserves the right to charge for services rendered in preparation of the event or exposition as well as non-refundable costs incurred by Shepard.

**Insurance:** It is understood that Shepard is not an insurer. Insurance should be obtained by the EXHIBITOR. It is highly recommended that exhibitors arrange All Risk coverage which usually can be done by endorsements to existing policies. Exhibitor's materials should be insured from the time they leave their firm until they are returned after the close of the show. Insurance and liability against theft or property damage to equipment or exhibit material owned or rented by EXHIBITOR, or bodily injury occurring within the confines of Exhibitor's booth, remain the sole and complete responsibility of EXHIBITOR. Except where prohibited by law, the EXHIBITOR and its insurers waive all rights of recovery or subrogation against Shepard and their respective directors, officers, employees, and agents.

**Claim(s) for Loss and Payment For Services:** Exhibitor agrees that any and all claims for loss or damage shall be submitted to Shepard prior to the conclusion of the show when the alleged loss or damage occurred prior to that time, and in all cases within 30 days of the conclusion of the show. For claim reporting purposes, the "conclusion" of the show shall be construed as the end of the day on which exhibitor

must vacate the show site. All claims reported after the 30-day period will be rejected. In no event shall a suit or action be brought against Shepard more than one year after the date the loss or damage occurred. Payment for services may not be withheld. In the event of any dispute between Shepard and the exhibitor relative to any loss or damage claim, the exhibitor shall not be entitled to and shall not withhold payment for Shepard services as an offset against the amount of the alleged loss or damage. Any claim against Shepard shall be considered a separate transaction and shall be resolved on its own merit.

**Limits of Liability:** If found liable for any loss, Shepard's sole and exclusive maximum liability for loss or damage to Exhibitors materials and Exhibitor's sole and exclusive remedy is limited to \$.50 (USD) per pound per article with a maximum liability of \$100.00 (USD) per item, or \$1,500.00 (USD) per shipment whichever is less. All shipment weights are subject to correction and final charges determined by the actual or re-weighted weight of the shipment. Shepard shall in no event be liable for collateral, exemplary, indirect costs or damages, or loss of sales resulting from, or related to, a claim for loss of or damage to material.

**Inbound and Outbound Shipments:** Consistent with trade show industry practices, there may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of the exhibitor or his representative. During such time, the materials will be left unattended. Shepard is not, and cannot be, responsible for loss, damage, theft, or disappearances of exhibitor's materials after same have been delivered to the exhibitor's booth. Similarly, there may be a lapse of time between the completion of packing and the actual pick up of exhibitor's materials from the booth for loading onto a carrier. During such time, the materials will be left unattended. Shepard shall not be responsible for loss, damage, theft, or disappearance of exhibitor's materials before same have been picked up for loading after the show. All materials will be checked at the booth at the time of loading using document(s) submitted by the exhibitor and notations of exceptions to conditions of materials or piece counts will be made on said document. Shepard assumes no responsibility for loss, damage, theft, or disappearance of exhibitor's materials after same have been delivered to exhibitor's appointed carrier or agent for transportation after the show. Shepard loads materials onto the carrier's truck under the supervision of the carrier driver who checks and signs for the materials. Shepard assumes no liability for any materials after the carrier assumes custody of materials. If exhibitor's designated carrier fails to show by the move out deadline after a show, Shepard shall have the authority to route exhibitor's shipment via an alternate carrier, or return shipment to a local warehouse for disposition at exhibitor's expense.

**Packaging, Crates, and Empty Containers:** Shepard shall not be responsible for surface damage to loose or uncrated materials, pad-wrapped, or shrink-wrapped materials. Shepard shall not be responsible for concealed damage, damage to carpets in bags or poly, or damage to materials improperly packed. Shepard shall not be responsible for crates and packaging unsuitable for handling, partially assembled, or having prior damage. Affixing "Empty" storage labels to containers is the sole responsibility of the exhibitor or their representative. All previous labels should be removed. Shepard assumes no responsibility for removal or mis delivery of containers with old labels or incorrect information on labels or for loss or damage to materials stored in containers labeled "empty."



# COVID-19 CANCELLATION POLICY

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

T187340622

June 7 - 8, 2022

## Cancellation Policy Statement for Exhibitors on Events Impacted by Coronavirus

**(COVID-19)** The impact of COVID-19 has been unlike anything our live events industry and the global community have ever experienced. We understand that our exhibitors are disappointed in the lost opportunity to connect with attendees and grow their businesses. Due to these unprecedented circumstances, we have temporarily revised our policy to support our customers.

### This policy will apply to events that cancel prior to Shepard's commencement of moving in the event:

- We will offer 100% refunds on standard furnishings, accessories, executive furnishings and standard carpet/padding. Custom products such as premium, special cut carpets and graphics will be refunded at 70-100%, based on cancellation date.
- Custom rental exhibits will be refunded based on cancellation date and production status.
- We will charge for work performed on labor, material handling and transportation.
- Custom fabrication items are non-refundable.
- All products/services not listed above will be charged per contracted terms.
- The Shepard customer services team will reach out to exhibitors to assist with freight, as well as answer any questions regarding orders. They will be able to assist on both cancelled and postponed shows.

## Frequently Asked Questions

### How do I cancel my order?

As soon as we are informed of a cancelled event, we will begin working through canceling orders. You will be emailed a final invoice showing any applicable charges and/or credits.

### If I just sent in my order, will it be processed, and will my card be charged?

If we have been notified by the event organizer that the event has been cancelled, we will not process the order.

### When will I get a refund?

If a refund is due, we will send a check for monies due to the address on file. Wire transfers will be refunded and issued by the Shepard Accounts Receivable department as soon as invoices are finalized.

### Will I still be charged material handling for my shipment?

Yes, material handling charges will apply and will be based on where your freight was shipped and if it had been taken to show site by the time of cancellation.

### I already shipped my freight to the Shepard advance warehouse or the event. Can you send it back to me?

Yes, with the shipment already in our possession, we can easily return your freight to the destination of your choice using Shepard Logistics. Please contact us at [logistics@shepardes.com](mailto:logistics@shepardes.com).

*Shepard reserves the right to modify this and other policies at any time.*

# SAFETY FIRST PLAN

## CREATING SAFE & SUCCESSFUL LIVE EVENTS IN A COVID WORLD.

Changes are taking place at our events.  
**With Shepard, You Can.**

To support the production and maintenance of clean and healthy environments—both at Shepard offices and event sites—we've implemented a series of solutions and standards for all associates and event personnel.

### Our Commitment!

Shepard is committed to partnering with our facility, organizer and vendor partners to implement an enhanced safety environment.



#### Masks Required

Associates and union personnel are required to wear a mask while working at Shepard offices and event sites.



#### Health Screening

Associates and union personnel are required to complete a daily health screening before reporting in for work.



#### Temperature Check

Shepard is conducting a temperature check for all personnel entering Shepard offices and event sites.



#### Hand Hygiene

Personnel is required to follow hand hygiene protocols placed in all restrooms and break areas.



#### Safety Signage

Shepard signage with health and safety reminders are placed at entrance and exit points.



#### Hand Sanitizing Stations

Hand sanitizing stations are placed at Shepard check-in areas and work stations.



#### Exhibitor Service Center

Area has enhanced safety measures, including sneeze guards to protect customer service associates and customers during all interactions.



#### Daily Safety Briefings

We have incorporated COVID-19 preventative practices into existing daily safety briefings.



#### Social Distancing/No Contact Rule

Personnel is encouraged to keep a distance of at least 6 feet away from other associates in all areas. Please refrain from physical contact greetings.



#### COVID-19 Training

All associates are required to complete training and courses on COVID-19 safety and infectious disease prevention.



#### Team Meeting Areas

General meeting areas will follow social distancing guidelines and any additional preventative measures.

# THIRD PARTY PAYMENT

## Wire Expo

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

**DEADLINE: MONDAY, MAY 9, 2022**

Return this form when a third party (any party other than exhibiting company) should be billed for services. Both parties **MUST** sign this form indicating acceptance; otherwise, request will be denied.

When a third party is handling your display and/or paying for any services on your behalf, we will agree to this third party arrangement if the following payment is agreed upon and all signatures are properly completed. By signing this form, both parties agree and understand that the exhibiting firm is responsible for all charges. **In the event that the named third party does not make payment by show close, Shepard will be paid by the exhibiting firm on demand at show site.** The show site invoice may or may not include any outbound services, such as additional material handling, rigging, and/or shipping charges.

### Step 1. Provide the exhibiting company contact information and signature.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

EXHIBITING COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT EMAIL ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

EXHIBITING COMPANY AUTHORIZED NAME (please print): \_\_\_\_\_

SIGNATURE FROM EXHIBITING COMPANY: \_\_\_\_\_

### Step 2. Check services below to bill to the third party.

- ☐ **ALL SERVICES**    ☐ Booth Cleaning    ☐ Material Handling    ☐ Carpet    ☐ Furniture  
☐ Exhibit Rentals    ☐ Overhead Rigging/Labor    ☐ Installation/Dismantling Labor    ☐ Logistics/Transportation  
Other (please specify): \_\_\_\_\_

### Step 3. Provide third party contact information.

3RD PARTY COMPANY NAME: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EXHIBITING COMPANY ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

CONTACT EMAIL ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

### Step 4. Complete your payment information online.

Login to your account at <https://www.shepardes.com/payment-methods> and choose the event you are submitting payment for.

# EXHIBITOR APPOINTED CONTRACTOR (EAC)

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

**DEADLINE: MONDAY, MAY 9, 2022**

This form is to be completed by the Exhibitor and returned to Shepard by the deadline date noted above.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT EMAIL ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

An Exhibitor Appointed Contractor (EAC) is a company other than the "general or official" service provider on the show that requires access to your booth during installation and dismantling. The EAC may only provide services in the facility that are not designated by the facility as "exclusive" to a designated provider, or by the event organizer in a contract as an exclusive service for the "general or official" service provided or other third party.

No EAC will be allowed to work in an exhibitor's booth if this EAC form, a valid form of insurance, a third party Method of Payment form and an exhibitor Method of Payment is not completed by an authorized representative and received by Shepard by the due date indicated above. The Form must be completed for every third party (as well as any other ordering third party ordering or requesting services from Shepard on behalf of exhibitor) at the above event. Multiple booths are not to be listed on one form. If form is not submitted by deadline date, the EAC will not be allowed to perform work in the hall except to supervise the official contractor provided labor.

EXHIBITOR APPOINTED CONTRACTOR: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

DESCRIPTION OF PROPOSED SERVICE FOR EXHIBITOR: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The EAC hired by the exhibitor must, by the deadline date, provide Shepard with a current Certificate of Insurance with minimum limits of \$500,000 property damage per occurrence, \$1,000,000 personal injury per occurrence, workers compensation aggregate coverage of \$1,000,000 per occurrence, and naming Shepard Exposition Services as the certificate holder for the time period of the event, including move-in and move out days. Listing Shepard Exposition Services as an additionally insured only will not be accepted, and may prevent EAC from working on the premises. If EAC does not have minimum coverage and proper documentation, they will be subject to employing Shepard Exposition Services for labor services.

The EAC must abide by the rules and regulations of the show and all pertinent union regulations.

EAC employees must wear approved identification badges at all times while in the work area. Badge will be issued at show site to authorized contractor representatives when all requirements have been met.

The EAC must confine its operations to the exhibit area of its clients. No service desks, storage areas or other work facilities will be located anywhere in the facility. Show aisles and public areas are not part of the Exhibitor's booth space.

Solicitation of business by EAC is strictly prohibited. EAC companies discovered soliciting will be removed from the show floor and the exhibitor will not be able to use that EAC for the remainder of the event.

The EAC must have all business licenses, work permits and insurance required by State and City governments and Facility Management before beginning work, and shall provide Show Management with evidence of compliance.

If required, the EAC must be able to provide evidence that it has current and applicable labor contracts and must comply with all labor agreements and jurisdictions. The EAC must not jeopardize the production of the event by any act or practice that would lead to work stoppages, strikes or labor disputes.

EACs agrees to keep all No Freight Aisles clear at all times. If SES is required to rearrange any material situated in a clearly No Freight Aisle, the exhibitor or the EAC depending on billing arrangements will be a charged a 1 hour minimum forklift rental and labor.

EXHIBITOR SIGNATURE: \_\_\_\_\_



Email completed form to: [customerservice@shepardes.com](mailto:customerservice@shepardes.com)

[shepardes.com](http://shepardes.com) | 12

## With Shepard, You Can.

CONTACT NAME: \_\_\_\_\_ CONTACT EMAIL ADDRESS: \_\_\_\_\_

ABOVE BOOTH NUMBER: \_\_\_\_\_

[illegible]

BELOW BOOTH NUMBER: \_\_\_\_\_



# SHIPPING VS. MATERIAL HANDLING

Make freight management easy.  
**With Shepard, You Can.**



## What is Shipping?

Shipping is the process of a carrier picking up items from your office or any place of origin and transporting it to the dock of either the advance warehouse or event facility. Shipping is separate from Material Handling. Exhibitors may use any carrier they want, including Shepard Logistics.



## What is material handling?

Material Handling is the process of receiving a shipment from your carrier and managing on-site handling of the shipment through the event cycle. It is a standard event procedure with associated costs typically based on shipment weight.

## Material Handling Process:

- Unloading freight from your carrier once it arrives at the receiving dock.
- Transporting freight from dock to your booth space.
- Removing empty shipping containers (boxes, crates and pallets) from your booth.
- Temporarily storing your empty shipping containers during the show.
- Returning empty shipping containers to your booth at the close of event.
- Transferring your freight back to the loading dock.
- Loading your freight into your carrier's delivery vehicle for return shipping.

## One easy way to keep charges low?

**Consolidate.** Whether you ship to the advance warehouse or directly to show site, it is in your best interest to consolidate your shipment as much as possible. Each shipment that arrives separately is assessed the minimum charge.

So, keep your charges low by skidding items so that they are sure to arrive together.

# SHEPARD LOGISTICS

## EFFICIENT. ON-TIME. GUARANTEED.

Enjoy convenience and confidence.  
**With Shepard Logistics, You Can.**

Shepard Logistics is the official event carrier. Our dedicated team of logistics specialists will provide you with personalized and efficient shipping solutions to make sure your freight arrives on time.



### Inbound & Outbound Services

- Small package
- Standard ground
- Next Day, 2-Day, and 3-Day service levels
- Air-ride
- Flatbed
- Dedicated truckload
- Volume discounts
- Caravan services



### Material Handling

- Handle-with-care approach
- On-time delivery
- Fast resolution in case of damage
- Signature series material handling 10% discount to all round-trip customers



### Value-Added Services

- Personalized service
- Priority empty return for all inbound with Shepard Logistics
- Transparent quotes with no hidden fees
- Available 7-days a week
- Late fees waived at Shepard events
- Outbound shrink wrap at no charge
- Shepard Logistics personnel on-site at your service for assistance

# SHEPARD LOGISTICS SERVICES (SLS)

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**

## Ship Roundtrip with Shepard Logistics and receive a 10% discount on Material Handling\*

\*Discount does not apply to shipments considered small package, local deliveries, "Light Weight" shipments, or shipments over 10,000 lbs. Roundtrip SLS shipping is required to qualify for discount. (35572)

### Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### Step 2. Where are we picking up the shipment?

COMPANY NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

Is there a loading dock? ☐ Yes ☐ No

Is the building in a residential area? ☐ Yes ☐ No

Do we need a lift gate on our truck? ☐ Yes ☐ No

Do we need to go inside your office to pick up your items? ☐ Yes ☐ No

Any thing else we should know about your building?

### Step 3. When are we picking up the shipment?

DATE: \_\_\_\_\_ HOURS OF OPERATION: \_\_\_\_\_

### Step 4. Where is the shipment going?

☐ Advanced Warehouse ☐ Direct to Facility/Show Site

### Step 5. What are we shipping?

| QTY | ITEM                | LENGTH | WIDTH | HEIGHT | WEIGHT |
|-----|---------------------|--------|-------|--------|--------|
|     | Crates              |        |       |        |        |
|     | Cartons (cardboard) |        |       |        |        |
|     | Cases/Trunks        |        |       |        |        |
|     | Skids/Pallets       |        |       |        |        |

| QTY   | ITEM           | LENGTH | WIDTH | HEIGHT | WEIGHT |
|-------|----------------|--------|-------|--------|--------|
|       | Carpet (color) |        |       |        |        |
|       | Monitors       |        |       |        |        |
|       | Other          |        |       |        |        |
| TOTAL |                |        |       |        |        |

### Step 6. What type of service is need (how fast do you need it)?

☐ Standard Ground ☐ 2nd Day Air ☐ Next Day Air ☐ Other (Truckload, Specialized) \_\_\_\_\_

Service level may be changed to meet delivery date. Order must be received within 24 hours of requested pick up date.

### Step 7. After the event is over, are we shipping it back to you?

☐ YES! ☐ No, I will arrange another carrier.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

A credit card must be on file to order Shipping Services. Please complete the Method of Payment form. Shipping services do not include material handling charges at show site. Material handling fees will be charged to the credit card on file.



**DSV - Agility is the preferred International Freight Forwarder and Customs Broker for Shepard Exposition Services events.**

**Our complete services include:**

- Shipment planning—packaging, documentation, scheduling
- Door pick-up at the overseas origin
- International shipping and Customs clearance at US air/port
- Final delivery to the Shepard advance warehouse or show dock
- Pick-up at the show site dock or Shepard warehouse
- Preparation of export documents
- International shipping and Customs clearance overseas
- Final delivery to the overseas return destination

**Your one stop source for  
trade show, exhibition and  
event shipping worldwide**

**DSV - Agility**  
1100 Tamiami Trail S.  
Suite B  
Venice, FL 34285

**Tel: 941-861-8930**  
**Contact: Kelly O'Neill-Exley**  
[\*\*koneill@agility.com\*\*](mailto:koneill@agility.com)

[\*\*www.dsv.com\*\*](http://www.dsv.com)  
[\*\*colin.may@dsv.com\*\*](mailto:colin.may@dsv.com)

**Contact us for a free quote today!**



**<https://www.agility.com/en/dsv-global-integrated-logistics/>**

# OUTBOUND MATERIAL HANDLING AUTHORIZATION & LABEL REQUEST

## Wire Expo

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

All outbound shipments require a Shepard Outbound Material Handling Authorization (MHA) form and shipping labels. Shepard offers complimentary pre-printing of these items. To take advantage of this service, please complete this request and submit to Shepard. Your pre-printed MHA and labels will be delivered to your booth prior to the close of the show.

Note: All third parties must pick up MHA/labels at the Shepard Service Desk.

\$\$\$\$\$  
**SAVING TIP!**

Use Shepard Logistics for inbound and outbound and receive a discount on your Material Handling fees!

### Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### Step 2. Where is the shipment going?

COMPANY NAME: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

### Step 3. How many pieces are in your shipment?

# OF CRATES: \_\_\_\_\_ # OF SKIDS: \_\_\_\_\_ # OF CASES: \_\_\_\_\_ # OF CARTONS: \_\_\_\_\_ APPROX. TOTAL WEIGHT: \_\_\_\_\_

### Step 4. What are we shipping?

| QTY | ITEM                | LENGTH | WIDTH | HEIGHT | WEIGHT |
|-----|---------------------|--------|-------|--------|--------|
|     | Crates              |        |       |        |        |
|     | Cartons (cardboard) |        |       |        |        |
|     | Cases/Trunks        |        |       |        |        |
|     | Skids/Pallets       |        |       |        |        |

Is there a loading dock? ☐ Yes ☐ No

Is the building in a residential area? ☐ Yes ☐ No

Do we need a lift gate on our truck? ☐ Yes ☐ No

Do we need to go inside your office to pick up your items? ☐ Yes ☐ No

| QTY          | ITEM           | LENGTH | WIDTH | HEIGHT | WEIGHT |
|--------------|----------------|--------|-------|--------|--------|
|              | Carpet (color) |        |       |        |        |
|              | Monitors       |        |       |        |        |
|              | Other          |        |       |        |        |
| <b>TOTAL</b> |                |        |       |        |        |

Any thing else we should know about your building?

### Step 5. How many labels do you need? \_\_\_\_\_

### Step 6. Who is picking up your shipment?

☐ Official Show Carrier: SHEPARD LOGISTICS ☐ Other (Truckload, Specialized) \_\_\_\_\_

If selecting a carrier other than Shepard Logistics, you must schedule the pickup. This includes Fed Ex, UPS, etc. If using FedEx or UPS you must have and apply their shipping labels.

### Step 7. What type of service is need (how fast do you need it)?

☐ Ground ☐ 2nd Day ☐ Expedited Ground (3-5 Days) ☐ Overnight

### Step 8. What do we do with your items if your carrier doesn't show up?

☐ Send out via Shepard Logistics or available carrier ☐ Return to warehouse for pickup, \$400 minimum charge

In order to process your order, we require payment on file. Please complete the Method of Payment and return to Shepard Exposition Services. If you have already placed an order with Shepard, we will automatically use the credit card on file for your company.



# ADVANCED SHIPPING LABEL

**Wire Expo**

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**

Print at least one advanced shipping label for each box. Include the exhibiting company name and booth number. If you are creating your own labels, make sure the same information below is on your labels.

|                               |  |
|-------------------------------|--|
| <b>ADVANCED<br/>WAREHOUSE</b> |  <b>Shepard</b> |
|                               | <b>ADVANCED WAREHOUSE</b>  |
|                               | <b>TO:</b>   |
|                               | _____<br>(Exhibiting Company Name)   |
|                               | _____<br>(Exhibiting Company Booth Number)   |
| <b>RUSH</b>                   | <b>YRC c/o Shepard Exposition Services</b>   |
|                               | <b>12340 East Northwest Highway</b>  |
|                               | <b>Dallas, TX 75228</b>  |
|                               | <b>FOR:</b>  |
|                               | <b>Wire Expo</b>   |
|                               | <b>Delivery Hours: Monday - Friday, 8:00AM - 4:00PM</b>  |
|                               | <b>First day freight can arrive without a surcharge:</b><br>Monday, May 9, 2022                  |
|                               | <b>Last day freight can arrive without a surcharge:</b><br>Monday, May 30, 2022                  |

# MATERIAL HANDLING RATES

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

## Ship Roundtrip with Shepard Logistics and receive a 10% discount\* on Material Handling

\* Discount does not apply to shipments considered small package, local deliveries, "Light Weight" shipments, or shipments over 10,000 lbs. Roundtrip SLS shipping is required to qualify for discount. (35572)

**What is Material Handling?** Material Handling is the unloading and delivery of exhibit freight to the exhibitor's booth on the show floor, the storage of empty containers, the return to booth for packing, and the loading back onto the exhibitor's outbound carrier. This is an automatic service and is billed based on weight. This service, whether used completely or in part, are billed as a package.

**How to Calculate Material Handling Services** The following services whether used completely or in part are offered as a package. When estimating weight, round up to the next 100 lbs. For example: 285 lbs. = 300 lbs./100 lbs. = 3 X RATE = \$ Amount or minimum charge, whichever is greater.

**Standard Material Handling Rates** All rates are per 100 pounds with a 200 pound minimum charge. Certified weight tickets are required on all shipments.

**Blended Rates** The rates stated are blended to include overtime based on the schedule at publication. Changes in schedule or if your carrier delivers your freight outside of published hours may result in additional fees. Please see Material Handling page for a complete listing of all possible charges.

### Advanced Warehouse Shipments\*\*

\*\* Single pieces over 5000 pounds, machines or uncrated items cannot be accepted at warehouse.

FIRST DAY FREIGHT CAN ARRIVE: Monday, May 9, 2022

LAST DAY FREIGHT CAN ARRIVE: Friday, June 3, 2022

| CODE  | ITEM             | WEIGHT |   | PRICE/CWT | TOTAL |
|-------|------------------|--------|---|-----------|-------|
| 35010 | Crated           |        | X | \$101.85  |       |
| 35036 | Special Handling |        | X | \$132.50  |       |

### Light Weight Shipments\*\*\*\*

\*\*\*\* Shipments 40 pounds or less.

| CODE  | ITEM         | WEIGHT |   | PRICE   | TOTAL |
|-------|--------------|--------|---|---------|-------|
| 35400 | Light Weight |        | X | \$51.00 |       |

### Other Material Handling Services

| CODE  | ITEM                                    | QTY |   | PRICE   | TOTAL |
|-------|---|-----|---|---------|-------|
| 35490 | Banding Service Per 4x4 Skid/Pallet     |     | X | \$75.00 |       |
| 35491 | Shrink-wrap Service Per 4x4 Skid/Pallet |     | X | \$75.00 |       |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Only Shepard personnel are allowed to operate mechanical equipment. We understand that your calculation is only an estimate. Invoicing will be calculated from actual certified weight ticket or reweigh ticket on inbound material handling receiving report. Adjustments will be made accordingly. Any adjustments to charges must be made at show site. Acceptance of said terms and conditions will be construed when any of the following conditions are met: This Material Handling Agreement (MHA) is signed; Exhibitor's materials are delivered to Shepard's warehouse or to an event site for which Shepard is the Official Show Contractor or an order for labor and/or rental equipment is placed by Exhibitor with Shepard. Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Shepard for your quoted rates and rules applicable to disposal of your exhibit properties. **All Material Handling charges are billable and will be charged to the credit card on file.**

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# MATERIAL HANDLING INFORMATION

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

**T187340622**

June 7 - 8, 2022

## Special Handling Definitions

Rate as shown on Material Handling Rate Form, approx. 30%.

Shipments received that are packed in a manner as to require additional handling/labor are deemed special handling. Examples of shipments falling into this category would be constricted space unloading, ground unloading, stacked shipments, designated piece unloading, shipment integrity, mixed shipments, no bill of lading or documentation, carpet/pad only shipments.

### Constricted Space

Freight packed in trailer to full capacity. Shipments are not easily accessible because trailer is loaded by cubic space, or top to bottom and side to side.

### Stacked Shipments

Shipments with multiple pieces stacked on top of one another throughout the majority of the truck or trailer requiring unstacking during the unloading process.

### Mixed Shipments

Mixed shipments are shipments that contain a mixture of uncrated and crated materials, and the uncrated portion is minimal deeming the shipment special handling but not uncrated. But in cases where greater than 50% of the load by volume is uncrated the load will be categorized as uncrated.

### Shipment Integrity

Shipments loaded on a carrier in a manner requiring separating or sorting to reestablish the integrity of each shipment.

### Carpet/Pad Only

Carpet and/or pad only shipments are time and labor intensive, and require additional manpower and tools (e.g. carpet poles, flatbed carts or scooters, dollies).

### No Documentation

Shipments received from small package carriers (including, among others, Fed Ex, UPS, & DHL) that are delivered without documentation or bills of lading that require additional sorting, processing, and tools for delivery.

### Designated Piece Unloading

Shipments loaded in such a manner that require the unloading/loading crew to be directed by driver remove items in a particular order, or unloading and reloading items to reach certain pieces behind others remaining on the trailer.

### Padded Van Deliveries

This applies to van line carriers that transport freight at cubic displacement rates, operate a non-standard dock height equipment, require freight on the truck to be unloaded in a specific order or orientation, or require that freight on the truck be moved to unload the actual delivery.

### Disposal Fee

A disposal fee & minimum 1 hr. labor will be charged for all booth materials (booth displays, flooring, etc.) that are left unclaimed after show move out.

### Overtime/Double-time

**SURCHARGE: Overtime: 30% • Double Time: 50%**  
Shipments that are moved and/or handled on overtime and/or double time hours will incur a surcharge based on the handling times noted on the receiving/shipping documents. Drivers picking up outbound shipments will be sequenced for loading ONLY after a bill of lading is submitted to the Shepard Service Desk AND the driver has checked in.

### Warehouse Overtime/Double-time

**SURCHARGE: Overtime: 30% • Double Time: 50%**  
Advanced shipments may be received during straight time hours at the warehouse location, however an overtime/double time surcharge may be applied to an advanced warehouse shipment due to required delivery schedule based on show move-in and move out hours beyond our control. This would also be true if freight was received after hours at the warehouse trapping facility.

### Early/Late Shipments to the Warehouse

**SURCHARGE: 25% • 35003**  
A surcharge will apply to shipments not arriving within the published dates (refer to Show Information page for dates) for advance warehouse or arriving on show site after show opening. Any shipment arriving to show site after show open will be charged a surcharge.

### Uncrated Shipments

**Rate as shown on Material Handling Rate Form**  
An additional charge of 50% (or as stated on Material Handling Authorization page) of the applicable material handling charge at the time of delivery shall be charged for all loose, uncrated, or unprotected shipments received at the show site docks. The charge is a one-time charge that includes both move-in and move out of the show, and is based on the weight of the shipment handled.

### Off-Target Deliveries

**SURCHARGE: 15% • 35004**  
For targeted shows (exhibitors who received/requested a Targeted Date/Time), a surcharge will apply if shipment is not delivered (or carrier has not checked in) during assigned target date/time.

### Marshaling Yard

**FEE: \$30 per Shipment • 35250**  
Where Shepard Exposition Services as the show contractor must lease space for Marshaling Yard operations because no space is provided by the facility, Shepard may charge a one time fee per shipment processed inbound and/or outbound through the Marshaling Yard.

### Reweigh of Shipments

**FEE: \$25.00 per forklift load • 35282**  
An additional charge per forklift load will be applied to shipments that have to be reweighed at the dock due to the lack of a certified weight ticket, or an incorrect or understated weight on a delivery document.

### Empty Crate Storage

**FEE: \$25.00 per piece • 35105**  
A charge per crate, carton or skid applies when Shepard handles the storage and return of empties from a shipment not received by Shepard and therefore not subject to material handling charges.

### Light Weight Shipments

Shipments weighing 40 lbs. or less will qualify for the light weight shipment rate. Shipments exceeding 40 lbs. will be billed standard Material Handling fees at the prevailing show rates. All shipments must have certified weight tickets.

### Envelope Deliveries

**FEE: \$10.50 per envelope • 35007**  
During show hours at the show facility, a charge will apply to receiving and delivering envelope packages to your booth.

### Priority Empty Labels

**FEE: \$75.00 per label • 35064**  
Limited quantities available on a per event basis.

### Mobile Spotting

**FEE: \$200 per round trip**  
All vehicles must be escorted in and out of building by Shepard personnel.

# MATERIAL HANDLING 101

Shepard Exposition Services is the sole provider of Material Handling Services. Exhibitors or their hired EAC/Carriers may not deliver freight to exhibit spaces or operate any type of mechanical or powered equipment. Material handling is a billable service.

**What is material handling (also referred to as drayage)?** Material handling is the process of unloading your freight from your shipping carrier, either at the warehouse or show site, delivering it to your booth, storing your empty containers (empties) if required, returning of your empties at the close of show, and then reloading your freight back onto your shipping carrier.

**What is the definition of "freight"?** Any exhibit materials shipped or delivered to the advance warehouse or show facility via shipping carrier, POV, or delivery truck.

**What is the difference between material handling and shipping?** Shipping is the process of transporting your shipment from its origin to its final destination. Material handling begins at the time your shipment arrives to the docks (please refer to "What is material handling?" for the full definition.) These are 2 different items and are billed differently.

**Do I need to order a forklift to unload or reload my freight?** No, please do not order a forklift for unloading/reloading of your materials.

**What does CWT mean?** CWT is an acronym for Century Weight.

**What determines how much I'm charged?** Charges are based on certified inbound weight ticket included with your shipment as well as the type of service required.

**How do I calculate material handling charges?** Material handling, whether used completely or in part are offered as a round trip service. When recording weight, round up to the next 100 lbs. EXAMPLE: 285 lbs. = 300 lbs./100 lbs. = 3 X RATE = \$ Amount or minimum charge, whichever is greater.

**Will there be any additional charges?** Additional charges may apply. Please review the Material Handling Authorization and Material Handling Additional Services forms included in the manual for all applicable fees.

**What are Light Weight shipments?** All shipments regardless of carrier that weigh 40 pounds or less. Shipments need to have certified weight tickets or other verifiable weight noted upon delivery. Shipments without certified weight tickets may be subject to special handling or reweigh fees. Packages that arrive separately at different times or days will be billed separately.

All shipments, regardless of carrier, weighing 41 lbs. and up will be billed using the standard material handling rates listed in the kit and billed at a 200 lb. minimum.

## **How do I calculate my Light Weight shipment?**

Charges for Light Weight shipments are total shipment weight, per delivery. Any shipment above 40 lbs. will not qualify for this rate. Please be advised that your whole shipment may not arrive to its destination at one time. Therefore you may be charged per each delivery.

**What are Crated Materials?** Materials delivered that are skidded or in a container that can easily be unloaded/reloaded with no additional handling required.

**What are Uncrated Materials?** Materials delivered that are loose, pad-wrapped or unskidded without proper lifting bars and/or hooks.

**What is Special Handling?** Shipments received that are packed in a manner as to require additional handling/labor are deemed special handling. Examples of shipments falling into this category would be constricted space unloading, ground unloading, stacked shipments, designated piece unloading, shipment integrity, mixed shipments, no bill of lading or documentation, carpet/pad only shipments.

**What are Advanced Shipments?** All shipments that are addressed to the advance warehouse address (please refer to "Advance Warehouse" shipping labels included in this manual). Shepard will begin accepting your shipments 30 days prior to first show open day (date may vary depending on show schedule).

The warehouse will receive shipments Monday-Friday, 8:00 AM - 4:00 PM, excluding holidays. Shipments must arrive by advanced warehouse deadline date to avoid late surcharge. (Please refer to the "Show Information" page included with this manual for deadline date.)

Crates, cartons, skids, fiber cases, and carpets can be accepted at the warehouse, but DO NOT ship crates weighing over 5,000 lbs., loose/uncrated shipments and/or machinery to warehouse. You must ship those items direct to show site.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

**What are Direct Shipments?** All shipments that are addressed directly to the exhibit facility (please refer to "Direct to Show" shipping labels included in this manual).

Shipments must arrive during published exhibitor move-in times only. Do not ship direct to show site in advance. If delivery cannot be guaranteed to arrive during exhibitor move-in, shipment must go to advance warehouse.

All shipments must have a bill of lading or delivery slip indicating number of pieces and weight. Certified weight tickets required.

Crates weighing over 5,000 lbs. or loose/uncrated shipments must be shipped direct to show site to arrive during exhibitor move-in times.

All shipments must be prepaid, no collect on delivery shipments will be accepted.

**What is and why would I need liability insurance?** Accidents happen, therefore, most show organizers and facilities require liability insurance. Please refer to your booth contract for exact minimums required.

Please make sure your materials are covered from the moment they leave your company location to the time they return after the close of the show.

If applicable, included in your manual is information and an application for liability insurance and booth coverage can also be purchased to protect your valuable exhibit materials.

**Outbound Shipping** You must complete a Shepard Material Handling Agreement (MHA) for all outbound shipments. A MHA will be distributed at show site if all services have been paid in full, or you can request one at the customer service desk.

Upon completion of packing and labeling of your materials, complete the bill of lading (MHA) with all required information, and return to the customer service desk. If you have questions on how to complete your bill of lading (MHA), please ask a Shepard customer service representative located at the customer service desk.

If you are NOT using the designated show carrier, you must call your carrier with pick-up information. If your carrier fails to pick up your shipment, Shepard Logistics will either reroute your freight through the carrier of our choice or return to the local warehouse (whichever is indicated on your MHA).

**Equipment.** Exhibitors or their EACs may not utilize or operate any type of material handling mechanical or powered equipment. If you need assistance, please contact us to order labor and equipment.

# CARTLOAD SERVICE

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**



Cartload Service provides service to exhibitors arriving in personally owned vehicles (POVs) and have small hand-carried items that need to be delivered to and from the dock/booth location.

Exhibitors may not utilize mechanical or powered equipment to unload their items.

### Cartload Service includes:

Includes:

- One laborer
- One cart
- One trip (per rate listed below)

### Please remember:

- If you arrive with a truck, van, trailer, or truck with trailer filled with exhibit material you will not qualify for this service and will be redirected.
- No personal trucks (one (1) ton & over), no rental trucks, trailers, or bobtails will be unloaded through cartload service.
- All items must fit on flat bed cart (approximately 3' x 4' in size) and weigh less than 200 pounds. If items are designated by Shepard personnel to be too large or too heavy, materials will be billed at regular material handling rates.
- Your vehicle must unload on the receiving dock of the exhibit hall. Shepard personnel will direct vehicles. The cart is not authorized to enter or go to any parking structure. There must be two (2) people with the vehicle; one person to go with your product to the booth space and one person to remove your vehicle from the unloading area to the parking area.

### Labor Hours

**Straight Time (ST):** Monday - Friday | 8:00AM - 5:00PM

**Overtime (OT):** Monday - Friday 5PM - 8AM. All hours Saturday and Sunday

**Double Time (DT):** All hours between Midnight and 8AM Holidays.

**Holidays:** New Years Day, MLK, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day

| CODE  | ITEM             | # OF TRIPS | RATE     | TOTAL |
|-------|------------------|------------|----------|-------|
| 35151 | Dock to Booth ST |            | \$151.00 |       |
| 35152 | Booth to Dock ST |            | \$151.00 |       |
| 35153 | Dock to Booth OT |            | \$206.50 |       |
| 35154 | Booth to Dock OT |            | \$206.50 |       |

**TOTAL ESTIMATE** \$ \_\_\_\_\_

**TAX** (All tax rates are subject to change) 8.25%

**AMOUNT DUE** \$ \_\_\_\_\_

Only Shepard personnel are allowed to operate mechanical equipment. No refunds or exchanges once service has been rendered. Cancellations must be received in writing within 48 hours of first day of exhibitor move in.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)



## ON-SITE STORAGE

## Wire Expo

T187340622

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

On-site Storage is used when you have product you need to replenish during the event, or if you have items you don't want stored with the empty crates. Do not use this service for "Empty" storage. Two different types of storage are available:

**Accessible Storage:** Use this type when you need to pull items out of storage during the show. Materials in Accessible Storage will be accessible during the event, but not necessarily by exhibitors. The charge for Accessible Storage is a daily storage fee plus a per hour labor fee each time materials are moved. (\$100.00 Minimum).

**Secured Storage:** Use this type only if you do not need your items again until the end of the event. Materials will be placed into secured storage and will be returned to your booth after the close of the show. The materials will be accessible during the show by Shepard personnel only. A minimum one-hour material handling labor charge at show rates will apply each time material is handled to or from storage. (\$100.00 Minimum).

## Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

ON-SITE CONTACT NAME: \_\_\_\_\_ ON-SITE CELL PHONE: \_\_\_\_\_

For liability reasons, only shipments for which material handling drayage charges have been paid to Shepard will be eligible for Shepard storage services. All packages must be properly packed & labeled. Shepard Exposition Services' limit of liability will be \$5.00 per pound or \$500.00 per package or container, whichever is less. No uncrated material will be accepted at the warehouse.

## Step 2. Choose the type of storage to fit your needs.

For either storage options, there is no charge to return items back to your booth at the end of the event.

## Accessible Storage

## STEP 1:

| CODE  | ITEM          | QTY |   | COST PER DAY |   | NUMBER OF DAYS |   | EST TOTAL 1 |
|-------|---------------|-----|---|--------------|---|----------------|---|-------------|
| 35166 | Pallets/Skids |     | X | \$35.00      | X |                | = |             |
| 35349 | 1/2 Trailer   |     | X | \$80.00      | X |                | = |             |
| 35348 | Full Trailer  |     | X | \$120.00     | X |                | = |             |

## STEP 2:

| CODE  | ITEM                  | COST PER MOVE |   | NUMBER OF MOVES |   | EST TOTAL 2 |
|-------|-----------------------|---------------|---|-----------------|---|-------------|
| 35087 | Labor - Straight Time | \$111.00      | X |                 | = |             |
| 35100 | Labor - Overtime      | \$166.50      | X |                 | = |             |
| 35101 | Labor - Double Time   | \$222.00      | X |                 | = |             |

STEP 3: Add your Estimated Total from Step 1 to the Estimated Total of Step 2.

| EST TOTAL 1 |   | EST TOTAL 2 |   | EST STORAGE TOTAL |
|-------------|---|-------------|---|-------------------|
|             | + |             | = |                   |

## Secure Storage

## STEP 1:

| CODE  | COST PER SQ. FT. |   | EST SQ. FT. NEEDED |   | NUMBER OF DAYS |   | EST TOTAL 1 |
|-------|------------------|---|--------------------|---|----------------|---|-------------|
| 35068 | .80              | X |                    | X |                | = |             |

## STEP 2:

| CODE  | ITEM                  | COST PER MOVE |   | NUMBER OF MOVES |   | EST TOTAL 2 |
|-------|-----------------------|---------------|---|-----------------|---|-------------|
| 35087 | Labor - Straight Time | \$111.00      | X |                 | = |             |
| 35100 | Labor - Overtime      | \$166.50      | X |                 | = |             |
| 35101 | Labor - Double Time   | \$222.00      | X |                 | = |             |

STEP 3: Add your Estimated Total from Step 1 to the Estimated Total of Step 2.

| EST TOTAL 1 |   | EST TOTAL 2 |   | EST STORAGE TOTAL |
|-------------|---|-------------|---|-------------------|
|             | + |             | = |                   |

Only Shepard personnel are allowed to operate mechanical equipment. No refunds or exchanges once item has been delivered to your booth. Cancellations must be received in writing within 48 hours of 1st day of exhibitor move in. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

# WAREHOUSE STORAGE

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

Warehouse Storage is used when you need a place to store your exhibit or product for days, weeks, or even until your next event.

### Pricing

- Warehouse storage rates are billed \$10.00 per cwt per month (\$100.00 a month minimum charge) (35006).
- Each shipment returned to the warehouse for storage will be billed \$20.00 per cwt (\$400.00 minimum) (35005).
- For liability reasons, only shipments for which material handling drayage charges have been paid to Shepard will be eligible for Shepard storage services.
- All packages must be properly packed & labeled. Shepard Exposition Services' limit of liability will be \$5.00 per pound. or \$500.00 per package or container, whichever is less. No uncrated material will be accepted at the warehouse.

### Step 1. Complete exhibiting company information.

EXHIBITING COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

ON-SITE CONTACT NAME: \_\_\_\_\_ ON-SITE CELL PHONE: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

### Step 2. What needs to be stored?

TOTAL NUMBER OF PIECES TO BE STORED: \_\_\_\_\_

| PIECE | LENGTH | WIDTH | HEIGHT | WEIGHT | CRATE/SKID |
|-------|--------|-------|--------|--------|------------|
| 1     |        |       |        |        |            |
| 2     |        |       |        |        |            |
| 3     |        |       |        |        |            |
| 4     |        |       |        |        |            |
| 5     |        |       |        |        |            |
| 6     |        |       |        |        |            |

| PIECE | LENGTH | WIDTH | HEIGHT | WEIGHT | CRATE/SKID |
|-------|--------|-------|--------|--------|------------|
| 7     |        |       |        |        |            |
| 8     |        |       |        |        |            |
| 9     |        |       |        |        |            |
| 10    |        |       |        |        |            |
| 11    |        |       |        |        |            |
| 12    |        |       |        |        |            |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

### Step 3. How long are we storing your items?

FROM DATE: \_\_\_\_\_ TO DATE: \_\_\_\_\_

Fees will continue until storage is picked up.

### Step 4. What do we do with your items at the end of the storage period?

It is the exhibitor's responsibility to make all arrangements for shipping, including utilizing Shepard Logistics. Items **WILL NOT** automatically be taken to the next event. Exhibitor should contact Shepard approximately 2 weeks prior to any storage movement.

☐ Ship to another destination via Shepard Logistics\*    ☐ Transport to another Shepard event\*

\*Additional fees will apply

☐ Pick-up is arranged with another carrier: \_\_\_\_\_

Submission of this form indicates you read and accept the Payment Policy and Terms &amp; Conditions. Storage Items will not be stored or released without a valid credit card on file.

PRINTED NAME: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# BOOTH & CARPET CLEANING

## Wire Expo

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

As the General Service Contractor, Shepard has the exclusive cleaning contract for this show. Other service contractors will not be permitted to provide this service on the show floor. Minimum 100 square foot order for all cleaning services.

If you have any issues at all regarding cleaning during the show, please contact the Service Desk immediately so we can make it right. Please do not wait until the end of the event.

Booth carpet is the first product installed on an exhibit floor. While carpet is installed clean, it will get dirty during the move in process due to debris in the air, aisles and other exhibitors. It is always recommended to order a one time vacuuming prior to the show opening.

### Booth Vacuuming

| VACUUM ONCE |                 |         |        |          |         |       |
|-------------|-----------------|---------|--------|----------|---------|-------|
| CODE        | SERVICE         | SQ. FT. | ONLINE | DISCOUNT | REGULAR | TOTAL |
| 47050       | 0-399 sq. ft.   |         | \$0.48 | \$0.55   | \$0.60  |       |
| 47051       | 400-900 sq. ft. |         | \$0.45 | \$0.50   | \$0.55  |       |
| 47052       | 900+ sq. ft.    |         | \$0.40 | \$0.45   | \$0.50  |       |

| VACUUM DAILY |                 |         |        |          |         |       |
|--------------|-----------------|---------|--------|----------|---------|-------|
| CODE         | SERVICE         | SQ. FT. | ONLINE | DISCOUNT | REGULAR | TOTAL |
| 47055        | 0-399 sq. ft.   |         | \$0.96 | \$1.10   | \$1.25  |       |
| 47056        | 400-900 sq. ft. |         | \$0.85 | \$1.00   | \$1.10  |       |
| 47057        | 900+ sq. ft.    |         | \$0.80 | \$0.90   | \$1.00  |       |

### Porter Service

Includes emptying wastebaskets within the booth every two hours during the show.

| PORTER SERVICE |                 |         |        |          |         |       |
|----------------|-----------------|---------|--------|----------|---------|-------|
| CODE           | SERVICE         | SQ. FT. | ONLINE | DISCOUNT | REGULAR | TOTAL |
| 47030          | One Time Porter |         | \$0.60 | \$0.70   | \$0.80  |       |
| 47031          | Daily Porter    |         | \$1.15 | \$1.30   | \$1.45  |       |

### Specialty Services

| MOPPING & CARPET SHAMPOOING |                  |         |        |          |         |       |
|-----------------------------|------------------|---------|--------|----------|---------|-------|
| CODE                        | SERVICE          | SQ. FT. | ONLINE | DISCOUNT | REGULAR | TOTAL |
| 47042                       | Mop One Time     |         | \$0.60 | \$0.70   | \$0.80  |       |
| 47022                       | Mop Daily        |         | \$1.10 | \$1.25   | \$1.40  |       |
| 47013                       | Shampoo One Time |         | \$0.65 | \$0.75   | \$0.85  |       |

| DISPLAY WIPE DOWN (CHARGED PER HOUR) |          |         |          |          |          |       |
|--------------------------------------|----------|---------|----------|----------|----------|-------|
| CODE                                 | SERVICE  | SQ. FT. | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
| 47043                                | One Time |         | \$138.25 | \$159.00 | \$178.10 |       |
| 47044                                | Daily    |         | \$251.36 | \$289.05 | \$323.75 |       |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Vacuuming, Porter Service, Mopping, and Shampooing are based on total booth sq. ft. regardless of area being cleaned. Minimum order of 100 sq. ft. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. No refunds once the service has been performed in your booth. Cancellations must be received in writing prior to 48 hours of 1st day of exhibitor move in.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# EXHIBIT DISINFECTING SERVICES

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**

### ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Clean + Disinfecting Services—specialized protocols to combat biological threats.

In response to the COVID-19 crisis, we elevated our cleaning services to ensure we effectively neutralize environments and safeguard participants from unwanted germs. Following GBAC Star accreditation guidelines and utilizing cleaning products approved by government regulatory agencies, we are committed to the highest standard of cleaning and disinfecting solutions.

As the General Services Contractor, Shepard has the exclusive cleaning contract for this show. Other service contractors will not be permitted to provide sanitizing or electrostatic fogging services on the show floor. Minimum 100 square foot order for all cleaning services. If you have any issues at all regarding cleaning services during the event, please contact the Shepard Service Desk immediately so that we can make it right. Please do not wait until the end of the event.

### Display Wipe Down with Sanitizing Disinfectant

| CODE  | ITEM                            | PER HOUR | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---------------------------------|----------|----------|----------|----------|-------|
| 47070 | One Time Wipe Down Disinfectant |          | \$143.57 | \$165.10 | \$184.90 |       |

Disinfectant and sanitizing of furniture and product delivered to booths. Service provided one time prior to show open.

| CODE  | ITEM                         | SERVICE | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|------------------------------|---------|----------|----------|----------|-------|
| 47071 | Daily Wipe Down Disinfectant |         | \$261.04 | \$300.20 | \$336.20 |       |

Disinfecting and sanitizing of furniture and product delivered to booths. Service provided each day of the event, prior to show open. Cost covers service for each day of the event.

| CODE  | ITEM                               | PER HOUR | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|------------------------------------|----------|----------|----------|----------|-------|
| 47072 | Multi Visit Wipe Down Disinfectant |          | \$130.52 | \$150.10 | \$168.10 |       |

Disinfecting and sanitizing of furniture and product delivered to the booths. Service times to be pre scheduled by exhibitor throughout event open days. Minimum order of two (2) visits per day. Each visit billed by hour. **Please provide cleaning schedule to [orders@shepardes.com](mailto:orders@shepardes.com). Include show name, company name, booth number, onsite contact name and cleaning schedule broken down by days and times.**

### Electrostatic Fogging

| CODE  | ITEM                              | SQ. FT. | ONLINE | DISCOUNT | REGULAR | TOTAL |
|-------|-----------------------------------|---------|--------|----------|---------|-------|
| 47073 | Electrostatic Fogging per Sq. Ft. |         | \$0.96 | \$1.10   | \$1.25  |       |

Nightly fogging of exhibit area and equipment for all event open days. Electrostatic Fogging services may only be performed when booth and surrounding area is clear of people. Fogging is a mist and the exhibitor is responsible for protecting electrical equipment and other fragile/sensitive items.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Shepard is not responsible for any damage, discoloration etc. of exhibit items resulting from disinfecting or fogging chemicals. Disinfecting wipe down is a minimum of one hour. Electrostatic fogging services are based on total booth sq. ft. regardless of area being cleaned. Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no refunds once service has been performed. Cancellations must be received in writing 24 hours prior to first exhibitor move in day.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

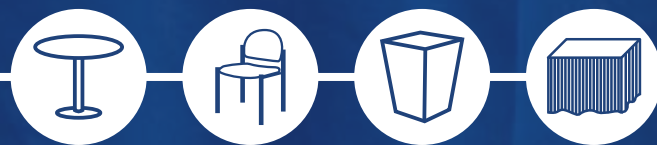
CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# SHEPARD FURNISHINGS & DECOR CATALOG



Dress up your space.  
**With Shepard, You Can.**



# TABLES

*The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.*

## UNSKIRTED



**Display Table**  
#50040  
4' x 24" x 30"  
Unskirted



**Display Table**  
#50041  
4' x 24" x 42"  
Unskirted



**Display Table**  
#50044  
6' x 24" x 30"  
Unskirted



**Display Table**  
#50045  
6' x 24" x 42"  
Unskirted



**Display Table**  
#50048  
8' x 24" x 30"  
Unskirted



**Display Table**  
#50049  
8' x 24" x 42"  
Unskirted

## SKIRTED

6' and 8' Long Tables are Skirted on 3 Sides. For Skirting on 4 Sides, please order 4th Side Skirt.



**Display Table**  
#50042  
4' x 24" x 30"  
Skirted



**Display Table**  
#50043  
4' x 24" x 42"  
Skirted



**Display Table**  
#50046  
6' x 24" x 30"  
Skirted



**Display Table**  
#50047  
6' x 24" x 42"  
Skirted



**Display Table**  
#50050  
8' x 24" x 30"  
Skirted



**Display Table**  
#50051  
8' x 24" x 42"  
Skirted

## PEDESTAL & SIDE



**30" Natural Pedestal Table**  
#50706  
30" x 36"  
Natural Feel Pedestal Table, Maple Top, Black Base



**42" Natural Pedestal Table**  
#50707  
42" x 36"  
Natural Feel Pedestal Table, Maple Top, Black Base



**30" Pedestal Table**  
#50032  
30" x 36"  
Pedestal Table, Grey Fleck Top, Chrome Base



**42" Pedestal Table**  
#51089  
42" x 36"  
Round High Pedestal Table, Grey Fleck Top, Chrome Base



**Round Side Table**  
#50030  
18" x 24"



**Square Side Table**  
#50031  
18" x 18" x 24"

# CHAIRS

*The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.*

## STOOLS & CHAIRS WITH ARMS



**Director's Stool**  
#51090  
Black Fabric,  
Maple Wood



**Natural Feel Stool**  
#50705  
Light Maple Back,  
Black Fabric Seat



**Padded Stool**  
#50024  
Padded Stool with  
Back, Grey Fabric



**Director's Chair**  
#51086  
Black Fabric,  
Maple Wood



**Upholstered Arm Chair**  
#50021  
Upholstered Arm Chair,  
Grey Fabric

## CHAIRS WITHOUT ARMS



**Natural Feel Chair**  
#50704  
Light Maple Back,  
Black Fabric Seat



**Upholstered Side Chair**  
#50020  
Upholstered Side Chair,  
Grey Fabric

# DISPLAYS

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

## FOR HANGING



**Bag Rack**  
#50175  
9" x 12" x 71"  
Adjustable Heights



**Coat Rack**  
#50092  
2" x 22" x 69"  
Silver



**Spiral Garment Rack**  
#50093  
30" x 70"  
Silver



**2' x 8' Grid with Legs**  
#50236  
2' x 8'  
Chrome  
Also Available Without  
Legs (#50237)



**3.5' x 8' Slatwall**  
#66147  
3.5' x 8'  
Grey



**8' x 4' & 4' x 8' Peg Board**  
# 66148 (horz)  
8' x 4'  
  
#66149 (vert)  
4' x 8'  
White



**6" Hooks for Peg Board**  
#50104  
Silver



**7-Ball Waterfall Grid Attachment**  
#50242  
Silver  
Also Available for Slat  
Wall #50243

## UPRIGHT, CROSSBARS & DRAPERY



**8' High Upright with Base**  
#50088  
Crossbar rented  
separately



**6' - 10' Crossbar**  
#50349  
1 1/4" D



**7' - 12' Crossbar**  
#50348  
1 1/4" D



**3' High Drape**  
#50074



**8' High Drape**  
#50074

## SHELVING



**4' x 12" Display Shelf**  
#50296  
4' x 12"  
White Shelf with Black  
Bases



**6' x 12" Display Shelf**  
#50297  
6' x 12"  
White Shelf with Black  
Bases



**Tensa Barrier Stanchion**  
#50427  
Barrier with Black Belt  
Barrier 13" x 41"  
Black Belt 117"  
Rented individually,  
not a set

## BARRIER

# DISPLAYS & SHOWCASES

*The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.*

## FOR SIGNS & LITERATURE



**Horizontal Tackboard**  
#50060  
4' x 8'  
Black Legs, Grey Fabric



**Vertical Tackboard**  
#50061  
8' x 4'  
Black Legs, Grey Fabric



**Literature Rack**  
#50245  
16" x 10" x 59"



**Chrome Sign Holder**  
#50095  
Holds 22" x 28" Sign



**Floor Easel**  
#50094  
31" x 31" x 64"

## OTHER



**Wastebasket**  
#50091



**Mini Refrigerator**  
#50098



**Drawing Bowl**  
#50185



**Sand Bag**  
#51087

## SHOW CASES



**4' Full View Showcase**  
#50067

**6' Full View Showcase**  
#50068



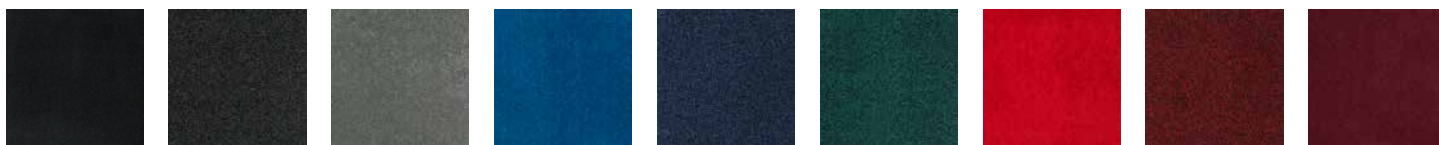
**4' Quarterview Showcase**  
#50069

**6' Quarterview Showcase**  
#50070

# FLOORING

*The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.*

## EXPO - 13 OZ



Black

Tuxedo

Grey

Blue

Eclipse

Peacock

Red

Cayenne

Burgundy

## PREMIUM - 28 OZ



Black

Deep Navy

Silver Cloud

Charcoal

Red

Beige

## PLUSH - 50 OZ



Black

Dark Grey

Silver Dollar

Sand

White

Electric Blue

Navy

Crimson

## VINYL - CUSTOM ORDER ONLY



Rosemary  
Stone

Snow

Maple

Silverwood

Shadow

Walnut

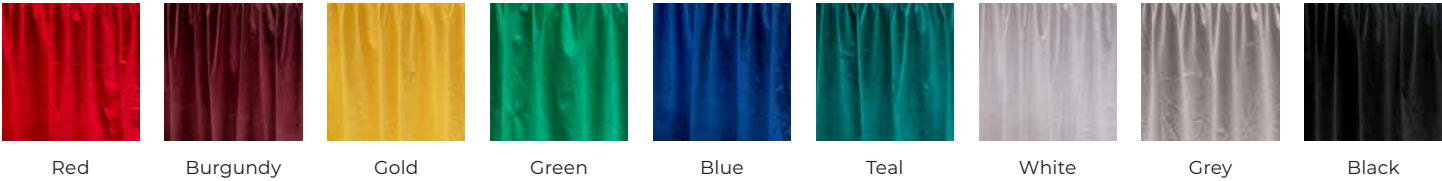
Barnwood



# SKIRT & DRAPE

The product photos shown are representative of the products. Actual products and colors may vary from the images shown. Not every item or every color will be available on every event.

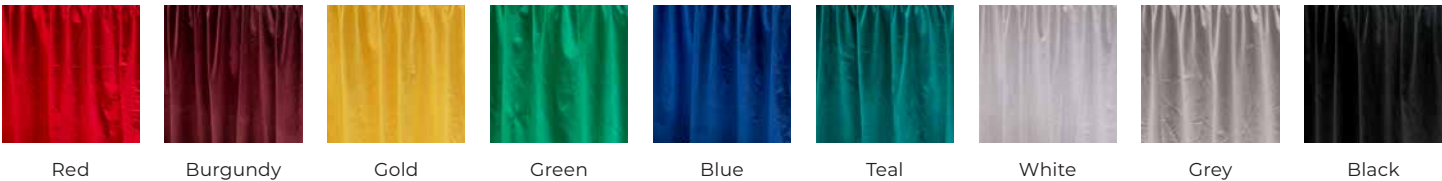
## SKIRT



## SKIRT - SPANDEX



## DRAPE



## STANDARD FURNISHINGS

## Wire Expo

T187340622

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Tables

6' and 8' Skirted Tables have skirts on 3 sides, to have drape on all 4 sides you must order 4th side drape.

COLORS: Red (01), Green (02), White (03), Gold (04), Blue (05), Black (06), Burgundy (07), Grey (10), Teal (13) · Spandex: Red (01), White (03), Blue (05), Black (06)

| CODE  | ITEM  | QTY | COLOR | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---|-----|-------|----------|----------|----------|-------|
| 50042 | 4' (l) x 24" (w) x 30" (h) Skirted Table                |     |       | \$176.75 | \$203.25 | \$227.65 |       |
| 50046 | 6' (l) x 24" (w) x 30" (h) Skirted Table                |     |       | \$217.20 | \$249.80 | \$279.80 |       |
| 50050 | 8' (l) x 24" (w) x 30" (h) Skirted Table                |     |       | \$275.40 | \$316.70 | \$354.70 |       |
| 50043 | 4' (l) x 24" (w) x 42" (h) Skirted Table                |     |       | \$214.80 | \$247.00 | \$276.65 |       |
| 50047 | 6' (l) x 24" (w) x 42" (h) Skirted Table                |     |       | \$275.10 | \$316.35 | \$354.30 |       |
| 50051 | 8' (l) x 24" (w) x 42" (h) Skirted Table                |     |       | \$323.65 | \$372.20 | \$416.85 |       |
| 50052 | 4th Side Skirt for 30" High Table                       |     |       | \$107.45 | \$123.55 | \$138.40 |       |
| 50171 | 4th Side Skirt for 42" High Table                       |     |       | \$107.45 | \$123.55 | \$138.40 |       |
| 50040 | 4' (l) x 24" (w) x 30" (h) UnSkirted Table              |     | n/a   | \$120.00 | \$138.00 | \$154.55 |       |
| 50044 | 6' (l) x 24" (w) x 30" (h) UnSkirted Table              |     | n/a   | \$143.10 | \$164.55 | \$184.30 |       |
| 50048 | 8' (l) x 24" (w) x 30" (h) UnSkirted Table              |     | n/a   | \$168.70 | \$194.00 | \$217.30 |       |
| 50041 | 4' (l) x 24" (w) x 42" (h) UnSkirted Table              |     | n/a   | \$135.05 | \$155.30 | \$173.95 |       |
| 50045 | 6' (l) 24" x (w) x 42" (h) UnSkirted Table              |     | n/a   | \$168.70 | \$194.00 | \$217.30 |       |
| 50049 | 8' (l) x 24" (w) x 42" (h) UnSkirted Table              |     | n/a   | \$188.30 | \$216.55 | \$242.55 |       |
| 51089 | 42" (h) Pedestal Table, 36" Diameter, Grey Fleck Top    |     | n/a   | \$302.30 | \$347.65 | \$389.35 |       |
| 50032 | 30" (h) Pedestal Table, 36" Diameter, Grey Fleck Top    |     | n/a   | \$282.60 | \$325.00 | \$364.00 |       |
| 50030 | Round Side Table - 24" (w) x 18" (h)                    |     | n/a   | \$142.25 | \$163.60 | \$183.25 |       |
| 50031 | Square Side Table - 24" (w) x 18" (h)                   |     | n/a   | \$142.25 | \$163.60 | \$183.25 |       |
| 50706 | 30" (h) Natural Pedestal Table, 36" Diameter, Maple Top |     | n/a   | \$369.70 | \$425.15 | \$476.15 |       |
| 50707 | 42" (h) Natural Pedestal Table, 36" Diameter, Maple Top |     | n/a   | \$385.45 | \$443.25 | \$496.45 |       |
| 50700 | White Fabric Table Cover w/ 6'x30" Table                |     | 03    | \$306.90 | \$352.95 | \$395.30 |       |
| 50700 | Red Fabric Table Cover w/ 6'x30" Table                  |     | 01    | \$306.90 | \$352.95 | \$395.30 |       |
| 50700 | Blue Fabric Table Cover w/ 6'x30" Table                 |     | 05    | \$306.90 | \$352.95 | \$395.30 |       |
| 50700 | Black Fabric Table Cover w/ 6'x30" Table                |     | 06    | \$306.90 | \$352.95 | \$395.30 |       |

## Seating

| CODE  | ITEM  | QTY | COLOR | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---|-----|-------|----------|----------|----------|-------|
| 50020 | Side Chair Grey Fabric                            |     | n/a   | \$109.40 | \$125.80 | \$140.90 |       |
| 50021 | Arm Chair Grey Fabric                             |     | n/a   | \$149.15 | \$171.50 | \$192.10 |       |
| 50024 | Stool with Back Grey Fabric                       |     | n/a   | \$181.70 | \$208.95 | \$234.00 |       |
| 51086 | Director's Chair Black Fabric                     |     | n/a   | \$112.85 | \$129.80 | \$145.40 |       |
| 51090 | Director's Stool Black Fabric                     |     | n/a   | \$201.95 | \$232.25 | \$260.10 |       |
| 50705 | Natural Feel Stool Maple Back, Black Fabric Seat  |     | n/a   | \$220.25 | \$253.30 | \$283.70 |       |
| 50704 | Natural Feel Chair, Maple Back, Black Fabric Seat |     | n/a   | \$180.90 | \$208.05 | \$233.00 |       |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

TOTAL ESTIMATE \$ \_\_\_\_\_

TAX (All tax rates are subject to change) 8.25%

AMOUNT DUE \$ \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# SPECIALTY, DISPLAYS & DRAPERY

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

| CODE  | ITEM                                       | QTY | COLOR | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--|-----|-------|------------|------------|------------|-------|
| 50091 | Wastebasket                                |     | n/a   | \$19.00    | \$19.00    | \$19.00    |       |
| 50094 | Floor Easel, Chrome                        |     | n/a   | \$60.55    | \$69.65    | \$78.00    |       |
| 50245 | Literature Rack Silver, Glass              |     | n/a   | \$223.45   | \$256.95   | \$287.80   |       |
| 50175 | Bag Rack, Chrome                           |     | n/a   | \$295.85   | \$340.25   | \$381.10   |       |
| 50092 | Coat Rack, Chrome                          |     | n/a   | \$105.05   | \$120.80   | \$135.30   |       |
| 50093 | Garment Rack, Chrome                       |     | n/a   | \$295.85   | \$340.25   | \$381.10   |       |
| 50427 | Tensabarrier, Per Stem, Black              |     | n/a   | \$124.80   | \$143.50   | \$160.70   |       |
| 50095 | Sign Holder, 22" x 28" Chrome              |     | n/a   | \$137.80   | \$158.45   | \$177.45   |       |
| 50185 | Drawing Bowl, Clear                        |     | n/a   | \$55.55    | \$63.90    | \$71.55    |       |
| 50296 | 4' x 12" Display Riser White and Black     |     | n/a   | \$125.00   | \$143.75   | \$161.00   |       |
| 50297 | 6' x 12" Display Riser White and Black     |     | n/a   | \$155.50   | \$178.80   | \$200.25   |       |
| 50098 | Mini Refrigerator, Approx. 3 cubic feet    |     | n/a   | \$471.90   | \$542.70   | \$607.80   |       |
| 50067 | 4' Full View Showcase, White               |     | n/a   | \$1,115.00 | \$1,282.25 | \$1,436.10 |       |
| 50068 | 6' Full View Showcase, White               |     | n/a   | \$1,229.70 | \$1,414.15 | \$1,583.85 |       |
| 50069 | 4' Quarter View Showcase, White            |     | n/a   | \$1,115.00 | \$1,282.25 | \$1,436.10 |       |
| 50070 | 6' Quarter View Showcase, White            |     | n/a   | \$1,229.70 | \$1,414.15 | \$1,583.85 |       |
| 50060 | 4' x 8' Horizontal Posterboard Grey Fabric |     | n/a   | \$361.10   | \$415.25   | \$465.10   |       |
| 50061 | 4' x 8' Vertical Posterboard Grey Fabric   |     | n/a   | \$361.10   | \$415.25   | \$465.10   |       |
| 50236 | Grids 2' x 8' with Legs, Each              |     | n/a   | \$266.70   | \$306.70   | \$343.50   |       |
| 50237 | Grid 2' x 8' without Legs, Each            |     | n/a   | \$199.75   | \$229.70   | \$257.25   |       |
| 50242 | 7-Ball Waterfall for Grids                 |     | n/a   | \$18.35    | \$21.10    | \$23.65    |       |
| 50104 | 6" Hooks (12) for Peg Boards               |     | n/a   | \$57.80    | \$66.45    | \$74.40    |       |

|       |   |  |     |         |         |         |  |
|-------|---|--|-----|---------|---------|---------|--|
| 50073 | 8' High Drape on a Cross Bar, per linear foot (minimum 5' linear feet rental) |  |     | \$28.30 | \$32.55 | \$36.45 |  |
| 50074 | 3' High Drape on a Cross Bar, per linear foot (minimum 5' linear feet rental) |  |     | \$21.00 | \$24.15 | \$27.05 |  |
| 50088 | 8' Upright with Base  |  | n/a | \$39.10 | \$44.95 | \$50.35 |  |
| 52065 | 3' Upright with Base  |  | n/a | \$39.10 | \$44.95 | \$50.35 |  |
| 50349 | 6'-10' Crossbar   |  | n/a | \$26.00 | \$29.90 | \$33.50 |  |
| 50348 | 7'-12' Crossbar   |  | n/a | \$26.00 | \$29.90 | \$33.50 |  |
| 50058 | Sateen, per linear foot (minimum 5' linear feet rental)                       |  |     | \$24.25 | \$27.90 | \$31.25 |  |

**DRAPERY COLORS:** Red (01), White (03), Gold (04), Blue (05), Black (06), Burgundy (07), Grey (10)

|  |          |
|--|----------|
| <b>TOTAL ESTIMATE</b>                            | \$ _____ |
| <b>TAX</b> (All tax rates are subject to change) | 8.25%    |
| <b>AMOUNT DUE</b>                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

## FLOORING

T187340622

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**  
**PREMIUM PLUSH & PREMIUM VINYL DEADLINE:\*\* MONDAY, MAY 9, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

| CODE   | ITEM  | SQ. FT. | COLOR | ONLINE  | DISCOUNT | REGULAR | TOTAL |
|--|---|---------|-------|---------|----------|---------|-------|
| 46004  | <b>Premium Plush Carpet** - 50 oz. (per sq. ft.)***</b><br>Rental includes installation and removal of carpet and visqueen. |         |       | \$11.95 | \$13.75  | \$15.40 |       |
| <b>AVAILABLE COLORS:</b> White (03), Black (06), Navy (22), Sand (33), Silver Dollar (34), Dark Grey (35), Crimson(74), Electric Blue (91) *** Minimum 100 sq. ft. order required. |   |         |       |         |          |         |       |

| CODE  | ITEM  | SQ. FT. | COLOR | ONLINE  | DISCOUNT | REGULAR | TOTAL |
|---|---|---------|-------|---------|----------|---------|-------|
| 46005   | <b>Premium Vinyl** (per sq. ft.)***</b><br>Rental includes installation and removal of carpet and visqueen. |         |       | \$15.40 | \$17.70  | \$19.80 |       |
| 46007   | <b>1/2" Padding for Vinyl (per sq. ft.)***</b>  |         | n/a   | \$5.65  | \$6.50   | \$7.30  |       |
| <b>AVAILABLE COLORS:</b> Rosemary Stone (64), Snow (89), Maple (66), Silverwood, Shadow, Walnut, Barnwood *** Minimum 100 sq. ft. order required. |   |         |       |         |          |         |       |

| CODE   | ITEM   | SQ. FT. | COLOR | ONLINE  | DISCOUNT | REGULAR | TOTAL |
|--|--|---------|-------|---------|----------|---------|-------|
| 46001  | <b>Premium Carpet - 28 oz. Rental/Sq. Ft.***</b><br>Rental includes installation and removal of carpet and visqueen.       |         |       | \$8.60  | \$9.90   | \$11.10 |       |
| 46003  | <b>Premium Carpet - 28 oz. Rental 1000+ Sq. Ft.***</b><br>Rental includes installation and removal of carpet and visqueen. |         |       | \$7.50  | \$8.65   | \$9.70  |       |
| 46002  | <b>Premium Carpet - 28 oz. Purchase Sq. Ft.***</b><br>Rental includes installation and removal of carpet and visqueen.     |         |       | \$21.20 | \$24.40  | \$27.35 |       |
| <b>100% ULTRA CUT PILE WITH ACTION BACK OR JUTE BACKING AVAILABLE COLORS:</b> Red (01), Black (06), Beige (14), Silver Cloud (18), Charcoal (17), Deep Navy (22) *** Minimum 100 sq. ft. order required. |  |         |       |         |          |         |       |

| CODE  | ITEM   | SQ. FT. | COLOR | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--|---------|-------|------------|------------|------------|-------|
| 50401 | <b>Expo Carpet - 13 oz. (Regular &amp; Speical Cut) 8' x 10'</b> |         |       | \$301.90   | \$347.20   | \$388.85   |       |
| 50402 | <b>Expo Carpet - 13 oz. (Regular &amp; Special Cut) 8' x 20'</b> |         |       | \$563.40   | \$647.90   | \$725.65   |       |
| 50403 | <b>Expo Carpet - 13 oz. (Regular &amp; Special Cut) 8' x 30'</b> |         |       | \$840.30   | \$966.35   | \$1,082.30 |       |
| 50404 | <b>Expo Carpet - 13 oz. (Regular &amp; Special Cut) 8' x 40'</b> |         |       | \$1,117.25 | \$1,284.85 | \$1,439.05 |       |

**RECOMMENDED FOR: Standard Size and Inline Booths AVAILABLE COLORS:** Red (01), Blue (05), Black (06) Tuxedo (50) Teal (13) Burgundy (07) · Variation in dye lot may occur when ordering more than one cut of carpet unless ordered as Special Cut.

| CODE  | ITEM   | SQ. FT. | COLOR | ONLINE | DISCOUNT | REGULAR | TOTAL |
|-------|--|---------|-------|--------|----------|---------|-------|
| 50580 | <b>Special Cut 0-399 Sq. Ft.</b><br>Rental includes installation and removal of carpet and visqueen.   |         |       | \$5.80 | \$6.65   | \$7.45  |       |
| 50581 | <b>Special Cut 400-900 Sq. Ft.</b><br>Rental includes installation and removal of carpet and visqueen. |         |       | \$5.35 | \$6.15   | \$6.90  |       |
| 50582 | <b>Special Cut 900+ Sq. Ft.</b><br>Rental includes installation and removal of carpet and visqueen.    |         |       | \$4.85 | \$5.60   | \$6.25  |       |

**RECOMMENDED FOR: Island and Large Area Exhibits AVAILABLE COLORS:** Red (01), Blue (05), Black (06) Tuxedo (50) Teal (13) Burgundy (07) · Order Special Cut when it is important that dye lots match.

| CODE  | ITEM                | SQ. FT. | COLOR | ONLINE | DISCOUNT | REGULAR | TOTAL |
|-------|---------------------|---------|-------|--------|----------|---------|-------|
| 50009 | <b>1/2" Padding</b> |         | n/a   | \$1.55 | \$1.80   | \$2.00  |       |
| 50008 | <b>1" Padding</b>   |         | n/a   | \$3.00 | \$3.45   | \$3.85  |       |
| 50010 | <b>Visqueen</b>     |         | n/a   | \$0.40 | \$0.45   | \$0.50  |       |

**ENTICE ATTENDEES TO LINGER IN YOUR SPACE WITH SOFT, COMFORTABLE PADDING.**

**Interested in Elevated Hardwood?** Contact us for a quote at: [exhibits@shepardes.com](mailto:exhibits@shepardes.com).

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

**TOTAL ESTIMATE** \$ \_\_\_\_\_

**TAX** (All tax rates are subject to change) 8.25%

**AMOUNT DUE** \$ \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)



# TRADESHOW

FURNISHINGS | 2021



# Soft Seating Collections

## Valencia

**VALCHA Chair**  
(spice orange velvet)  
28"L 30.5"D 31"H

**VALSOF Sofa**  
(coffee brown velvet)  
63"L 30.5"D 31"H



**Level The Field!:**

Low and casual seating makes clients more comfortable and open to learn about your product.

Pair loveseats and sofas with the Sofa/Table Divider to create individual spaces.

## Fairfax

**FAIRSW Sofa**  
(white vinyl, brushed metal)  
62"L 26"D 30"H

**FAIRCW Chair**  
(white vinyl, brushed metal)  
27"L 26"D 30"H



## Sterling

**STECHA Chair**  
(gray fabric)  
33"L 33.5"D 32"H

**STESOF Sofa**  
(gray fabric)  
82"L 33.5"D 32"H



NOTE: Items may be discontinued without notice at any time.

# Soft Seating Collections

## Allegro

**CHR002 Chair**  
(blue fabric)  
36"L 34.5"D 30"H

**SFA002 Sofa**  
(blue fabric)  
73"L 34.5"D 30"H



## Palm Beach

**PALSOF Sofa**  
(white vinyl)  
69"L 29"D 33"H



## Key Largo

**KEYSOF Sofa**  
(black fabric)  
79"L 35"D 34"H

**KEYCHR Chair**  
(black fabric)  
35"L 35"D 34"H

**KEYLOV Loveseat**  
(black fabric)  
57"L 35"D 34"H



NOTE: Items may be discontinued without notice at any time.



# Soft Seating Collections

## Baja

**BCHWHT Chair**  
(white vinyl)  
36"L 30.5"D 28"H

**BSFWHT Sofa**  
(white vinyl)  
86"L 30"D 28"H

**BLVWHT Loveseat**  
(white vinyl)  
61"L 30.5"D 28"H



Powered Products 



## Naples

**NPLCHP Chair, Powered**  
(black vinyl)  
36"L 30"D 33.25"H  
Also available with  
standard arm (NPLCHR).

**NPLSOP Sofa, Powered**  
(black vinyl)  
87"L 30"D 33.25"H  
Also available with  
standard arms (NPLSOF).

**NPLLLOP Loveseat, Powered**  
(black vinyl)  
62"L 30"D 33.25"H  
Also available with  
standard arms (NPLLLOV).

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

# Powered<sup>⚡</sup> Seating

# Naples Collection



**A) NPLSOP Naples Sofa, Powered**  
(black vinyl) 87"L 30"D 33.25"H

**B) NPLCHP Naples Chair, Powered**  
(black vinyl) 36"L 30"D 33.25"H

**C) NPLLOP Naples Loveseat, Powered**  
(black vinyl) 62"L 30"D 33.25"H



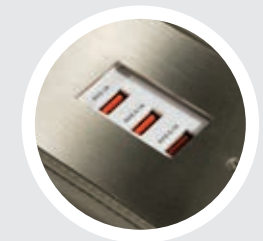
## Charge It!

Providing powered capabilities within your booth encourages guests to stay longer as they recharge and engage with your brand.



## Tech Tablet Chair

**TCHGRY Tech Tablet Chair**  
(gray vinyl, white metal tablet,  
chrome base)  
30.5"L 29"D 33.5"H  
*Also available without tablet.*



POWERED  
DETAIL



**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

*NOTE: Items may be discontinued without notice at any time.*



# Accent Chairs



**Bowery**  
**BOWCHA Swivel Chair**  
(ochre fabric, chrome)  
29.75"L 31"D 27.25"H



**La Brea**  
**LABREA Swivel Chair**  
(charcoal gray fabric, chrome)  
35"L 27"D 40"H



**Swanson**  
**SWAN Swivel Chair**  
(white vinyl, chrome)  
28"L 25"D 30"H

Make it ●  
**swivel**



10'x20' - Meeting Booth



**Wentworth**  
**WENCHA Swivel Chair**  
(brown vinyl, black)  
31"L 24"D 31.5"H

NOTE: Items may be discontinued without notice at any time.



# Accent Chairs



**Madrid  
BCW Chair**  
(white, chrome)  
30"L 30"D 31"H



A.



B.



C.



D.



E.



F.



**Montreal  
MONCHA Chair**  
(blue, black metal)  
30"L 23.25"D 30"H



**Lena  
LENCHA Chair**  
(moss green leather, bronze)  
27"L 25"D 31"H

## Create Space

Design with a wide selection of standout accent chairs to facilitate sales and demos while properly distancing. Pair each seat with an end table for individually-owned spaces.

**A) TCHP Tech Chair, No Tablet**  
(gray vinyl, chrome base)  
30.5"L 29"D 33.5"H

**B) MNCHCH Munich  
Armless Chair**  
(gray fabric) 22.5"L 27"D 28.5"H

**C) CNTCHR Century Chair**  
(gray velvet) 30"L 30"D 31"H

**D) ATHCHA Atherton Chair**  
(distressed brown leather,  
blackened steel) 27"L 31"D 30"H

**E) PROGB Pro Executive  
Guest Chair**  
(black vinyl) 24"L 26"D 36"H

**F) PASCHR Pasadena Chair**  
(white molded plastic w/ chrome  
tower base) 27"L 25"D 26"H

NOTE: Items may be discontinued without notice at any time.



# CHAIRS

17.5"L19.5"D35"H



**A) MARCBR** (brown fabric) **B) MARCBE** (ocean blue fabric)  
**C) MARCRD** (red fabric) **D) MARCWH** (white vinyl) **E) MARCBK** (black vinyl)

All frames brushed metal.

*NOTE: Items may be discontinued without notice at any time.*



# Individual Seating

**Laguna  
LMCHR Chair**  
(maple, chrome)  
18"L 19"D 34"H



**Lucent  
LUCHCL Chair**  
(frosted acrylic, chrome)  
19.5"L 19.75"D 32.5"H



A.



B.



C.

**A) CS4 Syntax Chair**  
(black, chrome)  
23"L 19"D 32.25"H

**B) XCHR Christopher Chair**  
(white vinyl, chrome)  
17"L 19"D 35"H

**C) SC3 Brewer Chair**  
(onyx, black) 20"L 20"D 32"H



D.



E.



F.

**D) RSTDIN Rustique  
Chair w/arms**  
(gunmetal) 20"L 18"D 31"H

**E) ZENCHR Zenith Chair**  
(white, chrome)  
18.25"L 22"D 32"H

**F) Duet Stack Chair**  
(black, chrome) 21"L 23"D 33"H



G.



H.



I.

**G) SC10 Razor Armless Chair**  
(white) 15.5"L 15.5"D 30.5"H

**H) OCMWHT Meeting Chair**  
(white vinyl, wenge)  
25.5"L 23.5"D 34"H

**Malba Chair**  
**I) MALGRN** (green, chrome)  
**J) MALGRY** (gray, chrome)  
20"L 20"D 32"H



J.



K.



L.

**Blade Chair**  
**K) BLDCSB** (sky blue)  
**L) BLDCRD** (red)  
20.5"L 19"D 30.5"H



# SMALL BENCH

## OTTOMANS

30"L20"D18"H



- A) BVSMOR** (orange fabric) **B) BVSMON** (olive green fabric) **C) BVSMWH** (white vinyl)  
**D) BV SMBK** (black vinyl) **E) BV SMBL** (ocean blue fabric) **F) BV SMBN** (brown fabric)  
**G) BV SMGY** (gray fabric) **H) BV SMLN** (linen fabric) **I) BV SMLV** (lavender fabric)  
**J) BV SMRD** (red fabric) **K) BV SMYL** (yellow fabric)

*NOTE: Items may be discontinued without notice at any time.*





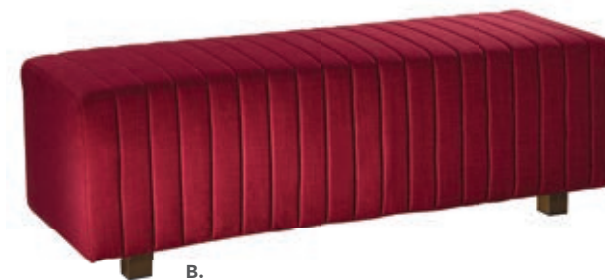
# BENCH

## OTTOMANS

60"L20"D18"H



A.



B.



C.



D.



E.



F.



G.

**A) BVLYWH** (white vinyl) **B) BVLYRD** (red fabric) **C) BVLYGR** (gray fabric) **D) BVLYOB** (ocean blue fabric)  
**E) BVLYBK** (black vinyl) **F) BVLYLN** (linen fabric) **G) BVLYBN** (brown fabric)

*NOTE: Items may be discontinued without notice at any time.*

# Ottomans



## Squares

### Endless

**END02B** (black vinyl, chrome)

**END02W** (white vinyl, chrome)

34"L 34"D 15"H



## Curves

### Endless

**END01W** (white vinyl, chrome)

**END01B** (black vinyl, chrome)

60.5"L 37.5"D 15"H



## Demo Down

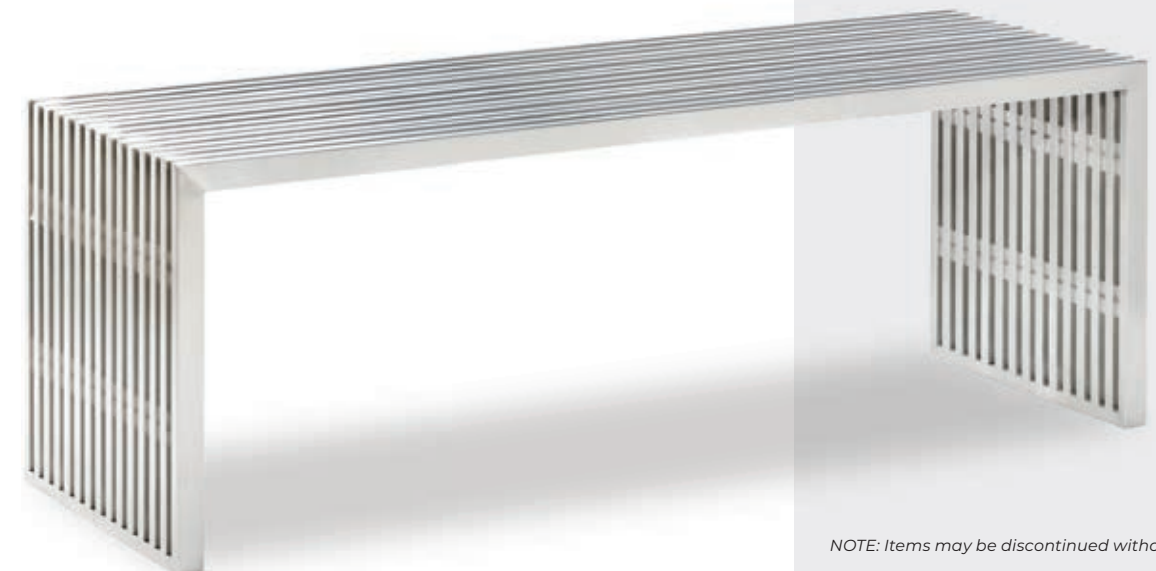
Square, circular, or curved - ottomans are a great way to design theater-style seating for demonstrations.

## Bench

**REGBEN Regis**

(brushed metal)

47"L 15.5"D 16"H



NOTE: Items may be discontinued without notice at any time.



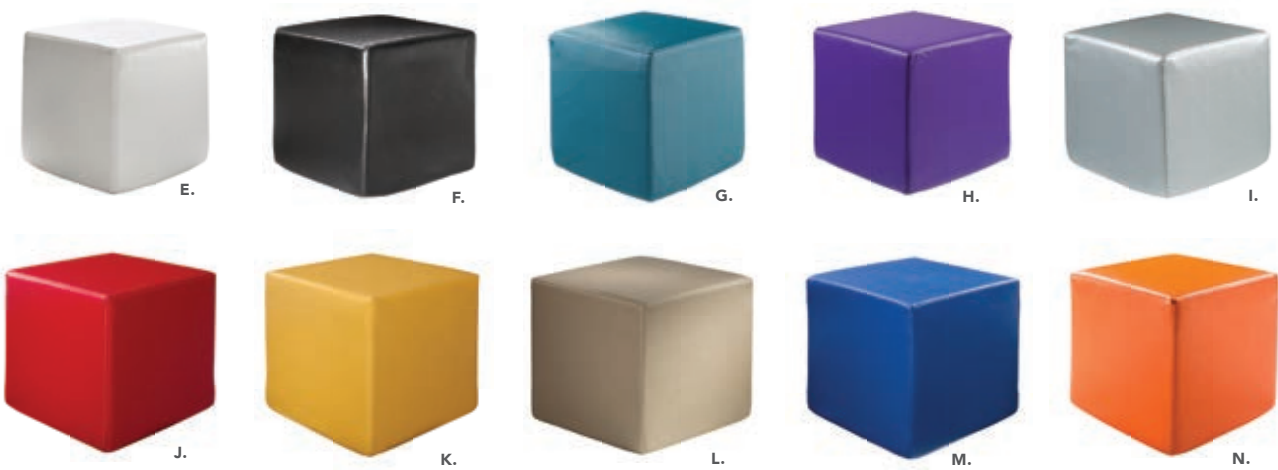
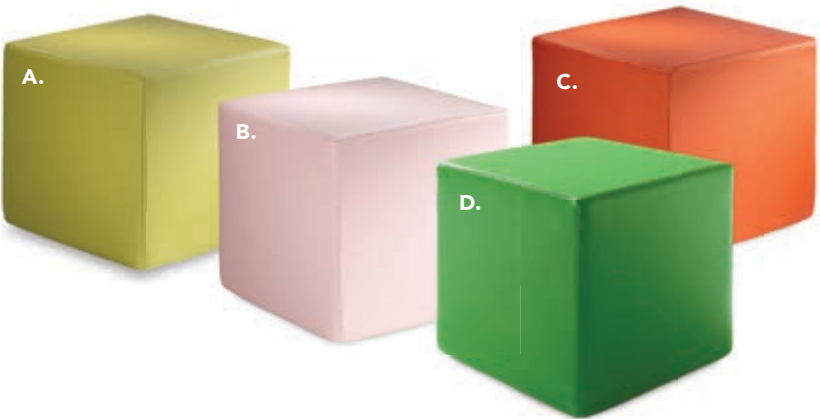


**Provide a Pop!**  
Colorful furnishings attract more attention while reinforcing brand themes. Amplify your organization's color palette, or simply go bold to catch passing eyes.

# CUBE

## OTTOMANS

18" L 18" D 18" H



- A) VIB14** (citrus green vinyl) **B) VIB17** (desert rose vinyl) **C) VIB16** (spice orange vinyl)  
**D) VIB01** (green vinyl) **E) VIB09** (white vinyl) **F) VIB10** (black vinyl) **G) VIB11** (steel blue vinyl)  
**H) VIB13** (purple vinyl) **I) VIB12** (silver vinyl) **J) VIB04** (red vinyl) **K) VIB05** (bright yellow vinyl)  
**L) VIB15** (taupe vinyl) **M) VIB02** (blue vinyl) **N) VIB08** (orange vinyl)

*NOTE: Items may be discontinued without notice at any time.*



# SWIVEL

## OTTOMANS

17" RND 18"H



- A) MAR011** (orange fabric) **B) MAR16** (Ivory Faux Sheep Fur) **C) MAR009** (pear yellow fabric)  
**D) MAR001** (white vinyl) **E) MAR006** (rose quartz fabric) **F) MAR007** (plum fabric)  
**G) MAR010** (blue fabric) **H) MAR002** (gray fabric) **I) MAR003** (linen fabric) **J) MAR004** (raspberry fabric)  
**K) MAR008** (meadow green fabric) **L) MAR015** (black vinyl) **M) MAR012** (forest green vinyl)  
**N) MAR013** (teal velvet) **O) MAR014** (distressed brown vinyl)

*NOTE: Items may be discontinued without notice at any time.*





M E S A



# ACCENT

## COCKTAIL & END TABLES

32.25" RND 17.25" H | 20.5" RND 21.25" H



**A) MESCTW Cocktail Table / B) MESETW End Table** (barnwood top)

**C) MESCTB Cocktail Table / D) MESETB End Table** (black top)

**E) MESCTG Cocktail Table / F) MESETG End Table** (glass top)

All frames bronze finish.

*NOTE: Items may be discontinued without notice at any time.*



**A L O N D R A**



# ACCENT

## COCKTAIL & END TABLES

47" L 24" D 16" H | 20" L 20" D 20" H



**A) ALC100 Cocktail Table / B) ALE100 End Table** (glass top)  
**C) ALC200 Cocktail Table / D) ALE200 End Table** (wood top)

All frames chrome finish.

*NOTE: Items may be discontinued without notice at any time.*





G E O



# ACCENT

COCKTAIL & END TABLES



A.



B.



C.



D.

A) C1C Cocktail Table / B) E1C End Table (glass top, chrome) 50"L 22"D 16"H | 26"L 26"D 20"H  
C) C1FWB Cocktail Table / D) E1FWB End Table (wood top, black) 47"L 24"D 17"H | 20"L 20"D 21"H

NOTE: Items may be discontinued without notice at any time.



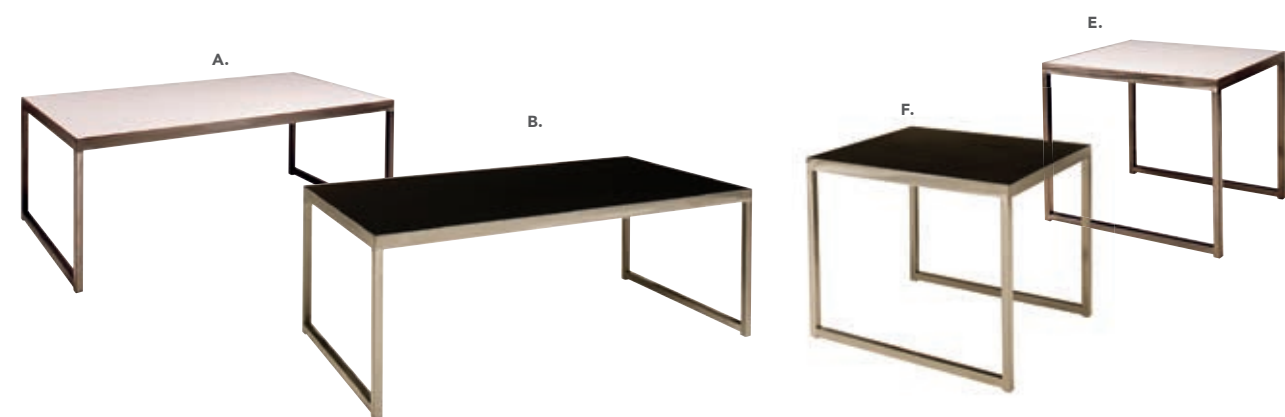
**S Y D N E Y**



# ACCENT

## COCKTAIL & END TABLES

48" L 26" D 18" H | 27" L 23" D 22" H



*A/B Powered options available.*



**Cocktail Tables A) C1W (white) B) C1Y (black) C) SYDBEC (blue) D) SYDWDC (barnwood)**  
**End Tables E) E1W (white) F) E1Y (black) G) SYDBEE (blue) H) SYDWDE (barnwood)**

All frames brushed steel.

*NOTE: Items may be discontinued without notice at any time.*





TAOS | SEDONA

# SIDE

## TABLES

15.75 "L 15.75 "D 24 "H



A.

B.

C.



D.

E.

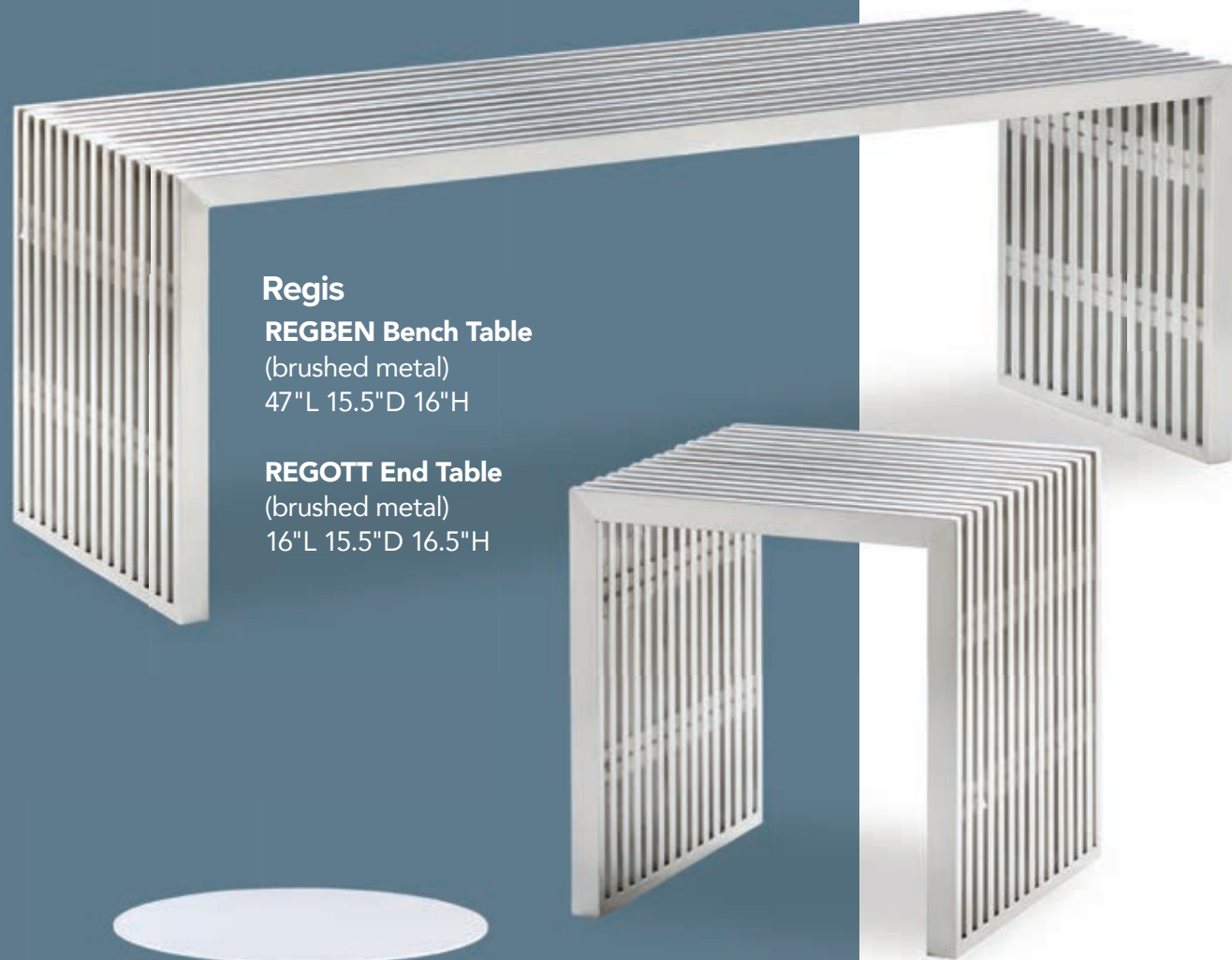
F.

**Taos Tables A) TAOBWH** (white top) **B) TAOBBK** (black top) **C) TAOBWD** (barnwood top)  
**Sedona Tables D) SEDBWH** (white top) **E) SEDBBK** (black top) **F) SEDBWD** (barnwood top)

All frames bronze finish.

*NOTE: Items may be discontinued without notice at any time.*

# Accent Tables



**Regis**  
**REGBEN Bench Table**  
(brushed metal)  
47"L 15.5"D 16"H

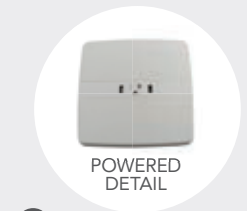
**REGOTT End Table**  
(brushed metal)  
16"L 15.5"D 16.5"H



**Aura**  
**AURA Round Table**  
(white metal)  
15"RND 22"H



**Timber**  
**TMBTBL End Table**  
(wood)  
16"RND 17"H



**Wireless**  
**CUBPOW Charging Table,**  
**Powered**  
(white, AC plug-in)  
20"L 20"D 18"H

## Gather Round

Seat guests around accent tables to create an informal campfire setting for small group discussions, or pair with individual seats for a safely "owned" space.



**Silverado**  
**C1E Cocktail Table**  
(glass top, chrome)  
36"RND 17"H  
**E1E End Table**  
(glass top, chrome)  
24"RND 22"H

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

*NOTE: Items may be discontinued without notice at any time.*



# Bar & Cafe Tables

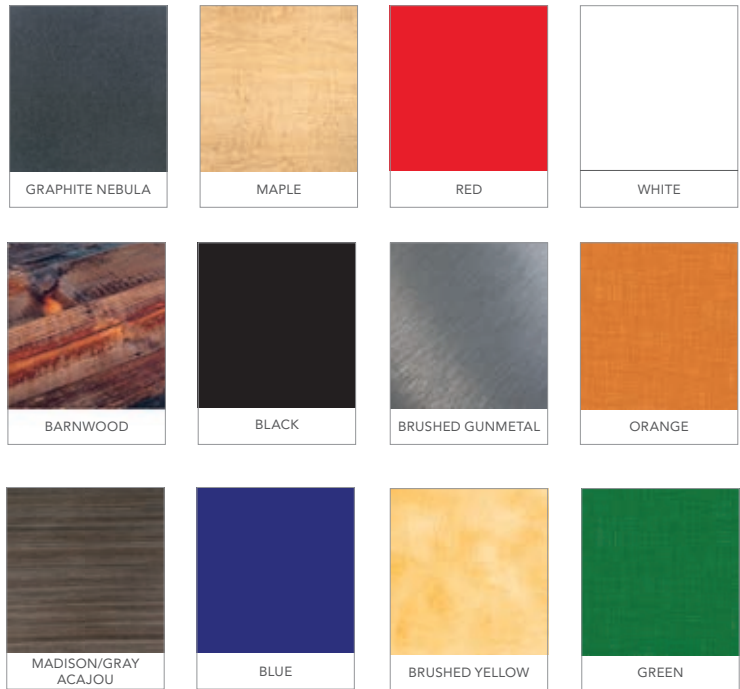


**Rustique**  
**RSTSQT Square**  
**Metal Bar Table**  
(gunmetal)  
23.75"L 23.75"D 41.25"H

- Bar Tables**  
Standard Black Base  
30" RND 42"H  
**VTJ** (graphite nebula top)  
**VTK** (maple top)  
**VTB** (red top)  
**30WH42** (white top)  
**30WDBB** (barnwood top)  
**30BKSB** (black top)  
**30AGBB**  
(brushed gunmetal top)  
**30OSBB** (orange top)  
**VTA**  
(Madison/gray acajou top)  
**30BEBB** (blue top)  
**30YBBB** (brushed yellow top)  
**30GSBB** (green top)
- 36" RND 42"H  
**VTN** (graphite nebula top)  
**VTP** (maple top)  
**VTW** (white top)  
**36BKSB** (black top)

- Bar Tables**  
Hydraulic Chrome Base  
30" RND 45"H  
**30GRHB**  
(graphite nebula top)  
**30MTHB** (maple top)  
**30BRHB** (red top)  
**30WHHB** (white top)  
**30WDHB** (barnwood top)  
**30BKHB** (black top)  
**30AGHB**  
(brushed gunmetal top)  
**30OSHB** (orange top)  
**30MAHB**  
(Madison/gray acajou top)  
**30BEHB** (blue top)  
**30YSHB** (brushed yellow top)  
**30GSHB** (green top)
- 36" RND 45"H  
**36GRHB** (graphite nebula)  
**36MTHB** (maple top)  
**36WTHB** (white)  
**36BKHB** (black top)

1. Choose your base: black or chrome...
2. Then pick a color that suits your design.



**Create Space**  
Mix and match table  
tops with base options  
to create the perfect  
combination for  
your needs.



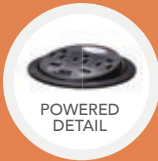
- Cafe Tables**  
Hydraulic Chrome Base  
30" RND 29"H  
**30GRHC** (graphite nebula top)  
**30MTHC** (maple top)  
**30BRHC** (red top)  
**30WHHC** (white top)  
**30WDHC** (barnwood top)  
**30BKHC** (black top)  
**30AGHC** (brushed gunmetal top)  
**30OSHC** (orange top)  
**30MAHC** (Madison/gray acajou top)  
**30BEHC** (blue top)  
**30YSHC** (brushed yellow top)  
**30GSHC** (green top)
- 36" RND 29"H  
**36GRHC** (graphite nebula top)  
**36MTHC** (maple top)  
**36WTHC** (white top)  
**36BKHC** (black top)

- Cafe Tables**  
Standard Black Base  
30" RND 29"H  
**ZTJ** (graphite nebula top)  
**ZTK** (maple top)  
**ZTB** (red top)  
**30WH29** (white top)  
**30WDBC** (barnwood top)  
**30BKSC** (black top)  
**30AGBC** (brushed gunmetal top)  
**30OSBC** (orange top)  
**ZTA** (Madison/gray acajou top)  
**30BEBC** (blue top)  
**30YSBC** (brushed yellow top)  
**30GSBC** (green top)
- 36" RND 29"H  
**ZTN** (graphite nebula top)  
**ZTP** (maple top)  
**ZTQ** (white top)  
**36BKSC** (black top)

NOTE: Items may be discontinued without notice at any time.



# Midtown Counter & Bar



**Powered Counter ⚡**  
60”L 18”D 42”H (taupe glass top, pewter)  
**MTCPUL** (unlighted)  
**MTCLPI** (lighted with plug in)



**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.



20'x20' - Midtown  
Greenery Booth

**Bar**  
60”L 18”D 42”H (taupe glass top, pewter)  
**A) MTBUUL** (unlighted)  
**B) MTBLPI** (lighted with plug-in)



NOTE: Items may be discontinued without notice at any time.



MARINA

# BARSTOOL

## COLLECTION

21" L 17.5" D 41.5" H



A.



B.



C.



D.



E.

**A) MARBBE** (ocean blue fabric) **B) MARBBR** (brown fabric)  
**C) MARBRD** (red fabric) **D) MARBWH** (white vinyl) **E) MARBBK** (black vinyl)

All frames brushed metal.

*NOTE: Items may be discontinued without notice at any time.*





# BARSTOOL

**COLLECTION**

15 "RND 23 - 33.5 "H



**A) ROLLWH** (white vinyl) **B) ROLLRD** (red vinyl)  
**C) ROLLBL** (black vinyl) **D) ROLLGY** (gray vinyl)

All bases crome finish.

*NOTE: Items may be discontinued without notice at any time.*





ZOEY | BANANA

# BARSTOOL

COLLECTIONS



**Zoey Barstool** 15"L 16"D 30-34.75"H **A) BS002** (white)  
**Banana Barstool** 21"L 22"D 41"H **B) BSS** (black) **C) BST** (white)

All bases crome finish.

NOTE: Items may be discontinued without notice at any time.



42" ROUND



# CONFERENCE

**TABLES**  
42" RND 29" H



**A) CONF42** (white top) **B) CB1** (graphite nebula top)  
**C) CB8** (Madison/gray acajou top) **D) 42BKCT** (black top)

All bases black finish.

*NOTE: Items may be discontinued without notice at any time.*

G E O

# CONFERENCE

## TABLES



**Rounded Square Tables** 42"L 42"D 29"H **A) CF1** (glass top, black) **B) CE1** (glass top, chrome)  
**Rectangular Tables** 60"L 36"D 29"H **C) CF2** (glass top, black) **D) CE2** (glass top, chrome)

*NOTE: Items may be discontinued without notice at any time.*



# Conference Tables

**Styling Tip:**  
Create safe separation with clear dividers, and limit the number of seats at each table. Looking to spruce up plain conference tables? Use them as product displays, or bring in tabletop greenery for an organic touch.

**Atomic  
Round Table**  
(glass, chrome)  
**42ATO** 42"RND 30"H  
**36ATO** 36"RND 30"H



**Rectangular**  
**A) BKC10N 10' Table** (black top, silver) 120"L 48"D 29"H  
**B) BKCT8N 8' Table** (black top, silver) 96"L 48"D 29"H  
**C) BKCT5N 5' Table** (black top, silver) 60"L 48"D 29"H



**Work Table  
WD3**  
(white top, white)  
48"L 24"D 30"H

NOTE: Items may be discontinued without notice at any time.



MADISON



# CONFERENCE TABLES



A.



B.



C.



Dividers | pg 16

- A) MADC05 5' Table (gray acajou top) 60"L 48"D 29"H
- B) MADC08 8' Table (gray acajou top) 96"L 60"D 29"H
- C) MADC10 10' Table (gray acajou top) 120"L 48"D 29"H

All frames silver finish.

NOTE: Items may be discontinued without notice at any time.



# Ventura

## Powered & Communal Tables



### Powered Bar Table

(silver frame)  
72.25"L 26.25"D 42"

**A) VNTBLK** (black top)  
**B) VNTWHT** (white top)

### Communal Bar Table

(silver frame)  
72.25"L 26.25"D 42"H  
Maple Top

**C) VNTMNP** (solid)  
**VNTBMW** (grommets)  
White Top  
**D) VNTBWW** (grommets)  
**VNTWNP** (solid)  
Black Top  
**E) VNTBNP** (solid)



### TABLE TOP OPTIONS

Colors not available in all table options.  
Please check options listed.



### Powered Cafe Table

(silver frame)  
72.25"L 26.25"D 30"H

**F) VNTCBK** (black top)  
**G) VNTCWH** (white top)

### Communal Cafe Table

(silver frame)  
72.25"L 26.25"D 30"H  
Maple Top

**H) VNTCMN** (solid)  
**VNTCMW** (grommets)  
White Top  
**I) VNTCWW** (grommets)  
**VNTCWN** (solid)  
Black Top  
**J) VNTCBN** (solid)

**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

# Powered⚡ Communal Tables



## Ventura Bar Tables, Powered

A) VNTWHT (white top)

B) VNTBLK (black top)

(silver frame) 72.25"L 26.25"D 42"H



### Styling Tip:

One chair or barstool at each end of a communal table is exactly 6' apart, perfect for safe networking in any sized space.

## Ventura Cafe Tables, Powered

C) VNTCWH (white top)

D) VNTCBK (black top)

(silver frame) 72.25"L 26.25"D 30"H



## Use Ventura 6' Bar or Cafe Tables

in your design to facilitate conversations while physical distancing.



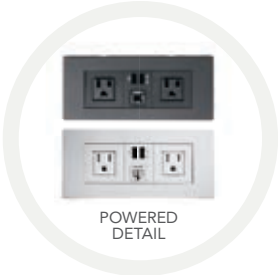
**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

NOTE: Items may be discontinued without notice at any time.

# Powered<sup>⚡</sup> Tables

# Sydney

Powered  
Cocktail Tables



**Sydney Powered  
Cocktail Tables**  
**C1WP** (white top)  
**C1YP** (black top)  
(brushed steel)  
48"L 26"D 18"H



10'x20' -  
Wireless Charging  
Demonstration  
Booth

# Wireless Charging Table

**CUBPOW Wireless  
Charging Table, Powered**  
(white, AC plug-in) 20"L 20"D 18"H  
Mobile devices must have Qi  
wireless charging capability.



**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

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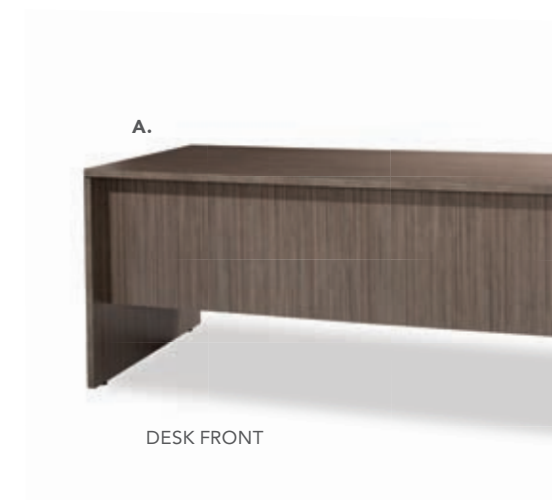


# MADISON



10'x20' Madison Presentation Booth

## EXECUTIVE DESK & STORAGE



- A) JD8 Executive Desk** (gray acajou) 60"L 30"D 29"H  
**B) BC8 Bookcase** (gray acajou) 36"L 12"D 72"H

*NOTE: Items may be discontinued without notice at any time.*



# Executive Seating

**Pro High Back Executive Chairs**  
**A) PROEXE**  
(white vinyl, chrome)

**B) PROEXB**  
(black vinyl, chrome)  
25"L 24"D 45 48"H  
Adjustable height



**Pro Mid Back Executive Chairs**  
**C) PROMID**  
(white vinyl, chrome)

**D) PROMDB**  
(black vinyl, chrome)  
24"L 22"D 36.75 39.75"H  
Adjustable height



**Pro Guest**  
**PROGB Executive Chair**  
(black vinyl, chrome)  
24"L 26"D 36"H



**Cupertino**  
**CUPCHA Mid Back Chair**  
(black vinyl, chrome)  
27"L 30.5"D 40-43"H  
Adjustable height



**Genesis**  
**GENCHA Chair**  
(black fabric, black)  
27.5"L 27.5"D 40-43.5"H  
Adjustable height



**Task**  
**TASKST Stool**  
(black fabric, black)  
27.5"L 27.5"D 32.75"- 40.25"H  
Adjustable height



NOTE: Items may be discontinued without notice at any time.

# Dividers

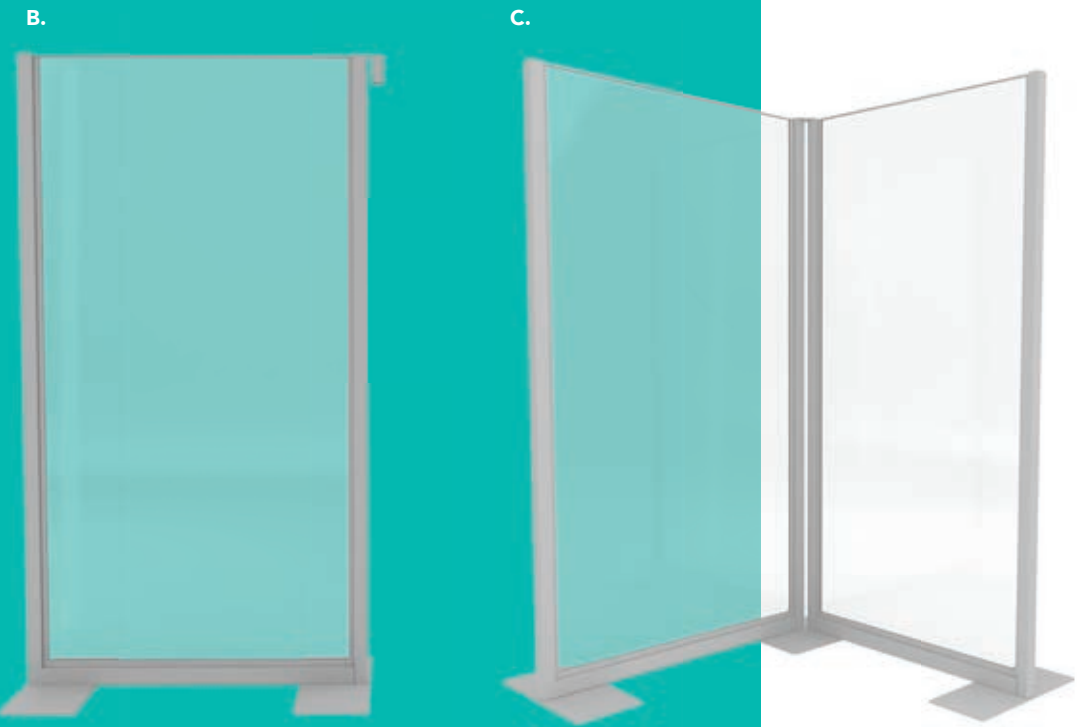
- Clear Dividers**  
**A) DIVFRE Freestanding**  
(Silver, Clear) 39"L 1.5"D 72"H
- B) DIVFWL Freestanding Wall Unit**  
(Silver, Clear) 40"L 1.5"D 72"H
- C) DIVFCR Freestanding Corner**  
(Silver, Clear) 39"L 39"D 72"H



- Clear Dividers**  
**D) DIVBAR Bar/Counter**  
(Silver, Clear)  
48-70"L 12"D 31.5"H

## Attract, Connect and Inspire.

Choose from a complete collection of trendy furnishings, helping you design unique and safely spaced selling environments that are clean, comfortable, and give your clients peace of mind.

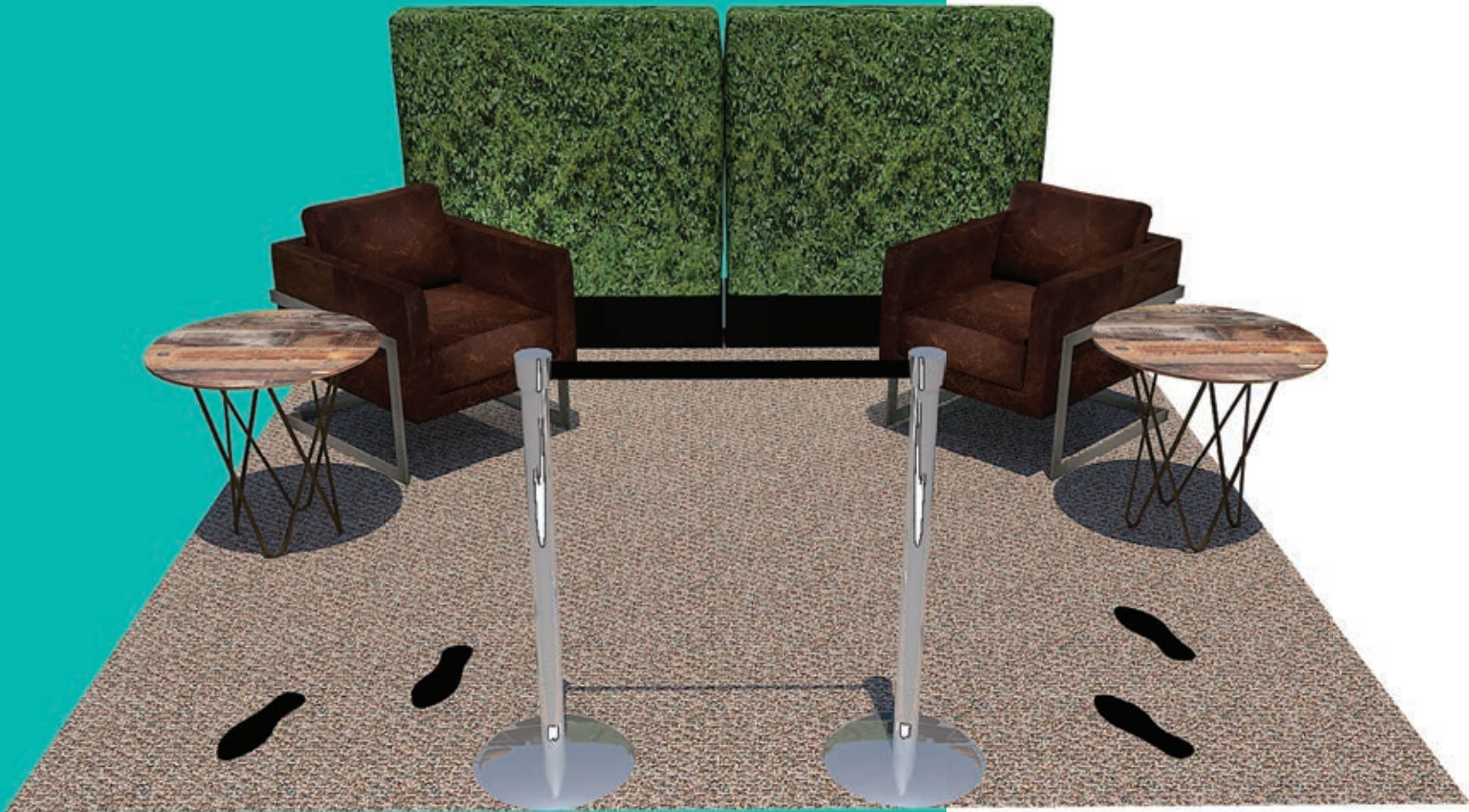


- E) DIVFST Sofa/Table**  
(Silver, Clear)  
34"L 11"D 47-74"H  
Adjustable height.

NOTE: Items may be discontinued without notice at any time.



# Dividers



**A.) STNCH1**  
(black, chrome) 96"L 37"H

**B) STNSGN Stanchion Sign Holder**  
(black, chrome) 10"L 13"H



**C) DIVFWB Clear Divider, Freestanding Whiteboard**  
(Silver, Clear) 39"L 1.5"D 72"H



**D) MIRWHT Miramar Divider, White**  
(molded plastic)  
**Vertical:** 63"L 23"D 83"H  
**Horizontal:** 83"L 23"D 63"H



NOTE: Items may be discontinued without notice at any time.



# Boxwood Hedges

**A) HDG7FT Boxwood Hedge, 7'**  
36.5"L 12"D 84"H

**B) HDG4FT Boxwood Hedge, 4'**  
46"L 9"D 47"H



## Keep it Green

Lifelike greenery is an easy yet sophisticated way to bridge the distance between seats for a warmer, organic environment.



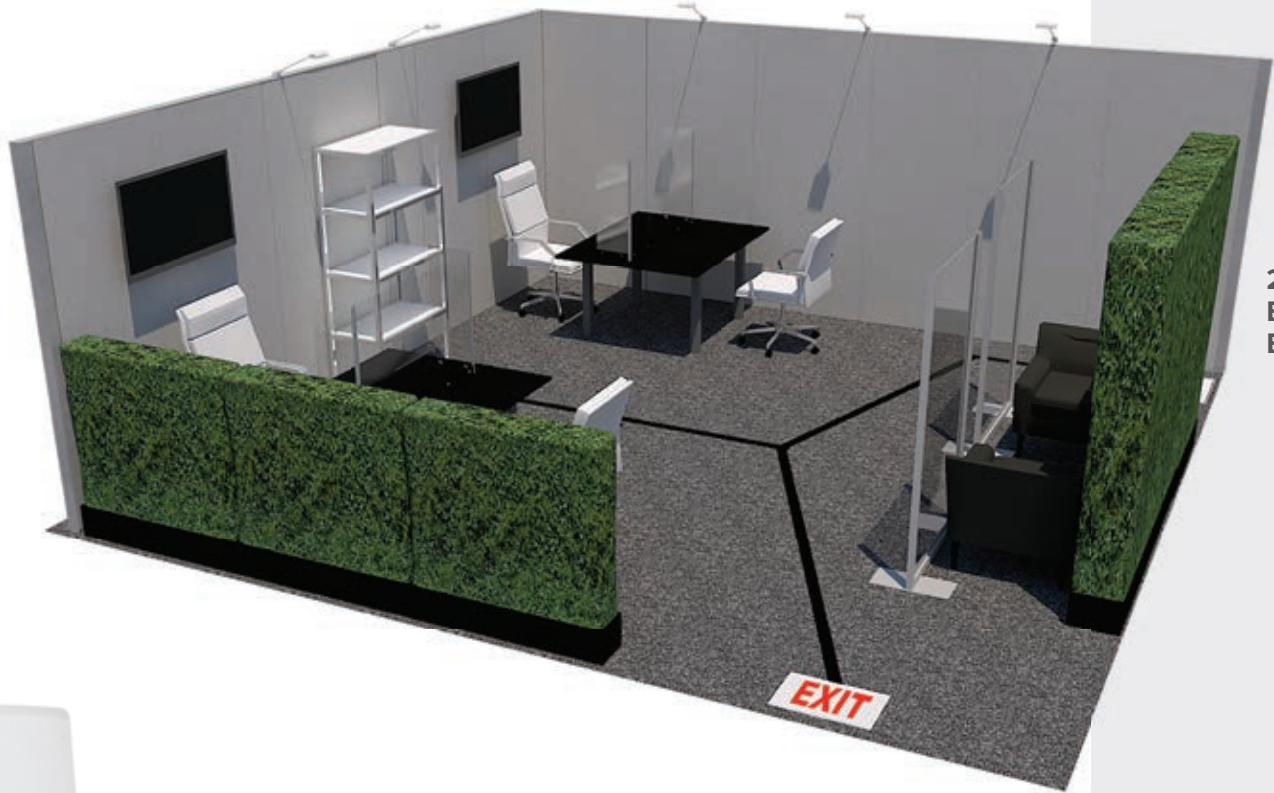
NOTE: Items may be discontinued without notice at any time.



# Office Accessories & Decor

## Embrace The Organic

It's easy to divide space and maintain distance by adding greenery to your booth environment for a warm organic feel.



20'x20' -  
Executive Meeting  
Booth



**Boxwood Hedge**  
**A) HDG7FT**  
Boxwood Hedge, 7'  
36.5"L 12"D 84"H  
**B) HDG4FT**  
Boxwood Hedge, 4'  
46"L 9"D 47"H



A.

**Mason Lamps**  
(brushed silver)  
**A) LA15 Floor Lamp**  
18" RND 55"H  
**B) LA14 Table Lamp**  
16" RND 26"H

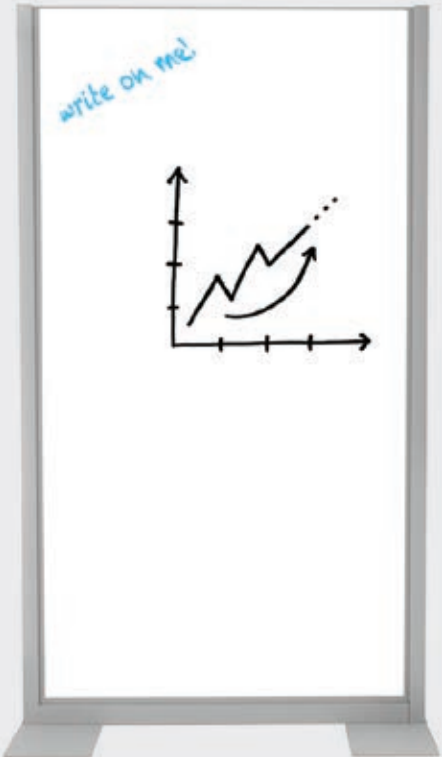


B.

**Posh Shelving**  
**PSHCCS** 36"L 18"D 72"H  
(chrome, acrylic)



**Clear Divider,  
Freestanding Whiteboard**  
**DIVFWB** (silve, white)  
39"L 9"D 72"H



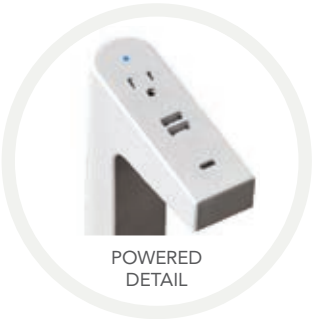
NOTE: Items may be discontinued without notice at any time.

# Powered<sup>⚡</sup> Products

## Village Charging Hub



**VILHUB**  
**Village Charging Hub**  
(cream)  
12"L 12"D 28.25"H



**Styling Tip:**  
Standalone hubs let guests plug in with a minimal footprint, while powered pedestals serve a dual purpose: keeping items secure while charging devices.



# Powered Pedestals

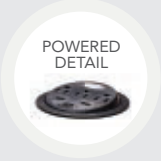
The flip-top electrical units rotate 180° to let devices charge on or inside the cabinet.



### Powered Locking Pedestals

White  
**PDL36W** 24"L 24"D 36"H  
**PDL42W** 24"L 24"D 42"H

Black  
**PDL36B** 24"L 24"D 36"H  
**PDL42B** 24"L 24"D 42"H



**Please Note:** Client is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

*NOTE: Items may be discontinued without notice at any time.*

## SOFT SEATING COLLECTIONS

## Wire Expo

T187340622


Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022


**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Loveseats

| CODE   | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|--|-----|------------|------------|------------|-------|
| BLVWHT | Baja Loveseat - White Vinyl  |     | \$1,280.05 | \$1,472.05 | \$1,648.70 |       |
| KEYLOV | Key Largo Loveseat - Black Fabric, Wood  |     | \$589.60   | \$678.05   | \$759.40   |       |
| NPLLOV | Naples Loveseat - Black Vinyl  |     | \$1,130.30 | \$1,299.85 | \$1,455.85 |       |
| NPLLOP |  <b>POWERED</b> Naples Loveseat - Black Vinyl |     | \$1,408.45 | \$1,619.70 | \$1,814.05 |       |

## Sofas

| CODE   | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|--|-----|------------|------------|------------|-------|
| SFA002 | Allegro Sofa - Blue Fabric, Brushed Metal  |     | \$1,124.30 | \$1,292.95 | \$1,448.10 |       |
| BSFWHT | Baja Sofa - White Vinyl  |     | \$1,360.85 | \$1,565.00 | \$1,752.80 |       |
| FAIRSW | Fairfax Sofa - White Vinyl, Brushed Metal  |     | \$766.80   | \$881.80   | \$987.60   |       |
| KEYSOF | Key Largo Sofa - Black Fabric, Wood  |     | \$760.70   | \$874.80   | \$979.80   |       |
| NPLSOF | Naples Sofa - Black Vinyl  |     | \$1,344.25 | \$1,545.90 | \$1,731.40 |       |
| NPLLOP |  <b>POWERED</b> Naples Sofa - Black Vinyl |     | \$1,637.50 | \$1,883.10 | \$2,109.05 |       |
| PALSOF | Palm Beach Sofa - White Vinyl  |     | \$1,067.75 | \$1,227.90 | \$1,375.25 |       |
| STESOF | Sterling Sofa - Grey Fabric  |     | \$1,267.70 | \$1,457.85 | \$1,632.80 |       |
| VALSOF | Valencia Sofa - Coffee Brown Velvet  |     | \$715.40   | \$822.70   | \$921.40   |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



## ACCENT CHAIRS

T187340622



## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

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| CODE    | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|---------|--|-----|------------|------------|------------|-------|
| CHR002  | Allegro Chair - Blue Fabric, Brushed Metal   |     | \$788.20   | \$906.45   | \$1,015.20 |       |
| ATHCHA  | Atherton Chair - Brown Leather, Black Metal  |     | \$653.70   | \$751.75   | \$841.95   |       |
| BCHWHT  | Baja Chair - White Vinyl   |     | \$873.80   | \$1,004.85 | \$1,125.45 |       |
| BOWCHA  | Bowery Chair - Ochre Fabric  |     | \$614.00   | \$706.10   | \$790.85   |       |
| CNTCHR  | Century Chair - Gray Velvet  |     | \$625.70   | \$719.55   | \$805.90   |       |
| FAIRCW  | Fairfax Chair - White Vinyl, Brushed Metal   |     | \$552.95   | \$635.90   | \$712.20   |       |
| KEYCHR  | Key Largo Chair - Black Fabric, Wood   |     | \$504.10   | \$579.70   | \$649.25   |       |
| LABREA  | La Brea Swivel Chair - Charcoal Gray Fabric, Chrome  |     | \$659.80   | \$758.75   | \$849.80   |       |
| LENCHA  | Lena Chair - Moss Green Leather, Bronze  |     | \$551.00   | \$633.65   | \$709.70   |       |
| BCW     | Madrid Chair - White Vinyl, Chrome   |     | \$1,200.65 | \$1,380.75 | \$1,546.45 |       |
| MONCHA  | Montreal Chair - Blue, Black Metal   |     | \$674.70   | \$775.90   | \$869.00   |       |
| MNCHCH  | Munich Armless Chair - Gray Fabric, Black  |     | \$907.30   | \$1,043.40 | \$1,168.60 |       |
| NPLCHP  |  <b>POWERED</b> Naples Chair - Black Vinyl  |     | \$1,077.35 | \$1,169.95 | \$1,310.35 |       |
| NPLCHR  | Naples Chair - Black Vinyl   |     | \$937.90   | \$1,078.60 | \$1,208.05 |       |
| STECHEA | Sterling Chair - Gray Fabric   |     | \$870.80   | \$1,001.40 | \$1,121.55 |       |
| SWAN    | Swanson Swivel Chair - White Vinyl, Chrome   |     | \$574.30   | \$660.45   | \$739.70   |       |
| TCHP    | Tech Chair, No Tablet - Gray Vinyl, Chrome Base  |     | \$480.90   | \$553.05   | \$619.40   |       |
| TCHGRY  |  <b>POWERED</b> Tech Tablet Chair - Gray Vinyl, White Metal Tablet, Chrome Base |     | \$469.25   | \$539.65   | \$604.40   |       |
| VALCHA  | Valencia Chair - Spice Orange Velvet   |     | \$481.30   | \$553.50   | \$619.90   |       |
| WENCHA  | Wentworth Swivel Chair - Brown Vinyl   |     | \$527.70   | \$606.85   | \$679.65   |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
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| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



## INDIVIDUAL SEATING

## Wire Expo

T187340622

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

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| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| BLDCRD | Blade Chair - Red   |     | \$108.30 | \$124.55 | \$139.50 |       |
| BLDCSB | Blade Chair - Sky Blue                                    |     | \$108.30 | \$124.55 | \$139.50 |       |
| SC3    | Brewer Chair - Onyx, Chrome                               |     | \$281.00 | \$323.15 | \$361.95 |       |
| XCHR   | Christopher Chair - White Vinyl, Chrome                   |     | \$168.05 | \$193.25 | \$216.45 |       |
| DUET   | Duet Stack Chair - Black, Chrome                          |     | \$103.85 | \$119.45 | \$133.80 |       |
| LMCHR  | Laguna Chair - Maple, Chrome                              |     | \$238.30 | \$274.05 | \$306.95 |       |
| LUCHCL | Lucent Chair - Frosted Acrylic, Chrome                    |     | \$291.60 | \$335.35 | \$375.60 |       |
| MALGRN | Malba Chair - Green, Chrome                               |     | \$183.30 | \$210.80 | \$236.10 |       |
| MALGRY | Malba Chair - Gray, Chrome                                |     | \$183.30 | \$210.80 | \$236.10 |       |
| MARCBE | Marina Chair - Ocean Blue Fabric, Brushed Metal           |     | \$236.05 | \$271.45 | \$304.00 |       |
| MARCBK | Marina Chair - Black Vinyl, Brushed Metal                 |     | \$236.05 | \$271.45 | \$304.00 |       |
| MARCBR | Marina Chair - Brown Fabric, Brushed Metal                |     | \$236.05 | \$271.45 | \$304.00 |       |
| MARCRD | Marina Chair - Red Fabric, Brushed Metal                  |     | \$236.05 | \$271.45 | \$304.00 |       |
| MARCWH | Marina Chair - White Vinyl, Brushed Metal                 |     | \$236.05 | \$271.45 | \$304.00 |       |
| OCMWHT | Meeting Chair - White                                     |     | \$403.25 | \$463.75 | \$519.40 |       |
| PASCHR | Pasadena Chair - White Molded Plastic w/Chrome Tower Base |     | \$380.50 | \$437.60 | \$490.10 |       |
| SC10   | Razor Armless Chair - White                               |     | \$125.30 | \$144.10 | \$161.40 |       |
| RSTDIN | Rustique Chair w/ Arms - Gunmetal                         |     | \$210.80 | \$242.40 | \$271.50 |       |
| CS4    | Syntax Chair - Black, Chrome                              |     | \$333.00 | \$382.95 | \$428.90 |       |
| ZENCHR | Zenith Chair - White, Chrome                              |     | \$268.80 | \$309.10 | \$346.20 |       |

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# BENCHES & OTTOMANS

**Wire Expo**

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**
**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Beverly Benches

| CODE    | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|---------|--|-----|----------|----------|----------|-------|
| BVSMBK  | Beverly Small Bench Ottoman - Black Vinyl        |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMBL  | Beverly Small Bench Ottoman - Ocean Blue Fabric  |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMBN  | Beverly Small Bench Ottoman - Brown Fabric       |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMGN  | Beverly Small Bench Ottoman - Olive Green Fabric |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMGY  | Beverly Small Bench Ottoman - Grey Fabric        |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSM LN | Beverly Small Bench Ottoman - Linen Fabric       |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSM LV | Beverly Small Bench Ottoman - Lavender Fabric    |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMOR  | Beverly Small Bench Ottoman - Orange Fabric      |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMRD  | Beverly Small Bench Ottoman - Red Fabric         |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMWH  | Beverly Small Bench Ottoman - White Vinyl        |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVSMYL  | Beverly Small Bench Ottoman - Yellow Fabric      |     | \$338.50 | \$389.25 | \$435.95 |       |
| BVLYBK  | Beverly Bench - Black Vinyl                      |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYBN  | Beverly Bench - Brown Fabric                     |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYGR  | Beverly Bench - Grey Fabric                      |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYLN  | Beverly Bench - Linen Fabric                     |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYOB  | Beverly Bench - Ocean Fabric                     |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYRD  | Beverly Bench - Red Fabric                       |     | \$647.65 | \$744.80 | \$834.20 |       |
| BVLYWH  | Beverly Bench - White Vinyl                      |     | \$647.65 | \$744.80 | \$834.20 |       |

## Metal Bench

| CODE    | ITEM                              | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|---------|-----------------------------------|-----|----------|----------|----------|-------|
| REG BEN | Regis Bench/Table - Brushed Metal |     | \$461.30 | \$530.50 | \$594.15 |       |

## Ottomans

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| END01B | Endless Curved Ottoman - Black Vinyl, Chrome |     | \$672.10 | \$772.90 | \$865.65 |       |
| END01W | Endless Curved Ottoman - White Vinyl, Chrome |     | \$672.10 | \$772.90 | \$865.65 |       |
| END02B | Endless Square Ottoman - Black Vinyl, Chrome |     | \$421.60 | \$484.85 | \$543.05 |       |
| END02W | Endless Square Ottoman - White Vinyl, Chrome |     | \$421.60 | \$484.85 | \$543.05 |       |

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_


 Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

## CUBE &amp; SWIVEL OTTOMANS

Wire Expo

T187340622

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

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## Vibe Cubes

| CODE  | ITEM                         | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|------------------------------|-----|----------|----------|----------|-------|
| VIB01 | Vibe Cube - Green            |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB02 | Vibe Cube - Blue             |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB04 | Vibe Cube - Red              |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB05 | Vibe Cube - Yellow           |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB08 | Vibe Cube - Orange           |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB09 | Vibe Cube - White Waterproof |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB10 | Vibe Cube - Black Waterproof |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB11 | Vibe Cube - Steel Blue Vinyl |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB12 | Vibe Cube - Silver Vinyl     |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB13 | Vibe Cube - Purple Vinyl     |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB14 | Vibe Cube - Cirtus Green     |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB15 | Vibe Cube - Taupe Vinyl      |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB16 | Vibe Cube - Spice Orange     |     | \$226.15 | \$260.05 | \$291.25 |       |
| VIB17 | Vibe Cube - Desert Rose      |     | \$226.15 | \$260.05 | \$291.25 |       |

## Marche Swivel

| CODE   | ITEM                                 | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--------------------------------------|-----|----------|----------|----------|-------|
| MAR001 | Marche Swivel - White                |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR002 | Marche Swivel - Grey                 |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR003 | Marche Swivel - Linen                |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR004 | Marche Swivel - Raspberry            |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR005 | Marche Swivel - Red                  |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR006 | Marche Swivel - Rose Qtz             |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR007 | Marche Swivel - Plum                 |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR008 | Marche Swivel - Meadow Green         |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR009 | Marche Swivel - Pear                 |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR010 | Marche Swivel - Blue                 |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR011 | Marche Swivel - Orange               |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR012 | Marche Swivel - Forest Green         |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR013 | Marche Swivel - Teal Velvet          |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR014 | Marche Swivel - Distressed Brown     |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR015 | Marche Swivel - Black Vinyl          |     | \$299.35 | \$344.25 | \$385.55 |       |
| MAR016 | Marche Swivel - Ivory Faux Sheep Fur |     | \$299.35 | \$344.25 | \$385.55 |       |

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|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
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| AMOUNT DUE                                | \$ _____ |

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# ACCENT TABLES: COCKTAIL & END

T187340622

## Wire Expo



Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022


**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**


\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

### Cocktail Tables

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| ALC100 | Alondra Cocktail Table - Glass Top, Chrome  |     | \$537.65 | \$618.30 | \$692.50 |       |
| ALC200 | Alondra Cocktail Table - Brandy Maple Top, Chrome   |     | \$537.65 | \$618.30 | \$692.50 |       |
| CIC    | Geo Cocktail Table - Glass Top, Chrome  |     | \$403.25 | \$463.75 | \$519.40 |       |
| CIFWB  | Geo Cocktail Table - Brandy Maple Top, Black  |     | \$470.45 | \$541.00 | \$605.90 |       |
| MESCTB | Mesa Cocktail Table - Black Top, Bronze   |     | \$311.45 | \$358.15 | \$401.15 |       |
| MESCTG | Mesa Cocktail Table - Glass Top, Bronze   |     | \$311.45 | \$358.15 | \$401.15 |       |
| MESCTW | Mesa Cocktail Table - Barnwood Top, Bronze  |     | \$311.45 | \$358.15 | \$401.15 |       |
| CIE    | Silverado Cocktail Table - Glass Top, Chrome  |     | \$446.05 | \$512.95 | \$574.50 |       |
| CIW    | Sydney Cocktail Table - White Top, Brushed Steel  |     | \$452.10 | \$519.90 | \$582.30 |       |
| CIY    | Sydney Cocktail Table - Black Top, Brushed Steel  |     | \$452.10 | \$519.90 | \$582.30 |       |
| CIWP   |  <b>POWERED</b> Sydney Cocktail Table - White Top, Brushed Steel |     | \$574.30 | \$660.45 | \$739.70 |       |
| CIYP   |  <b>POWERED</b> Sydney Cocktail Table - Black Top, Brushed Steel |     | \$574.30 | \$660.45 | \$739.70 |       |
| SYDBEC | Sydney Cocktail Table - Blue Top, Brushed Steel   |     | \$458.30 | \$527.05 | \$590.30 |       |
| SYDWDC | Sydney Cocktail Table - Barnwood Top, Brushed Steel   |     | \$416.60 | \$479.10 | \$536.60 |       |

### End Tables

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| ALE100 | Alondra End Table - Glass Top, Chrome  |     | \$388.00 | \$446.20 | \$499.75 |       |
| ALE200 | Alondra End Table - Brandy Maple Top, Chrome   |     | \$388.00 | \$446.20 | \$499.75 |       |
| CUBPOW |  <b>POWERED</b> Wireless Charging Table - White, AC Plug In |     | \$691.55 | \$795.30 | \$890.75 |       |
| EIC    | Geo End Table - Glass Top, Chrome  |     | \$397.20 | \$456.80 | \$511.60 |       |
| EIFWB  | Geo End Table - Brandy Maple Top, Black  |     | \$409.40 | \$470.80 | \$527.30 |       |
| MESETB | Mesa End Table - Black Top, Bronze   |     | \$205.75 | \$236.60 | \$265.00 |       |
| MESETG | Mesa End Table - Glass Top, Bronze   |     | \$205.75 | \$236.60 | \$265.00 |       |
| MESETW | Mesa End Table - Barnwood Top, Bronze  |     | \$205.75 | \$236.60 | \$265.00 |       |
| REGOTT | Regis End Table - Brushed Metal  |     | \$339.20 | \$390.10 | \$436.90 |       |
| EIE    | Silverado End Table - Glass, Chrome  |     | \$424.60 | \$488.30 | \$546.90 |       |
| EIW    | Sydney End Table - White Top, Brushed Steel  |     | \$409.40 | \$470.80 | \$527.30 |       |
| EIY    | Sydney End Table - Black Top, Brushed Steel  |     | \$409.40 | \$470.80 | \$527.30 |       |
| SYDBEE | Sydney End Table - Blue Top, Brushed Steel   |     | \$402.70 | \$463.10 | \$518.65 |       |
| SYDWDE | Sydney End Table - Barnwood Top, Brushed Steel   |     | \$402.70 | \$463.10 | \$518.65 |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)  
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|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
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CONTACT NAME: \_\_\_\_\_

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ACCENT TABLES: SIDE

Wire Expo  
Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

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Side Tables

| CODE   | ITEM                                  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---------------------------------------|-----|----------|----------|----------|-------|
| AURA   | Aura Round Table - White Metal        |     | \$232.15 | \$266.95 | \$299.00 |       |
| SEDBBK | Sedona Side Table - Black Top, Bronze |     | \$207.60 | \$238.75 | \$267.40 |       |
| SEDBWD | Sedona Side Table - Wood Top, Bronze  |     | \$207.60 | \$238.75 | \$267.40 |       |
| SEDBWH | Sedona Side Table - White Top, Bronze |     | \$207.60 | \$238.75 | \$267.40 |       |
| TAOBBK | Taos Side Table - Black Top, Bronze   |     | \$207.60 | \$238.75 | \$267.40 |       |
| TAOBWD | Taos Side Table - Wood Top, Bronze    |     | \$207.60 | \$238.75 | \$267.40 |       |
| TAOBWH | Taos Side Table - White Top, Bronze   |     | \$207.60 | \$238.75 | \$267.40 |       |
| TMBTBL | Timber Table - Wood                   |     | \$275.00 | \$316.25 | \$354.20 |       |

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|   |          |
|---|----------|
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| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

# BAR TABLES, BARS & COUNTERS

**Wire Expo**

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**T187340622**

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

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## 30" Round Bar Table with Black Base

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| 30ACBB | 30" Round Bar Table w/ Standard Black Base - Brushed Gunmetal Top    |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30BEBB | 30" Round Bar Table w/ Standard Black Base - Blue Top                |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30BKSB | 30" Round Bar Table w/ Standard Black Base - Black Top               |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30GSBB | 30" Round Bar Table w/ Standard Black Base - Green Top               |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30OSBB | 30" Round Bar Table w/ Standard Black Base - Orange Top              |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30WDBB | 30" Round Bar Table w/ Standard Black Base - Barnwood Top            |     | \$402.70 | \$463.10 | \$518.65 |       |
| 30WH42 | 30" Round Bar Table w/ Standard Black Base - White Top               |     | \$418.50 | \$481.25 | \$539.00 |       |
| 30YBBB | 30" Round Bar Table w/ Standard Black Base - Brushed Yellow Top      |     | \$402.70 | \$463.10 | \$518.65 |       |
| VTB    | 30" Round Bar Table w/ Standard Black Base - Red Top                 |     | \$397.20 | \$456.80 | \$511.60 |       |
| VTJ    | 30" Round Bar Table w/ Standard Black Base - Graphite Nebula Top     |     | \$397.20 | \$456.80 | \$511.60 |       |
| VTK    | 30" Round Bar Table w/ Standard Black Base - Maple Top               |     | \$397.20 | \$456.80 | \$511.60 |       |
| VTA    | 30" Round Madison Bar Table w/ Standard Black Base - Gray Acajou Top |     | \$397.20 | \$456.80 | \$511.60 |       |

## 36" Round Bar Table with Black Base

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| 36BKSB | 36" Round Bar Table w/ Standard Black Base - Black Top           |     | \$397.20 | \$456.80 | \$511.60 |       |
| VTN    | 36" Round Bar Table w/ Standard Black Base - Graphite Nebula Top |     | \$424.60 | \$488.30 | \$546.90 |       |
| VTW    | 36" Round Bar Table w/ Standard Black Base - White Top           |     | \$424.60 | \$488.30 | \$546.90 |       |
| VTP    | 36" Round Bar Table w/ Standard Black Base - Maple Top           |     | \$424.60 | \$488.30 | \$546.90 |       |

## 30" Round Bar Table with Hydraulic Base

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| 30AGHB | 30" Round Bar Table w/ Hydraulic Base - Brushed Gunmetal Top    |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30BEHB | 30" Round Bar Table w/ Hydraulic Base - Blue Top                |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30BKHB | 30" Round Bar Table w/ Hydraulic Base - Black Top               |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30BRHB | 30" Round Bar Table w/ Hydraulic Base - Red Top                 |     | \$482.70 | \$555.10 | \$621.70 |       |
| 30GRHB | 30" Round Bar Table w/ Hydraulic Base - Graphite Nebula Top     |     | \$482.70 | \$555.10 | \$621.70 |       |
| 30GSHB | 30" Round Bar Table w/ Hydraulic Base - Green Top               |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30MTHB | 30" Round Bar Table w/ Hydraulic Base - Maple Top               |     | \$525.50 | \$604.30 | \$676.80 |       |
| 30OSHB | 30" Round Bar Table w/ Hydraulic Base - Orange Top              |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30WDHB | 30" Round Bar Table w/ Hydraulic Base - Barnwood Top            |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30WHHB | 30" Round Bar Table w/ Hydraulic Base - White Top               |     | \$522.50 | \$600.90 | \$673.00 |       |
| 30YSHB | 30" Round Bar Table w/ Hydraulic Base - Brushed Yellow Top      |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30MAHB | 30" Round Madison Bar Table w/ Hydraulic Base - Gray Acajou Top |     | \$482.70 | \$555.10 | \$621.70 |       |

## 36" Round Bar Table with Hydraulic Base

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| 36BKHB | 36" Round Bar Table w/ Hydraulic Base - Black Top           |     | \$486.05 | \$558.95 | \$626.00 |       |
| 36GRHB | 36" Round Bar Table w/ Hydraulic Base - Graphite Nebula Top |     | \$525.50 | \$604.30 | \$676.80 |       |
| 36MTHB | 36" Round Bar Table w/ Hydraulic Base - Maple Top           |     | \$525.50 | \$604.30 | \$676.80 |       |
| 36WTHB | 36" Round Bar Table w/ Hydraulic Base - White Top           |     | \$525.50 | \$604.30 | \$676.80 |       |

# BAR TABLES, BARS & COUNTERS CONTINUED

## Wire Expo

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

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### Metal Bar Table

| CODE   | ITEM                                       | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| RSTSQT | Rustique Square Metal Bar Table - Gunmetal |     | \$439.90 | \$505.90 | \$566.60 |       |

### Ventura Communal Bar Tables

| CODE   | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|--|-----|------------|------------|------------|-------|
| VNTBNP | Ventura Communal Bar Table - Black Top, Silver   |     | \$1,066.25 | \$1,226.20 | \$1,373.35 |       |
| VNTMNP | Ventura Communal Bar Table - Maple Top, Silver   |     | \$1,066.25 | \$1,226.20 | \$1,373.35 |       |
| VNTWNP | Ventura Communal Bar Table - White Top, Silver   |     | \$1,066.25 | \$1,226.20 | \$1,373.35 |       |
| VNTBMW | Ventura Communal Bar Table w/ Grommet Holes - Maple Top, Silver  |     | \$1,066.25 | \$1,226.20 | \$1,373.35 |       |
| VNTBWW | Ventura Communal Bar Table w/ Grommet Holes - White Top, Silver  |     | \$1,066.25 | \$1,226.20 | \$1,373.35 |       |
| VNTBLK |  <b>POWERED</b> Ventura Communal Bar Table, Powered - Black Top, Silver |     | \$1,258.70 | \$1,447.50 | \$1,621.20 |       |
| VNTWHT |  <b>POWERED</b> Ventura Communal Bar Table, Powered - White Top, Silver |     | \$1,258.70 | \$1,447.50 | \$1,621.20 |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

### Bars

| CODE   | ITEM  | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|---|-----|------------|------------|------------|-------|
| MTBLPI | Midtown Bar, Lighted w/ Plug In - Taupe Glass Top, Pewter |     | \$2,374.55 | \$2,730.75 | \$3,058.45 |       |
| MTBUUL | Midtown Bar, Unlighted - Taupe Glass Top, Pewter          |     | \$2,221.85 | \$2,555.15 | \$2,861.75 |       |

### Counters

| CODE   | ITEM  | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|---|-----|------------|------------|------------|-------|
| MTCLPI | Midtown Powered Counter, Lighted w/ Plug In - Taupe Glass Top, Pewter |     | \$2,374.55 | \$2,730.75 | \$3,058.45 |       |
| MTCPUL | Midtown Powered Counter, Unlighted - Taupe Glass Top, Pewter          |     | \$2,235.70 | \$2,571.05 | \$2,879.60 |       |

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|   |          |
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## CAFÉ TABLES

T187340622

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

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**30" Round Café Table with Black Base**

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| 30AGBC | 30" Round Cafe Table w/ Standard Black Base - Brushed Gunmetal Top    |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30BEBC | 30" Round Cafe Table w/ Standard Black Base - Blue Top                |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30BKSC | 30" Round Cafe Table w/ Standard Black Base - Black Top               |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30GSBC | 30" Round Cafe Table w/ Standard Black Base - Green Top               |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30OSBC | 30" Round Cafe Table w/ Standard Black Base - Orange Top              |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30WDBC | 30" Round Cafe Table w/ Standard Black Base - Barnwood Top            |     | \$361.10 | \$415.25 | \$465.10 |       |
| 30WH29 | 30" Round Cafe Table w/ Standard Black Base - White Top               |     | \$381.85 | \$439.15 | \$491.85 |       |
| 30YSBC | 30" Round Cafe Table w/ Standard Black Base - Brushed Yellow Top      |     | \$361.10 | \$415.25 | \$465.10 |       |
| ZTA    | 30" Round Madison Cafe Table w/ Standard Black Base - Gray Acajou Top |     | \$372.65 | \$428.55 | \$480.00 |       |
| ZTB    | 30" Round Cafe Table w/ Standard Black Base - Red Top                 |     | \$360.50 | \$414.60 | \$464.35 |       |
| ZTJ    | 30" Round Cafe Table w/ Standard Black Base - Graphite Nebula Top     |     | \$360.50 | \$414.60 | \$464.35 |       |
| ZTK    | 30" Round Cafe Table w/ Standard Black Base - Maple Top               |     | \$360.50 | \$414.60 | \$464.35 |       |

**36" Round Café Table with Black Base**

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| 36BKSC | 36" Round Cafe Table w/ Standard Black Base - Black Top           |     | \$394.10 | \$453.20 | \$507.60 |       |
| ZTN    | 36" Round Cafe Table w/ Standard Black Base - Graphite Nebula Top |     | \$394.10 | \$453.20 | \$507.60 |       |
| ZTP    | 36" Round Cafe Table w/ Standard Black Base - Maple Top           |     | \$394.10 | \$453.20 | \$507.60 |       |
| ZTQ    | 36" Round Cafe Table w/ Standard Black Base - White Top           |     | \$394.10 | \$453.20 | \$507.60 |       |

**30" Round Café Table with Chrome Hydraulic Base**

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| 30AGHC | 30" Round Cafe Table w/ Hydraulic Base - Brushed Gunmetal Top    |     | \$485.35 | \$558.15 | \$625.15 |       |
| 30BEHC | 30" Round Cafe Table w/ Hydraulic Base - Blue Top                |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30BKHC | 30" Round Cafe Table w/ Hydraulic Base - Black Top               |     | \$485.35 | \$558.15 | \$625.15 |       |
| 30BRHC | 30" Round Cafe Table w/ Hydraulic Base - Red Top                 |     | \$482.70 | \$555.10 | \$621.70 |       |
| 30GRHC | 30" Round Cafe Table w/ Hydraulic Base - Graphite Nebula Top     |     | \$525.50 | \$604.30 | \$676.80 |       |
| 30GSHC | 30" Round Cafe Table w/ Hydraulic Base - Green Top               |     | \$485.35 | \$558.15 | \$625.15 |       |
| 30MTHC | 30" Round Cafe Table w/ Hydraulic Base - Maple Top               |     | \$482.70 | \$555.10 | \$621.70 |       |
| 30OSHC | 30" Round Cafe Table w/ Hydraulic Base - Orange Top              |     | \$485.35 | \$558.15 | \$625.15 |       |
| 30WDHC | 30" Round Cafe Table w/ Hydraulic Base - Barnwood Top            |     | \$486.05 | \$558.95 | \$626.00 |       |
| 30WHHC | 30" Round Cafe Table w/ Hydraulic Base - White Top               |     | \$522.50 | \$600.90 | \$673.00 |       |
| 30YSHC | 30" Round Cafe Table w/ Hydraulic Base - Brushed Yellow Top      |     | \$485.35 | \$558.15 | \$625.15 |       |
| 30MAHC | 30" Round Madison Cafe Table w/ Hydraulic Base - Gray Acajou Top |     | \$482.70 | \$555.10 | \$621.70 |       |



## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622



## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## 36" Round Café Table with Chrome Hydraulic Base

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| 36BKHC | 36" Round Cafe Table w/ Hydraulic Base - Black Top           |     | \$525.50 | \$604.30 | \$676.80 |       |
| 36GRHC | 36" Round Cafe Table w/ Hydraulic Base - Graphite Nebula Top |     | \$525.50 | \$604.30 | \$676.80 |       |
| 36MTHC | 36" Round Cafe Table w/ Hydraulic Base - Maple Top           |     | \$525.50 | \$604.30 | \$676.80 |       |
| 36WTHC | 36" Round Cafe Table w/ Hydraulic Base - White Top           |     | \$525.50 | \$604.30 | \$676.80 |       |

## Ventura Communal Café Tables

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT   | REGULAR    | TOTAL |
|--------|--|-----|----------|------------|------------|-------|
| VNTCBN | Ventura Communal Cafe Table - Black Top, Silver  |     | \$819.30 | \$942.20   | \$1,055.25 |       |
| VNTCMN | Ventura Communal Cafe Table - Maple Top, Silver  |     | \$819.30 | \$942.20   | \$1,055.25 |       |
| VNTCWN | Ventura Communal Cafe Table - White Top, Silver  |     | \$819.30 | \$942.20   | \$1,055.25 |       |
| VNTCMW | Ventura Communal Cafe Table w/ Grommet Holes - Maple Top, Silver   |     | \$819.30 | \$942.20   | \$1,055.25 |       |
| VNTCWW | Ventura Communal Cafe Table w/ Grommet Holes - White Top, Silver   |     | \$819.30 | \$942.20   | \$1,055.25 |       |
| VNTCBK |  POWERED Communal Ventura Cafe Table - Black Top, Silver  |     | \$930.35 | \$1,069.90 | \$1,198.30 |       |
| VNTCWH |  POWERED Communal Ventura Cafe Table - White Top, Silver |     | \$930.35 | \$1,069.90 | \$1,198.30 |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 14 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

## BAR STOOLS

T187340622

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Bar Stools

| CODE   | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|--|-----|----------|----------|----------|-------|
| BSS    | Banana Barstool - Black, Chrome                    |     | \$400.20 | \$460.25 | \$515.50 |       |
| BST    | Banana Barstool - White, Chrome                    |     | \$400.20 | \$460.25 | \$515.50 |       |
| BLDBRD | Blade Barstool - Red                               |     | \$208.25 | \$239.50 | \$268.25 |       |
| BLDBSB | Blade Barstool - Sky Blue                          |     | \$208.25 | \$239.50 | \$268.25 |       |
| XBAR   | Christopher Barstool - White Vinyl, Chrome         |     | \$290.15 | \$333.65 | \$373.70 |       |
| LMBAR  | Laguna Barstool - Maple, Chrome                    |     | \$299.35 | \$344.25 | \$385.55 |       |
| ROLLBL | Lift Barstool - Black Vinyl, Chrome                |     | \$339.20 | \$390.10 | \$436.90 |       |
| ROLLGY | Lift Barstool - Gray Vinyl, Chrome                 |     | \$339.20 | \$390.10 | \$436.90 |       |
| ROLLRD | Lift Barstool - Red Vinyl, Chrome                  |     | \$339.20 | \$390.10 | \$436.90 |       |
| ROLLWH | Lift Barstool - White Vinyl, Chrome                |     | \$339.20 | \$390.10 | \$436.90 |       |
| LUBSCL | Lucent Barstool - Frosted Acrylic, Chrome          |     | \$416.60 | \$479.10 | \$536.60 |       |
| MARBBE | Marina Barstool - Ocean Blue Fabric, Brushed Metal |     | \$338.50 | \$389.25 | \$435.95 |       |
| MARBBK | Marina Barstool - Black Vinyl, Brushed Metal       |     | \$338.50 | \$389.25 | \$435.95 |       |
| MARBBR | Marina Barstool - Brown Fabric, Brushed Metal      |     | \$338.50 | \$389.25 | \$435.95 |       |
| MARBRD | Marina Barstool - Red Fabric, Brushed Metal        |     | \$338.50 | \$389.25 | \$435.95 |       |
| MARBWH | Marina Barstool - White Vinyl, Brushed Metal       |     | \$338.50 | \$389.25 | \$435.95 |       |
| RSTSTL | Rustique Barstool - Gunmetal                       |     | \$232.15 | \$266.95 | \$299.00 |       |
| BS001  | Shark Barstool - White, Chrome                     |     | \$510.10 | \$586.60 | \$657.00 |       |
| BSR    | Syntax Barstool - Black, Chrome                    |     | \$363.55 | \$418.10 | \$468.25 |       |
| ZENBAR | Zenith Barstool - White, Chrome                    |     | \$268.80 | \$309.10 | \$346.20 |       |
| BS002  | Zoey Barstool - White, Chrome                      |     | \$467.45 | \$537.55 | \$602.05 |       |

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

# CONFERENCE & WORK TABLES

**Wire Expo**
**T187340622**



Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Conference Tables

| CODE   | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|--|-----|------------|------------|------------|-------|
| BKCT0N | 10' Table - Black Top, Silver  |     | \$1,041.20 | \$1,197.40 | \$1,341.10 |       |
| BKCT0P |  <b>POWERED</b> 10' Table - Black Top, Silver |     | \$1,300.30 | \$1,495.35 | \$1,674.80 |       |
| CB8    | 42" Round Madison Table - Gray Acajou, Black   |     | \$545.50   | \$627.30   | \$702.60   |       |
| 42BKCT | 42" Round Table - Black Top, Black   |     | \$560.90   | \$645.05   | \$722.45   |       |
| CB1    | 42" Round Table - Graphite Nebula Top  |     | \$617.15   | \$709.70   | \$794.85   |       |
| CONF42 | 42" Round Table - White Top  |     | \$617.15   | \$709.70   | \$794.85   |       |
| BKCT5N | 5' Table - Black Top, Silver   |     | \$522.95   | \$601.40   | \$673.55   |       |
| BKCT5P |  <b>POWERED</b> 5' Table - Black Top, Silver  |     | \$677.05   | \$778.60   | \$872.05   |       |
| BKCT8N | 8' Table - Black Top, Silver   |     | \$1,041.20 | \$1,197.40 | \$1,341.10 |       |
| BKCT8P |  <b>POWERED</b> 8' Table - Black Top, Silver  |     | \$1,300.30 | \$1,495.35 | \$1,674.80 |       |
| 36ATO  | Atomic 36" Round Table - Glass Top, Chrome   |     | \$510.10   | \$586.60   | \$657.00   |       |
| 42ATO  | Atomic 42" Round Table - Glass Top, Chrome   |     | \$510.10   | \$586.60   | \$657.00   |       |
| CE2    | Geo Table, Rectangle - Glass Top, Chrome   |     | \$724.00   | \$832.60   | \$932.50   |       |
| CF2    | Geo Table, Rectangle - Glass Top, Black  |     | \$724.00   | \$832.60   | \$932.50   |       |
| CE1    | Geo Table, Rounded Square - Glass Top, Chrome  |     | \$510.10   | \$586.60   | \$657.00   |       |
| CF1    | Geo Table, Rounded Square - Glass Top, Black   |     | \$510.10   | \$586.60   | \$657.00   |       |
| MADC05 | Madison 5' Table - Gray Acajou, Chrome   |     | \$772.90   | \$888.85   | \$995.50   |       |
| MADC08 | Madison 8' Table - Gray Acajou, Chrome   |     | \$1,542.80 | \$1,774.20 | \$1,987.10 |       |
| MADC10 | Madison 10' Table - Gray Acajou, Chrome  |     | \$1,542.80 | \$1,774.20 | \$1,987.10 |       |

## Work Table

| CODE | ITEM                          | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|------|-------------------------------|-----|----------|----------|----------|-------|
| WD3  | Work Table - White Top, White |     | \$531.60 | \$611.35 | \$684.70 |       |

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.)  
 NOTE: Items may be discontinued without notice at any time.

|  |          |
|--|----------|
| <b>TOTAL ESTIMATE</b>                            | \$ _____ |
| <b>TAX</b> (All tax rates are subject to change) | 8.25%    |
| <b>AMOUNT DUE</b>                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

EXECUTIVE SEATING,  
DESKS & STORAGE

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622



## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Seating

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| CUPCHA | Cupertino Mid Back Chair - Black Vinyl              |     | \$444.90 | \$511.65 | \$573.05 |       |
| GENCHA | Genesis Chair - Black                               |     | \$388.25 | \$446.50 | \$500.10 |       |
| PROGB  | Pro Executive Guest Chair - Black Vinyl, Chrome     |     | \$418.50 | \$481.25 | \$539.00 |       |
| PROEXB | Pro Executive High Back Chair - Black Vinyl, Chrome |     | \$595.75 | \$685.10 | \$767.30 |       |
| PROEXE | Pro Executive High Back Chair - White Vinyl, Chrome |     | \$595.75 | \$685.10 | \$767.30 |       |
| PROMDB | Pro Executive Mid Back Chair - Black Vinyl, Chrome  |     | \$391.00 | \$449.65 | \$503.60 |       |
| PROMID | Pro Executive Mid Back Chair - White Vinyl, Chrome  |     | \$378.85 | \$435.70 | \$488.00 |       |
| TASKST | Task Stool - Black Fabric, Black                    |     | \$236.05 | \$271.45 | \$304.00 |       |

## Desks

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT   | REGULAR    | TOTAL |
|--------|---|-----|----------|------------|------------|-------|
| TECH   |  POWERED Tech Desk - Black Metal, Black Laminate w/ Electrical Unit                          |     | \$724.00 | \$832.60   | \$932.50   |       |
| TECH3B |  POWERED Tech Desk w/ 3 Drawer File Cabinet - Black Metal, Black Laminate w/ Electrical Unit |     | \$895.15 | \$1,029.40 | \$1,152.95 |       |
| JD8    | Madison Executive Desk - Gray Acajou, Chrome  |     | \$974.60 | \$1,120.80 | \$1,255.30 |       |

## Storage

| CODE  | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---|-----|----------|----------|----------|-------|
| BC8   | Madison Bookcase - Gray Acajou, Chrome      |     | \$705.65 | \$811.50 | \$908.90 |       |
| TECH3 | Cabinet on Castors - Black Top, Black Metal |     | \$238.30 | \$274.05 | \$306.95 |       |

 = Electrical Power (Client is responsible for providing labor and an electrical power source to the furniture.)

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



## DIVIDERS

T187340622

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

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## Boxwood Hedges

| CODE   | ITEM             | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|--------|------------------|-----|------------|------------|------------|-------|
| HDC4FT | 4' Boxwood Hedge |     | \$708.20   | \$814.45   | \$912.20   |       |
| HDC7FT | 7' Boxwood Hedge |     | \$1,152.60 | \$1,325.50 | \$1,484.55 |       |

## Stanchions

| CODE   | ITEM  | QTY | ONLINE  | DISCOUNT | REGULAR | TOTAL |
|--------|---|-----|---------|----------|---------|-------|
| STNSGN | Stanchion Sign Holder - Chrome                |     | \$63.05 | \$72.50  | \$81.20 |       |
| STNCHI | Stanchion w/ Retractable Belt - Black, Chrome |     | \$72.35 | \$83.20  | \$93.20 |       |

## Dividers

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR    | TOTAL |
|--------|---|-----|----------|----------|------------|-------|
| DIVBAR | Bar/Counter Divider - Clear, Black              |     | \$203.10 | \$233.55 | \$261.60   |       |
| DIVFRE | Freestanding Divider - Clear, Silver            |     | \$408.55 | \$469.85 | \$526.25   |       |
| DIVFCR | Freestanding Corner Divider - Clear, Silver     |     | \$817.10 | \$939.65 | \$1,052.40 |       |
| DIVFWL | Freestanding Wall Divider - Clear, Silver       |     | \$408.55 | \$469.85 | \$526.25   |       |
| DIVFST | Sofa/Table Divider - Clear, Silver              |     | \$366.55 | \$421.55 | \$472.15   |       |
| DIVFWB | Freestanding Whiteboard Divider - White, Silver |     | \$508.90 | \$585.25 | \$655.50   |       |
| MIRWHT | Miramar Divider - White Molded Plastic          |     | \$522.95 | \$601.40 | \$673.55   |       |

NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

## ACCESSORIES

T187340622

## Wire Expo


Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022**

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## Charging Hub

| CODE   | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|--------|---|-----|----------|----------|----------|-------|
| VILHUB |  <b>POWERED</b> Village Charging Hub - Cream |     | \$305.80 | \$351.65 | \$393.85 |       |

## Lamps


| CODE | ITEM                                     | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|------|--|-----|----------|----------|----------|-------|
| LA14 | Mason Silver Table Lamp - Brushed Silver |     | \$232.15 | \$266.95 | \$299.00 |       |
| LA15 | Mason Silver Floor Lamp - Brushed Silver |     | \$354.35 | \$407.50 | \$456.40 |       |

## Pedestals

|        |   |  |          |            |            |  |
|--------|---|--|----------|------------|------------|--|
| PDL36B |  <b>POWERED</b> 36" Locking Pedestal - Black |  | \$809.60 | \$931.05   | \$1,042.80 |  |
| PDL36W |  <b>POWERED</b> 36" Locking Pedestal - White |  | \$809.60 | \$931.05   | \$1,042.80 |  |
| PDL42B |  <b>POWERED</b> 42" Locking Pedestal - Black |  | \$959.30 | \$1,103.20 | \$1,235.60 |  |
| PDL42W |  <b>POWERED</b> 42" Locking Pedestal - White |  | \$959.30 | \$1,103.20 | \$1,235.60 |  |

## Shelving

|        |                                 |  |          |          |            |  |
|--------|---------------------------------|--|----------|----------|------------|--|
| PSHCCS | Posh Shelving - Chrome, Acrylic |  | \$827.95 | \$952.15 | \$1,066.40 |  |
|--------|---------------------------------|--|----------|----------|------------|--|

 = **Electrical Power** (Client is responsible for providing labor and an electrical power source to the furniture.  
 NOTE: Items may be discontinued without notice at any time.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

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COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

# GRAPHICS & SIGNS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX  
June 7 - 8, 2022

T187340622

**DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

Sign prices are based on customer supplying print-ready graphics in the requested format. Please see our Graphic Guidelines page for specific file/artwork information and the Graphic Upload page for a step by step guide on uploading your artwork.

### Foam Core Signs, Single Sided

| CODE  | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---|-----|----------|----------|----------|-------|
| 70009 | 22" x 28" Vertical                          |     | \$225.85 | \$259.75 | \$290.90 |       |
| 70010 | 22" x 28" Horizontal                        |     | \$225.85 | \$259.75 | \$290.90 |       |
| 70011 | 28" x 44" Vertical                          |     | \$344.00 | \$395.60 | \$443.05 |       |
| 70012 | 28" x 44" Horizontal                        |     | \$344.00 | \$395.60 | \$395.60 |       |
| 70027 | 38.25" x 90.75" Meter Board, Trovicel Panel |     | \$696.20 | \$800.65 | \$896.75 |       |
| 70138 | 39" x 84" Meter Board, Ultraboard           |     | \$404.45 | \$465.10 | \$520.90 |       |

### Printed Vinyl Banners (per sq. ft.)

| CODE  | ITEM                     | QTY | ONLINE  | DISCOUNT | REGULAR | TOTAL |
|-------|--------------------------|-----|---------|----------|---------|-------|
| 70065 | Vertical with Grommets   |     | \$28.60 | \$32.90  | \$36.85 |       |
| 70071 | Horizontal with Grommets |     | \$28.60 | \$32.90  | \$36.85 |       |
| 70066 | Vertical with Pockets    |     | \$30.85 | \$35.50  | \$39.75 |       |
| 70072 | Horizontal with Pockets  |     | \$30.85 | \$35.50  | \$39.75 |       |

### Table Clings

| CODE  | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|--|-----|----------|----------|----------|-------|
| 70034 | 36" x 36" Round Table Cling<br><i>Table clings are made to fit our standard pedestal table tops.</i> |     | \$240.25 | \$276.30 | \$309.45 |       |

### Accessories

| CODE  | ITEM                              | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|-----------------------------------|-----|----------|----------|----------|-------|
| 70017 | 4' x 8' Blank Foamcore            |     | \$61.30  | \$70.50  | \$78.95  |       |
| 70021 | Velcro/per ft. (Minimum of 5')    |     | \$3.95   | \$4.55   | \$5.10   |       |
| 70004 | 7" x 44" ID Sign                  |     | \$67.55  | \$77.70  | \$87.00  |       |
| 50094 | Floor Easel                       |     | \$60.55  | \$69.65  | \$78.00  |       |
| 50095 | 22" x 28" Chrome Sign Holder      |     | \$137.80 | \$158.45 | \$177.45 |       |
| 50508 | Cardboard Meter Board Base, Black |     | \$26.95  | \$31.00  | \$34.70  |       |

**TOTAL ESTIMATE** \$ \_\_\_\_\_

**TAX** (All tax rates are subject to change) 8.25%

**AMOUNT DUE** \$ \_\_\_\_\_

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. Due to the custom nature of this product, no refunds or cancellations are available once ordered.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)

# UPLOADING GRAPHICS 101 ADDING FILES TO THE FTP.

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

**T187340622**

June 7 - 8, 2022

All graphic files for ordered products should be uploaded to our FTP site. Please see Graphic Guidelines page for detailed file specifications.

## Before Sending Files

1. Please name your files for easy identification using the following format:

**Company Name\_Booth#\_Panel Letter**

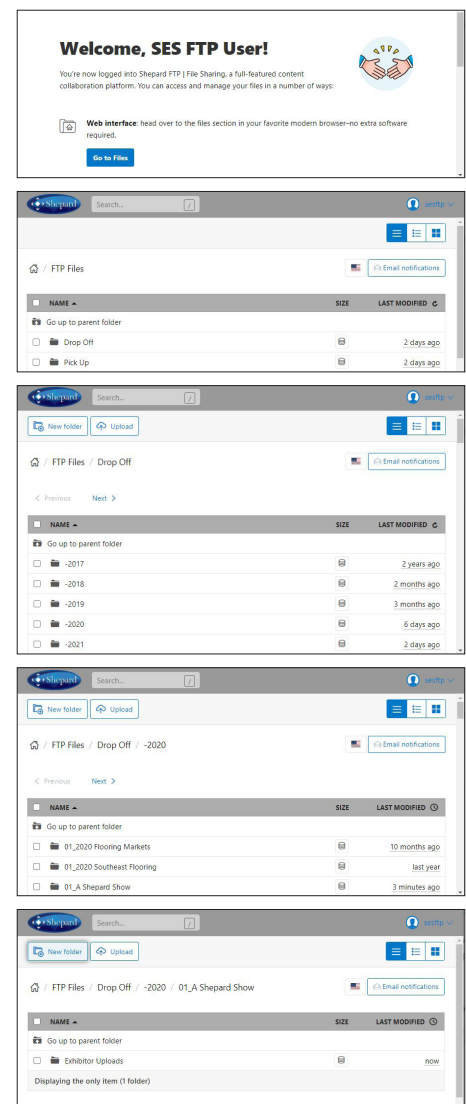
*example: Shepard\_Booth1905\_Panel A.pdf*

2. Packaged files should be compressed (.zip) and include document, fonts and images needed.

## Submitting Your Files

1. Go to: [files.shepardes.com](https://files.shepardes.com).
2. Login to the FTP site.  
**User Name = sesftp**  
**Password = ftpftp**
3. Click the [Go to Files](#) button.
4. Select the "Drop Off" folder.
5. Navigate to the show folder using the following path:  
**Year → Month → Show Name → Exhibitor Uploads**  
*example: 2020 → 01\_Shepard Show → Exhibitor Uploads*
6. Upload files by drag and drop OR by selecting the [Upload](#) button and browse to the files you want to upload.  
NOTE: You can create additional folders using the New Folder button to help with organizing uploads. Be careful when doing this, as you can not delete these.
7. When upload is complete, email the name of your files to:  
[orders@shepardes.com](mailto:orders@shepardes.com) with the subject line: "Show Name" FTP Upload.

Failure to follow these steps could result in delayed graphics.





# SHEPARD GRAPHIC GUIDELINES

## DIRECT TO SUBSTRATE PRINTING.

Ensure your brand is professionally showcased.  
**With Shepard, You Can.**





Our talented, in-house design team provides graphic layout services to ensure a seamless transfer of files for print and production. If files are being provided, please provide these guidelines to your designer to use as a roadmap for designing and submitting graphics.

### Document Size & Specs

- All artwork should be created at 100% size at 150 dpi or in a proportionally scaled down format.  
*examples: 50% at 300 dpi OR 25% at 600 dpi*
- Please mark artwork size if scaled down.  
*example: DESIGNED AT 50%*
- All content should be kept within the live area, leave approximately 2" all the way around artwork to ensure sign holder or structure metal does not cut off content.
- When working between Adobe programs, DO NOT copy & paste objects from Illustrator to InDesign files. This causes objects to not print correctly. Save elements from Illustrator and place them in InDesign.

### Acceptable File Formats

Shepard uses the most current version of Adobe Creative Cloud®. If providing native files from another version, please also provide an .idml file. **WE DO NOT ACCEPT:** Microsoft® Word®, Excel®, or PowerPoint® files.

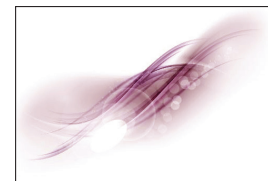
| PROGRAM   | FILE EXTENSION               | SPECIAL CONSIDERATIONS   |
|---|------------------------------|--|
|  Acrobat     | .pdf                         | Must be high resolution with fonts embedded.   |
|  InDesign    | .indd or .idml               | Images embedded and fonts changed to outlines or send a packaged file with fonts and images.                 |
|  Illustrator | .ai or .eps                  | Vector artwork. Images embedded and fonts changed to outlines or send a packaged file with fonts and images. |
|  Photoshop   | .psd   .tiff<br>.jpeg   .eps | Raster artwork. Must be built in CMYK color space.   |

### Color

- Artwork must be created in the **CMYK color space**.
- If **PMS color matching** is required during the printing process, please **use Pantone®+ Solid Coated swatches** in your artwork.
- Converting color from RGB to CMYK will change the vibrancy and the look of some effects, DO NOT design artwork in RGB. Colors may vary due to output devices.



RGB Color Space.



CMYK Color Space.

### Fonts & Links

If creating artwork in Adobe® InDesign® or Illustrator® there are two options when supplying fonts.

- **Change fonts to outlines.** This prevents fonts defaulting or being substituted throughout the layout and production process. *REMEMBER: if creating outlines, text is no longer editable.*
- **Package the fonts.** From InDesign or Illustrator select File → Package → Check “Copy Fonts” and submit PC format TTF fonts or OTF fonts with your artwork.
- **Package the links.** From InDesign or Illustrator select File → Package → Check “Copy Linked Graphics” and submit all images with your artwork.

# SHEPARD GRAPHIC GUIDELINES

## CONTINUED

Artwork can be created in several ways.  
Here are some things to consider.

### Vector

- Vector-based artwork is resolution independent and can be enlarged or reduced without loss of quality.
- This is the preferred file type and is most often created in Illustrator and used for creation of logos and icons.

### Raster

- Raster-based artwork is resolution dependent and will reproduce poorly if the appropriate file resolution is not supplied correctly.
- If supplying raster art, it is best to save your artwork in a 1 to 1 (full size) output ratio at 150 dpi or higher. Lower resolutions (1MB or smaller) will result in reduced image quality. File size should not exceed 200MB (if possible).
- Raster images are most often created in Photoshop and is most often used for photographic images.



Vector Logo at 100% scale.



Vector Logo at 200% scale.



Raster Logo at 100% scale.



Raster Logo at 200% scale.

### Resolution

- Artwork should scale to 150 dpi at 100% scale to ensure the artwork remains high resolution when printed at full size. See examples and samples below.

*examples: 1:1 or 100% - resolution no less than 150 dpi  
2:1 or 50% - resolution no less than 300 dpi  
4:1 or 25% - resolution no less than 600 dpi*

- Images pulled from the Internet are NOT suitable for high quality, large format printing. These images are low resolution and will not reproduce well.
- Verify resolution by viewing artwork on the screen at full size in high definition. Observe image from different distances away, artwork is typically view from a couple feet away.

### Before Sending Files

- Please name your files appropriately for easy identification.

*examples: Poster\_22x28.pdf  
Panel A\_1920x898\_Qty3.pdf  
Shepard\_Booth1905\_Panel A.pdf*

- Clients should compress information that they transfer electronically (.zip).

NOTE: Please provide a JPEG thumbnail or low resolution PDF of the graphic for the Account Executive to view, this helps when creating/entering orders in our system.

### Submitting Your Files

- **FTP.** Ask your Account Executive to create a folder in the "Dropoff Folder." Packaged files should be compressed (.zip).

**Website:** [files.shepardes.com](http://files.shepardes.com)

**Login:** **sesftp**

**Password:** **ftpftp**

- **Email Attachment.** MAXIMUM SIZE: 10MB
- **Large File Transfer Site.** DropBox, YouSendIt, WeTransfer, Hightail, etc.

# ELEVATE YOUR EXHIBIT

## With Shepard, You Can.

### What are *your* exhibit goals?

Whether you're new to the exhibits space or a seasoned pro, Shepard's here to help. We're your go-to exhibits partner.

- ☐ Bring your brand to life
- ☐ Attract attention
- ☐ Generate traffic
- ☐ Create an engaging experience
- ☐ Make exhibiting easy



### High-impact Exhibits

Whatever your needs (or budget), Shepard's got you covered.

- **Custom Fabrication** for a signature look & feel
- **Custom Rental** for ultimate flexibility
- **Fabric Panels** for maximum ease



### Offering innovative exhibit frameworks...and more!

- Graphic design & printing
- Equipment & furnishings
- Audio visual
- Logistics



### Why Shepard?

- **Complimentary consultation:**  
We listen, we strategize—and propose on-target ideas
- **Blue Diamond customer service:**  
Fast, courteous, thoughtful—Shepard's there for you
- **Smart, strategic solutions:**  
Shepard delivers exhibits that engage your audiences

## SHIELDS &amp; BARRIERS

## Wire Expo

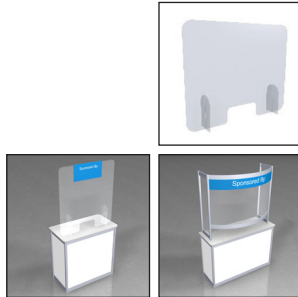
Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

## ONLINE &amp; DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022

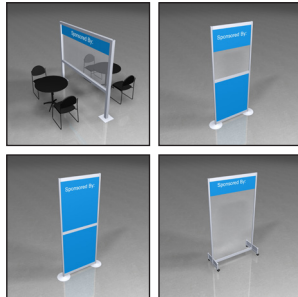
\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Counters and Furnishings not included.



Counters not included.

## Plexi Shields

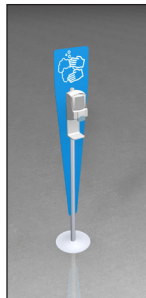
| CODE  | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|--|-----|----------|----------|----------|-------|
| 66651 | <b>Standard Plexi Shield</b> (CVPS1)<br>40" (l) x 36" (h)                  |     | \$417.30 | \$479.90 | \$537.50 |       |
| 66652 | <b>Tall Plexi Shield</b> (CVPS2)<br>40" (l) x 44" (h)                      |     | \$513.60 | \$590.65 | \$661.55 |       |
| 66653 | <b>Curved Plexi Shield</b> (CVPS3)<br>4' 8.75" (l) x 4' (h) x 2' 2.25" (d) |     | \$642.00 | \$738.30 | \$826.90 |       |



## Walls &amp; Dividers

| CODE  | ITEM   | QTY | ONLINE   | DISCOUNT | REGULAR    | TOTAL |
|-------|--|-----|----------|----------|------------|-------|
| 66654 | <b>Large Wall Divider</b> (CVDW1)<br>9' 1.25" (l) x 7' (h) x 11.85" (d) base<br>30" from floor |     | \$642.00 | \$738.30 | \$826.90   |       |
| 66655 | <b>Plexi/Trovice Panel Wall Divider</b> (CVDW2)<br>3' 4.5" (l) x 8' high x Approx. 6" (d) base |     | \$449.40 | \$516.80 | \$578.80   |       |
| 66656 | <b>Trovice/Trovice Wall Divider</b> (CVDW3)<br>3' 4.5" (l) x 8' (h) x 1' 9" (d) base           |     | \$385.20 | \$443.00 | \$496.15   |       |
| 66657 | <b>Plexi Rolling Baffle</b> (CVDW4)<br>4' 2.5" (l) x 7' (h) x 1' 9" (d) base                   |     | \$802.50 | \$922.85 | \$1,033.60 |       |

## Sanitizer Kiosk



| CODE  | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | TOTAL |
|-------|---|-----|----------|----------|----------|-------|
| 66650 | <b>Sanitizer Kiosk A</b> (CVSK1)<br>40" (l) x 36" (h) |     | \$481.50 | \$553.70 | \$620.15 |       |

TOTAL ESTIMATE \$ \_\_\_\_\_

TAX (All tax rates are subject to change) 8.25%

AMOUNT DUE \$ \_\_\_\_\_

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. There are no exchanges or refunds once item has been delivered to your booth. Cancellations must be received in writing 30 days prior to first exhibitor move in day. Rental items found and in use in your booth are subject to "Regular" pricing.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



## EXHIBIT COUNTER RENTALS

Wire Expo

T187340622

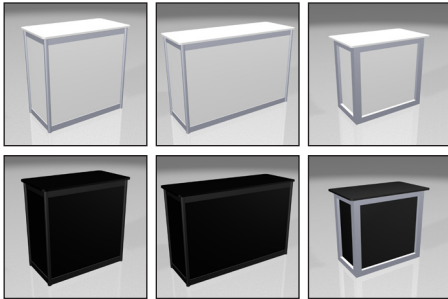
Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

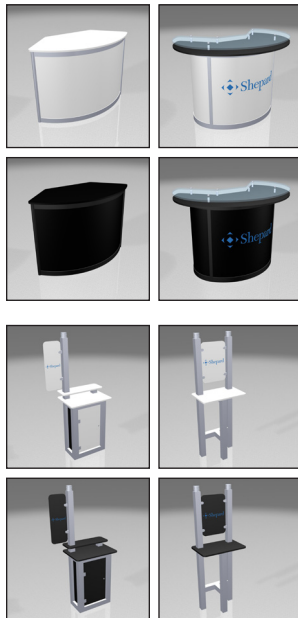
**ONLINE & DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

Choose Your Counter &amp; Customize to Fit Your Exhibit!

**AVAILABLE COLORS FOR ALL PRODUCTS:****Metal Colors:** Black (06) or Silver (15) and **Panel Colors:** White (03) or Black (06)**Locking Cabinets**

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|--|-----|------------|------------|------------|-------------|-------------|
| 66282 | <b>1 Meter Locking Cabinet (LC1)</b><br>3' 6" (l) x 3' 6" (h) x 1' 9" (d)<br>Graphic Size: 968mm x 898mm |     | \$1,055.90 | \$1,214.30 | \$1,360.00 |             |             |
| 66283 | <b>1.5 Meter Locking Cabinet (LC2)</b><br>5' (l) x 3' 6" (h) x 1' 9" (d)<br>Graphic Size: 1463mm x 898mm |     | \$1,281.30 | \$1,473.50 | \$1,650.30 |             |             |
| 66284 | <b>Locking Cabinet (LC3)</b><br>3' 9" (l) x 3' 6" (h) x 2' 3" (d)<br>Graphic Size: 922mm x 872mm         |     | \$778.85   | \$895.70   | \$1,003.20 | Silver ONLY |             |

**Reception Counters**

| CODE  | ITEM  | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|---|-----|------------|------------|------------|-------------|-------------|
| 66275 | <b>Reception Counter (RC2)</b><br>4'10.75" (l) x 40" (h) x 2' 4.75" (d)<br>Graphic Size: 1530mm x 898mm |     | \$1,085.80 | \$1,248.65 | \$1,398.50 |             |             |
| 66276 | <b>Reception Counter (RC3)</b><br>5' 2.75" (l) x 42" (h) x 3' 5.5" (d)<br>Graphic Size: 1080mm x 898mm  |     | \$2,355.40 | \$2,708.70 | \$3,033.75 |             |             |

**Computer Stands - Silver Metal Only (graphic included!)**

| CODE  | ITEM  | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|---|-----|------------|------------|------------|-------------|-------------|
| 66285 | <b>Computer Stand 1 (CS1)</b><br>3' (l) x 6' 3" (h) x 1' 9" (d)<br>Graphic Size: 250mm x 700mm    |     | \$1,369.80 | \$1,575.25 | \$1,764.30 | Silver ONLY |             |
| 66286 | <b>Computer Stand 2 (CS2)</b><br>2' 3" (l) x 6' 3" (h) x 1' 6" (d)<br>Graphic Size: 380mm x 580mm |     | \$798.40   | \$918.15   | \$1,028.35 | Silver ONLY |             |

|  |          |
|--|----------|
| <b>TOTAL ESTIMATE</b>                            | \$ _____ |
| <b>TAX</b> (All tax rates are subject to change) | 8.25%    |
| <b>AMOUNT DUE</b>                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions.  
 All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [exhibits@shepardes.com](mailto:exhibits@shepardes.com)

# PRODUCT DISPLAYS & CHARGING STATION RENTALS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

**ONLINE & DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022**

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

Choose Your Unit & Customize to Fit Your Products!

### AVAILABLE COLORS FOR ALL PRODUCTS:

**Metal Colors:** Black (06) or Silver (15) and **Panel Colors:** White (03) or Black (06)

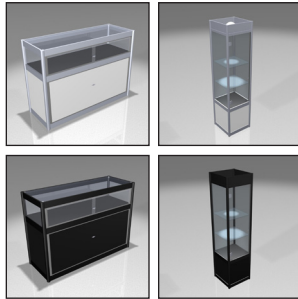


### Product Displays

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|--|-----|------------|------------|------------|-------------|-------------|
| 66277 | <b>Gondola</b><br>3' 6" (l) x 4' 6" (h) x 1' 3" (d)                        |     | \$739.90   | \$850.90   | \$953.00   |             |             |
| 66278 | <b>GL1</b> 5' 4" (l) x 8' (h) x 1' 3" (d)<br>Graphic Sizes: 674mm x 1682mm |     | \$731.45   | \$841.15   | \$942.10   | Silver ONLY |             |
| 66279 | <b>GL2</b> 4' 3" (l) x 7' (h) x 1' 3" (d)<br>Graphic Sizes: 674mm x 1682mm |     | \$1,260.80 | \$1,449.90 | \$1,623.90 | Silver ONLY |             |

### Showcases

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|--|-----|------------|------------|------------|-------------|-------------|
| 66270 | <b>Quarterview Showcase</b> (Qtrview)<br>4' 6" (l) x 3' 3" (h) x 1' 9" (d) |     | \$1,424.60 | \$1,638.30 | \$1,834.90 |             |             |
| 66272 | <b>Square Showcase</b> (Square)<br>1' 9" (l) x 7' (h) x 1' 9" (d)          |     | \$1,537.50 | \$1,768.10 | \$1,980.25 |             |             |

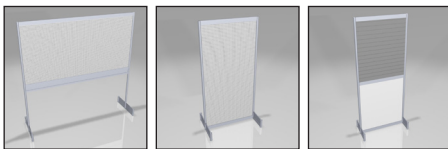


### Charging Unit

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | METAL COLOR | PANEL COLOR |
|-------|--|-----|------------|------------|------------|-------------|-------------|
| 66430 | <b>Phone Charging Station</b> (PCS)<br>3' (l) x 6' 3" (h) x 1' 9" (d)<br>Graphic Size: 250mm x 700mm |     | \$2,420.30 | \$2,783.35 | \$3,117.35 |             | Black ONLY  |

### Perforated/Peg Boards

| CODE  | ITEM  | QTY | ONLINE   | DISCOUNT | REGULAR  | METAL COLOR | PANEL COLOR |
|-------|---|-----|----------|----------|----------|-------------|-------------|
| 66148 | <b>8' x 4' Pegboard Panel</b> (PerfH)       |     | \$359.70 | \$413.65 | \$463.30 | Silver ONLY | n/a         |
| 66149 | <b>4' x 8' Pegboard Panel</b> (PerfV)       |     | \$359.70 | \$413.65 | \$463.30 | Silver ONLY | n/a         |
| 50104 | <b>6" Pegs - 1 dozen</b> (6"Pegs)           |     | \$58.75  | \$67.55  | \$75.65  | n/a         | n/a         |
| 66147 | <b>3.5' x 8' Slat Wall, Grey</b> (Slatwall) |     | \$359.70 | \$413.65 | \$463.30 | Silver ONLY | n/a         |



**TOTAL ESTIMATE** \$ \_\_\_\_\_

**TAX** (All tax rates are subject to change) 8.25%

**AMOUNT DUE** \$ \_\_\_\_\_

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions.  
All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [exhibits@shepardes.com](mailto:exhibits@shepardes.com)

# INLINE BOOTH RENTALS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

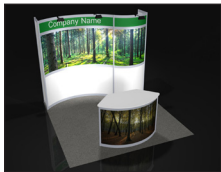
### ONLINE & DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

## Turnkey Rental Designs Make Exhibiting Easier!

**Carpet and Electricity not included.** Please order as needed. All Exhibit Booth Rentals include installation/dismantling and graphic panels as shown for print-ready graphics. If graphics submitted are not print-ready, additional fees may apply. Monitor and lighting options available.

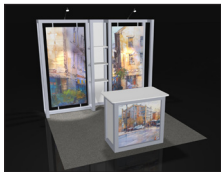
Don't see what you are looking for or need a tweak to a design? Let one of our incredible designers create a space just for you! Please contact an Exhibit Team member with any questions or customization requests.



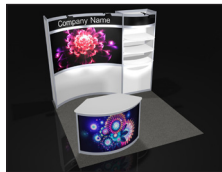
The Eddie



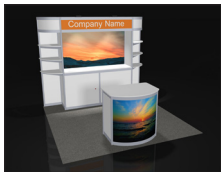
The Jonathon



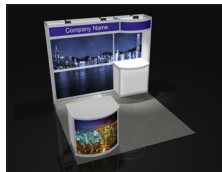
The Pierce



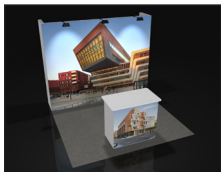
The Madison



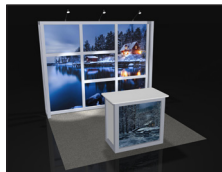
The Grant



The Harrison



The Hamilton



The Lucy

### Inline Booths

| CODE  | ITEM                  | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|-----------------------|-----|------------|------------|------------|-------|
| 66470 | The Eddie - 10' x 10' |     | \$4,294.80 | \$4,939.00 | \$5,531.70 |       |
| 66471 | The Eddie - 10' x 20' |     | \$6,993.70 | \$8,042.75 | \$9,007.90 |       |

| CODE  | ITEM                     | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--------------------------|-----|------------|------------|------------|-------|
| 66474 | The Jonathon - 10' x 10' |     | \$2,996.15 | \$3,445.55 | \$3,859.00 |       |
| 66475 | The Jonathon - 10' x 20' |     | \$5,244.50 | \$6,031.15 | \$6,754.90 |       |

| CODE  | ITEM                   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|------------------------|-----|------------|------------|------------|-------|
| 66477 | The Pierce - 10' x 10' |     | \$3,716.40 | \$4,273.85 | \$4,786.70 |       |
| 66478 | The Pierce - 10' x 20' |     | \$7,056.40 | \$8,114.85 | \$9,088.65 |       |

| CODE  | ITEM                    | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|-------------------------|-----|------------|------------|------------|-------|
| 66484 | The Madison - 10' x 10' |     | \$4,506.80 | \$5,182.80 | \$5,804.75 |       |
| 66485 | The Madison - 10' x 20' |     | \$5,341.30 | \$6,142.50 | \$6,879.60 |       |

| CODE  | ITEM                  | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|-----------------------|-----|------------|------------|------------|-------|
| 66486 | The Grant - 10' x 10' |     | \$4,757.05 | \$5,470.60 | \$6,127.05 |       |
| 66487 | The Grant - 10' x 20' |     | \$6,593.15 | \$7,582.10 | \$8,491.95 |       |

| CODE  | ITEM                     | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--------------------------|-----|------------|------------|------------|-------|
| 66492 | The Harrison - 10' x 10' |     | \$4,373.20 | \$5,029.20 | \$5,632.70 |       |
| 66493 | The Harrison - 10' x 20' |     | \$6,426.20 | \$7,390.15 | \$8,276.95 |       |

| CODE  | ITEM                     | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--------------------------|-----|------------|------------|------------|-------|
| 66467 | The Hamilton - 10' x 10' |     | \$3,047.40 | \$3,504.50 | \$3,925.05 |       |
| 66468 | The Hamilton - 10' x 20' |     | \$5,338.70 | \$6,139.50 | \$6,876.25 |       |

| CODE  | ITEM                 | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|----------------------|-----|------------|------------|------------|-------|
| 66473 | The Lucy - 10' x 10' |     | \$2,754.10 | \$3,167.20 | \$3,547.25 |       |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [exhibits@shepardes.com](mailto:exhibits@shepardes.com)

# FABEX BOOTH RENTALS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

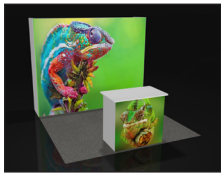
### ONLINE & DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

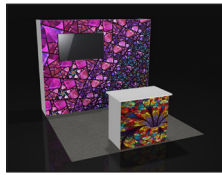
**Carpet is not included.** Please use the Flooring Order Form to order carpet or other flooring options.

All Exhibit Booth Rentals include installation/dismantling and graphic panels as shown for print-ready graphics. If graphics submitted are not print-ready, additional fees may apply. Monitor and lighting options available.

**Please contact an Exhibit Team member with any questions.**



FX2I



FX2M1



FX2H1



FX2MIH

### 10' x 10' Fabric Booth

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|--|-----|------------|------------|------------|-------|
| 66557 | 10' x 10' Booth (FX2I)                           |     | \$2,832.00 | \$3,256.80 | \$3,647.60 |       |
| 66558 | 10' x 10' Booth with Monitor (FX2M1)             |     | \$5,123.20 | \$5,891.70 | \$6,598.70 |       |
| 66561 | 10' x 10' Booth with Header (FX2H1)              |     | \$3,465.25 | \$3,985.05 | \$4,463.25 |       |
| 66562 | 10' x 10' Booth with Header and Monitor (FX2MIH) |     | \$5,756.60 | \$6,620.10 | \$7,414.50 |       |

#### GRAPHIC SIZE SPECIFICATIONS

|                       |                 |                   |   |
|-----------------------|-----------------|-------------------|---|
| Backwall Graphic Size | 3042mm x 2432mm | Side Panel Colors | <input type="checkbox"/> White <input type="checkbox"/> Black |
| Counter Graphic Size  | 1070mm x 1020mm | Monitor = 66620   |   |
| Header Graphic Size   | 2440mm x 380mm  |                   |   |



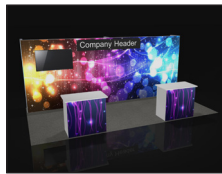
FX22



FX2M2



FX2H2



FX2M2H

### 10' x 20' Fabric Booth

| CODE  | ITEM   | QTY | ONLINE     | DISCOUNT   | REGULAR     | TOTAL |
|-------|--|-----|------------|------------|-------------|-------|
| 66559 | 10' x 20' Booth (FX22)                           |     | \$4,908.80 | \$5,645.10 | \$6,322.50  |       |
| 66560 | 10' x 20' Booth with Monitor (FX2M2)             |     | \$7,200.10 | \$8,280.10 | \$9,273.70  |       |
| 66567 | 10' x 20' Booth with Header (FX2H2)              |     | \$5,475.25 | \$6,296.55 | \$7,052.15  |       |
| 66563 | 10' x 20' Booth with Header and Monitor (FX2M2H) |     | \$7,766.50 | \$8,931.45 | \$10,003.20 |       |

#### GRAPHIC SIZE SPECIFICATIONS

|                       |                 |                   |   |
|-----------------------|-----------------|-------------------|---|
| Backwall Graphic Size | 6012mm x 2432mm | Side Panel Colors | <input type="checkbox"/> White <input type="checkbox"/> Black |
| Counter Graphic Size  | 1070mm x 1020mm | Monitor = 66620   |   |
| Header Graphic Size   | 2440mm x 380mm  |                   |   |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [exhibits@shepardes.com](mailto:exhibits@shepardes.com)



# FABEX BACKLIT BOOTH RENTALS

**Wire Expo**

**T187340622**

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

**ONLINE & DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022**

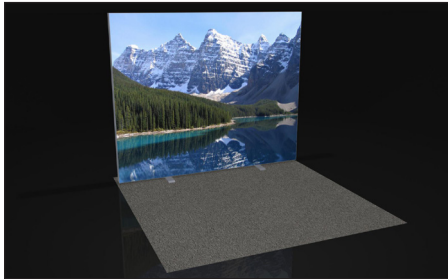
\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

## Freestanding 8' High Backlit Backwalls with Full Color Graphics

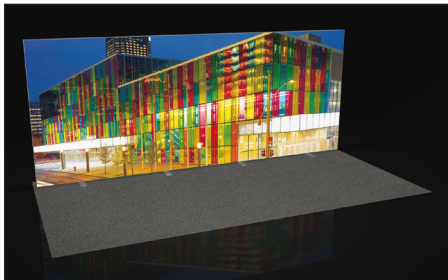
**Carpet/flooring, furnishings, electrical and accessories not included.** Please use the appropriate order forms to order these items.

All Exhibit Booth Rentals include installation/dismantling and graphic panels as shown for print-ready graphics. If graphics submitted are not print-ready, additional fees may apply. Monitor and lighting options available.

**Please contact an Exhibit Team member with any questions.**



FX11



FX12



FX13

## Freestanding 8' High Backlit Backwalls with Full Color Graphics

| CODE  | ITEM  | QTY | ONLINE     | DISCOUNT   | REGULAR    | TOTAL |
|-------|---|-----|------------|------------|------------|-------|
| 66564 | 8' x 10' Backlit Backwall with Graphics (FX11)<br>Graphic Size: 3042mm x 2436mm |     | \$2,855.65 | \$3,284.00 | \$3,678.10 |       |
| 66565 | 8' x 20' Backlit Backwall with Graphics (FX12)<br>Graphic Size: 6088mm x 2436mm |     | \$4,413.20 | \$5,075.20 | \$5,684.20 |       |
| 66566 | 8' x 30' Backlit Backwall with Graphics (FX13)<br>Graphic Size: 8992mm x 2436mm |     | \$5,970.80 | \$6,866.40 | \$7,690.35 |       |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_



Email completed form to: [exhibits@shepardes.com](mailto:exhibits@shepardes.com)

## ISLAND BOOTH RENTALS

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

T187340622

## ONLINE &amp; DISCOUNT DEADLINE:\* MONDAY, MAY 9, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing. Additional Rush charges may be applied to orders placed after deadline or on-site.

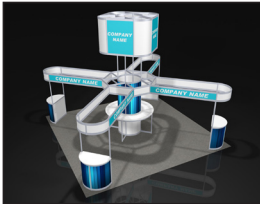
## Turnkey Rental Designs Make Exhibiting Easier!

**Carpet and electricity not included.** Please order as needed. All Exhibit Booth Rentals include installation/dismantling and graphic panels as shown for print-ready graphics. If graphics submitted are not print-ready, additional fees may apply. Monitor and lighting options available.

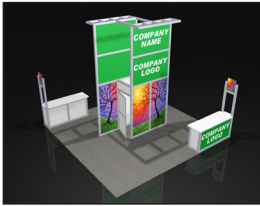
**Please contact an Exhibit Team member with any questions.**



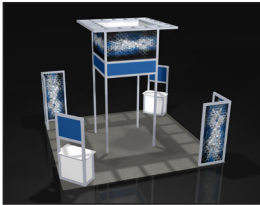
The Monroe



The Washington



The Tyler



The Garfield

## Island Booths

| CODE  | ITEM           | QTY | ONLINE      | DISCOUNT    | REGULAR     | TOTAL |
|-------|----------------|-----|-------------|-------------|-------------|-------|
| 66494 | The Monroe     |     | \$10,932.90 | \$12,572.85 | \$14,081.60 |       |
| 66368 | The Washington |     | \$15,690.05 | \$18,043.55 | \$20,208.80 |       |
| 66495 | The Tyler      |     | \$11,675.75 | \$13,427.10 | \$15,038.35 |       |
| 66496 | The Garfield   |     | \$11,433.65 | \$13,148.70 | \$14,726.55 |       |

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

Submission of this form indicates you read and accept the Payment Policy and Terms & Conditions. All orders cancelled by the exhibitor within 30 days of first day of exhibitor move in day may be subject to cancellation fees up to 100% of the total order, based upon the status of move-in, work performed and/or Shepard set-up costs or expenses.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

# LABOR RULES & REGULATIONS

## Dallas & Fort Worth, Texas

### LABOR

Texas is a “right-to-work” state. Exhibitor personnel may set up their own exhibits if so desired using their own non powered tools and full time company personnel. Union Labor is available to assist in the installation and dismantling of exhibit booths. Exhibit labor, freight and rigging labor, electricians and plumbers can be arranged for at established rates, using the enclosed order forms.

### EXHIBIT LABOR JURISDICTION

Exhibitors may erect or dismantle their own exhibits provided they utilize their own fulltime company personnel. All hired labor must come from the union supplied labor. They may be employed by completion of labor forms enclosed in this manual.

Union Labor is not required to put your products on display, to open cartons containing your products, nor to perform testing, maintenance or repairs on your products

### MATERIAL/FREIGHT HANDLING JURISDICTION

Shepard Exposition Services has the responsibility of receiving and handling all exhibit materials and empty crates that comes in via over the road carriers. It is Shepard's responsibility to manage docks and schedule vehicles for the smooth and efficient move-in and move-out of the exhibition. Shepard will not be responsible, however, for any materials they do not handle.

Exhibitors may unload their own privately owned vehicles provided they do not use any material handling equipment (forklifts, dollies, flat beds, pallet jacks, etc)

Vehicles must not be left unattended at the loading areas. Any unattended vehicles will be towed at the owner's expense.

The Fire Marshal absolutely prohibits the storage of empty containers in the exhibit hall. Arrangements have been made with Shepard Exposition Services to store empty crates. Please refer to the Material Handling Information sheet in this service manual for the handling of empties, disposal of skids, etc.

### GRATUITIES /BREAKS

Tipping is expressly prohibited. This includes such practices as giving money, merchandise, or other special consideration for services rendered. Do not give coffee breaks other than mid-morning and mid-afternoon, when the union has a 15 minute paid break. Meal breaks are one hour. Any attempt to solicit a gratuity by an employee for any service should be reported immediately to Shepard Exposition Services.

### IN GENERAL

Exhibitors do not have to respond to grievances or complaints from union and trade personnel with respect to work jurisdictions. Please refer all such disputes and/or questions to Shepard management personnel immediately.

### SAFETY

Safety of everyone working in the hall is of our utmost concern at all times. Standing on chairs, tables and other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Shepard Exposition Services cannot be held responsible for injuries or falls caused by the improper use of this furniture. If assistance is required in assembling your booth, please order labor on the Labor Order Form included in this manual and the necessary ladders and tools will be provided.

## SHEPARD BLUE LABOR

T187340622

## Wire Expo

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

## Labor Hours

**Straight Time (ST):** Monday - Friday | 8:00AM - 5:00PM**Overtime (OT):** Monday - Friday 5PM - Midnight. Saturday and Sunday 8AM - Midnight.**Double Time (DT):** All hours between Midnight and 8AM. Holidays.**Holidays:** NY Eve, NY Day, ML King Day, Easter, Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas Eve, Christmas Day.

## Shepard Blue Supervised Labor

| INSTALL LABOR** |      |          |          |          |                    |
|-----------------|------|----------|----------|----------|--------------------|
| CODE            | ITEM | ONLINE   | DISCOUNT | REGULAR  | ESTIMATED TOTAL*** |
| 68066           | ST   | \$138.25 | \$159.00 | \$178.10 |                    |
| 68067           | OT   | \$207.40 | \$238.50 | \$267.10 |                    |
| 68068           | DT   | \$276.50 | \$317.95 | \$356.10 |                    |

| DISMANTLE LABOR** |      |          |          |          |                    |
|-------------------|------|----------|----------|----------|--------------------|
| CODE              | ITEM | ONLINE   | DISCOUNT | REGULAR  | ESTIMATED TOTAL*** |
| 68070             | ST   | \$138.25 | \$159.00 | \$178.10 |                    |
| 68071             | OT   | \$207.40 | \$238.50 | \$267.10 |                    |
| 68072             | DT   | \$276.50 | \$317.95 | \$356.10 |                    |

\*\*Pricing includes Supervisory fee of 30% over standard labor.

TOTAL ESTIMATE \$ \_\_\_\_\_

TAX (All tax rates are subject to change) 8.25%

AMOUNT DUE \$ \_\_\_\_\_

## Step 1. Choose your service.

☐ Installation ☐ Dismantling ☐ Both Installation & Dismantling

## Step 2. How many people are needed?

INSTALLATION NUMBER OF PEOPLE: \_\_\_\_\_

DISMANTLING NUMBER OF PEOPLE: \_\_\_\_\_

BOTH INSTALLATION &amp; DISMANTLING NUMBER OF PEOPLE: \_\_\_\_\_

## Step 3. How many hours?\*\*\*

\*\*\* Hours are based on estimates. You will be invoiced for actual time incurred. Minimum one hour per person ordered and half increments thereafter.

INSTALLATION HOURS: \_\_\_\_\_ DISMANTLING HOURS: \_\_\_\_\_

BOTH INSTALLATION &amp; DISMANTLING HOURS: \_\_\_\_\_

## Step 4. When should the build be complete?

If using Shepard Blue Labor for both install and dismantle, please complete BOTH date and time fields.

INSTALLATION DATE: \_\_\_\_\_ INSTALLATION TIME: \_\_\_\_\_

DISMANTLING DATE: \_\_\_\_\_ DISMANTLING TIME: \_\_\_\_\_

## Step 5. Tell us about your exhibit.

Section MUST be completed before Shepard can begin any work on your exhibit.

BOOTH SIZE: \_\_\_\_\_ x \_\_\_\_\_

INBOUND FREIGHT: ☐ Advanced Warehouse ☐ Direct to Show Site

CARRIER NAME: \_\_\_\_\_

TRACKING OR PRO NUMBER: \_\_\_\_\_

ESTIMATED ARRIVAL DATE: \_\_\_\_\_

NUMBER OF PIECES: \_\_\_\_\_ ESTIMATED WEIGHT: \_\_\_\_\_

## SET UP INFORMATION

COMPANY CONTACT NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

CELL PHONE NUMBER: \_\_\_\_\_

## DRAWINGS/PHOTOS/INSTRUCTIONS

☐ Attached ☐ Emailed to Shepard ☐ With the Exhibit ☐ In Crate #: \_\_\_\_\_

## GRAPHICS

☐ With Exhibit ☐ Shipped Separately

## ELECTRICAL PLACEMENT (exhibitor is responsible to order)

☐ Emailed to Shepard ☐ Drawing Attached ☐ Drawing with Exhibit ☐ Run Under Carpet

## CARPET

☐ Ordered from Shepard ☐ Exhibitor Owned ☐ Carpet Padding

## OTHER SERVICES ORDERED

☐ Overhead Rigging ☐ Cleaning ☐ Audio Visual (AV)

## Step 6. Tell us about outbound shipping.\*\*\*

\*\*\*\* Allow time for empty return when scheduling your pick up.

NUMBER OF CRATES: \_\_\_\_\_ NUMBER OF CARTONS: \_\_\_\_\_

NUMBER OF FIBER CASES: \_\_\_\_\_ NUMBER OF PALLETS: \_\_\_\_\_

METHOD: ☐ Ground ☐ 2-Day Air ☐ Next Day Air ☐ Other

NAME OF CARRIER: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

DATE SCHEDULE TO PICKUP FREIGHT: \_\_\_\_\_

MUST ARRIVE AT DESTINATION BY: \_\_\_\_\_

## IF YOUR CARRIER DOESN'T SHOW UP?

☐ Re-route with Shepard Logistics Service ☐ Send to advanced warehouse for pickup (\$400 minimum charge)

Submission of this form indicates you read and accept the Payment Policy and Terms &amp; Conditions. Orders cancelled without 48-hour written notice will be charged a one (1) hour cancellation fee.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)



## EXHIBITOR SUPERVISED LABOR

## Wire Expo

T187340622

Hyatt Regency Dallas | Dallas, TX

June 7 - 8, 2022

## ONLINE &amp; DISCOUNT DEADLINE:\* TUESDAY, MAY 17, 2022

\* Order with complete Method of Payment must be received before Discount Deadline date to receive discounted pricing.

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## Exhibitor Supervised Labor

| INSTALL LABOR** |      |          |          |          |                    |
|-----------------|------|----------|----------|----------|--------------------|
| CODE            | ITEM | ONLINE   | DISCOUNT | REGULAR  | ESTIMATED TOTAL*** |
| 68060           | ST   | \$106.35 | \$122.30 | \$137.00 |                    |
| 68061           | OT   | \$159.53 | \$183.45 | \$205.45 |                    |
| 68062           | DT   | \$212.70 | \$244.60 | \$273.95 |                    |

| DISMANTLE LABOR** |      |          |          |          |                    |
|-------------------|------|----------|----------|----------|--------------------|
| CODE              | ITEM | ONLINE   | DISCOUNT | REGULAR  | ESTIMATED TOTAL*** |
| 68063             | ST   | \$106.35 | \$122.30 | \$137.00 |                    |
| 68064             | OT   | \$159.53 | \$183.45 | \$205.45 |                    |
| 68065             | DT   | \$212.70 | \$244.60 | \$273.95 |                    |

\*\* When ordering dismantle labor, due to show break down and returning empties to your booth, labor ordered through Shepard at the close of the event may not be available until one hour after show close.

|   |          |
|---|----------|
| TOTAL ESTIMATE                            | \$ _____ |
| TAX (All tax rates are subject to change) | 8.25%    |
| AMOUNT DUE                                | \$ _____ |

## Step 1. Choose your service.

☐ Installation   ☐ Dismantling   ☐ Both Installation & Dismantling

## Step 2. How many people are needed?

INSTALLATION NUMBER OF PEOPLE: \_\_\_\_\_

DISMANTLING NUMBER OF PEOPLE: \_\_\_\_\_

BOTH INSTALLATION &amp; DISMANTLING NUMBER OF PEOPLE: \_\_\_\_\_

## Step 3. How many hours?\*\*\*

\*\*\* Hours are based on estimates. You will be invoiced for actual time incurred. Minimum one hour per person ordered and half increments thereafter.

INSTALLATION HOURS: \_\_\_\_\_ DISMANTLING HOURS: \_\_\_\_\_

BOTH INSTALLATION &amp; DISMANTLING HOURS: \_\_\_\_\_

## Step 4. Where is the carpet coming from?

☐ Ordered from Shepard   ☐ Exhibitor Owned   ☐ Carpet Padding

## Step 5. Provide a list of any tools or additional details that would be needed.

☐ Ladders   ☐ Lifts   ☐ Special Tools: \_\_\_\_\_

 ADDITIONAL DETAILS: \_\_\_\_\_  
 \_\_\_\_\_

## Step 6. Tell us about the schedule?

Requested times are not guaranteed and are based on availability.

INSTALLATION REQUEST DATE: \_\_\_\_\_

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

DISMANTLE REQUEST DATE: \_\_\_\_\_

START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_

## Step 7. Provide on-site contact information.

ON-SITE CONTACT NAME: \_\_\_\_\_

ON-SITE CONTACT PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Signature and submission of this form indicates you read and accept the Payment Policy and Terms &amp; Conditions. Orders cancelled without 48-hour written notice will be charged a one (1) hour cancellation fee.

COMPANY NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

Email completed form to: [orders@shepardes.com](mailto:orders@shepardes.com)



# AUDIOVISUAL EXHIBITOR SERVICES

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.



|                    |                      |          |   |
|--------------------|----------------------|----------|---|
| NAME OF CONFERENCE | START DATE           | END DATE | NO. OF EVENT DAYS   |
| ORGANIZATION NAME  | ON-SITE CONTACT NAME |          | ROOM/EXHIBIT BOOTH NO.  |
| STREET ADDRESS     | CITY                 | STATE    | ZIP CODE  |
| TELEPHONE NUMBER   | DELIVERY DATE        |          | DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM |
| EMAIL ADDRESS      | PICKUP DATE          |          | PICKUP TIME <input type="checkbox"/> AM <input type="checkbox"/> PM   |
| ORDERED BY         |                      |          |   |

## ORDERING INSTRUCTIONS

Operator labor, if requested, is subject to the prevailing hourly rate with a four-hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

**Encore WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER SHOW.**

**Tax Exempt Status** – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

**Cancellations** – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or “no shows” are subject to the full amount of the order, including installation, drayage and tax.

Labor and/or service charges may apply and/or loss damage waiver.

**Shipping Instructions** – Any materials being sent to the venue must be marked as follows:

1. Address Packages to: Hyatt Regency Dallas, 300 Reunion Blvd., Dallas, TX 75207
2. Hold for Arrival - Attn: Guest's Name and/or Organization
3. Complete Return Address
4. Number of Boxes (ex: Box 1 of 2, Box 2 of 2)

**Form Submission** – Email completed forms to: [hrdexhibits@psav.com](mailto:hrdexhibits@psav.com)

## MONITORS

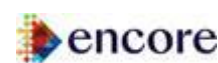
|  | QTY.  |         |
|--|-------|---------|
| <input type="checkbox"/> 24" Multi syncmonitor | _____ | \$360   |
| <input type="checkbox"/> Single-pole stand     |       |         |
| <input type="checkbox"/> 46" LCDmonitor        | _____ | \$950   |
| <input type="checkbox"/> Dual-post stand       |       |         |
| <input type="checkbox"/> 55" LCDmonitor        | _____ | \$1,215 |
| <input type="checkbox"/> Dual-post stand       |       |         |

## MONITOR ACCESSORIES

|                                 | QTY.  |       |
|---------------------------------|-------|-------|
| <input type="checkbox"/> Laptop | _____ | \$400 |

## PROJECTION

|  | QTY.  |       |
|--|-------|-------|
| <input type="checkbox"/> LCD projector                     | _____ | \$720 |
| <input type="checkbox"/> 33" Rolling cart with black skirt | _____ | \$60  |
| <input type="checkbox"/> Tripod screen                     | _____ | \$145 |
| <input type="checkbox"/> 6' 8"                             |       |       |





# AUDIOVISUAL EXHIBITOR SERVICES

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.



## AUDIO EQUIPMENT

QTY.

- |   |       |       |
|---|-------|-------|
| <input type="checkbox"/> Wired handheld microphone  | _____ | \$115 |
| <input type="checkbox"/> Wireless microphone  | _____ | \$335 |
| <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier                       |       |       |
| <input type="checkbox"/> Wireless headset microphone                                      | _____ | \$130 |
| <i>Requires wireless microphone unit to operate</i>                                       |       |       |
| <input type="checkbox"/> Powered speaker  | _____ | \$210 |
| <i>up to five people</i>  |       |       |
| <input type="checkbox"/> Sound system   | _____ | \$725 |
| <input type="checkbox"/> <i>two speakers, two stands, one mixer, one wired microphone</i> |       |       |
| <input type="checkbox"/> <i>up to 20 people</i>   |       |       |
| <input type="checkbox"/> 4-channel mixer  | _____ | \$210 |

## LIGHTING

QTY.

- |                                   |       |       |
|-----------------------------------|-------|-------|
| <input type="checkbox"/> Up-light | _____ | \$150 |
|-----------------------------------|-------|-------|

## COMPUTER & ACCESSORIES

QTY.

- |                                 |       |       |
|---------------------------------|-------|-------|
| <input type="checkbox"/> Laptop | _____ | \$400 |
|---------------------------------|-------|-------|

## INTERNET

QTY.

- |   |                                 |       |
|---|---------------------------------|-------|
| <input type="checkbox"/> Wired internet connection    | _____                           | \$580 |
| <input type="checkbox"/> Wireless internet connection | _____                           | \$160 |
| <input type="checkbox"/> Dedicated bandwidth          | Please contact Encore for quote |       |

## RIGGING

Rigging requests should be placed using the Rigging Request Form at <https://www.psav.com/riggingform>

## CUSTOM ITEMS

QTY.

- |  |       |          |
|--|-------|----------|
| <input type="checkbox"/> Display adapter (subject to availability & varies by device)                      | _____ | \$50     |
| <input type="checkbox"/> 25'- 50' video cable (HDMI, VGA, DVI, subject to availability & varies by device) | _____ | \$50     |
| <input type="checkbox"/> Wireless mouse  | _____ | \$90     |
| <input type="checkbox"/> _____   | _____ | \$ _____ |
| <input type="checkbox"/> _____   | _____ | \$ _____ |

## SPECIAL REQUESTS

Please add any items not listed above that you require.

To learn about our creative and production services, please contact your Encore representative.

**Lauren Wild**

**Encore**

Hyatt Regency Dallas  
300 Reunion Blvd., Dallas, TX 75207

■ **mobile:** 214.679.3905 ■ **email:** [hrdexhibits@psav.com](mailto:hrdexhibits@psav.com)





# AUDIOVISUAL EXHIBITOR SERVICES

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.



## BOOTH DIAGRAM

|                   |                        |
|-------------------|------------------------|
| ORGANIZATION NAME | ROOM/EXHIBIT BOOTH NO. |
| SHOW NAME         | SHOW DATES             |

**Internet**  
Please indicate on the grid the location of your internet drop(s) using **W** to signify a wired internet drop. If no location is indicated, the internet drop will be placed in the middle back of the booth.

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

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

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

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





**HYATT  
REGENCY®**  
DALLAS AT REUNION

**ELECTRICAL ORDER FORM**  
ATTENTION: Engineering Department  
Hyatt Regency Dallas  
300 Reunion Blvd  
Dallas, Tx 75207

Office #(214)712-7020, Fax# (214)712-7080  
Email: [DFWRD-Engineering.static@hyatt.com](mailto:DFWRD-Engineering.static@hyatt.com)

PLEASE PRINT OR TYPE: **ADVANCE ORDER:** ☐ Check **FLOOR ORDER** ☐ Check

**Floor order applies if full payment is not received 10 days prior to event start date**

Function Room: \_\_\_\_\_ Hotel Contact: \_\_\_\_\_  
Event/Show Name: \_\_\_\_\_ Company Contact: \_\_\_\_\_  
Event Dates: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
Company Name: \_\_\_\_\_ Fax Number: \_\_\_\_\_  
Company Address: \_\_\_\_\_ E-mail: \_\_\_\_\_  
City: \_\_\_\_\_ Set-up Date/Time: \_\_\_\_\_  
State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Booth #: \_\_\_\_\_

Print Authorized Signature: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

**ALL PREPAID SERVICES WILL BE FIRST PRIORITY**

| <b>Outlet Accessories</b>   |                           |                      |                    | <b>Advance</b> | <b>Floor</b>                            | <b>Total</b>   | <b>Power Outlets</b>  |                  |              |             | <b>Advance</b> | <b>Floor</b> | <b>Total</b> |
|---|---------------------------|----------------------|--------------------|----------------|---|----------------|---|------------------|--------------|-------------|----------------|--------------|--------------|
| <b>QTY</b>  | <b>(Rental Only)</b>      | <b>Order</b>         | <b>Order</b>       |                |   |                | <b>QTY</b>  | <b>Order</b>     | <b>Order</b> |             |                |              |              |
|   | Extension Cord            | \$ 25.00             | \$ 30.00           | \$ -           |   |                |   | 1000 watt 120v   | \$ 150.00    | \$ 180.00   | \$ -           |              |              |
|   | Power Strip               | \$ 20.00             | \$ 25.00           | \$ -           |   |                |   | 20 amp 1ph/120v  | \$ 180.00    | \$ 216.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 20 amp 3ph/208v  | \$ 300.00    | \$ 360.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 30 amp 1ph/120v  | \$ 250.00    | \$ 300.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 30 amp 1ph/208v  | \$ 275.00    | \$ 330.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 60 amp 3ph/208v  | \$ 700.00    | \$ 840.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 100 amp 1ph/208v | \$ 800.00    | \$ 960.00   | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 100 amp 3ph/208v | \$ 1,000.00  | \$ 1,200.00 | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 200 amp 3ph/208v | \$ 1,600.00  | \$ 1,920.00 | \$ -           |              |              |
|   |                           |                      |                    |                |   |                |   | 400 amp 3ph/208v | \$ 3,000.00  | \$ 3,600.00 | \$ -           |              |              |
| <i>For High Speed Internet Access, Special Lighting, Production Services and Rigging please contact PSAV @214-712-7088</i>  |                           |                      |                    |                |   |                | <b>30 amp and above circuits are not supplied with receptacles and can not be split into smaller circuits. All outlet requests include one typical connection. Power not listed will be priced on a cost per amp basis. The above prices are based on conventional power being available in the immediate area.</b> |                  |              |             |                |              |              |
|   |                           |                      |                    |                |   |                | <b>Make checks Payable to: Hyatt Regency Dallas</b>   |                  |              |             |                |              |              |
|   |                           |                      |                    |                |   |                |   |                  |              |             |                |              |              |
| <b>QTY</b>  | <b>Labor Hourly Rates</b> | <b>Advance Order</b> | <b>Floor Order</b> | <b>Total</b>   | <b>METHOD OF PAYMENT</b>                |                |   |                  |              |             |                |              |              |
|   | Banners under 8'          | \$ 100.00            | \$ 120.00          | \$ -           | MA# _____                               | Check # _____  | Credit Card <input type="checkbox"/>  |                  |              |             |                |              |              |
|   | Banners 8' and over       | \$ 150.00            | \$ 180.00          | \$ -           | CC # _____                              | Exp Date _____ |   |                  |              |             |                |              |              |
|   | *Cable Feed               | \$ 150.00            | \$ 180.00          | \$ -           | Cardholder Name _____                   |                |   |                  |              |             |                |              |              |
|   | *Water Line               | \$ 75.00             | \$ 90.00           | \$ -           | Signature (required) _____              |                |   |                  |              |             |                |              |              |
|   | *Drain                    | \$ 75.00             | \$ 90.00           | \$ -           | <b>SUMMARY OF CHARGES</b>               |                |   |                  |              |             |                |              |              |
|   | *Compressed Air           | \$ 75.00             | \$ 90.00           | \$ -           |   |                |   |                  |              |             |                |              |              |
| <i>*For Water, Drain, Cable Feed, and Compressed Air please contact Engineering @214-712-7020 to verify that your booth is located near a connection. In some cases these requests may not be approved.</i> |                           |                      |                    |                | Power Outlets/Materials                 | \$             | -   |                  |              |             |                |              |              |
|   |                           |                      |                    |                | 25% Service Charge (required & taxable) | \$             | -   |                  |              |             |                |              |              |
|   |                           |                      |                    |                | Labor Total                             | \$             | -   |                  |              |             |                |              |              |
|   |                           |                      |                    |                | Subtotal                                | \$             | -   |                  |              |             |                |              |              |
|   |                           |                      |                    |                | Sales tax @ 8.25%                       | \$             | -   |                  |              |             |                |              |              |
|   |                           |                      |                    |                | <b>INVOICE TOTAL</b>                    | \$             | -   |                  |              |             |                |              |              |