

34th ANNUAL
HOME REMODELING & DECORATING SHOW

INFORMATION

JPDISPLAY

327 West Redberry Road, Draper, Utah 84020
TELEPHONE: 801-523-7083
FAX: 801-523-7093

VENUE: South Towne Expo Center. Sandy, Utah

Please check specific show

_____ South Towne January 8-10, 2010

_____ South Towne April 23-25, 2010

_____ South Towne August 27- 29, 2010

Dear Exhibitor:

We are pleased to inform you that JP Display has been selected by the Show Management as the official Service Contractor for **The HOME REMODELING & DECORATING SHOW**.

In order to assist you in selecting your additional decorating needs, we are enclosing our equipment and service order forms. Advance ordering helps us plan your show and service your firm more efficiently, at a lower cost to you.

Orders may be **faxed** or **mailed** to JP Display. Please refer to the Payment Policy sheet of this kit for payment information. All orders must be paid for in advance of delivery or the performance of services. JP Display requires a credit card authorization on file for each exhibitor using JP Display services.

Please notify your company representative, who will be at the show, of our payment policy. It is also helpful for your representative to have a copy of the completed order forms, as turned into JP Display, for referenced purposes.

**RECEIVE DISCOUNT PRICES! **
ORDER 2 Weeks Prior to Show WITH FULL PAYMENT

If you have questions regarding JP Display services, or need additional information, please call:

JP Display
Customer Service
801-523-7083
Fax: 801-523-7093
nicole_jpdisplay@q.com

All questions regarding the convention's policies, space assignments, display limitations, and event schedule should be directed to the following:

N.E.C. Group, Inc., a Utah Corp
801-571-9012

Wishing you a successful show....

JP DISPLAY

FAX or MAIL ORDERS
NO PHONE ORDERS PLEASE

34th ANNUAL
HOME REMODELING & DECORATING SHOW

GENERAL INFORMATION

JP DISPLAY

327 West Redberry Road, Draper, Utah 84020
TELEPHONE: 801-523-7083
FAX: 801-523-7093

Please check specific show

- _____ South Towne January 8-10, 2010
- _____ South Towne April 23 - 25, 2010
- _____ South Towne August 27 - 29, 2010

FACILITY:	South Towne Convention Center
LOCATION:	Sandy, Utah
EXHIBITOR MOVE IN DATES:	Wednesday 1:00pm – 6:00pm Thursday 8:00am to 10:00pm (<i>drive in until 12 noon</i>)
SHOW SCHEDULE:	Friday Noon to 10:00pm Saturday 10:00am – 10:00pm Sunday 10:00am – 6:00pm
EXHIBITOR MOVE OUT:	Sunday 6:00pm to 9:00pm
EXHIBITOR FREIGHT WILL BE FORCED ON:	Monday Noon
ALL EXHIBITOR MATERIAL MUST BE REMOVED FROM THE EXHIBIT HALL BY:	Monday Noon

IN-LINE BOOTHS

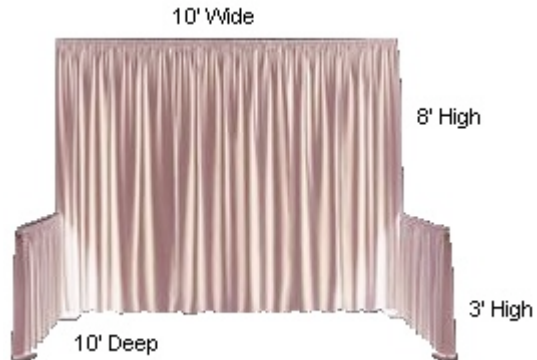
Standard

DEPTH: 10' x WIDTH: 10'

Black and White Drapes

ITEMS INCLUDED WITH BOOTH:

- 8' Back Drape
- 3' Side drape
- ID Sign 7" x 44"



FAX Orders: 801.523.7093

JP Display

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PAYMENT POLICY

JP DISPLAY

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Draper, Utah 84020
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PAYMENT POLICY:

JP Display requires payment at the time of order for all services. JP Display also requires that all exhibitors using JP Display provide a credit card authorization with their initial order. The credit card authorization will be used to cover all services not paid for by the initial payment and balances left unpaid at the closing of the show. This may include: labor, material handling, and other services.

METHOD OF PAYMENT:

JP Display accepts Check, Visa, MasterCard, American Express, and Discover card. Payment in full is required prior to completion of move in.

THIRD PARTY BILLING:

JP Display will accommodate requests for third party billing, however, the responsibility for all payments is the responsibility of the exhibitor, JP Display reserves the right to contract collection action against the exhibitor if the designated third party does not meet the payment requirements (To designate an authorized third party billing agent see the payment calculation form).

ADJUSTMENTS AND CANCELLATIONS:

Due to expenses incurred by JP Display in providing certain services, some items and services are subject to cancellation/re-stocking fees. More information is available on the individual order form.

ADVANCE PAYMENT DISCOUNT PRICE:

JP Display can provide faster, more efficient service to exhibitors who place orders early. For this reason we offer a discount rate to those who place orders prior to the stated deadline. Full payment must be received with your order if you wish to receive this discount. Orders charged to JP Display accounts do not qualify for discount rates. All orders placed after the order deadline and at the show will be charged regular prices.

Items cancelled at show site will be charged at 50% of the original price. Items cancelled after delivery will be charged at full price.

A service charge of \$20.00 will be assessed to individuals or companies for return checks.

Failure to pay within the terms of this Payment Policy will cause service charges to be assessed on all unpaid balances. The service charge rate is 1.5% per month or 18% per annum. In the event of default the customer agrees to pay all costs of collection, including attorney fees and court costs.

**34th ANNUAL
HOME REMODELING & DECORATING SHOW**

PAYMENT AUTHORIZATION

JP DISPLAY

327 West Redberry Road, Draper, Utah 84020
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Please check specific show

- South Towne January 8-10, 2010
- South Towne April 23 - 25, 2010
- South Towne August 27 - 29, 2010

RETURN ORDER FORMS AND PAYMENT TO: JP DISPLAY

COMPANY Name	Booth #
--------------	---------

Address	City	State	Zip
---------	------	-------	-----

Contact Name	Phone #	Fax #
--------------	---------	-------

email

Authorized Signature	Authorized Contact (Please Print)
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Credit Card Charge Authorizations

ACCOUNT NUMBER																	
----------------	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

- VISA
 MASTERCARD
 AMERICAN EXPRESS
 DISCOVER

*** EXPIRATION DATE

--	--	--	--

*** CREDIT CARD SECURITY CODE (Last three digits on back of Credit Card)

--	--	--	--

Cardholder's billing address (if different from above) City State Zip

X

Cardholder's Signature	Cardholder's Name (Please Print)
------------------------	----------------------------------

Please complete the information requested and return payment in full with this form and your orders. You may choose to pay by credit card, check or money order; however, we require your credit card authorization to be on file with JP Display. For your convenience, we will use this authorization to charge your credit card for any additional accounts incurred as a result of show site orders placed by your representative for this event.

SUMMARY OF ORDERS

- Electrical
- Carpet
- Furniture
- Forklift
- Material Handling
- Cleaning
- Labor
- Other Services

(specify)

Subtotal

Please add 6.85% Utah Sales Tax

FULL PAYMENT IN U.S. FUNDS *TOTAL

• Advance pricing applies only to orders received with full payment prior to the deadline date

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ELECTRICAL ORDER FORM

JP DISPLAY

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Return Order Forms and Payment to: JP Display

When ordering electrical power check the UL rating plate on each electrical item you are using in your booth. Add and total the voltage requirements for all electrical items. If the total requirement is 475 watts, order 500 watts of power (N/A to 208 phase outlets). The power used CANNOT EXCEED the maximum power ordered. Exhibitor agrees to all terms and conditions contained on this form. Contract will be considered executed upon receipt of signed document and payment. No orders are received without payment. Cancellation policy; 50% refund applies to orders less than 20amps/ 120 volts cancelled from move-in through show opening. No refunds available after show are open.

QTY	ELECTRICAL OUTLETS	120 VOLT PRE-ORDER	120 VOLT FLOOR ORDER	208 VOLT SINGLE PHASE PRE-ORDER	208 VP;T SINGLE PHASE FLOOR ORDER	208 VOLT THREE PHASE PRE-ORDER	208 VOLT THREE PHASE FLOOR ORDER	TOTALS
	500 WATTS OR 5 AMPS	75.00	94.00	N/A	N/A	N/A	N/A	
	1000 WATTS OR 10 AMPS	103.00	131.00	173.00	224.00	231.00	302.00	
	1500 WATTS OR 15 AMPS	134.00	173.00	201.00	259.00	268.00	348.00	
	2000 WATTS OR 20 AMPS	149.00	191.00	222.00	286.00	297.00	447.00	
	50 AMPS OR LESS	N/A	N/A	326.00	411.00	407.00	505.00	
	100 AMPS OR LESS	N/A	N/A	387.00	488.00	517.00	624.00	

ELECTRICIAN	QTY	For assistance with any special electrical needs or if you have island booth, you must order a minimum of 1 hour electrician labor.	TOTALS
		65.00 PER MAN HOUR	127.00 OVERTIME

All electrical in **island booths** will be adjusted to a 1 hour minimum electrician labor. **ELECTRICAL LABOR IS REQUIRED** on all motor and machine hookups which require more than 120 volts or 20 amps. Any concealed wiring or under carpet wiring must be installed by JP Display electricians. Minimum 1 hour move-in (connect) and ½ hour move-out (disconnect). Overtime rates apply to all work performed before 8:00 a.m. or 5:00 p.m., Sat., Sun. and Holidays.

QTY	OPTIONAL EQUIPEMENT (POWER NOT INCLUDED)	PRE-ORDER	FLOOR ORDER	TOTALS
	150 WATTS FLOODLITE	58.00	87.00	
	300 WATT HALOGEN	88.00	132.00	
	25' EXTENSION CORD	18.00	25.00	
	MULTI OUTLET STRIP	16.00	25.00	
	PIGTAIL / CORD-CAP	33.00	49.00	

For Outlets requiring 24 Hour service, the Price is **DOUBLE THE RATE** of the outlet ordered. For Dedicated Circuits, the Price is **DOUBLE THE RATE** of the outlet ordered. JP Display may not be held responsible for damage or loss of equipment, software, or revenues due to power failure or voltage fluctuations beyond our control or due to temporary conditions or loose connections. For your protection, you should install surge/ over-under voltage protections on your computer or other voltage sensitive equipment as you deem necessary.

		Page Total
COMPANY NAME	BOOTH #	\$

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CARPET & MISC. ITEMS ORDER FORM

JP DISPLAY

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Return Order Forms & Payment to: JP Display

CARPET UPGRADE	QUANTITY	PRE-ORDER	FLOOR ORDER	TOTAL
9' x 10' check color box below		80.00	108.00	
9' x 20' check color box below		159.00	216.00	
9' x 30' check color box below		238.00	322.00	
9' x 40' check color box below		318.00	412.00	
9' x 50' check color box below		400.00	508.00	
CUSTOM BOOTH CARPET	SIZE	PRE-ORDER	FLOOR ORDER	TOTAL
Price is per square foot. MINIMUM ORDER IS 100 Sq. Feet	<input type="checkbox"/> x <input type="checkbox"/>	\$2.00 per sq. ft.	\$2.50 per sq. ft.	
PLUSH BOOTH CARPET	SIZE	PRE-ORDER	FLOOR ORDER	TOTAL
Price is per square foot. MINIMUM ORDER IS 100 Sq. Feet	<input type="checkbox"/> x <input type="checkbox"/>	\$3.50 per sq. ft.	N/A	
AVAILABLE COLORS <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Gray <input type="checkbox"/> Forest Green <input type="checkbox"/> Black				
ACCESSORIES- Description	QUANTITY	PRE-ORDER	FLOOR ORDER	TOTAL
Carpet Padding- 100 Sq. Ft. minimum		\$0.80 per sq. ft.	\$1.20 per sq. ft.	
Visqueen- 100 Sq. Ft. minimum		\$0.30 per sq. ft.	\$0.55 per sq. ft.	
Double Face Tape- Per Roll		\$20.00 per roll	\$24.00 per roll	
Clear Tape- Per Roll		\$10.00 per roll	\$13.00 per roll	
Duck Tape- Per Roll		\$12.00 per roll	\$15.00 per roll	
2 CHROME STANCHIONS		61.00	80.00	
WASTE BASKET		10.00	15.00	
EASEL		16.00	20.00	
GARMENT RACK		95.00	108.00	
COAT RACK		43.00	55.00	
GLASS SHOWCASE 4' W		295.00	N/A	
TACKBOARD 4' X 8'		95.00	118.00	
PEGBOARD 4' X 8'		95.00	118.00	

		PAGE TOTAL
COMPANY NAME	BOOTH #	\$

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FURNISHINGS ORDER FORM

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SKIRTED DISPLAY TABLES	QUANTITY	PRE-ORDER	FLOOR ORDER	TOTAL
4' LONG 30" WIDE		61.00	79.00	
6' LONG 30" WIDE		71.00	92.00	
8' LONG 30" WIDE		86.00	112.00	
AVAILABLE COLORS <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Forest Green <input type="checkbox"/> Black				
UNFINISHED DISPLAY TABLES				
4' LONG 30" WIDE		27.00	35.00	
6' LONG 30" WIDE		37.00	48.00	
8' LONG 30" WIDE		41.00	53.00	
SKIRTED COUNTER HIGH DISPLAY TABLES 40" TALL AND CABARET TABLE				
30" x 42" ROUND WITH BLACK LINEN		45.00	57.00	
4' LONG 30" WIDE		72.00	85.00	
6' LONG 30" WIDE		82.00	98.00	
8' LONG 30" WIDE		97.00	120.00	
AVAILABLE COLORS <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Forest Green <input type="checkbox"/> Black <input type="checkbox"/> Burgundy				
UNFINISHED COUNTER HIGH DISPLAY TABLES 40" TALL				
4' LONG 30" WIDE		32.00	41.00	
6' LONG 30" WIDE		42.00	54.00	
8' LONG 30" WIDE		47.00	60.00	
4 TH SIDE TABLE SKIRT 30" HIGH		28.00	36.00	
4 TH SIDE TABLE SKIRT 40" HIGH		33.00	43.00	
CHAIRS				
PADDED SIDE CHAIR		37.00	44.00	
PADDED STOOL, COUNTER HIGH		47.00	58.00	
MISC				
	QUANTITY	PRE-ORDER	FLOOR ORDER	
UPRIGHT POLE W/BASE 3' <input type="checkbox"/> 8' <input type="checkbox"/> 12' <input type="checkbox"/>		6.25	7.25	
EXTENDABLE CROSS BAR		6.25	7.25	
DRAPERY BACKGROUND				
	QUANTITY	PRE-ORDER	FLOOR ORDER	
3' HIGH DRAPE	X	5.00	6.50	
8' HIGH DRAPE	X	11.00	14.00	
12' HIGH DRAPE	X	14.00	18.00	
COMPANY NAME		BOOTH #		\$ PAGE TOTAL

34th ANNUAL
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MATERIAL HANDLING ORDER FORM

JP DISPLAY

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Please check specific show

_____ South Towne January 8-10, 2010
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Advance Warehouse Address:

Direct Shipments

Will be accepted From
Two (2) weeks before show date 2010
JP Display
7065 South 31 West
Midvale, Utah 84047

Not accepted until
First day of move in
South Towne Convention Center
9575 South State Street
Sandy, Utah 84070

Determine your material handling cost and add the estimated cost to the Payment Calculation page.
 To assist you in preparing this form, please read, "Shipping and Handling Instructions" and "Limits of Liability".

MATERIAL HANDLING- Crated, boxed or skidded materials will be received at the warehouse up to 30 days in advance of show or at the show site. The materials will be delivered to the respective booths. Empty containers will be removed and stored until the end of the show. At that time, they will be returned to the original booth. When materials are prepared for shipment, turn in bill of lading and JP will load on specified carrier. In the event your carrier does not show, JP Display reserves the right to force on Official Show Carrier.

ADVANCED SHIPMENTS TO JP DISPLAY WAREHOUSE: **Accepted 2 weeks prior to show**

CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS PER 100 LBS MIN CHARGE EST. TOTAL

Shipments that can be unloaded at the dock with no additional handling required. Each shipment received is charged separately. Cumulative weights are not allowed on minimums. Prices apply to shipments that meet the deadline only (see the "Delivery Deadline" below).	\$44.00	\$88.00	
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CRATED SHIPMENTS REQUIRING SPECIAL HANDLING PER 100 LBS MIN CHARGE EST. TOTAL

Shipments that are loaded by cubic space and/or packed in a manner that requires additional handling (such as ground loading, side door loading, etc.) also included shipments without documentation, such as FedEx, UPS, and other air and express couriers. Cumulative weights not allowed. Prices apply to shipments that meet the deadline only. See "Delivery Deadline" below.	\$50.00	\$50.00	
---	---------	---------	--

DIRECT SHIPMENTS TO SHOW SITE: **Accepted ONLY show move in day.**

CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS PER 100 LBS MIN CHARGE EST. TOTAL

Define above in Advance Shipment.	\$41.00	\$82.00	
-----------------------------------	---------	---------	--

CRATED SHIPMENTS: REQUIRING SPECIAL HANDLING PER 100 LBS MIN CHARGE EST. TOTAL

Define above in Advance Shipment.	\$47.00	\$47.00	
-----------------------------------	---------	---------	--

UNCRATED, LOOSE AND SHIPMENTS REQUIRING SPECIAL HANDLING PER 100 LBS MIN CHARGE EST. TOTAL

Shipments that require special handling, uncrated items, unboxed items, or machinery/heavy equipment. The same pricing conditions apply that are listed above for the other Material Handling Services.	\$53.00	\$106.00	
---	---------	----------	--

DELIVERY DEADLINES PER 100 LBS MIN CHARGE EST. TOTAL

Freight not received at the <u>warehouse five (5) business days prior to the first day of exhibitor move-in</u> , and any shipments received after the show has opened, will be subject to the following additional charges.	\$12.00	\$24.00	
--	---------	---------	--

OUTBOUND MATERIAL HANDLING ONLY PER 100 LBS MIN CHARGE EST. TOTAL

Freight handled only at the close of the show, Material Handling fees including taking materials to the doc, and loading on designated carrier	\$21.00	\$42.00	
--	---------	---------	--

MATERIAL HANDLING COST CALCULATION FORMULA

Shipment weight (round to the next 100 lbs.) _____ = _____ Total CWT @ \$ _____ Per 100=
 \$ _____

PLEASE ADD TOTAL ESTIMATED MATERIAL HANDLING COSTS IN YOUR PAYMENT CALCULATIONS.

COMPANY NAME	BOOTH #	PAGE TOTAL \$
--------------	---------	---------------

JP Display

RUSH – DO NOT DELAY!

Company _____

Booth No.: _____

JP Display
7065 South 31 West
Midvale, Utah 84047
34th Home Remodeling & Decorating Show

No. _____ of _____ pcs.
(Example 1 of 10)

ADVANCED JP WAREHOUSE

JP Display

RUSH – DO NOT DELAY!

Company _____

Booth No.: _____

JP Display
7065 South 31 West
Midvale, Utah 84047
34th Home Remodeling & Decorating Show

No. _____ of _____ pcs.
(Example 1 of 10)

ADVANCED JP WAREHOUSE

JP Display

RUSH – DO NOT DELAY!

Company _____

Booth No.: _____

JP Display
9575 South State Street
Sandy, Utah 84070
34th Home Remodeling & Decorating Show

No. _____ of _____ pcs.
(Example 1 of 10)

DIRECT TO SHOW SITE

JP Display

RUSH – DO NOT DELAY!

Company _____

Booth No.: _____

JP Display
9575 South State Street
Sandy, Utah 84070
34th Home Remodeling & Decorating Show

No. _____ of _____ pcs.
(Example 1 of 10)

DIRECT TO SHOW SITE

34th ANNUAL
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GENERAL LABOR ORDER FORM

JP DISPLAY

327 West Redberry Road, Draper, Utah 84020

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Please check specific show

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LABOR FOR INSTALL / DISMANTLE OF DISPLAY.

For moving freight in and out of the exhibit hall, please use the Material Handling form.

LABOR RATES

STRAIGHT TIME: 8:00am to 5:00pm Monday - Friday
\$48 PER HOUR (1 HOUR MINIMUM CHARGE PER USE)

OVERTIME: Any thing before 8:00am and After 5:00pm / Holidays and Weekends
\$72 PER HOUR (1 HOUR MINIMUM CHARGE PER USE)

PRICES ARE FOR *Eech* INSTALL AND *Each* DISMANTLE, *NOT THE TOTAL TIME.*

FORKLIFT SERVICE: PLEASE COMPLETE THE INFORMATION BELOW FOR EACH DAY YOU REQUIRE SERVICE:
INSTALL

DATE	START TIME	TOTAL MEN NEEDED

DISMANTLE

DATE	START TIME	TOTAL MEN NEEDED

COMPANY CONTACT
ON SITE & CELL#

SPECIAL INSTRUCTIONS _____

COMPANY NAME	BOOTH #	PAGE TOTAL
		\$

34th ANNUAL
HOME REMODELING & DECORATING SHOW

FORKLIFT ORDER FORM

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Return Order Forms & Payment to: JP Display

FORKLIFT FOR INSTALL / DISMANTLE OF DISPLAY AND / OR PLACEMENT OF EQUIPMENT.
For moving freight in and out of the exhibit hall, please use the Material Handling form.
(lift capacity 4000 lbs)

FORKLIFT RATES:

STRAIGHT TIME
\$94 PER HOUR (1 HOUR MINIMUM CHARGE PER USE)

OVERTIME
\$142 PER HOUR (1 HOUR MINIMUM CHARGE PER USE)

PRICES ARE FOR EACH INSTALL AND EACH DISMANTLE, NOT THE TOTAL TIME.

FORKLIFT SERVICE: Indicate BELOW EACH day FORKLIFT SERVICE IS REQUIRED.

INSTALL

DATE	START TIME	TOTAL TIME NEEDED

DISMANTLE

DATE	START TIME	TOTAL TIME NEEDED

COMPANY CONTACT Name: _____ Cell# _____

SPECIAL INSTRUCTIONS _____

		PAGE TOTAL
COMPANY NAME	BOOTH #	\$

**34th ANNUAL
HOME REMODELING & DECORATING SHOW
EXHIBIT DESIGNATED CONTRACTOR
For Specific Exhibitor**

JP DISPLAY

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Please check specific show

_____ **South Towne January 8-10, 2010**
 _____ **South Towne April 23 - 25 ,2010**
 _____ **South Towne August 27 - 29, 2010**

Exhibitor Name		Date		Booth#	
Street Address		City	State	Zip	
Phone #	Fax #	Email			
Ordered by		Signature			
Contractor name		Authorized Representative			
Street Address		City	State	Zip	
Phone #	Fax #	Email			
Show Site Representative(If Different Than Above)					

Rules and Regulations for Exhibitor Designated Contractor

An Exhibitor Designated Contractor (EDC) is any company other than JP Display, the Official Service Contractor, which an exhibitor may wish to use inside the exhibit hall before, during, or after the show.

Usually, an EDC is contracted to set or supervise the setting of an exhibitor's display. An EDC **May Not** perform any of the following functions: **Drayage / Material Handling, Electrical, Plumbing, Mechanical, Booth Cleaning, Booth Security, Floral, Telephone, Food & Beverage Service, and Draping and Decorator Labor.** However, an EDC may be contracted to supervise the procurement of the items listed above.

An EDC must provide the following to JP Display, no later than 30 days prior to exhibitor move-in. Requests received later than 30 days prior to exhibitor move in will be denied.

1. The above form must be filled out completely and returned to JP Display.
2. EDC must furnish current certificates of insurance naming JP Display as additional insured for both liability and workers compensation. Liability coverage must be at least \$2,000,000 aggregate and 1,000,000 each occurrence. Workers compensation coverage must be at least \$1,000,000 aggregate and 500,000 each occurrence. Failure to provide proper insurance documentation will result in EDC being barred from the exhibit hall.
3. EDC must provide payment in full for all services ordered from JP Display (Please see Payment Policy Sheet for more Information). The Exhibitor is ultimately responsible for any charges incurred by its EDC. Any unpaid charges incurred by an EDC will be collected from the responsible exhibitor prior to the close of the show.
4. EDC must confine its activities to the exhibit space of the contracting exhibitor. No storage areas, service desks, or work facilities will be allowed.
5. EDC may not solicit business on the exhibit floor.
6. Exhibit hall, service, storage areas, and loading docks are under the control of the Official Service Contractor (JP Display) and all activities must be coordinated through JP display.
7. JP display accepts no responsibility for damage to any exhibitor material under the control of the EDC or to material that has been left in public areas such as aisle ways, loading docks, storage or work areas, or hallways.
8. EDC employees must identify themselves to JP Display personnel and wear appropriate identification badges at all times. Temporary identification badges will be available from the JP Display service desk if necessary.
9. EDC and its employees will conduct themselves within the governing show rules as established by the show management or association. Such rules may include rules governing the appearance and conduct of workers and during what hours work may be performed. Please check with show management to verify the details of such rules.

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CLEANING ORDER FORM

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TO ENSURE YOUR BOOTH IS SHOW READY, SPECIFY YOUR REQUIREMENTS BELOW. PLEASE CALL US IF YOU HAVE A SPECIAL NEED. JP DISPLAY IS THE EXCLUSIVE CLEANING CONTRACTOR FOR YOUR SHOW AND WILL HANDLE ALL CLEANING SERVICES ON THE EXHIBIT FLOOR.

Cost of vacuuming & shampooing: 100 sq ft minimum. Invoiced on the total area of your booth..

BOOTH CLEANING SERVICES Please mark your selections. **REGULAR** **ADVANCED**

Vacuuming (includes emptying your wastebasket nightly. Call for a quote on booths over 1000 sq. ft.)

Daily (entire show).....cost per square foot per day \$ 0.19 **\$ 0.15**

Less Than Daily.....cost per square foot per day \$ 0.20 **\$ 0.18**

Specify dates if less than daily _____

Shampooing

Before show opens Daily cost per square foot per day \$ 0.28 **\$ 0.24**

Mopping & Waxing Available upon request, call for quote.

Porter Service: JP Display will remove refuse from containers at regular intervals during show hours			
SQUARE FOOTAGE	ONE DAY SERVICE	SHOW DURATION	AMOUNT
0-500	\$34.00	\$ 87.00	\$
501-1500	\$45.00	\$114.00	\$
1500 – UP	\$53.00	\$135.00	\$

Specify date of one-day service _____

CALCULATION OF ORDER

	Sq. ft	x	rate	x	# of days	= total
Vacuuming						\$
Shampooing						\$
Porter Service						\$

CANCELLATION POLICY:

Services not cancelled at least 24 hours in advance will be charged at 100% of the original amount. Please bring any discrepancies to our attention at the service desk. JP Display will be unable to adjust invoices after the close of the show.

		PAGE TOTAL
COMPANY NAME	BOOTH #	\$