

SERVICE INFORMATION

BOOTH EQUIPMENT

Each 8' x 10' booth will be set with 8' high blue back drape, 3' high blue side dividers, one (1) 6' blue skirted table, two (2) side chairs and one (1) wastebasket.

EXHIBIT HALL CARPET

The exhibit areas & booths are carpeted with the existing facility carpet. To enhance the appearance of your booth, rental carpet is available through Freeman. Please refer to the Carpet Order Form located in this manual.

DISCOUNT PRICE DEADLINE DATE

Take advantage of discount pricing by ordering online at www.freemanco.com/store by May 8, 2017.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on pre-show procedures and move-in, please go to www.freemanco.com/preshowFAQ

Sunday	May 28, 2017	12:00 - 16:00
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EXHIBIT HOURS

Monday	May 29, 2017	9:00 - 17:30
Tuesday	May 30, 2017	9:00 - 17:30
Wednesday	May 30, 2017	10:00 - 15:30

EXHIBITOR MOVE-OUT

For more information and helpful hints on post-show procedures and move-out, please go to www.freemanco.com/postshowFAQ

Wednesday	May 31, 2017	15:30 - 17:30
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All labour services performed between 16:00 and 18:00 (M-F), between 8:00 and 16:00 (Sat-Sun) will have overtime charges applied. Please refer to the enclosed Labour Order Form. All material handling services performed after 16:00 (M-F) and all day Saturday and Sunday will have overtime charges applied. Please refer to the enclosed Material Handling Order Form.

DISMANTLE AND MOVE-OUT INFORMATION

Freeman will begin returning empty containers at the close of the show. All exhibitor materials must be removed from the exhibit facility by 17:30 Wednesday, May 31, 2017. To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by Wednesday, May 31, 2017 at 16:00.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN
205 Viger West, Suite 207
Montreal, Quebec, Canada H2Z 1G2
514-868-6666 fax 514-394-2667
FreemanMontrealES@freemanco.com

EXHIBIT TRANSPORTATION
Toll Free 1-877-478-1113
Local 905-951-1612
Fax 514-394-2667

SHIPPING INFORMATION

Warehouse shipping address:

Exhibiting Company Name / Booth # _____
THE 11th ANNUAL CANADIAN NEUROSCIENCE MEETING 2017
C/O FREEMAN / YRC REIMER
1725 CHEMIN ST-FRANÇOIS
DORVAL, QUEBEC H9P 2S1 CANADA

Freeman will accept crated, boxed or skidded materials **beginning Friday, April 28, 2017** at the above address. All shipments received at the warehouse **after May 24, 2017 are subject to additional late shipment charges**. Materials **must arrive by May 25, 2017**. After that date, all shipments will be refused. The warehouse will receive shipments Monday through Friday during the hours of 8:00 - 16:00. To check on the arrival of freight, please call 514-868-6666.

NOTE: The office and warehouse will be closed on Monday, May 22, 2017, in observance of Victoria Day. Shipments will not be accepted on this date.

Show site shipping address:

Exhibiting Company Name / Booth # _____
THE 11th ANNUAL CANADIAN NEUROSCIENCE MEETING 2017
C/O FREEMAN
HOTEL BONAVENTURE MONTREAL
900 DE LA GAUCHETIÈRE WEST
MONTREAL, QUEBEC H5A 1E4

Freeman will receive shipments at the exhibit facility beginning Sunday, May 28, 2017. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are the responsibility of the Exhibitor.

LABOUR INFORMATION

Labour may be required for your exhibit installation and dismantle. Exhibitors supervising Freeman labour will need to pick up and release their labour at the Service Desk. Refer to the order form under Display Labour for Straight Time and Overtime hours.

MATERIAL HANDLING

All items and materials that are brought into the facility through the loading dock are subject to material handling charges per CWT (100lbs) and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. The use of dollies, pump trucks and other mechanical equipment to unload your vehicle is **not allowed**.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for quoted rates and rules applicable to the disposal of your exhibit properties.

MATERIAL HANDLING EXCEPTIONS

- Hand-carry - one trip only - at No Charge (freight on wheels is not considered hand carry).
- Cart services intended for "Private Own Vehicle" will be billed a fixed rate.

Any material handled by Freeman will be charged according to the rates listed within the service manual. Please refer to the Material Handling Order Form contained in this service manual for charges.

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at www.freemanco.com/store by May 8, 2017.

Using the enhanced Freeman Online, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect - **before, during** and **after** your show. Additionally, you can now access Freeman Online from any device - **desktop, laptop, tablet** or via our new **Freeman Online Mobile App**.

To place online orders you will be required to enter your unique Login ID and Password. If this is your firsttime using Freeman OnLine, click on the "Login" link to create a new account. To access Freeman OnLine® for show name go to: <https://www.freemanco.com/store/index.jsp>

Click on the "Login" link to proceed. Again, if this is your firsttime using Freeman OnLine, click on the "Login" link to create a new account. If you need assistance with Freeman OnLine please call our Customer Support Center at 888-508-5054, Toll Free in the US & Canada, or 512-982-4186 for International exhibitors.

EXHIBIT TRANSPORTATION

As part of the Freeman service and to make your shipping and transportation experience as seamless as possible, Freeman Exhibit Transportation has been appointed as the official carrier for **THE 11th ANNUAL CANADIAN NEUROSCIENCE MEETING 2017**.

Our Exhibit Transportation Department will be in contact with you to discuss your shipping requirements, however if you wish to contact us, please call our toll free number at 1-877-478-1113 to speak to a Customer Service Representative.

AS A REMINDER

All shipments originating outside Canada will require Canada Customs Clearance and U.S. Customs / Homeland Security (if applicable) on the return.

SMALL PACKAGES/BOXES DELIVERIES (Including Portable Display Cases)

Canada is an international destination and, as such, duties, taxes and customs clearance fees applies. If you are shipping Air or Ground with the following small packages companies, FedEx, UPS, Airborne, DHL, or any other small package/boxes carriers please confirm that all ancillary charges (duties, taxes & Customs clearance fees) are PREPAID. This includes 3rd Party Shippers (ie: Fulfillment Centres, etc.). Any shipments that are sent collect will not be accepted by Freeman and they will be refused.

In some instances, carriers do not declare ancillary collect charges upon delivery to our warehouse and Freeman is billed 30-90 days after the event has closed. In these situations, any charges (duties, taxes & Customs clearance fees) are re-billed to the corresponding exhibitors plus "Advancement Fees".

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at 514-868-6666.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

PRIVACY POLICY

Pursuant to the Personal Information Protection and Electronic Documents Act, Freeman has formalized its current practices into a privacy policy. A copy of our full privacy policy is available on request or by visiting our website at <http://www.freemanco.com/freemanco/freeman/privacy.jsp#Canada>.

Freeman collects business information from its customers to enable us to perform contracted services. Only very infrequently will any identifiable personal information be collected. If any personal information is collected, Freeman will obtain consent at the time of collection, disclosure and/or use. You then would have the right to access any of the information we have collected and withdraw your consent for the above at any time. If you have any questions or would like more information on our privacy policy, please contact us at (514) 868-6666. You may contact our privacy officer at barbara.baird@freemanco.com. If you would like to have your personal information removed from Freeman's database, please email legal@freemanco.com to request removal.

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Montreal Exhibitor Services at 514-868-6666 or Freeman's Customer Support Center at 888-508-5054.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by early deadline order date: May 8, 2017.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for you booth. This can cause serious injury or damage to materials.

We do not accept Hazardous Materials. If you ship any hazardous materials, you could be in violation of federal laws and may be subject to fines & penalties.

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at 514-868-6666 with any questions or needs you may have.

F R E E M A N

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com



**INCLUDE THIS FORM
WITH YOUR ORDER
Please use black ink**

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME: _____ BOOTH#: _____

ADDRESS: _____ BOOTH SIZE _____ X
(STREET) (P.O. BOX)

(CITY) (STATE/ PROVINCE) (ZIP/POSTAL CODE)

PHONE #: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

E-MAIL FOR INVOICE: _____

CUSTOMER # _____ OR ☐ CHECK BOX IF YOU ARE A NEW FREEMAN CUSTOMER

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

METHOD OF PAYMENT

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

☐ COMPANY CHEQUE

Please make cheque payable to:
Freeman Expositions, Ltd.
Cheques must be in CDN funds drawn on a Canadian Bank or U.S. funds drawn on a U.S bank.
Please reference (445689) on your remittance.
GST # R101889426 // HST 101 889 426 RT 0001

☐ CREDIT CARD

For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

☐ BANK TRANSFER

Please note that customers are responsible for any bank processing fees of \$15.00 CDN.

Beneficiary Name: Freeman Expositions, Ltd.
61 Browns Line, Toronto, Ontario, Canada M8W 3S2

Bank Transfer to Royal Bank of Canada
Bank # 003 - 200 Bay Street, Toronto, Ontario, Canada M5J 2J5
Transit or Bank ID: 00002 - Freeman Account # 000021048693

Foreign Exhibitors wiring funds from Overseas should use:
Swift Code: ROYCCAT2

If sending USD use:
Intermediary Bank: JP Morgan Chase Manhattan, New York, NY
Swift Code: CHASUS33 - ABA: 021000021

IBAN Number: Canadian Banks do not carry IBAN numbers
Please reference Name of Show & Booth Number on all Bank Transfers so we properly credit your account.

AMERICAN EXPRESS MASTERCARD VISA

Account No.: _____ Exp. Date _____

Cardholder Name (Print): _____ Signature: _____

Cardholder Billing Address: _____

City/State/Zip: _____

ENTER TOTALS HERE

FURNISHINGS	CARPET		RENTAL EXHIBITS	EXHIBIT ACCESSORIES	PLANTS & FLORAL	
SIGNS & GRAPHICS	INSTALLATION LABOUR	DISMANTLE LABOUR	TRANSPORTATION & CUSTOMS	MATERIAL HANDLING	OTHER	GRAND TOTAL

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freeman.com/store. **We do not accept credit card information via email.**
- Orders received without payment or after the deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Sales Representative.

FREEMAN method of payment

F R E E M A N

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com



THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017

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

FOR USE OF AN EXHIBITOR APPOINTED CONTRACTOR:

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

BY SUBMITTING THIS FORM VIA FAX OR POSTAL MAIL OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

PHONE: (CITY) EXT. (PROVINCE/STATE) FAX: (ZIP/POSTAL CODE)

CONTACT'S E-MAIL:

☐ ALL SERVICES

☐ FREEMAN EXHIBIT TRANSPORTATION/
CUSTOMS

☐ I&D LABOUR/SUPERVISION

☐ RENTAL FURNITURE/CARPET/SIGNS

☐ MATERIAL HANDLING/IN & OUT

☐ OTHER

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

THIRD PARTY BILLING ADDRESS:

CITY/PROVINCE/STATE/ZIP/POSTAL CODE:

PHONE: EXT: FAX:

CONTACT'S E-MAIL:

E-MAIL ADDRESS FOR INVOICE NOTIFICATION:

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

THIRD PARTY CREDIT CARD AUTHORIZATION:

☐ AMERICAN EXPRESS

☐ MASTERCARD

☐ VISA

Account No.:

Exp. Date

☐ Personal Credit Card

☐ Company Credit Card

Cardholder Name (Print):

Signature:

Cardholder Billing Address:

City/State/Province/Zip/Postal Code:

We do not accept credit card information via email.

FREEMAN third party authorization

PAYMENT & LABOUR

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 FREEMAN and you, the EXHIBITOR. Acceptance of said terms and conditions will be construed when any of the following conditions are met:

- THE METHOD OF PAYMENT FORM IS SIGNED; OR
- AN ORDER FOR LABOUR, SERVICES AND/OR RENTAL EQUIPMENT IS PLACED BY EXHIBITOR WITH FREEMAN; OR
- WORK IS PERFORMED ON BEHALF OF EXHIBITOR BY LABOUR SECURED THROUGH FREEMAN.

DEFINITIONS

For purposes of this Contract, "FREEMAN" or "The Freeman Companies" means Freeman Expositions, Inc., Freeman Expositions, Ltd., Freeman Audio Visual, Freeman Exhibit, Freeman Transportation, Hoffend Xposition, Stage Rigging, Inc., Kerry Technical Services, TFC, Inc., Freeman Electrical Services, and their respective employees, directors, officers, agents, assigns, affiliated companies and related entities, including, but not limited to, any subcontractors FREEMAN may appoint. "EXHIBITOR" means the Exhibitor and its employees, agents, representatives and any Exhibitor Appointed Contractors ("EAC").

PAYMENT TERMS

Full payment, including any applicable tax, is due in advance or at show site. All payments must be in Canadian funds and all cheques must be in Canadian funds. Orders received without advance payment or after the deadline date will incur additional After Deadline charges as indicated on each order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FREEMAN except where specifically identified as a sale. All rentals include delivery, installation and removal from EXHIBITOR'S booth. In case of cancellation of any order or services by EXHIBITOR, a onehour "per person, per hour" charge will be applied for all labour orders that are not cancelled in writing at least 24 hours prior to the scheduled start time. If Prestige carpet, custom-cut carpet, modular rental exhibits or any other custom-order items or services have already been provided at the time of cancellation, fees will remain at 100% of the original charge. If the show or event is cancelled because of reasons beyond FREEMAN'S control, EXHIBITOR remains responsible for all charges for services and equipment provided up to and including the date of cancellation. FREEMAN will not issue refunds to EXHIBITOR of any payments made before the date of cancellation. It is EXHIBITOR'S responsibility to advise the FREEMAN Service Center Representative of problems with any orders and to check EXHIBITOR'S invoice for accuracy prior to the close of the show or event. If EXHIBITOR is exempt from payment of sales tax, FREEMAN requires an exemption certificate for the province or state in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For international EXHIBITORS, FREEMAN requires 100% prepayment of advance orders, and any order or services placed at show site must be paid at the show. For all others, should there be any pre-approved unpaid balance after the close of the show, terms will be net, due and payable in TORONTO, ONTARIO, upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepaid basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FREEMAN shall be either applied to reduce the principal unpaid balance or refunded to the payer. If past due invoices or invoice balances are placed with a collection agency or attorney for collection or suit, EXHIBITOR agrees to pay all legal and collection costs. THESE PAYMENT TERMS AND CONDITIONS SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS. In the event of any dispute between EXHIBITOR and FREEMAN relative to any loss, damage or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FREEMAN for its services, as an offset against the amount of any alleged loss or damage. Any claims against FREEMAN shall be considered a separate transaction and shall be resolved on their own merits. FREEMAN reserves the right to charge EXHIBITOR for any difference between EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that FREEMAN may be obligated to pay on behalf of EXHIBITOR including, but not limited to, shipping charges. If EXHIBITOR provides a credit card for payment and charges are rejected by EXHIBITOR'S credit card company for any reason, FREEMAN hereby provides notice that it reserves the right, and EXHIBITOR authorizes FREEMAN, to continue to attempt to secure payment through that credit card for as long as unpaid balances remain on EXHIBITOR'S account. In the event that a THIRD PARTY 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.

ELECTRICAL

Claims will not be considered or adjustments made unless filed in writing by EXHIBITOR prior to the close of the event. FREEMAN is not responsible for any damage or loss caused by the loss of power beyond its control, and EXHIBITOR agrees to hold FREEMAN and its officers, directors, employees and agents harmless from such power loss. IN NO EVENT SHALL FREEMAN BE LIABLE FOR ANY INDIRECT OR CONSEQUENTIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCT LIABILITY OR OTHERWISE. EXHIBITOR shall indemnify and hold harmless FREEMAN, its officers, directors, employees, and agents from and against any and all claims, liabilities, damages, fines, penalties or costs of whatsoever nature (including reasonable attorney's fees) arising out of or in any way connected with EXHIBITOR's actions or omissions under this Agreement.

LABOUR UNDER THE SUPERVISION OF EXHIBITOR RESPONSIBILITIES

EXHIBITOR shall be responsible for the performance of labour provided under this option. It is the responsibility of EXHIBITOR to supervise labour secured through FREEMAN in a reasonable manner as to prevent bodily injury and/or property damage and also to direct them to work in a manner that is in compliance with FREEMAN'S Safe Work Rules and/or federal, provincial/state, county and local ordinances, rules and/or regulations, including, but not limited to, show or facility management rules and/or regulations. It is the responsibility of EXHIBITOR to check in with the Service Desk to pick up labour and to return to the Service Desk to release labour when the work is completed.

INDEMNIFICATION

EXHIBITOR agrees to indemnify, hold harmless and defend FREEMAN from and against any and all demands, claims, causes of action, fines, penalties, damages, liabilities, judgements or expenses (including, but not limited to, reasonable attorney's fees and investigation costs) for bodily injury, including any injury to FREEMAN employees, and or property damage arising out of work performed by labour provided by FREEMAN but supervised by EXHIBITOR. Further, the EXHIBITOR's indemnification of FREEMAN includes any and all violations of federal, provincial/state, county or local ordinances, show regulations and/or rules as published and/or set forth by facility or show management, and/or directing labour provided by FREEMAN to work in a manner that violates any of the above rules, regulations or ordinances.

IMPORTANT

PLEASE REFER TO FREEMAN'S "MATERIAL HANDLING TERMS & CONDITIONS" AS IT RELATES TO MATERIAL HANDLING SERVICES AND TO THE "SERVICE REQUEST & SHIPPING INSTRUCTIONS CONTRACT" AS IT RELATES TO TRANSPORTATION SERVICES. CONTRACT TERMS DEPEND ON THE NATURE OF SERVICES SECURED BY EXHIBITOR THROUGH FREEMAN. TERMS & CONDITIONS MAY VARY FOR EACH TYPE OF SERVICE ORDERED THROUGH FREEMAN.

MATERIAL HANDLING

YOU ARE ENTERING A BINDING CONTRACT WHICH LIMITS YOUR POSSIBLE RECOVERY IN CASE OF LOSS OR DAMAGE. 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 Freeman's warehouse or to an event site for which Freeman is the official show contractor; or an order for labour and/or rental equipment is placed by Exhibitor with Freeman. Please note that your material handling charges do not include disposal of exhibit properties. Contact Freeman for rates and rules applicable to the disposal of your exhibit properties.

1. DEFINITIONS. For purposes of this Contract, "Freeman" means Freeman Expositions, Inc., and its employees, directors, officers, agents, assigns, affiliated companies and related entities. In no event shall Freeman be deemed to be the Ultimate Consignee for shipping and customs purposes. "Exhibitor" means the Exhibitor and its employees, agents and representatives.

2. PACKAGING/CRATES AND STORAGE. Freeman shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labelled materials. Freeman shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift or similar means. Freeman does not accept any crates or packaging containing hazardous materials. Goods requiring cold storage and those in accessible storage are stored at Exhibitor's own risk. FREEMAN ASSUMES NO RESPONSIBILITY OR LIABILITY FOR LOSS OR DAMAGE TO GOODS IN COLD STORAGE OR ACCESSIBLE STORAGE.

3. EMPTY CONTAINERS. Empty container labels will be available at the show site service desk. Affixing labels to the containers is the sole responsibility of Exhibitor or its representative. All previous labels must be removed or obliterated. Freeman assumes no responsibility for: error in the above procedures; removal of containers with old empty labels and without Freeman labels; or improper information on empty labels. FREEMAN WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAME ARE IN EMPTY CONTAINER STORAGE.

4. INBOUND/OUTBOUND SHIPMENTS. There may be a lapse of time between the delivery of shipment(s) to the booth and the arrival of Exhibitor or between the completion of packing and the actual pickup of materials from the booths for loading onto a carrier; during such times, Exhibitor materials will be left unattended. FREEMAN IS NOT RESPONSIBLE OR LIABLE FOR ANY LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS AFTER THEY HAVE BEEN DELIVERED TO EXHIBITOR'S BOOTH AT SHOW SITE OR BEFORE THEY HAVE BEEN PICKED UP FOR RELOADING AT THE CONCLUSION OF THE EVENT. Freeman recommends arranging security services through facility or show management. All MHAs submitted to Freeman by Exhibitor will be checked at the time of pickup from the booth and corrections will be made where discrepancies exist between the quantities of items on any form submitted to Freeman and the actual count of such items in the booth at the time of pickup. Freeman is not responsible for any wait time or other charges, including business centre charges, arising from delivery or pickup of Exhibitor's materials.

5. DELIVERY TO THE CARRIER FOR RELOADING. Freeman assumes no responsibility for loss, damage, theft or disappearance of Exhibitor's materials after same have been delivered to Exhibitor's appointed carrier, shipper or agent for transportation after the conclusion of the show. Freeman loads the materials onto the carrier under directions from the carrier or driver of that carrier. Any loading onto the carrier will be understood to be under the exclusive supervision and control of the carrier or driver of that carrier. FREEMAN ASSUMES NO RESPONSIBILITY FOR LOSS, DAMAGE, THEFT OR DISAPPEARANCE OF EXHIBITOR'S MATERIALS ARISING OUT OF IMPROPER LOADING OR LABELLING OF MATERIALS.

6. DESIGNATED CARRIERS. Freeman shall have the authority to change the Exhibitor's designated carrier if that carrier does not pick up the shipment(s) at the appointed time. Where no disposition is made by Exhibitor, materials may be taken to a warehouse to await Exhibitor's shipping instructions, and Exhibitor agrees to be responsible for charges relating to such rerouting and handling. IN NO EVENT SHALL FREEMAN BE RESPONSIBLE FOR ANY LOSS RESULTING FROM SUCH REROUTING DESIGNATION.

7. FORCE MAJEURE. Freeman's performance hereunder is subject to, and Freeman shall not be responsible for, loss, delay or damage due to strike, work stoppage, natural elements, vandalism, Act of God, civil disturbance, power failure, explosion, act of terrorism or war, or for any other cause beyond Freeman's reasonable control, nor for ordinary wear and tear in the handling of Exhibitor's materials.

8. CLAIM(S) FOR LOSS. Exhibitor agrees that any and all claims for loss or damage must be submitted to Freeman immediately at the show site and in any case not later than thirty (30) business days after the date when Exhibitor's materials are delivered to the carrier for transportation from show site or from Freeman's warehouse. All claims reported after thirty (30) days will be rejected. In no event shall a suit or action be brought against Freeman more than one (1) year after the date of loss or damage occurred.

a. PAYMENT FOR SERVICES MAY NOT BE WITHHELD. In the event of any dispute between Exhibitor and Freeman relative to any loss, damage or claim, Exhibitor shall not be entitled to and shall not withhold payment due to Freeman for its services as an offset against the amount of any alleged loss or damage. Any claims against Freeman shall be considered a separate transaction and shall be resolved on their own merits.

b. MAXIMUM RECOVERY. If found liable for any loss, Freeman's sole and exclusive maximum liability for loss or damage to Exhibitor's materials and Exhibitor's sole and exclusive remedy is limited to US\$1.10 per kilogram (US\$0.50 per pound) per article with a maximum liability of US\$100.00 per item or US\$1,500.00 per shipment, whichever is a less. For unmarked, unlabelled or improperly packaged television monitors, the maximum liability is the lesser of US\$6.60 per kilogram (US\$3.00 per pound) or the actual invoice price. All shipment weights are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

c. LIMITATION OF LIABILITY. IN NO EVENT SHALL FREEMAN BE LIABLE TO THE EXHIBITOR OR TO ANY OTHER PARTY FOR SPECIAL, COLLATERAL, EXEMPLARY, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, WHETHER SUCH DAMAGES OCCUR EITHER PRIOR OR SUBSEQUENT TO, OR ARE ALLEGED AS A RESULT OF, TORTIOUS CONDUCT, FAILURE OF THE EQUIPMENT OR SERVICES OF FREEMAN OR BREACH OF ANY OF THE PROVISIONS OF THIS CONTRACT, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING STRICT LIABILITY AND NEGLIGENCE, EVEN IF FREEMAN HAS BEEN ADVISED OR IS ON NOTICE OF THE POSSIBILITY OF SUCH DAMAGES. SUCH EXCLUDED DAMAGES INCLUDE, BUT ARE NOT LIMITED, TO LOST PROFITS, LOSS OF USE AND INTERRUPTION OF BUSINESS OR OTHER CONSEQUENTIAL OR INDIRECT ECONOMIC LOSSES.

9. DECLARED VALUE. Declarations of declared value are between Exhibitor and the selected carrier ONLY and are in no way an extension of Freeman's maximum liability stated herein. Freeman will use commercially reasonable efforts to transmit declared value instructions to the selected carrier; however, FREEMAN WILL NOT BE LIABLE FOR ANY CLAIM ARISING FROM THE TRANSMITTAL OF, OR FAILURE TO TRANSMIT, DECLARED VALUE INSTRUCTIONS TO THE CARRIER NOR FOR FAILURE OF THE CARRIER TO UPHOLD THE DECLARED VALUE OR ANY OTHER TERM OF CARRIAGE.

10. JURISDICTION / VENUE. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF OR RELATING TO THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

11. INDEMNIFICATION. Exhibitor agrees to indemnify and forever hold harmless Freeman from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses (including, but not limited to, reasonable attorney's fees and investigation costs) arising out or contributed to by Exhibitor's negligent supervision of any labour secured through Freeman; Exhibitor's negligence, wilful misconduct or deliberate act, or the negligence, wilful misconduct or deliberate act of Exhibitor's employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractors (EAC) at the show or event to which this Contract relates, including, but not limited to, Exhibitor's violation of any federal, provincial/state, county or local ordinance and/or Exhibitor's violation of show regulations and/or rules as published and set forth by facility and/or show management.

12. LIEN. Exhibitor grants Freeman a security interest in and a lien on all of Exhibitor's materials that are from time to time in the possession of Freeman and all the proceeds thereof, including, but not limited to, insurance proceeds (the "Collateral"), to secure the prompt and full payment and performance of all Exhibitor's indebtedness for monies paid by Freeman on its behalf, services performed, materials and/or labour from time to time provided by Freeman to or for the benefit of Exhibitor ("Obligations"). Freeman shall have all the rights and remedies of a secured party under the Uniform Commercial Code, as may be amended from time to time ("UCC"), and any notice that Freeman is required to give under the UCC of a time and place of a public sale or the time after which any private sale or other intended disposition of any Collateral is to be made shall be deemed to constitute reasonable notice if such notice is mailed by registered or certified mail at least five (5) days prior to such action. Freeman may hold and not deliver any of the Collateral to Exhibitor for as long as any Obligations remain unpaid or unsatisfied.

13. WAIVER & RELEASE. Exhibitor, as a material part of the consideration to Freeman for material handling services, waives and releases all claims against Freeman with respect to all matters for which Freeman has disclaimed liability pursuant to the provisions of this Contract.

14. DRIVER LIABILITY WAIVER. IN CONSIDERATION OF FREEMAN PERMITTING ENTRANCE TO THE PREMISES, YOU, YOUR EMPLOYER, THE OWNER OF THE TRUCK AND/OR EQUIPMENT THAT YOU ARE OPERATING (TRUCK OWNER) AND YOU AS AGENT OF YOUR EMPLOYER AND THE TRUCK OWNER HEREBY ASSUME ALL RISK OF INJURY OR HARM TO YOURSELF AND OTHERS AND DAMAGE TO YOUR PROPERTY AND PROPERTY BELONGING TO YOUR EMPLOYER OR OTHERS ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISES. YOU AGREE TO ENTER AT YOUR OWN RISK. YOU HAVE FULL KNOWLEDGE OF ANY RISK INVOLVED IN THIS ACTIVITY. YOU RECOGNIZE THE HAZARDS AND ARE AWARE OF ALL THE RULES FOR SAFE OPERATION. YOU, YOUR EMPLOYER AND THE TRUCK OWNER AGREE TO INDEMNIFY AND HOLD HARMLESS FREEMAN AND ITS EMPLOYEES, OFFICERS, DIRECTORS, AGENTS, ASSIGNS, AFFILIATED COMPANIES AND RELATED ENTITIES AGAINST ANY AND ALL LIABILITY, ACTIONS, CLAIMS AND DAMAGES OF ANY KIND WHATSOEVER ARISING FROM YOUR ACTIVITIES WHILE BEING PERMITTED TO ENTER THE PREMISE.

AIR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

In tendering this shipment, the Shipper and Consignee agree to these TERMS which no agent or employee of the parties may alter. This Air Cargo Service Request and Shipping Instructions Contract is NON-NEGOTIABLE and has been prepared by Shipper, or if by Freeman or another on Shipper's behalf, it shall be deemed, conclusively, to have been prepared by Shipper. Shipper agrees that this shipment is subject to the TERMS stated herein. All TERMS, including, but not limited to, all the limitations of liability, shall apply to our agents and their contracting carriers.

1. DEFINITIONS: In this Contract, "Freeman" means Freeman Decorating Services, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies and related entities, including any contractors appointed by Freeman. "Shipper" means the person or business for whom the property is being transported and includes their respective employees, officers, directors, agents, assigns, affiliated companies and contractors appointed by Shipper, excluding only Freeman. "Property" means all objects of any type received from Shipper for transport by Freeman as described herein. "Consignee" means the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES: In exchange for Shipper's payments and Freeman's services, which the parties have specified in this two-page Contract (including the Air Cargo Service Request and Shipping Instructions), Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED: Freeman is responsible for the satisfactory performance of only those services which it directly provides under this Contract. Freeman shall not be responsible for the performance of individuals of firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay or damage beyond its reasonable control, including (by way of illustration only and not as a limitation of the breadth of this clause) strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. EXCEPT FOR ELIGIBLE GUARANTEED SERVICE SHIPMENTS, Freeman DOES NOT GUARANTEE DELIVERY BY ANY SPECIFIC TIME OR DATE.

4. PACKAGING AND CRATES: Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Each piece must be legibly and durably marked with the name and address, including correct postal code, of Shipper and Consignee. When a container is used repetitively by Shipper, Shipper must remove all old labels, tags, markings, etc., and Shipper must ensure that the container retains adequate strength for transportation. Freeman makes neither representation nor warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labelled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift or similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification published by the U.S. National Motor Freight Traffic Association. For shipments of perishable commodities, Canadian and U.S. shipments must be packed to travel without spoilage for 72 hours from time of pickup; all international shipments must be packed to travel without spoilage for 24 hours beyond an agreed deadline. Freeman reserves the right to periodically embargo regions of the world due to conditions that may cause damage to perishable commodities. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. REFUSED SHIPMENTS: If the Consignee refuses a shipment tendered for delivery, or if Freeman is unable to deliver a shipment because of fault or mistake of the Consignor or Consignee, Freeman's liability shall then become that of a warehouseman.

- (a) Freeman shall promptly attempt to provide notice by telephone or electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated to receive notice in these instructions.
- (b) Storage charges, based on Freeman's applicable rates, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.
- (c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.
- (d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.
- (e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. Where Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

6. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES: FREEMAN'S LIABILITY FOR DAMAGES ON DOMESTIC SHIPMENTS, INCLUDING, BUT NOT LIMITED TO, DAMAGES ARISING FROM OR RELATED TO MISDELIVERY, INCOMPLETE OR OTHERWISE INADEQUATE DELIVERY (INCLUDING, BUT NOT LIMITED TO, FAILURE TO FOLLOW SHIPPER OR CONSIGNEE INSTRUCTIONS OR FAILURE TO COLLECT OR PROPERLY DELIVER A PAYMENT INSTRUMENT), NONDELIVERY, MISSED PICKUP AND LOSS OF OR DAMAGE TO CARGO, SHALL BE LIMITED TO THE HIGHER OF US\$50.00 PER SHIPMENT OR US\$1.10 PER KILOGRAM (US\$0.50 PER POUND) OF CARGO ADVERSELY AFFECTED THEREBY, PLUS TRANSPORTATION CHARGES APPLICABLE TO THAT PART OF THE SHIPMENT ADVERSELY AFFECTED THEREBY, UNLESS AT TIME OF SHIPMENT THE SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SERVICE REQUEST AND SHIPPING INSTRUCTIONS FORM AND PAYS THE APPROPRIATE VALUATION CHARGE. IN NO EVENT SHALL FREEMAN'S LIABILITY EXCEED THE DECLARED VALUE OF THE SHIPMENT OR THE AMOUNT OF LOSS OR DAMAGE ACTUALLY SUSTAINED, WHICHEVER IS LOWER. IF CARRIAGE OF THE SHIPMENT IS SOLELY OR PARTLY BY AIR AND INVOLVES AN ULTIMATE DESTINATION OR A STOP IN A COUNTRY OTHER THAN THE COUNTRY OF DEPARTURE, FREEMAN'S LIABILITY FOR CARGO LOST, DAMAGED OR DELAYED SHALL BE LIMITED TO US\$20.00 PER KILOGRAM (US\$9.07 PER POUND) FOR CARRIAGE SUBJECT TO THE UNAMENDED WARSAW CONVENTION OR THE WARSAW CONVENTION AS AMENDED BY THE HAGUE PROTOCOL OF 1955, 17 SPECIAL DRAWING RIGHTS PER KILOGRAM FOR CARRIAGE SUBJECT TO THE WARSAW CONVENTION AS AMENDED BY MONTREAL PROTOCOL NO. 4 OF 1975, OR US\$20.00 PER KILOGRAM (US\$9.07 PER POUND) FOR CARRIAGE WHERE THE WARSAW CONVENTION, INCLUDING ITS AMENDMENTS, DOES NOT APPLY FOR ANY REASON, UNLESS A HIGHER DECLARED VALUE IS REQUESTED, AND THE FEES SET FORTH IN THE SERVICE GUIDE FOR SUCH HIGHER DECLARED VALUE ARE PAID. FOR INTERNATIONAL SHIPMENTS, THIS SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT SHALL BE DEEMED AN AIR WAYBILL WITHIN THE MEANING OF THE WARSAW CONVENTION.

Notwithstanding the above limitations, domestic shipments containing the following items of extraordinary value are limited to a maximum declared value of US\$500.00:

- (a) artworks and objects of art, including, but not limited to, original paintings, drawings, etchings, watercolours, tapestries and sculptures;
 - (b) clocks, watches, jewellery (including costume jewellery), furs and fur-trimmed clothing;
 - (c) personal effects; and
 - (d) other inherently fragile or unique items, including prototypes, etc.
- Any declared value in excess of the maximums allowed herein is null and void, and acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to its property, Freeman shall never be liable or responsible for damages identified by the terms (by way of illustration only and not as a limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profit damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages or any other sort of damage for tort or breach of contract. This limitation shall bind the parties:
- (a) whenever or wherever the claimed loss or damage may occur;
 - (b) even where the alleged loss or damage is claimed to result from negligence, strict liability, product liability, breach of contract, breach of statute or regulation, or any other legal theory or cause; and
 - (c) even though Freeman may have been advised or be on notice of the possibility or even the probability of such damages. Freeman makes no warranties, express or implied, and expressly disclaims any and all warranties. Except for Freeman's failure to deliver in accordance with the Guaranteed Service section of the Service Guide, Freeman will not be liable for misdelivery, incomplete or otherwise inadequate delivery (including, but not limited to, failure to follow Shipper or Consignee instructions or failure to collect or properly deliver a payment instrument), nondelivery, missed pickup, delay on international shipments, loss or damage unless caused by Freeman's sole negligence.

7. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

- (a) Shipper must pay in full for the services rendered under this Contract at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim submitted by or on behalf of Shipper will be processed unless Shipper's account is current.
- (b) Shipper understands and acknowledges that Freeman does not accept or transport illegal, dangerous or hazardous materials of any kind or nature. Shipper warrants and ensures that its property is inert and contains no hazardous substances, hazardous materials, chemicals, gases, explosives, radioactive materials, biologically hazardous agents or any other substance, matter or object in any form that could pose a threat to the health or safety of persons, property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.
- (c) Shipper shall defend and indemnify Freeman and its employees, directors, officers and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses (including, but not limited to, reasonable attorney's fees and investigation costs) on account of personal injury, death, or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, willful misconduct or deliberate act; Shipper's violation of federal, provincial/state, county or local ordinances; Shipper's violation of show regulations and/or rules as published and set forth by facility and/or show management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

8. CLAIMS: Shipper, Consignee, or any other party claiming an interest in the shipment must notify Freeman immediately upon delivery or, in the case of loss or damage which could not have been noted at the time of delivery, within five (5) days of delivery of any loss or damage to the shipment. Notice of concealed damage must be confirmed in writing. If Carrier schedules an inspection, claimant must keep the shipping container, all packaging material and contents in the same condition as when damage first was discovered. Receipt of the shipment by Consignee or Consignee's agent without written notice on the delivery receipt and/or delivery manifest will be prima facie evidence that the shipment was delivered in good condition. The amount of the claim may not be deducted from the transportation charges. Notice of loss or damage MUST be reported to Freeman at 800-995-3579. The shipment and its container(s) and packing material must be made available to Freeman for inspection at the delivery location. All shipments are subject to opening for inspection by Freeman; however, Freeman is not obligated to perform such inspection. All claims for loss or damage MUST be made in writing to Freeman within one hundred twenty (120) calendar days after the date of acceptance of the shipment by Freeman. Please refer to the Service Guide for claim procedures. All claims for service failure must be made within thirty (30) calendar days from the date of shipment, and Freeman's sole liability for such claims arising from Guaranteed Service shipments shall be limited to the transportation charges as provided in the Guaranteed Service section of the Service Guide. All claims for overcharge must be made in writing to Freeman within sixty (60) calendar days after the invoice date. No action for loss or damage may be maintained against Freeman unless (a) the claimant complies with all requirements of this section and (b) for domestic shipments, if the claimant commences the action within one (1) year of the shipment by Freeman unless otherwise required by international, federal or provincial/state law. If the claim is for loss or damage involving international shipments, claimant must commence the action within two (2) years from the date of acceptance of the shipment by Freeman unless otherwise required by international, federal or provincial/state law. For purposes of this section, no action shall be deemed to have commenced until receipt by Freeman of service of process of the action on Freeman. Claims for loss or damage must be delivered to the following address: Sedgwick, PO Box 14151, Lexington, KY 40512-4151.

9. CHOICE OF FORUM: THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE UNITED STATES (INCLUDING ADOPTED INTERNATIONAL CONVENTIONS) AND THE STATE OF TEXAS WITHOUT GIVING EFFECT TO THE STATE'S CONFLICT OF LAWS RULES. FREEMAN AND SHIPPER AGREE THAT ANY CLAIM OR DISPUTE OF ANY SORT ARISING OUT OF OR IN ANY WAY RELATED TO THIS CONTRACT, ITS PERFORMANCE OR NONPERFORMANCE, OR DAMAGES ALLEGEDLY RESULTING FROM SAME WILL BE ARBITRATED IN THE CITY OF DALLAS, TEXAS, AND THE RULES OF THE AMERICAN ARBITRATION ASSOCIATION WILL APPLY. IF BINDING ARBITRATION IS UNAVAILABLE TO RESOLVE ANY CONTROVERSY AND IT IS NECESSARY TO LITIGATE THE DISPUTE, THE DISPUTE SHALL BE LITIGATED IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS.

10. MISCELLANEOUS: Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same and that Shipper will have no control over the property until it is delivered pursuant to the instructions in this Contract. Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment.

MOTOR CARGO

MOTOR CARGO SERVICE REQUEST AND SHIPPING INSTRUCTIONS CONTRACT

This Contract establishes your legal obligations with regard to the property described herein being shipped with Freeman Transportation. It specifically limits your rights and possible recovery if your property is lost or damaged. You must accept all terms and conditions of this Contract. You confirm that you have read and agree with all the terms and conditions of this Contract by receipt without contest. This Contract may not be waived or varied, except in writing, and then only by an authorized representative of Freeman.

1. DEFINITIONS. In this Contract, "Freeman" means Freeman Expositions, Inc., and its respective employees, officers, directors, agents, assigns, affiliated companies and related entities including any contractors appointed by Freeman. "Shipper" means the person or business for whom the property is being transported and includes their respective employees, officers, directors, agents, assigns, affiliated companies and contractors appointed by Shipper, excluding only Freeman. "Property" means all objects of any type received from Shipper for transport by Freeman as described herein. "Consignee" means the party to whom Shipper has designated the goods are to be delivered.

2. FINAL CONTRACT BETWEEN THE PARTIES. In exchange for Shipper's payments and Freeman's services, which the parties have specified in this Contract, Freeman and Shipper each agree that this Contract shall govern their respective rights and obligations regarding transportation of Shipper's property. This Contract shall take effect when the property first comes into the physical possession of Freeman for inbound shipments and after loading on the applicable carrier for outbound shipments, and the responsibility of Freeman under same shall end when the property has been placed in the possession of the Consignee or the Consignee's designated agent. If any part or provision of this Contract is found by a court of competent jurisdiction to be void or unenforceable, the remainder of the Contract shall continue in full force and effect.

3. FREEMAN'S RESPONSIBILITIES UNDER THE CONTRACT ARE LIMITED. Freeman shall not be responsible for the performance of individuals or firms who are not under the direct supervision or control of Freeman. Freeman shall not be responsible for events or causes of loss, delay or damage beyond its reasonable control, including (by way of illustration only and not as a limitation of the breadth of this clause) strike, lockout, work slowdown or stoppage, power failure, breakdown of plant or machinery, facility failure, vandalism, theft, Act of God, effect of natural elements, riot, civil commotion or disturbance, terrorism, act of war or belligerent parties, and any other cause or causes beyond the reasonable control of Freeman. Freeman shall not be liable for any delay caused by highway obstructions, or faulty or impassable highways, or lack of capacity of any highway, bridge or ferry, or caused by breakdown or mechanical defects of vehicles or equipment, or from any cause other than the negligence of Freeman. Freeman shall not be bound to transport by any particular schedule, means, vehicle or otherwise, other than with reasonable dispatch.

4. PACKAGING AND CRATES. Shipper's property must be well packaged for safe and secure handling, storage and shipment using ordinary care. Freeman makes neither representation nor any warranty regarding the acceptability or suitability of any packaging system or procedure that Shipper might use for its property. Freeman shall not be responsible for damage to loose or uncrated materials, pad-wrapped or shrink-wrapped materials, glass breakage, concealed damage, carpets in bags or poly, or improperly packed or labelled materials. Crates and packaging should be of a design to adequately protect contents for handling by forklift or similar means. General guidance as to acceptable packaging systems and procedures may be found in publications such as the National Motor Freight Classification published by the U.S. National Motor Freight Association. If the integrity of a shipment is in question, Freeman reserves the right to improve packaging at shipper's expense.

5. PERISHABLE GOODS. Goods of a perishable nature are carried in dry trailers without environmental or atmospheric control or other special services unless Shipper states on the face of the Service Request and Shipping Instructions that the goods are to be carried in a refrigerated, heated, specially ventilated or otherwise specially equipped trailer. This carriage may be subject to additional charges. Shipper is responsible for bringing the goods to the proper temperature before loading the goods into the trailer, for the proper storage of the goods within the trailer and for setting the temperature (including maintenance and repair) during all times after the trailer is spotted by Freeman and before the trailer is received by Freeman. Freeman is not responsible for product deterioration caused by inherent vice, defects in the merchandise or transit times in excess of product shelf life. Refrigerated, heated, specially ventilated or otherwise specially equipped trailers are not equipped to change the temperature of goods (they are equipped only to maintain temperature). Shipper will give written notice of requested temperature setting of the thermostatic controls before receipt of the goods by Freeman. When a loaded trailer is received, Freeman will verify that the thermostatic controls are set to maintain trailer temperature as requested. Freeman is unable to determine whether the goods were at the proper temperature when they were loaded into the trailer or when the trailer is delivered to Freeman. Air temperature at the unit sensor will be maintained within a proper range of plus or minus 5 degrees Fahrenheit of the temperature requested by Shipper on the face of the Service Request and Shipping Instructions if the goods were at that temperature when loaded into the container and if the temperature controls were properly set when the container was loaded.

6. REFUSED SHIPMENTS. If Consignee refuses a shipment tendered for delivery or if Freeman is unable to deliver a shipment because of fault or mistake of Freeman, Freeman's liability shall then become that of a warehouseman.

(a) Freeman shall promptly attempt to provide notice by telephone or electronic or written communication as provided on the face of these shipping instructions, if so indicated, to Shipper or the party, if any, designated in these instructions to receive notice.

(b) Storage charges, if applicable, shall start no sooner than the next business day following the attempted notification. Storage may be, at Freeman's option, in any location that provides reasonable protection against loss or damage. Freeman may place the shipment in public storage at the owner's expense and without liability to Freeman.

(c) If Freeman does not receive disposition instructions within 48 hours of the time of Freeman's attempted first notification, Freeman will attempt to issue a second and final confirmed notification. Such notice shall advise that if Freeman does not receive disposition instructions within 10 days of that notification, Freeman may offer the shipment for sale at a public auction and Freeman has the right to offer the shipment for sale. The amount of sale will be applied to Freeman's invoice for transportation, storage and other lawful charges. Shipper will be responsible for the balance of charges not covered by the sale of the goods. If there is a balance remaining after all charges and expenses are paid, such balance will be paid to the owner of the property sold hereunder, upon claim and proof of ownership.

(d) Where Freeman has attempted to follow the procedure set forth above and the procedure is not possible, nothing shall be construed to abridge the right of Freeman, at its option, to sell the property under such circumstances and in such manner as may be authorized by law.

(e) When perishable goods cannot be delivered and disposition is not given within a reasonable time, Freeman may dispose of property to the best advantage. When Freeman is directed by Consignee or Consignor to unload or deliver property at a particular location where Consignor, Consignee or the Agent of either is not regularly located, Freeman's liability for the shipment shall terminate after unloading or delivery.

7. INSURANCE. FREEMAN IS NOT AN INSURER. Shipper is responsible for obtaining insurance for its property. Freeman provides no insurance for Shipper or its property.

8. LIMITATION ON SHIPPER'S RECOVERABLE DAMAGES. Shipper understands that even if shipper's property is lost, stolen, or damaged, Freeman does not pay replacement or restoration cost of any property. **FREEMAN'S MAXIMUM LIABILITY SHALL BE THE AMOUNT OF PROVEN ACTUAL VALUE NOT EXCEEDING THE LOWER OF FAIR MARKET VALUE.**

(THE "FAIR MARKET VALUE" EQUALS THE AS IS, WHERE IS PRICE FOR THE PROPERTY AT THE LOCATION OF THE SHOW TO WHICH PRICE A WILLING BUYER AND A WILLING SELLER WOULD AGREE IN AN ORDINARY COURSE OF BUSINESS, ARM'S LENGTH SALE, OR US\$11.02 PER KILOGRAM (US\$5.00 PER POUND) OF CARGO LOST OR DAMAGED UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE FOR CARRIAGE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE. Even if Shipper has made a declaration of value, liability shall never exceed the depreciated original invoice value or the fair market value of the property, whichever is less. The value per kilogram for applying declared valuation charges shall be determined by dividing Shipper's declared value for carriage by the actual weight of the shipment. In all cases not prohibited by law, where a lower value than the actual value of the said property has been stated in writing by Shipper or has been agreed upon in writing as the released value of the property upon which the rate is based, such lower value plus freight charges, if paid, shall be the maximum recoverable amount for loss or damage. **Notwit standing the above limitations, all shipments containing the following items of extraordinary value are limited to a maximum declared value of US \$500.00:** (a) Artworks and objects of art, including, but not limited to, original paintings, drawings, etchings, watercolours, tapestries and sculptures or prototypes; (b) Clocks, jewellery, including costume jewellery, furs and fur-trimmed clothing; (c) Personal effects, including, but not limited to, papers and documents; or (d) Coin money, currency, gift certificates, debit cards, credit cards and any other items of extraordinary value. (e) For unmarked, unlabelled or improperly packaged television monitors, the maximum liability is the lesser of US\$6.60 per kilogram (US\$3.00 per pound) or the actual invoice price.

Any declared value in excess of the maximums allowed herein is null and void, and acceptance by Freeman for carriage of any shipment with a declared value in excess of the allowed maximums does not constitute a waiver of these maximums. In any event, (excluding small package program shipments) **FREEMAN'S MAXIMUM LIABILITY WILL NEVER BE MORE THAN \$100,000 PER SHIPMENT.** Shipper understands that even if Shipper is not able to participate or fully participate in a show due to loss of, theft of, or damage to their property, Freeman shall not be liable or responsible for damages identified by the terms (by way of illustration only and not in limitation of the breadth of this clause) such as the following: consequential damages, loss of use damages, loss of profit damages, business interruption damages, delay damages, special damages, collateral damages, exemplary damages, damages awarded for gross negligence, direct damages, indirect damages, damages for failure of performance, breach of contract damages, fraud damages or any other sort of damage for tort or breach of contract. This limitation shall bind the parties: **(a) WHENEVER OR WHEREVER THE CLAIMED LOSS OR DAMAGE MAY OCCUR; (b) EVEN THOUGH THE ALLEGED LOSS OR DAMAGE IS CLAIMED TO RESULT FROM NEGLIGENCE, STRICT LIABILITY, PRODUCT LIABILITY, BREACH OF CONTRACT, BREACH OF STATUTE OR REGULATION, OR ANY OTHER LEGAL THEORY OR CAUSE; AND (c) EVEN THOUGH FREEMAN MAY HAVE BEEN ADVISED OR BE ON NOTICE OF THE POSSIBILITY OR EVEN THE PROBABILITY OF SUCH DAMAGES.**

9. SHIPPER'S RESPONSIBILITIES AND INDEMNIFICATION:

(a) Shipper must pay in full for the services rendered under this Agreement at the time the services are requested. The existence of a dispute between Shipper and Freeman relative to any claim or other matter shall have no bearing on this duty of payment. No claim may be submitted by or on behalf of Shipper to Freeman unless Shipper's account is current.

(b) Shipper understands and acknowledges that Freeman does not accept or transport illegal or hazardous materials of any kind or nature. Shipper warrants and will ensure that its property is inert and contains no hazardous substances, hazardous materials, chemicals, gases, explosives, radioactive materials, biologically hazardous agents or any other substance, matter or object in any form that could pose a threat to the health or safety of Freeman persons or property or the public welfare in general. Such goods may be warehoused at owner's risk and expense or destroyed without compensation.

(c) Shipper shall defend and indemnify Freeman and its employees, directors, officers and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses (including, but not limited to, reasonable attorney's fees and investigation costs) on account of personal injury, death or damage to or loss of property or profits arising out of or contributed to by any of the following: Shipper's negligence, wilful misconduct or deliberate act; Shipper's violation of federal, provincial/state, county or local ordinances; Shipper's violation of show regulations and/or rules as published and set forth by facility and/or show management; and/or Shipper's failure to comply with subsection (b) of this section regarding the inclusion of any dangerous substances in the property placed with Freeman.

10. CLAIMS. Claims must be filed in writing within nine (9) months after the date of delivery of the property (or in the case of export traffic, within nine (9) months after delivery at the port of export), except that claims for failure to make delivery must be filed within nine (9) months after a reasonable time for delivery has elapsed. Suits for loss, damage or delay shall be instituted against Freeman no later than two (2) years and one (1) day from the day when written notice is given by Freeman to the claimant that Freeman has disallowed the claim or any part or parts of the claim specified in the notice. Shipper shall deliver notice of claim for loss or damage by hand, postal mail, courier, facsimile or electronic means to Sedgwick, PO Box 14151, Lexington, KY 40512-4151, as soon as loss or damage is discovered. The notice of claim shall invite a prompt joint survey of the damage at a time and place to be agreed between the parties, and such survey shall go forward promptly. However, if in any case the property is received by the Consignee or the Consignee's agent without notice of loss or damage to property being served on Freeman within five (5) calendar days of the receipt of the property, it is agreed between Freeman and Shipper that in that instance the presumption shall arise that the property was delivered in proper quantity and in good condition. Notice of concealed damage must be confirmed in writing. If Carrier schedules an inspection, claimant must keep the shipping container, all packaging material and contents in the same condition as when damage first was discovered. Claims filed more than nine (9) months following the date on which the property was delivered or should have been delivered are agreed to be forever time barred.

11. CHOICE OF FORUM / ARBITRATION. THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE STATE OF TEXAS WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES. EXCLUSIVE VENUE FOR ALL DISPUTES ARISING OUT OF CONTRACT, TORT, COMMON LAW OR RELATING TO THE ENFORCEMENT OR INTERPRETATION OF THIS CONTRACT SHALL RESIDE IN A COURT OF COMPETENT JURISDICTION IN DALLAS COUNTY, TEXAS. Notwithstanding anything herein to the contrary, any controversy or claim arising out of or relating to this Agreement, or the breach thereof, shall be exclusively settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgement on the award rendered by the arbitrator(s) may be entered by any court having jurisdiction thereof.

12. MISCELLANEOUS. (a) Shipper warrants the accuracy of the weight and dimension data furnished in this Contract. Shipper understands that once its property is shipped by Freeman pursuant to the instructions contained in this Contract, Shipper has no right to control the shipment, stop the shipment in transit, or divert or reschedule same; (c) Shipper agrees that this Contract may be provided to any third party, including common or contract carriers of cargo by air, water, rail or road, for the purpose of confirming the right of Freeman to control the handling of the property and all matters related to payment for the shipment. Shipper agrees that all shipments are subject to correction and final charges determined by the actual or re-weighed weight of the shipment.

13. SMALL PACKAGE PROGRAM. If items shipped via Freeman's Small Package Program are lost, damaged or destroyed while in Freeman's possession, **FREEMAN'S MAXIMUM LIABILITY SHALL BE US\$100 PER PACKAGE UNLESS AT THE TIME OF SHIPMENT SHIPPER MAKES A DECLARATION OF VALUE IN THE SPACE DESIGNATED ON THE SHIPPING INSTRUCTIONS AND PAYS THE APPROPRIATE VALUATION CHARGE.** If small packages are received by the Shipper and notice of loss or damage is not received by Freeman within fifteen (15) days of the delivery of the property, the parties agree that the presumption shall arise that the property was delivered in proper quantity and in good condition.



CANADA customs douanes CANADIENNES

Exhibiting internationally may seem daunting, but the details don't have to get in your way. Freeman will manage customs clearance for all of your shipping needs, ensuring that your booth and your products make it safely to your event. On time, and in one piece.

As the official service contractor, we handle every logistical issue from start to finish...before the show, on-site and while everything travels on to its next destination. Whichever carrier you choose, Freeman knows how to help you clear your goods with customs officials, making your entrance and exit smooth and stress-free.

We think of you as our first-class customer, getting you across the border – and back – with experience and expertise.

Bien qu'exposer à l'échelle internationale puisse sembler poser un défi de taille, les détails pour y arriver n'ont pas à se mettre en travers de votre route. Freeman se chargera du dédouanement pour tous vos besoins en matière d'expédition, et garantit l'arrivée à bon port de votre kiosque et de vos produits pour l'événement prévu. En toute sécurité, à temps, et en un seul morceau.

À titre de fournisseur officiel de service, nous assumons la responsabilité de chaque aspect logistique, du départ jusqu'à l'arrivée... Avant l'exposition, sur place et au cours du transport de votre matériel vers sa prochaine destination. Quel que soit le transporteur que vous choisissiez, Freeman sait comment vous aider à dédouaner vos marchandises auprès des fonctionnaires des douanes. L'entrée, tout comme la sortie, peuvent donc se dérouler tout en douceur et sans stress.

Nous vous considérons comme un client de première classe, et c'est pourquoi nous mettons notre expérience et notre expertise à votre service pour vous vous faire franchir la frontière, à l'entrée et à la sortie.

Call our transportation experts at 877-478-1113. For fast, easy ordering, go to www.freemanco.com.

Appelez nos experts du transport au 877-478-1113.

Pour commander rapidement et en toute simplicité, visitez le www.freemanco.com

CANADA customs douanes CANADIENNES

Our secret to painless international transport is advance planning. Here are a few ways that we can help you be where you want to be, with exactly what you need when you get there.

- Organization of required customs documents.
 - Assistance in the completion of required customs documents.
 - Preparation of one invoice, detailing all of your show services on one convenient form.
 - Around-the-clock availability, via a special toll-free phone number that will connect you with your customs specialist.
 - Competitive pricing.
-

Notre secret pour un transport international sans tracas consiste en une planification avancée. Voici quelques moyens mis à votre disposition afin de vous aider à vous rendre là où vous le voulez, et à disposer exactement de ce dont vous aurez besoin à votre arrivée.

- Organisation des documents de douanes requis.
- Service de soutien pour remplir les documents de douanes requis.
- Préparation d'une facture précisant tous les services retenus en vue de votre exposition, offerte en un format pratique.
- Service offert 24 heures sur 24 par l'entremise d'une ligne spéciale sans frais, qui vous mettra en contact avec votre spécialiste des douanes.
- Tarifs concurrentiels.



EXHIBIT transportation transport d'exposition

Making your show experience a success hinges not only on what you bring to the show, but also what you take away. No one knows that better than Freeman. We've had more than 75 years of experience in the business, and we're here to help you with all your exhibit transportation needs. From initial inbound transportation and move-in to move-out and outbound transportation, we've got the specialists to assist you with all your show requirements. Take a look at the services we can offer you and you'll see why we're the best in the business.

Don't forget about inbound shipping! Complete and send the attached order form to order your inbound and outbound shipping.

Le succès de votre expérience d'exposition dépend non seulement de ce que vous apportez à l'exposition, mais également de ce que vous en retirez. Personne ne le sait mieux que Freeman. Forts de plus de 75 années d'expérience dans le secteur, nous entendons vous offrir le soutien nécessaire à l'égard de tous vos besoins en matière de transport d'exposition. Du transport initial, à l'installation et au démantèlement, jusqu'à la sortie, nos spécialistes sont capables de vous aider pour tous vos besoins d'exposition. Jetez un coup d'oeil à tous nos services ; vous verrez pourquoi nous sommes le chef de file de l'industrie.

N'oubliez pas le transport à l'entrée ! Remplissez et envoyez le formulaire ci-joint pour commander le transport à l'entrée et à la sortie.

Call our transportation experts at 877-478-1113. For fast, easy ordering, go to www.freemanco.com.
Appelez nos experts de transport d'exposition au 877-478-1113.
Pour commander rapidement et en toute simplicité, visitez le www.freemanco.com

EXHIBIT TRANSPORTATION **services**

services de TRANSPORT D'EXPOSITION

As the official service contractor, we can make it easier for you to transport your exhibit to the show and on to its next destination. Our on-site experts are there every step of the way – preshow, move-in, on the actual show days as well as during move-out. Also, if you need anything after the show, your Freeman contact will be there to assist you. Some of our available services also include:

- A special toll-free number where Freeman experts give you the fast, friendly service that has become our trademark, track shipments, arrange for pickup and more.
- One convenient invoice with all your show services prequoted, so you never get hit with hidden costs. Freeman also offers competitive prices for exhibit transportation with value-added customer service.
- Preprinted shipping labels and material handling agreements. There is no need to handwrite all your labels when we can print them for you automatically.

Don't forget about inbound shipping! Complete and send the attached order form to order your inbound and outbound shipping.

questions?

Call our exhibit transportation experts at 877-478-1113. For fast, easy ordering, go to www.freemanco.com

En tant que fournisseur de service officiel, nous pouvons faciliter le transport de votre matériel d'exposition au salon, et jusqu'à sa prochaine destination. Il y a des experts sur place à chaque étape : avant la tenue de l'événement, à l'installation, pendant l'exposition et au démontage. En plus, si vous avez des besoins additionnels une fois l'événement terminé, votre personne-ressource de Freeman sera disponible pour vous aider. Les services que nous offrons comprennent :

- Un numéro spécial sans frais où les experts de Freeman vous offrent un service rapide et amical, qui est devenu notre marque de commerce, pour localiser des envois, planifier des cueillettes et plus encore.
- Une seule facture pratique incluant un estimé de vos services d'exposition pour que vous ne soyez jamais surpris par des frais cachés. En plus, Freeman offre des tarifs compétitifs de transport d'exposition avec un service à la clientèle à valeur ajoutée.
- Des étiquettes pré-imprimées pour vos envois et ententes sur la manutention de matériel. Pourquoi écrire vos étiquettes à la main quand nous pouvons les imprimer automatiquement pour vous?

N'oubliez pas le transport à l'entrée ! Remplissez et envoyez le formulaire ci-joint pour commander le transport à l'entrée et à la sortie.

questions ?

Appelez nos experts de transport d'exposition à 877-478-1113. Pour commander rapidement et en toute simplicité, visitez le www.freemanco.com.

F R E E M A N

F R E E M A N

1-877-478-1113



COMPLETE THIS FORM ONLY IF YOU ARE
SHIPPING YOUR EXHIBIT MATERIALS BY
FREEMAN EXHIBIT TRANSPORTATION

INCLUDE THE FREEMAN METHOD OF
PAYMENT FORM WITH YOUR ORDER

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 1-877-478-1113 to speak with one of our experts.

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- By selecting below, you are authorizing Freeman to effect customs clearance and/or pick-up deliver you shipment.

SELECT SERVICE(S)

- ☐ Transportation & Customs Clearance - Complete all sections of this form & Canada Customs Invoice
- ☐ Transportation Only - Complete all sections of this form.
- ☐ Customs Clearance Only - Complete pick-up information, shipping information & Canada Customs Invoice.

PICK UP INFORMATION:

Requested Pick Up Date: _____

SHIPPER NAME _____

SHIPPER ADDRESS _____

(City) (Province/State) (Zip/Postal Code)

DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**

FREEMAN/Exhibiting Company Name / Booth#

C/O: REIMER / YRC REIMER

1725 CHEMIN ST-FRANÇOIS

DORVAL, QC H9P 2S1 CANADA

MUST BE DELIVERED BY MAY 25, 2017

- ☐ I will be shipping to **SHOW SITE**
- Exhibiting Company Name / Booth #**
- C/O: FREEMAN
- HOTEL BONAVENTURE MONTREAL
- 900 DE LA GAUCHETIERE WEST
- MONTREAL, QC H5A 1E4 CANADA

CANNOT BE DELIVERED BEFORE MAY 28, 2017

TYPE OF SERVICE - Choose One

- ☐ 1 Day: Delivery next business day (before 5:00 p.m.)
- ☐ 2 Day: Delivery by 5:00 P.M. second business day
- ☐ Deferred: Delivery within 3 - 4 business days
- ☐ Declared Value \$ _____

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

- ☐ Standard Ground: Dependent on distance
- ☐ Expedited Ground: Tailored to specific requirements
- ☐ Specialized: Pad wrapped, uncrated, or truckload

12/07 (Show #)

SHIPPING INFORMATION

Items to be shipped

Number of Pieces	Weight
____ Crates (wooden)	_____
____ Cartons (cardboard)	_____
____ Cases/Trunks (fiber) (color _____)	_____
____ Skids/Pallets	_____
____ Carpet/Pad (color _____)	_____
____ Other (_____)	_____
____ Total	_____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- ☐ I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels: _____

FAX THIS COMPLETED FORM TO:
514-394-2667

A TRANSPORTATION EXPERT
WILL CALL YOU TO CONFIRM
RECEIPT OF ORDER AND
FINALIZE DETAILS

SHOW # (445689) _____

FREEMAN exhibit transportation & customs



1. Vendor (Name and Address) / Vendeur (Nom et Adresse) ACME Company 1234 Coyote Lane Desert City, Sahara, USA 54321 Attn: Wily Coyote @ 416-555-1212		2. Date of Direct Shipment to Canada Date d'expédition directe vers le Canada <div style="text-align: center;">January 1, 2001 > "Shipping Date"</div>																			
4. Consignee (Name and Address) / Destinataire (Nom et Adresse) ACME Company c/o Freeman 61 Browns Line Toronto, Ontario M8W-3S2 Show: Vegetables Fair Booth#: _____		3. Other References (Include Purchaser's Order No.) Autres références (include le no de commande de l'acheteur) "Your IRS or Fed Tax ID"																			
5. Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)		6. Country of Transshipment / Pays de transbordement																			
7. Country of Origin of Goods Pays d'origine des marchandises <div style="text-align: center;">USA</div>		If shipment includes goods of different origins enter origins against items in 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12																			
VII. Is this a related company transaction? Est-ce que les compagnies sont liées entre elles? Yes <input checked="" type="checkbox"/> OUI NO <input type="checkbox"/> NON		9. Condition of Sales and Terms of Payment (I.e.: Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)																			
8. Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et Lieu d'expédition directe vers le Canada <div style="text-align: center;">Via Ground, Desert City, Sahara</div>		10. Currency of Settlement / Devises du paiement <div style="text-align: center;">USD</div>																			
11. No. of Pkgs. Nbre. De colis	12. Specification of Commodities (Kind of Packages) Marks and Numbers, General Description and Characteristics, i.e. Grade Quality) Désignation des articles (Nature des colis, marques et numéros, description générale et caractéristiques, p. ex. Classe, qualité)	13. Quantity (State Unit) Quantité (Préciser l'unité)	14. Unit Price Prix Unitaire																		
15. Total	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 10%; text-align: center; vertical-align: top;">1</td> <td style="width: 60%; padding: 5px;">Case - Display Booth (knockdown) with Graphics.</td> <td style="width: 10%; text-align: center; vertical-align: top;">1</td> <td style="width: 15%; text-align: right; vertical-align: top;">\$6,000.00</td> <td style="width: 5%;"></td> <td style="width: 10%; text-align: right; vertical-align: top;">\$6,000.00</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">1</td> <td style="padding: 5px;">Box of Company Brochures "Title: Vegetable & Things"</td> <td style="text-align: center; vertical-align: top;">1</td> <td style="text-align: right; vertical-align: top;">\$120.00</td> <td></td> <td style="text-align: right; vertical-align: top;">\$120.00</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">1</td> <td style="padding: 5px;">Box of give-away Pens</td> <td style="text-align: center; vertical-align: top;">150</td> <td style="text-align: right; vertical-align: top;">\$0.25</td> <td></td> <td style="text-align: right; vertical-align: top;">\$37.50</td> </tr> </table>			1	Case - Display Booth (knockdown) with Graphics.	1	\$6,000.00		\$6,000.00	1	Box of Company Brochures "Title: Vegetable & Things"	1	\$120.00		\$120.00	1	Box of give-away Pens	150	\$0.25		\$37.50
1	Case - Display Booth (knockdown) with Graphics.	1	\$6,000.00		\$6,000.00																
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1	Box of give-away Pens	150	\$0.25		\$37.50																
Canadian Customs Clearance by: Freeman 1-877-478-1113																					
XI.1 Total Number of Pieces / Nombre total de pièces 3		16. Total Weight / Poids total Net Gross / Brut <div style="text-align: right;">156 lbs.</div>		17. Invoice Total Total de la facture <div style="text-align: right;">\$6,157.50</div>																	
18. If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case Commercial Invoice No. / No. De la facture commerciale _____ <input checked="" type="checkbox"/>		19. Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)		20. Originator (Name and Address) Expéditeur d'origine (Nom et adresse) <div style="text-align: center;">Same as Consignee</div>																	
21. Departmental Ruling (if applicable) Decision ministérielle (s'il y a lieu)		22. If fields 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/>		23. If included in field 17 indicate amount Si compris dans le total à la zone 17, préciser (i) Transportation charges, expenses and insurance From the place of direct shipment to Canada Les frais de transport, dépenses et assurances à partir du lieu d'expédition directe vers le Canada \$ _____ (ii) Costs for construction, erection, and assembly incurred after importation into Canada Les coûts de construction, de montage et d'assemblage après importation au Canada \$ _____ (iii) Export packing Le coût de l'emballage d'exportation \$ _____																	
24. If not included in field 17 indicate amount Si non compris dans le total à la zone 17, préciser (i) Transportation charges, expenses and insurance to the place of direct shipment to Canada Les frais de transport, dépenses et assurances jusqu'au lieu d'expédition directe vers le Canada \$ _____ (ii) Amounts for commissions other than buying commissions Les commissions autres que celles versées pour l'achat \$ _____ (iii) Export packing Le coût de l'emballage d'exportation \$ _____		25. Check (if applicable) Cocher (s'il y a lieu) (i) royalty payments or subsequent proceeds are paid or payable by the purchaser Des redevances ou produits ultérieurs ont été ou seront versés par l'acheteur <input type="checkbox"/> (ii) The purchaser has supplied goods and services for use in the production of these goods L'acheteur a fourni des biens ou des services pour la production de ces marchandises <input type="checkbox"/>																			



CANADA CUSTOMS INVOICE

Page of

1. Vendor (Name and Address) / Vendeur (Nom et Adresse)		2. Date of Direct Shipment to USA Date d'expédition directe vers les Etats Unis	
4. Consignee (Name and Address) / Destinataire (Nom et Adresse) Show: Booth#:		3. Other References (Include Purchaser's Order No.) Autres references (include le no de commande de l'acheteur)	
		5. Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il differe du destinataire)	
		6. Country of Transshipment / Pays de transbordement	
		7. Country of Origin of Goods Pays d'origine des marchandises	If shipment includes goods of different origins enter origins against items in 12. Si l'expédition comprend des marchandises d'origines ddifferentes, en preciser la provenance en 12
		9. Condition of Sales and Terms of Payment (I.e.: Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement. (Ex. Vente, Expedition en consignment, location de marchandises, etc.)	
VII. Is this a related company transaction? Est-ce que les compagnies sont liees entre elles? Yes <input type="checkbox"/> OUI NO <input type="checkbox"/> NON		10. Currency of Settlement / Devises du paiement	
8. Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Preciser mode et Lieu d'epcdition directe vers le Canada Via			
11. No. of Pkgs. Nb. De colis	12. Specification of Commodities (Kind of Packages) Marks and Numbers, General Description and Characteristics, i.e. Grade Quality Designation des articles (Nature des colis, marques et numeros, description generale et caracteristiques, p. ex. Classe, qualite)	13. Quantity (State Unit) Quantite (Preciser l'unite)	Replacement Value Valeur de Remplacement
			14. Unit Price Prix Unitaire
			15. Total
CANADIAN CUSTOMS CLEARANCE BY: Freeman Customs Services 877-478-1113			
XI.1 Total Number of Pieces / Nombre total de pieces			
18. If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 a 17 figurenet sur la facture commerciale cocher cette case Commercial Invoice No. / No. De la facture commerciale <input type="checkbox"/>		16. Total Weight / Poids total Net Gross / Brut	17. Invoice Total Total de la facture
19. Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il differe du vendeur)		20. Originator (Name and Address) Expediteur d'origine (Nome et adresse) Same as Consignee	
21. Departmental Ruling (if applicable) Decision ministerielle (s'il y a lieu)		22. If fields 23 to 25 are not applicable, check this box Si les zones 23 a 25 sont sans objet, cocher cette case <input type="checkbox"/>	
23. If uncluded in field 17 indicate amount Si compris dans le total a la zone 17, preciser (i) Transportation charges, expenses and insurance From the place of direct shipment to Canada Les frais de transport, depenses et assurances a partir du lieu d'expédition directe vers le Canada \$ (ii) Costs for construction, erection, and assembly incurred after importation into Canada Les couts de construction, de montage et d'assemblage apres importation au Canada \$ (iii) Export packing Le cout de l'emballage d'exportation \$		24. If not included in field 17 indicate amount Si non compris dans le total a la zone 17, preciser (i) Tranportation charges, expenses and insurance to the place of direct shipment to Canada Les frais de transport, depenses et assurances jusqu'au lieu d'expédition directe vers le Canada \$ (ii) Amounts for commissions other than buying commissions Les commissions autres que celles versees pour l'achat \$ (iii) Export packing Le cout de l'emballage d'exportation \$	
		25. Check (if applicable) Cocher (s'il y a lieu) (i) royalty payments or subsequent proceeds are paid or payable by the purchaser Des redevances ou produits ulterieurs ont ete ou seront verses par l'acheteur <input type="checkbox"/> (ii) The purchaser has supplied goods and services for use in the production of theses goods L'acheteur a fourm des biens ou des services pour la production de ces marchandises <input type="checkbox"/>	

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

How do I ship to the warehouse?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.
- Please call the number located on Quick Facts if you want to ship oversized material that requires special equipment to the warehouse.

How do I ship to show site?

- Freight will be accepted only during exhibitor move-in. Please refer to Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Certified weight tickets must accompany all shipments.

What about prepaid or collect shipping charges?

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading "prepaid."
- "Prepaid" designates that the transportation charges will be paid by the exhibitor or a third party.

How should I label my freight?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on Quick Facts.

How do I estimate my Material Handling charges?

- Charges will be based on the weight of your shipment. Each shipment received is considered separately. The shipment weight will be rounded to the next 100 pounds. Each 100 pounds is considered one "cwt." (one hundred weight). All shipments are subject to reweigh.
- On the Order Form, select whether the freight will arrive at the warehouse or be sent directly to show site.
- Next, select the category that best describes your shipment. There are three categories of freight:

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

Special Handling: material delivered by the carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad-wrapped material, loads failing to maintain shipping integrity, carpet and/or pad-only shipments, and shipments that require additional time, equipment or labor to unload. Federal Express and UPS are included in this category due to their delivery procedures.

Uncrated: material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

- Add overtime charges for inbound if material is delivered to the booth during the overtime period stated on Quick Facts. This includes both warehouse and show site shipments.

- Add overtime charges for outbound if material is loaded onto the outbound carrier during the overtime period stated on Quick Facts.
- Add the late delivery charge listed on the Order Form if the shipment is accepted at the warehouse or at show site after the deadline date listed on Quick Facts.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.
- Shipments received without receipts or freight bills, such as UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition.

What happens to my empty containers during the show?

- Pick up "Empty Labels" at the Service Center. Place a label on each container. Labeled containers will be picked up periodically and stored in non-accessible storage during the show.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

How do I protect my materials after they are delivered to the show or before they are picked up after the show?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

How do I ship my materials after the close of the show?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Service Center at show site for your shipping documents. The Material Handling Agreement and labels will be processed and available prior to show closing.
- After materials are packed, labeled, and ready to be shipped, the completed Material Handling Agreement must be turned in at the Service Center.
- Call your designated carrier with pick-up information. Please refer to Quick Facts for specific dates and times. In the event your selected carrier fails to show on final move-out day, your shipment will either be rerouted on Freeman's carrier choice or delivered back to the warehouse at the exhibitor's expense.
- For your convenience, show recommended carriers will be on site to handle outbound transportation.

Where do I get a forklift?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

Do I need insurance?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the enclosed Terms and Conditions.

Other available services (may not be available in all locations)

- Cranes
- Scissor lifts, condors
- Access storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

F R E E M A N

FREEMAN

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
FreemanMontrealES@freeman.com



**METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER**

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS _____

For Assistance, please call 514-868-6666 to speak with one of our experts.

Let Freeman OnLine® estimate your material handling charges for you. Log on to www.freemanco.com, select your show and click on "Estimate My Material Handling Costs". From Freeman OnLine® you can print extra shipping labels, get tips on how to package your freight and much more.

MATERIAL HANDLING SERVICES

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

SPECIAL HANDLING: Material delivered by a carrier in such a manner that it requires additional handling, such as ground unloading, stacked and constricted space unloading, designated piece unloading, loads mixed with pad wrapped material, carpet and/or pad only shipments, and shipments that require additional time, equipment or labor to unload. **Federal Express** and **UPS** are included in this category due to their delivery procedures.
(See definitions on back)

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

HAND-CARRY: 15 minutes allowed on loading dock. Dollies are forbidden.

STRAIGHT TIME: 8:00 A.M. to 4:00 P.M. Monday through Friday

OVERTIME: 4:00 P.M. to 8:00 A.M. Monday through Friday, all day Saturday, Sunday, and Holidays
(Overtime will be applied to all freight received at the warehouse and/or show site that must be moved into or out of booth during above listed times.)

Description	Price Per CWT	Minimum 200 lbs.
RATE CLASSIFICATIONS:		
Warehouse Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$110.00	\$220.00
Special Handling Shipment.....	\$143.25	\$286.50
Show Site Shipment (200 lb. minimum)		
Crated or Skidded Shipment.....	\$96.25	\$192.50
Special Handling Shipment.....	\$125.25	\$250.50
Uncrated or Pad Wrapped Shipment.....	\$144.25	\$288.50
Small Package - Maximum weight is 30 lbs per shipment*		
Small Package.....	\$45.00	

*A small package shipment is a shipment totaling any number of pieces with a combined weight not to exceed 30 lbs that is received on the same day, from the same shipper and delivered by same carrier.

Cart Service - Intended for "Private owned vehicles"* Per Trip** \$82.25

*** A POV is any vehicle that is primarily designed to transport passengers, not cargo or freight. In this category are: pick-up, passenger van, taxi and limousine.
(Storage is not included with this service)

ADDITIONAL SURCHARGES:

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

Warehouse Shipment after Deadline\$27.50 \$55.00
Show Site Shipment after Deadline\$24.00 \$48.00

Overtime Charge - Inbound (in addition to above rates)

Crated or Skidded Shipment.....\$24.25 \$48.50
Special Handling Shipment.....\$31.50 \$63.00
Uncrated or Pad Wrapped Shipment.....\$36.25 \$72.50

Overtime Charge - Outbound (in addition to above rates)

Crated or Skidded Shipment.....\$24.25 \$48.50
Special Handling Shipment.....\$31.50 \$63.00
Uncrated or Pad Wrapped Shipment.....\$36.25 \$72.50

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	÷ 100 =			
Surcharges	÷ 100 =			

Tips to Save on Material Handling

- Consolidate shipments - when total weight is less than 200 lbs. For Example:

3 Separate Shipments

60 lbs. charged @ 200 lbs. \$ 100.00

52 lbs. charged @ 200 lbs. \$ 100.00

65 lbs. charged @ 200 lbs. \$ 100.00 = \$300.00

1 Consolidated Shipment

3 pieces (1 shipment)

177 lbs. charged @ 200 lbs = \$100.00

Added benefit - your shipments are less likely to get misplaced if they are packaged together with larger items.

Sub-Total	
5% GST	
9.975% PST	
Total	

SPECIAL HANDLING DEFINITIONS

for frequently asked questions and material handling estimator tools, go to www.myfreemanonline.com

Special handling applies to shipments that are loaded by cubic space and/or packed in such a manner as to require additional labor/handling, such as ground unloading, constricted space unloading, designated piece unloading, carpet/pad only shipments or stacked shipments. Also included are shipment integrity, alternate delivery locations, mixed shipments, and shipments without individual bills of lading. Shipments loaded in this manner require additional time, labor, or equipment, to unload, sort and deliver.

What is Ground Loading/Unloading?

Vehicles that are not dock height, preventing the use of loading docks, such as U-hauls, flat bed trailers, double drop trailers, company vehicles with trailers that are not dock level, etc.

What is Constricted Space Loading/Unloading?

Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full capacity of trailer – top to bottom, side to side. One example of this is freight that is loaded down one side of a trailer that must be bypassed to reach targeted freight.

What is Designated Piece Loading/Unloading?

Drivers that require the loading crew to bring multiple pieces of the freight to the rear of the trailer to select the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded in a sequence to ensure all items fit.

What are Stacked Shipments?

Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

What is Shipment Integrity?

Shipment integrity involves shipments on a carrier that are intermingled, or delivered in such a manner that additional labor is needed to sort through and separate the various shipments on a truck for delivery to our customers.

What is Alternate Delivery Location?

Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver some shipments to different levels in the same building, or to other buildings in the same facility.

What are Mixed Shipments?

Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for the shipment, but does require special handling. Freeman defines special handling for mixed loads as having less than 50% of the volume as uncrated.

What does it mean if I have "No Documentation"?

Shipments arrive from a small package carrier (including, among others, Federal Express and UPS) without an individual Bill of Lading, requiring additional time, labor and equipment to process.

What about carpet only shipments?

Shipments that consist of carpet and/or carpet padding only require special handling because of additional labor and equipment to unload.

What is the difference between Crated and Uncrated Shipments?

Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons, and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped, and/or unskidded without proper lifting bars and hooks.

F R E E M A N

205 Viger W., Suite 207
Montreal, Quebec, Canada H2Z 1G2
Ph: 514-868-6666 • Fax: 514-394-2667
FreemanmontrealES@freemanco.com

OUTBOUND MATERIAL HANDLING AND SHIPPING LABELS



NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME: _____ BOOTH#: _____

CONTACT NAME: _____ PHONE#: _____

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

SHIPPING INFORMATION

FROM: SHIPPER/EXHIBITOR NAME: _____

BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

METHOD OF SHIPMENT

PLEASE CHECK DESIRED METHOD OF SHIPMENT BELOW

OFFICIAL CARRIER

- ☐ 1 Day: Delivery next business day
- ☐ 2 Day: Delivery by 5:00 P.M. second business day
- ☐ Expedited
- ☐ Deferred: Delivery within 3-4 business days
- ☐ Standard Ground
- ☐ Specialized: Pad wrapped, uncrated, or truckload

☐ OTHER COMMON CARRIER _____

☐ OTHER VAN LINE _____

☐ OTHER AIR FREIGHT _____

Once your shipment is packed and ready to be picked up, please return the Material Handling Agreement to the Exhibitor Services Center.

Verify the piece count, weight and that a signature is on the Material Handling Agreement prior to shipping out.

SHIPMENTS WITHOUT PAPERWORK TURNED IN WILL BE RETURNED TO OUR WAREHOUSE AT EXHIBITOR'S EXPENSE.

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

DESIRED NUMBER OF LABELS: _____

In the event your selected carrier (other than Freeman) fails to show on final move-out day, please select one of the following options:

- ☐ Reroute via Freeman's choice.
- ☐ Delivery back to warehouse at Exhibitor's expense*
* Return to warehouse rates are based on weight. A minimum charge of \$300.00 plus applicable taxes will apply. Materials that have not been picked up by your selected carrier after 5 business days will be subject to storage fees. A \$100.00/week minimum charge will be added to your account.

FREEMAN shipping outbound

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: APRIL 28, 2017

DEADLINE DATE IS: MAY 24, 2017

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

1725 CH. ST-FRANCOIS

DORVAL, QC H9P2S1

WAREHOUSE

EVENT: ***THE 11th ANNUAL CANADIAN
NEUROSCIENCE MEETING 2017***

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

F R E E M A N

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: APRIL 28, 2017

DEADLINE DATE IS: MAY 24, 2017

TO: _____

EXHIBITOR NAME

C/O: FREEMAN

1725 CH. ST-FRANCOIS

DORVAL, QC H9P2S1

WAREHOUSE

EVENT: ***THE 11th ANNUAL CANADIAN
NEUROSCIENCE MEETING 2017***

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

F R E E M A N

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE MAY 28, 2017

TO:

EXHIBITOR NAME

C/O: FREEMAN

**HOTEL BONAVENTURE MONTREAL
900 DE LA GAUCHETIERE WEST**

MONTREAL, QC H5A 1E4

SHOW SITE

EVENT: ***THE 11th ANNUAL CANADIAN
NEUROSCIENCE MEETING 2017***

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

F R E E M A N

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE MAY 28, 2017

TO:

EXHIBITOR NAME

C/O: FREEMAN

**HOTEL BONAVENTURE MONTREAL
900 DE LA GAUCHETIERE WEST**

MONTREAL, QC H5A 1E4

SHOW SITE

EVENT: ***THE 11th ANNUAL CANADIAN
NEUROSCIENCE MEETING 2017***

BOOTH NO: _____ **NO.** _____ **OF** _____ **PCS**

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

FURNISHING essentials AMEUBLEMENT essentiel



Your exhibit space should reflect your company's distinctive look and feel, which is why the furniture you choose to fill it is so important. Freeman Furnishing Essentials has everything you need with an assortment of superior, professional pieces in eye-catching shapes and styles to suit any budget or design essential. In addition, the quality control standards and in-house maintenance that Freeman adheres to are outstanding, so you always know you're getting the best furniture possible to make your show experience a total success.

Browse through this brochure and if you don't find what you want, don't worry. We will work with you every step of the way to make sure you get exactly what you're looking for. Our prices are all-inclusive and cover shipping and material handling with no hidden fees. Also, Freeman has multiple warehouse locations across the country, so delivering your furniture solution is always quick and simple.

Votre espace d'exposition devrait être un reflet de l'allure et du style distincts de votre société, d'où l'importance de choix de meubles pour le remplir. La gamme d'ameublement essentiel de Freeman à tout ce dont vous avez besoin, avec un assortiment de meubles professionnels dans des formes et des styles attrayants pouvant satisfaire à tout budget ou toute conception. En outre, les normes de contrôle de la qualité et l'entretien à l'interne de Freeman sont hors pair, donc vous êtes toujours confiants d'avoir les meilleurs meubles possibles pour la réussite de votre événement.

Découvrez tout cela dans cette brochure et si vous ne trouvez pas exactement ce que vous voulez, ne vous en souciez pas - nous travaillerons avec vous tout le long du processus afin de nous assurer que vous obtenez exactement ce que vous désirez. Nos prix sont tout inclus et comprennent les frais d'expédition et de manutention, sans frais cachés. Freeman possède également plusieurs sites d'entreposage dans le pays entier; la livraison de vos meubles se fait donc toujours rapidement et en toute simplicité.



FURNISHING essentials
AMEUBLEMENT essentiel

seating/sièges

black diamond side chair

21"W 23"L 32"H – 71089

chaise sans bras black diamond

21"Large 23"L 32"H – 71089



black diamond stool

22"W 18"L 46"H – 71088

tabouret black diamond

22"Large 18"L 46"H – 71088



black diamond armchair

20"W 21"L 33"H – 71090

chaise avec bras black diamond

20"Large 21"L 33"H – 71090





limerick® chair by Herman Miller

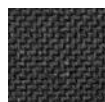
Grey

18"W 17.75"L 33"H – 210108

chaise limerick® by Herman Miller

grise

18"Large 17.75"L 33"H – 210108



casey padded stool

Black or Grey Fabric

20"W 21.5"L 42.5"H – 210112

tabouret casey

Tissu noir ou gris

20"Large 21.5"L 42.5"H – 210112



grey gaslift stool

24"W 20"L 46"H – 71047

tabouret sténo gris

24"Large 20"L 46"H – 71047

grey gaslift chair

26"W 20"L 38"H – 71045

chaise sténo grise

26"Large 20"L 38"H – 71045

Telescoping height adjustment;
five-caster base rolls with ease.
Base à cinq roulettes et ajustement
télescopique de la hauteur.





tables



studio series

black end table

17"W 17"L 18"H – 115104

table de bout noire

17"Large 17"L 18"H – 115104

black cocktail table

36"W 20"L 15"H – 115103

table à cocktail noire

36"Large 20"L 15"H – 115103

soho series

Black pedestal table

36" Diam. 30"H – 72067

Table-piedestal noire

36" Diam. 30"H – 72067





display/présentoir



display cylinders

Black

low

30"Diam 15"H – 75020

medium

18"Diam 20"H – 75021

high

24"Diam 36"H – 75022

présentoir cylindrique

Noir

bas

30"Diam 15"H – 75020

moyen

18"Diam 20"H – 75021

haut

24"Diam 36"H – 75022



orion computer kiosk

Black

28"L 28"D 40.5"H – 75079

(Computer not included.)

comptoir à ordinateur orion

Noir

28"Large 28"D 40.5"H – 75079

(Ordinateur non inclus.)

draped or undraped tables & counters









Coloured draping includes white vinyl top and pleated skirt on three sides. Fourth-side draping is available. Undraped tables include white plastic tops.

tables (30" height)

	4'	6'	8'
Draped	124430	124630	124830
Draped on fourth side		1240630	1240830
Undraped	125430	125630	125830

counters (42" height)

	4'	6'	8'
Draped	124442	124642	124842
Draped on fourth side		1240642	1240842
Undraped	125442	125642	125842

			
<i>black/noir</i>	<i>blue/bleu</i>	<i>dark green/vert</i>	<i>gold/doré</i>
			
<i>grey/gris</i>	<i>plum/prune</i>	<i>red/rouge</i>	<i>white/blanc</i>

tables et comptoirs avec ou sans jupe

Les tables sont recouvertes de vinyle blanc et d'une jupe sur 3 côtés. Nous pouvons installer une jupe au 4e côté. Les tables sans jupe sont également recouvertes de vinyle blanc.

tables avec jupe

	4'	6'	8'
(30" hauteur)			
Avec jupe	124430	124630	124830
Avec jupe au 4e côté		1240630	1240830
Sans jupe	125430	125630	125830

comptoirs avec jupe

	4'	6'	8'
(42" hauteur)			
Avec jupe	124442	124642	124842
Avec jupe au 4e côté		1240642	1240842
Sans jupe	125442	125642	125842





accessories



a.



b.



c.



d.

accessoires

a. chrome sign holder

Holds 22"x 28" sign – 220118

a. porte-enseigne chrome

Pour une enseigne 22"x 28" – 220118

b. flat literature rack

10"L 55"H – 750136

Display printed materials in six pockets

b. porte-brochures

10"L 55"H – 750136

Six pochettes

c. small refrigerator empty

19"W 19"L 34"H – 75057

c. petit réfrigérateur vide

19"Large 19"L 34"H – 75057

d. chrome easel
d. trépied chrome

220134

corrugated wastebasket
corbeille à papier (carton ondulé)

220106



*Note: Electrical power must be ordered separately.

*Note: les services électriques doivent être commandés séparément



**e. chrome stanchion with
8' retractable belt**
**e. poteau de foule avec
sangle rétractable 8'**

42"H – 220121

f. chrome bag rack
f. porte-sacs chrome

220110

g. chrome coat tree
g. patère chrome

220109

file cabinet with lock
h. two-drawer

25"W 15"L 28"H – f 74082

i. four-drawer

25"W 15"L 52"H – 74081

classeur avec serrure
h. deux tiroirs

25"Large 15"L 28"H – 74082

i. quatre tiroirs

25"Large 15"L 52"H – 74081

special draping *(not pictured)*

Special drape is available in black, blue, gold, grey, red, teal, white or plum.

3' High

12103

8' High

12108

Refer to page four for colour reference. For drape over 8' please call for availability and prices.

tenture spéciale *(non illustrée)*

Disponible en noir, bleu, doré, gris, rouge, sarcelle, blanc ou prune

3' de hauteur

12103

8' de hauteur

12108

Choix de couleurs en page quatre. Pour les tentures de plus de 8', communiquez avec nous pour la disponibilité et les prix.

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F R E E M A N

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com



**ONLINE PRICE
DISCOUNT PRICE
DEADLINE
MAY 29-31, 2017**

**METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER**

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
FURNISHINGS						

****Please Circle colour for Casey Padded Stool: Black Grey**

_____	210108	Limerick® Chair by Herman Miller	\$49.50	\$54.45	\$69.30	_____
_____	210112	Casey Padded Stool**	\$94.00	\$103.40	\$131.60	_____
_____	71045	Grey Gaslift Chair	\$130.75	\$143.85	\$183.05	_____
_____	71047	Grey Gaslift Stool	\$180.25	\$198.30	\$252.35	_____
_____	71088	Black Diamond Stool	\$127.00	\$139.70	\$177.80	_____
_____	71089	Black Diamond Side	\$95.25	\$104.80	\$133.35	_____
_____	71090	Black Diamond Arm Chair	\$115.50	\$127.05	\$161.70	_____

The following items are available in black.

_____	75020	Display Cylinder/Low	\$150.50	\$165.65	\$210.70	_____
_____	75021	Display Cylinder/Medium	\$161.50	\$177.65	\$226.10	_____
_____	75022	Display Cylinder/High	\$173.00	\$190.30	\$242.20	_____
_____	75079	Orion Computer Kiosk	\$333.50	\$366.85	\$466.90	_____
_____	750136	Flat Literature Rack	\$185.25	\$203.80	\$259.35	_____
_____	72067	SohoCafeTable/30"H X 36"	\$205.00	\$225.50	\$287.00	_____

TABLES

NOTE: Tables are 24" wide

Please circle colour for table drape: Black Blue Gold Grey
Dark Green Plum Red White

DRAPED***

_____	124430	4' Draped Table/30"H	\$80.50	\$88.55	\$112.70	_____
_____	124630	6' Draped Table/30"H	\$98.00	\$107.80	\$137.20	_____
_____	124830	8' Draped Table/30"H	\$121.50	\$133.65	\$170.10	_____
_____	1240630	4th Side Draping-6' X 30"H	\$24.25	\$26.70	\$33.95	_____
_____	1240830	4th Side Draping-8' X 30"H	\$24.25	\$26.70	\$33.95	_____
_____	124442	4' Draped Table/42"H	\$115.00	\$126.50	\$161.00	_____
_____	124642	6' Draped Table/42"H	\$133.00	\$146.30	\$186.20	_____
_____	124842	8' Draped Table/42"H	\$155.00	\$170.50	\$217.00	_____
_____	12404642	4th Side Drape-6' x 42"H	\$24.25	\$26.70	\$33.95	_____
_____	12404842	4th Side Drape-8' x 42"H	\$24.25	\$26.70	\$33.95	_____

Remember to select a colour for items with (*). A colour will be selected for you if not indicated**

UNDRAPED

_____	125430	4' Undraped Table/30"H	\$59.00	\$64.90	\$82.60	_____
_____	125630	6' Undraped Table/30"H	\$71.50	\$78.65	\$100.10	_____
_____	125830	8' Undraped Table/30"H	\$89.00	\$97.90	\$124.60	_____
_____	125442	4' Undraped Table/42"H	\$79.50	\$87.45	\$111.30	_____
_____	125642	6' Undraped Table/42"	\$91.00	\$100.10	\$127.40	_____
_____	125842	8' Undraped Table/42"	\$111.00	\$122.10	\$155.40	_____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
FURNISHINGS						

Studio Series Tables:

_____	115103	Studio Series Black Table	\$58.00	\$63.80	\$81.20	_____
_____	115104	Studio Series Black End	\$56.00	\$61.60	\$78.40	_____
_____	220107	Wastebasket	\$16.50	\$18.15	\$23.10	_____
_____	220109	Chrome Coat Tree	\$33.25	\$36.60	\$46.55	_____
_____	220110	Chrome Bag Rack	\$73.50	\$80.85	\$102.90	_____
_____	220118	Chrome Sign Holder	\$80.50	\$88.55	\$112.70	_____
_____	220121	Chrome Stanchion w/8' Belt	\$80.50	\$88.55	\$112.70	_____
_____	220134	Chrome Easel	\$44.50	\$48.95	\$62.30	_____

***Please circle colour for special drape: Black Blue Gold Grey
Plum Red White

_____	12103	Special Drape- 3'H-per ft***	\$9.50	\$10.45	\$13.30	_____
_____	12108	Special Drape- 8'H-per ft***	\$11.50	\$12.65	\$16.10	_____
_____	15905	Small Fishbowl	\$41.00	\$35.10	\$57.40	_____
_____	75057	Refrigerator/4 cubic ft	\$133.00	\$146.30	\$186.20	_____
_____	74082	File Cabinet/2 Drawers	\$195.00	\$214.50	\$273.00	_____
_____	74081	File Cabinet/4 Drawers	\$290.00	\$319.00	\$406.00	_____

PLANTS/FLORAL

_____	42105	Table Size Plant	\$51.00	\$56.10	\$71.40	_____
_____	42106	Boston Fern	\$52.00	\$57.20	\$72.80	_____
_____	42108	Indoor Tree 7'-9' Tall	\$191.00	\$210.10	\$267.40	_____
_____	421071	Plant 6'-7' Marginata	\$133.00	\$146.30	\$186.20	_____
_____	421072	Plant 6'-7' Benjamina	\$133.00	\$146.30	\$186.20	_____
_____	421073	Plant 6'-7' Areca	\$133.00	\$146.30	\$186.20	_____
_____	4210111	Plant up to 5' Marginata	\$89.00	\$97.90	\$124.60	_____
_____	4210112	Plant up to 5' Benjamina	\$89.00	\$97.90	\$124.60	_____
_____	4210113	Plant up to 5' Areca	\$89.00	\$97.90	\$124.60	_____
_____	4210114	Plant up to 5' Schefflera	\$89.00	\$97.90	\$124.60	_____
_____	4210200	Hanging Plant	\$66.00	\$72.60	\$92.40	_____

FLORAL

_____	4220999	Special Arrangement - call for pricing				_____
_____	4220300	Small Vase Arrangements	\$93.50	\$102.85	\$130.90	_____
_____	4220400	Fresh Cut Flowers	\$135.00	\$148.50	\$189.00	_____
_____	4220500	Lg Tropical Flowers	\$185.00	\$203.50	\$259.00	_____

TOTAL COST

Sub-Total _____ + 5% GST _____ + 9.975% PST _____ = TOTAL _____

FREEMAN furnishings & floral

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by ordering at www.freemanco.com/store

SPECIALTY

furnishings

Ameublement

HAUT DE GAMME

Freeman Specialty Furnishings is a unique collection of furniture designed to make your exhibit stand out from the rest. Special attention has been given in selecting pieces that are original and of high quality.

L'ameublement haut de gamme de Freeman est spécialement conçu pour attirer l'attention sur votre stand. Un soin particulier a été apporté dans l'originalité et la qualité des pièces sélectionnées.



F R E E M A N

SPECIALTY **furnishings**
Ameublement HAUT DE GAMME

stools / tabourets



**equino stool /
tabouret équino**

14" x 16" x 36" H

white / blanc – 910146

black / noir – 910147

red / rouge – 910148



**lola stool /
tabouret lola**

16" x 16" x 40" H

white / blanc – 910211

black / noir – 910210

red / rouge – 910149



**chrome bar stool /
tabouret fini chrome**

17.5" x 18" x 45" H

white / blanc – 910132

black / noir – 910135



**black café stool /
tabouret café noir**

25" x 28" x 77" H

black / noir – 910212



seating / sièges



**black café chair /
chaise café noire**

17.5" x 15.5" x 34" H
black / noir – 910134



**ripple sled chair /
chaise à dos ondulée**

24" x 22" x 35" H
black / noir – 910213



**armless chair /
fauteuil sans bras**

23" x 28" x 35" H
white / blanc – 910152
black / noir – 910153



**sculpted chair /
fauteuil d'appoint**

33" x 27" x 26" H
white / blanc – 910150
red / rouge – 910151

**sculpted loveseat /
causeuse dossier arrondi**

52" x 27" x 27" H
white / blanc – 930147
red / rouge – 930148



**sculpted sofa /
sofa dossier arrondi**

74" x 27" x 27" H
white / blanc – 930146



**citi black leather chair /
fauteuil en cuir citi**

35" x 28.5" x 28" H
black / noir – 910201

**citi black leather loveseat /
causeuse en cuir citi**

56" x 28.5" x 28" H
black / noir – 930200



**citi black leather sofa /
sofa en cuir citi**

78" x 28.5" x 28" H
black / noir – 930202



tables



**square bistro table /
table bistro carrée**

30" x 30" x 42" H

black / noir – 920147



**round bistro table /
table bistro ronde**

30" Diam x 42" H

white / blanc – 920148

black / noir – 920146



**round bistro chrome table /
table ronde bistro fini chrome**

24" Diam x 42" H – 920149

chrome

**round bistro chrome table /
table ronde bistro fini chrome**

30" Diam x 42" H – 920200

chrome



**square bistro chrome table /
table bistro carrée fini chrome**

24" x 24" x 42" H – 920201



tables



**coffee table steel frame /
table à café fini acier**

24" x 48" x 20" H

white laminate / laminé blanc – 920151

black laminate / laminé noir – 920150



**end table steel frame /
table de coin fini acier**

24" x 24" x 20" H

white laminate / laminé blanc – 920153

black laminate / laminé noir – 920152



**sculpted round end table /
table de coin ronde**

16" Diam x 24" H

white / blanc – 920157

black / noir – 920156



**sculpted round coffee table /
table à café ronde**

24" diam. x 20" H

white / blanc – 920155

black / noir – 920154



accessories / accessoires



large ottoman / grand repose-pied

Red / rouge 72" x 20" x 18" H – 950154



large ottoman / grand repose-pied

black / noir 72" x 18" x 18" H – 950153



ottoman / repose-pied

43" x 19" x 18" H

white / blanc – 950146

black / noir – 950147



cube

18" x 18" x 18" H

white / blanc – 950112

black / noir – 950110

red / rouge – 950111



F R E E M A N

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Montreal, Quebec H2Z 1G2 Canada
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freemanmontrealES@freemanco.com



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CANADIAN ASSOCIATION FOR NEUROSCIENCE
ASSOCIATION CANADIENNE DES NEUROSCIENTES

**ONLINE PRICE
DISCOUNT PRICE
DEADLINE
MAY 8, 2017**

**METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER**

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freemanco.com/store

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
STOOLS						
_____	910146	Equino Stool - White	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910147	Equino Stool - Black	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910148	Equino Stool - Red	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910211	Lola Stool - White	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910210	Lola Stool - Black	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910149	Lola Stool - Red	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910132	Chrome Bar Stool - White	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910135	Chrome Bar Stool - Black	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910212	Black Café Stool	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____

CASUAL & LOUNGE SEATING						
_____	910134	Black Café Chair	\$ 104.00	\$ 114.40	\$ 145.60	\$ _____
_____	910213	Ripple Sled Chair - Black	\$ 139.00	\$ 152.90	\$ 194.60	\$ _____
_____	910152	Armless Chair - White	\$ 232.00	\$ 255.20	\$ 324.80	\$ _____
_____	910153	Armless Chair - Black	\$ 232.00	\$ 255.20	\$ 324.80	\$ _____

Sculpted Line						
_____	910150	Sculpted Chair - White	\$ 273.00	\$ 300.30	\$ 382.20	\$ _____
_____	910151	Sculpted Chair - Red	\$ 273.00	\$ 300.30	\$ 382.20	\$ _____
_____	930147	Sculpted Loveseat - White	\$ 365.50	\$ 402.05	\$ 511.70	\$ _____
_____	930148	Sculpted Loveseat - Red	\$ 365.50	\$ 402.05	\$ 511.70	\$ _____
_____	930146	Sculpted Sofa - White	\$ 463.50	\$ 509.85	\$ 648.90	\$ _____

Citi Line						
_____	910201	Citi Black Leather Chair	\$ 273.00	\$ 300.30	\$ 382.20	\$ _____
_____	930200	Citi Black Leather Loveseat	\$ 365.50	\$ 402.05	\$ 511.70	\$ _____
_____	930202	Citi Black Leather Sofa	\$ 463.50	\$ 509.85	\$ 648.90	\$ _____

Ottomans & Cubes						
_____	950153	Large Ottoman - Black (72"x18"x18"h)	\$ 406.75	\$ 447.45	\$ 569.45	\$ _____
_____	950154	Large Ottoman - Red (72"x18"x18"h)	\$ 406.75	\$ 447.45	\$ 569.45	\$ _____
_____	950147	Ottoman - Black (43"x19"x18"h)	\$ 257.50	\$ 283.25	\$ 360.50	\$ _____
_____	950146	Ottoman - White (43"x19"x18"h)	\$ 257.50	\$ 283.25	\$ 360.50	\$ _____
_____	950110	Square Cube - Black	\$ 122.50	\$ 134.75	\$ 171.50	\$ _____
_____	950112	Square Cube - White	\$ 122.50	\$ 134.75	\$ 171.50	\$ _____
_____	950111	Square Cube - Red	\$ 122.50	\$ 134.75	\$ 171.50	\$ _____

TABLES						
Bar Tables						
_____	920147	Square Bistro Table - Black Laminate (30"x30"x42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____
_____	920201	Square Bistro Table - Chrome Laminate (24"x24"x42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____
_____	920146	Round Bistro Table - Black Laminate (30"diam x 42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____
_____	920148	Round Bistro Table - White Laminate (30"diam x 42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____
_____	920149	Round Bistro Table - Chrome Laminate (24"diam x 42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____
_____	920200	Round Bistro Table - Chrome Laminate (30"diam x 42")	\$ 190.50	\$ 209.55	\$ 266.70	\$ _____

Occasional Coffee & End Tables						
_____	920151	Coffee Table - Steel Frame - White (24"x48"x20"h)	\$ 144.00	\$ 158.40	\$ 201.60	\$ _____
_____	920150	Coffee Table - Steel Frame - Black (24"x48"x20"h)	\$ 144.00	\$ 158.40	\$ 201.60	\$ _____
_____	920153	End Table - Steel Frame - White (24"x24"x20"h)	\$ 97.75	\$ 107.55	\$ 136.85	\$ _____
_____	920152	End Table - Steel Frame - Black (24"x24"x20"h)	\$ 97.75	\$ 107.55	\$ 136.85	\$ _____
_____	920155	Sculpted Round Coffee Table - White (28"diam x 14"h)	\$ 144.00	\$ 158.40	\$ 201.60	\$ _____
_____	920154	Sculpted Round Coffee Table - Black (28"diam x 14"h)	\$ 144.00	\$ 158.40	\$ 201.60	\$ _____
_____	920157	Sculpted Round End Table - White (16"diam x 24"h)	\$ 97.75	\$ 107.55	\$ 136.85	\$ _____
_____	920156	Sculpted Round End Table - Black (16"diam x 24"h)	\$ 97.75	\$ 107.55	\$ 136.85	\$ _____

TOTAL COST

Sub-Total _____ + 5%GST _____ + 9.975%PST _____ = TOTAL _____

FREEMAN specialty furnishings

Take advantage of the Online price
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carpet



When it comes to making your exhibit stand out on the show floor, we have you covered. Freeman offers superior carpet options designed to fit the requirements of your exhibit space. With Classic carpet available to suit your needs, Freeman has endless carpet options to choose from. Here are some facts about our first-rate carpet service:

- Freeman uses only colorfast carpet, making it a consistent, matching shade every time
- All Classic carpets contain recycled content and are recyclable
- Our carpet padding consists of 95–100% recycled urethane foam and is also 100% recyclable according to the manufacturer's specifications

classic CARPET

custom cut

Freeman Classic carpet is available in a range of colours and includes delivery, Visqueen covering, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding is available for a minimal fee. If you have a large order, please contact us to see if volume discounts may apply.

standard cut

Our Classic carpet comes in a variety of sizes: 10' x 10', 10' x 20', 10' x 30'. Prices include delivery, installation, carpet tape, carpet removal and all carpet material handling fees. Foam carpet padding and Visqueen covering are available for a minimal fee.



black



blue



grey



red

questions?

Call customer service at the number listed on the Quick Facts. For fast, easy ordering, visit us at www.freemanco.com.

Actual colour(s) may vary slightly.

F R E E M A N

F R E E M A N

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com



**ONLINE PRICE
DISCOUNT PRICE
DEADLINE
MAY 8, 2017**

**METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER**

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**
COMPANY NAME _____ BOOTH #: _____
CONTACT NAME: _____ PHONE #: _____
E-MAIL ADDRESS _____

For Assistance, please call 514-868-6666 to speak with one of our experts.

- For FREE samples or a quote on **orders over 1200 sq. ft.** please call our Exhibitor Sales Department at 514-868-6666.
- **Orders received after the deadline or without payment will be charged the Standard Price and are subject to availability.**
- **No MATERIAL HANDLING charges apply.** Rental prices are for the duration of the show and include delivery, installation and removal from your booth space.
- All Classic carpets contain recycled content and are recyclable.

CUSTOM CUT CLASSIC CARPET - includes plastic covering, delivery, material handling, installation and removal

- Our Custom Cut Classic Carpeting is available in custom cut sizes, and in a variety of colors.

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Gray ☐ Blue ☐ Red

Rental - Price per square foot (80 sq. ft. minimum)

16 oz. Carpet Rental

			Online	Discount	Standard	TOTAL
80 - 700 sq. ft.	Booth Size: _____ x _____ = _____ sq.ft. @		\$3.00	\$3.20	\$4.05	\$ _____
701 - 1200 sq.ft.	Booth Size: _____ x _____ = _____ sq.ft. @		\$2.45	\$2.65	\$3.35	\$ _____

CLASSIC CARPET - includes delivery, material handling, installation and removal

CHOOSE YOUR CARPET COLOR:

- Our 16 oz. Classic Carpeting is available in four standard colors in the following standard sizes.

☐ Black ☐ Gray ☐ Blue ☐ Red

Qty	Description	Online	Discount	Standard	TOTAL
_____	8' x 10' Classic Carpet.....	\$201.25	\$221.40	\$281.75	\$ _____
_____	8' x 20' Classic Carpet.....	\$376.50	\$414.15	\$527.10	\$ _____
_____	8' x 30' Classic Carpet.....	\$578.00	\$635.80	\$809.20	\$ _____

CARPET PADDING AND PLASTIC COVERING - includes delivery, material handling, installation, removal

_____	8' x 10' Carpet Padding.....	\$147.25	\$157.30	\$200.20	\$ _____
_____	8' x 20' Carpet Padding.....	\$294.50	\$314.60	\$400.40	\$ _____
_____	8' x 30' Carpet Padding.....	\$436.50	\$466.40	\$593.60	\$ _____
_____	Carpet Padding - per sq.ft. 1/2" (241 sq.ft. - 700 sq ft).....	\$1.50	\$1.65	\$2.10	\$ _____
_____	Carpet Padding - per sq.ft. 1/2" (700 sq ft +).....	\$1.25	\$1.40	\$1.75	\$ _____
_____	Plastic Covering (per sq. ft).....	\$1.45	\$1.55	\$1.95	\$ _____

Our carpet padding consists of 95 - 100% recycled urethane foam and is also 100% recyclable according to the manufacturer's specifications. Our plastic floor covering contains up to 60% recycled content.

TOTAL COST

Sub-Total _____ + 5% GST _____ + 9.975% PST _____ = TOTAL _____

****All Utility lines must be installed before carpet installation. Utilities should be ordered in advance.****

FREEMAN carpet

Take advantage of the Online price
by ordering at www.freemanco.com/store



RENTAL exhibits



Package 1

#1710500



Package 1 upgraded with graphics and cabinet



Package 2

#1710300



Package 2 upgraded with graphics and cabinet



Package 3

#1710400



Package 3 upgraded with graphics and cabinet



Package 4

#1710201



Package 4 upgraded with graphics and cabinet



Package 5

#17101000



Package 5 upgraded with graphics and cabinet



Package 6

#17103000



Package 6 upgraded with graphics and cabinet

Power and labour to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 500 watts

Questions? All packages can be customized or modified, depending on your specific requirements. To speak to a rental exhibit specialist, or for custom components, call the number listed on Quick Facts. For fast, easy ordering, go to www.freemanco.com.

Carpet Color Options - Classic Carpet



gray



blue



black



red

Color Options - Fabric and Hardwall Panels



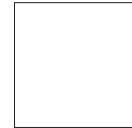
blue fabric



gray fabric



black fabric



white hardwall

Questions?

All packages can be customized or modified. To speak to a rental exhibit specialist call the number listed on Quick Facts. For additional custom examples click on the link below.

Upgrades available for under \$500



Slatwall & Shelves



Black Metal



Graphics & Custom Logo



Cabinets & Counters



Colored Panels

To view additional custom designs



www.freemanco.com/customexhibits

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CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For assistance, please call 514-868-6666 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

All exhibits include: installation & dismantle of exhibit, material handling of exhibit, classic carpet, 2 arm lights (per 10' unit), power (1500 watts) for lights ONLY and labor to hang arm lights.

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

RENTAL EXHIBITS

		Discount Price	Standard Price		Discount Price	Standard Price	Total
Package 1	<input type="checkbox"/> 10' x 10'	\$1390.00	\$2085.00	<input type="checkbox"/> 10' x 20'	\$2005.00	\$3007.50	_____
Package 2	<input type="checkbox"/> 10' x 10'	\$1055.00	\$1582.50	<input type="checkbox"/> 10' x 20'	\$1545.00	\$2317.50	_____
Package 3	<input type="checkbox"/> 10' x 10'	\$1390.00	\$2085.00	<input type="checkbox"/> 10' x 20'	\$2005.00	\$3007.50	_____
Package 4	<input type="checkbox"/> 10' x 10'	\$1850.00	\$2775.00	<input type="checkbox"/> 10' x 20'	\$2740.00	\$4110.00	_____
Package 5	<input type="checkbox"/> 10' x 10'	\$1220.00	\$1830.00	<input type="checkbox"/> 10' x 20'	\$1775.00	\$2662.50	_____
Package 6	<input type="checkbox"/> 10' x 10'	\$1220.00	\$1830.00	<input type="checkbox"/> 10' x 20'	\$1775.00	\$2662.50	_____

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Orders cancelled after production begins are subject to a 100% Cancellation Charge.

CHOOSE YOUR PANEL

☐ Blue Fabric ☐ Gray Fabric ☐ Black Fabric ☐ White Hardwall ☐ White Perfbord

CARPET

Our Classic Carpet and nightly vacuuming are included in the price of your Rental Exhibits. The following colors are available:

Check color choice

☐ Black ☐ Blue ☐ Grey ☐ Red

LIGHTING

Each Rental Exhibit includes 2 Arm Lights (per 10' unit).

Note: Power and labor to hang the lights are included in our standard rental exhibit package price. Power consumption not to exceed 1500 watts.

*Additional power must be ordered separately.

HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

☐ Black ☐ Blue ☐ Brown ☐ Burgundy ☐ PMS Color
☐ Red ☐ Teal ☐ White ☐ Dark Green ☐ Font Type _____

*Unless font type is indicated, Helvetica will be used.

Indicate exactly how you want your company name to appear:

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

☐ Slatwall & Shelves ☐ Cabinets & Counters ☐ Specialty Colored Metal ☐ Recyclable graphics
☐ Colored Panels ☐ Creating a Custom Exhibit ☐ Graphics & Custom Logo ☐ White Eco-Board

TOTAL COST

Sub-Total _____ + 5% Gst _____ + 9.975% Pst _____ = TOTAL _____

RENTAL exhibits 2



10' x 10' Shelf & Showcase Exhibit

#178030



10' x 8' Fabric Back Wall

Lit #178026
Unlit #178027



10' x 8' Fabric Back Wall Package

Lit #178028
Unlit #178029



20' x 20' Island Exhibit

#178030



10' x 20' Angled Exhibit

#1710600

Carpet Color Options - Classic Carpet



gray



black



blue

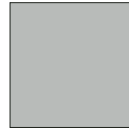


red

Color Options - Fabric and Hardwall Panels



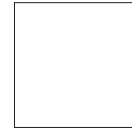
blue fabric



gray fabric



black fabric



white hardwall

Upgraded Carpet Color Options - Prestige Carpet



white



navy



black



grey pearl



wedgewood



cream



charcoal



toast



cardinal

Questions?

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Black Metal

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DISCOUNT PRICE
DEADLINE
MAY 8, 2017

METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER

NAME OF SHOW: **THE 11TH ANNUAL CANADIAN NEUROSCIENCE MEETING / MAY 29-31, 2017**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For assistance, please call 514-868-6666 to speak with one of our experts.

For fast, easy ordering, go to www.freemanco.com/store

All exhibits include: installation & dismantle of exhibit, material handling of exhibit, classic carpet

* Electricity for the lights included

To place your order, please check the appropriate box and complete the remaining selections at the bottom of the form.

RENTAL EXHIBITS

		Discount Price	Standard Price	Total
*178030 Shelf & Showcase	<input type="checkbox"/> 10' x 10'	\$2575.00	\$3605.00	_____
Fabric Backwall - (No Carpet)				
*178026 Lit	<input type="checkbox"/> 8' h x 10'	\$1850.00	\$2590.00	_____
178027 Unlit	<input type="checkbox"/> 8' h x 10'	\$1470.00	\$2058.00	_____
Fabric Backwall Pack				
*178028 Lit	<input type="checkbox"/> 10' x 10'	\$2675.00	\$3745.00	_____
178029 Unlit	<input type="checkbox"/> 10' x 10'	\$2265.00	\$3171.00	_____
1710800 Island Exhibit	<input type="checkbox"/> 20' x 20'	\$3400.00	\$4760.00	_____
1710600 Angled Exhibit	<input type="checkbox"/> 10' x 20'	\$3090.00	\$4326.00	_____

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Orders cancelled after production begins are subject to a 100% Cancellation Charge.

CHOOSE YOUR PANEL

☐ Blue Fabric ☐ Gray Fabric ☐ Black Fabric ☐ White Hardwall ☐ White Perfbord

CARPET

Our Classic Carpet is included in the price of your Rental Exhibits. The following colors are available:

Check color choice :

☐ Black ☐ Blue ☐ Grey ☐ Red

You may want to add padding or upgrade your carpet to one of our 15 designer colors in our PRESTIGE carpet line, now available in 28 oz. and 40 oz. weight. Refer to our enclosed Carpet order form for color selections and pricing.

TABLE SKIRT

The following colors are available:

Draped Tables - Tables are 24" wide ☐ Black ☐ Blue ☐ Dark Green ☐ Gold ☐ Grey ☐ Red ☐ White

HEADER IDENTIFICATION SIGN

Indicate which color lettering you would like. We have a wide variety of standard colors available:

☐ Black ☐ Blue ☐ Brown ☐ Burgundy ☐ PMS Color _____
☐ Red ☐ Teal ☐ White ☐ Dark Green ☐ Font Type _____

*Unless font type is indicated, Helvetica will be used.

Indicate exactly how you want your company name to appear:

ENHANCE YOUR EXHIBIT

Enhance your exhibit and have an Exhibitor Sales Specialist contact you for pricing by checking any of the following boxes:

☐ Slatwall & Shelves ☐ Cabinets & Counters ☐ Specialty Colored Metal ☐ Recyclable graphics
☐ Colored Panels ☐ Creating a Custom Exhibit ☐ Graphics & Custom Logo ☐ White Eco-Board

TOTAL COST

Sub-Total _____ + 5% Gst _____ + 9.5% Pst _____ = TOTAL _____

FREEMAN

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com


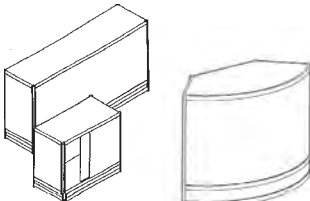
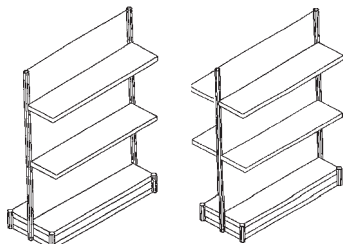

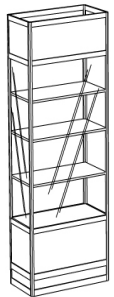
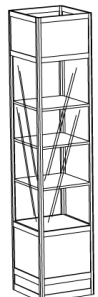


CAN-ACN
CANADIAN ASSOCIATION FOR NEUROSCIENCE
ASSOCIATION CANADIENNE DES NEUROSCIENTISTES

**ONLINE PRICE
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ACCESSORIES FOR RENTAL UNITS			
 <p>SLATWALL</p>	 <p>CABINETS</p>	 <p>GONDOLAS</p>	
 <p>SHOWCASE</p>	 <p>SHOWCASE TOWER 1M X 1/2M X 8'H With overhead light (power not included)</p>	 <p>SHOWCASE TOWER 1/2M X 1/2M X 8'H With overhead light (power not included)</p>	

Qty	Part #	Description	Discount Price	Standard Price	Total	Qty	Part #	Description	Discount Price	Standard Price	Total
SHELVES						CHROME GRID					
<i>(Circle Colour) Black or White</i>						POSTER BOARD (Horizontal)					
___	17201	1M Straight (37"x12").....	44.50	48.95	62.30	___	103026	1M x 8' High	273.00	300.30	382.20
___	17206	1M Angled (37"x12").....	44.50	48.95	62.30	___	108024	39" x 8' High.....	273.00	300.30	382.20
LITERATURE POCKETS						GONDOLAS					
___	174015	For 81/2"x 11" Literature.....	26.50	29.15	37.10	<i>(Circle Colour) Blue , Grey or Black Fabric, White PVC</i>					
CABINETS & LOCKS						___	174541	Single Sided 1M x 4' High ...	370.00	407.00	518.00
<i>(Circle Colour) Blue , Grey or Black Fabric, White PVC</i>						___	174581	Single Sided 1M x 8' High	515.00	566.50	721.00
___	17305	1M x 1/2M x 36" High.....	295.00	324.50	413.00	___	174542	Double Sided 1M x 4' High	475.00	522.50	665.00
___	17306	1M x 1/2M x 42" High.....	295.00	324.50	413.00	___	174582	Double Sided 1M x 8' High	610.00	671.00	854.00
___	17308	2M x 1/2M x 36" High.....	435.00	478.50	609.00	SHOWCASE (White PVC Only)					
___	17309	2M x 1/2M x 42" High.....	435.00	478.50	609.00	___	17551206	Showcase 1M x 1/2M x 42"H.	380.00	418.00	532.00
___	17310	1M Radius x 1/2M x 36" H..	460.00	506.00	644.00	___	1755800	Showcase 1M x 1/2M x 8'H	510.00	561.00	714.00
___	17311	1M Radius x 1/2M x 42" H...	460.00	506.00	644.00	___	1755801	Showcase 1/2M x 1/2M x 8'H	325.00	357.50	455.00
___	17301	Aluminum Cabinet Lock	10.55	11.30	14.35	___	1755802	Closed Showcase 1M x 1/2M x 8'H	655.00	720.50	917.00
WALL PANELS						___	1755803	Closed Showcase 1/2M x 1/2M x 8'H	480.00	528.00	672.00
<i>(Circle Colour) Blue , Grey or Black Fabric, White PVC</i>						LIGHTING					
___	173521	1M x 8' High	265.00	291.50	371.00	___	17252	Halogen light	121.50	133.65	170.10
___	173525	1/2M x 8' High	148.00	162.80	207.20						
SLATWALL PANELS											
<i>(Circle Colour) Black, White, Maple</i>											
___	1736100	1M x 8' High.....	295.00	324.50	413.00						

TOTAL COST

Sub-Total _____ + 5% GST _____ + 9.975% PST _____ = TOTAL _____



digital graphics



creating visual excitement

Quality graphics contribute significantly to the impact of your exhibit. Vivid colours and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest digital graphic reproduction available.

state-of-the-art capabilities

Freeman can provide four-colour, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, and all are supported by the Corporate Graphics Centre for special requirements. Last minute repairs and replacements are handled efficiently through our nationwide resources.

superior quality control

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis.

depth of resources

- VUTEK™ and Salsa printers provide large format, four-colour, high-resolution digital printing of single and double-sided banners up to 10' wide and virtually any size with seams.
- Encad printers provide digital processing of banners up to 5' wide without seams.
- All Freeman operations use the same printers, software, ink, adhesives, and laminates for continuity.
- Seaming, grommeting, lamination, and mounting are handled in-house.
- A variety of fabrics are available, including nylon, vinyl, and mesh materials.
- Computer-aided graphic design for your assistance.

freeman specializes in the digital graphic reproduction and installation of:

- Suspended banners
- Logo reproduction
- Accent graphic photo panels
- Backlit displays and murals
- Large format signage and banners
- four-colour carpet image printing

questions?

Call customer service at the number listed on Quick Facts. For fast, easy ordering, go to www.myfreemanonline.com.

F R E E M A N

205 Viger West, Suite 207
Montreal, Quebec H2Z 1G2 Canada
Ph: 514-868-6666 • Fax: 514-394-2667
freemanmontrealES@freemanco.com



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GRAPHICS AND SIGNS

**To order your graphics, complete this order form and attach your sign copy or electronic file.
Please see guidelines for electronic files on the reverse side of this form.**

DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-colour, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics and more.

_____ L X _____ W = _____ sq. ft.

*** Printing on Foamcore, Gatorfoam, Plexi,
PVC or Vinyl banner**

sq. ft. _____ x quote = \$ _____

- 50% additional on order received after deadline date
- Minimum order per graphic 9 sq. ft. (1296 sq. in.)
- Double sq. ft. for double-sided graphics
- Round sq. ft. to next whole increment

Note: File conversion, retouching, cloning or colour correcting may incur additional labour charges.
(See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

File Information:

Electronic File Name _____

Application _____

PMS Colours _____

Backing Material:

*Foamcore ☐ **Masonite ☐

*PVC ☐ **Plexi ☐

**Gatorfoam ☐ *Vinyl Banner ☐

Ultraboard ☐ Eco-Board ☐

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Special Instructions _____

STANDARD SIZES

CHOOSE YOUR SIZE:

	QTY.	Discount Price	Standard Price	TOTAL
7" x 11"	_____ @	53.00	79.50 = \$	_____
7" x 22"	_____ @	62.75	94.15 = \$	_____
7" x 44"	_____ @	78.25	117.40 = \$	_____
9" x 44"	_____ @	78.25	117.40 = \$	_____
11" x 14"	_____ @	62.75	94.15 = \$	_____
14" x 22"	_____ @	73.00	109.50 = \$	_____
14" x 44"	_____ @	132.50	198.75 = \$	_____
22" x 28"	_____ @	132.50	198.75 = \$	_____
28" x 44"	_____ @	196.00	294.00 = \$	_____

Note: File conversion, retouching, cloning or colour correcting may incur additional labour charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

- Please feel free to attach additional sign copy on separate page.

Vertical

Horizontal

Use Your Judgment
For Sign Layout

Background Colour: _____

Lettering Colour: _____

TOTAL COST

Sub-Total _____ + 5% GST _____ + 9.975% PST _____ = TOTAL _____

FREEMAN graphics & signs



installation & dismantle

When it comes to installation and dismantling of exhibits, no one does it better than Freeman. With more than 75 years of experience, our group of specialists is ready to assist you with all of your exhibit requests, from beginning to end.

Whether you choose to supervise or you need the assistance of a full-time Freeman employee, we can meet all your needs, from shipping and storage to emergency on-site repairs to basic installation and dismantling to support service coordination including electrical, furnishings and more. Freeman has the resources and the capabilities to help you have the most successful show experience possible.

installation and dismantling services available

Freeman will work closely with you to coordinate every phase of your trade show participation, including:

- Preplanning and budget consultation
- Support service coordination – electrical, furnishings, floral and more
- Shipping and storage management
- On-site supervisors with dedicated floor managers
- Skilled labor and technicians for installation and dismantling
- Full, in-house carpentry
- Graphics production
- Emergency repairs and refurbishing
- Postshow evaluations
- Multiple show coordination

Supervise any labour yourself, or if you need assistance, Freeman I&D experts will do it for you.

if you use Freeman staff

Exhibits are set up prior to your arrival under the direction of Freeman I&D supervisors. We charge 30% of the total labour charge, with a minimum \$45 fee.

if you supervise yourself

Installation – Your labor supervisor must check in at the exhibitor service center to pick up labourers. Upon completion of work, your supervisor must return to the exhibitor service center to release the labourers. Start time is guaranteed only when labour is requested for the start of the working day.

Dismantling – When scheduling dismantling labour, be sure to allow time for empty containers to be returned to the booth after the close of your show. Start time is guaranteed only when labour is requested for the start of the working day.

questions?

Call customer service at the number listed on Quick Facts.

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DISPLAY LABOUR (One Hour Minimum per Worker)

Site	Description	Advance	Show Price
Straight Time-	8:00 A.M. to 4:00 P.M. Monday through Friday	\$89.25	\$125.25
Overtime-	6:00 A.M. to 8:00 A.M. and 4:00 P.M. to 12:00 Midnight Monday through Friday		
	8:00 A.M. to 12:00 Midnight Saturday and Sunday	\$134.00	\$187.50
Double Time-	12:00 Midnight to 6:00 A.M. and recognized holidays.....	\$178.50	\$250.00

- Show Site prices will apply to all labour orders placed at show site.
- Price is per person/per hour.
- Start time guaranteed only at start of working day
- One hour minimum per man on orders of 2 hours and less - labour thereafter is charged in half (1/2) hour increments
- Four hours minimum per man on orders of 3 hours - labour thereafter is charged in half (1/2) hour increments
- Supervisor must check in at Service Desk to pickup labour
- Labour must be canceled in writing, 24 hours in advance to avoid a one (1) hour cancellation fee per worker
- When scheduling dismantle labour, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

INSTALLATION LABOUR

☐ **Freeman Supervised Labour** - Please complete the reverse side of this form.

- Installation of your exhibit will be completed at our discretion prior to show opening
- The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00

Emergency contact: _____ Phone Number: _____

☐ **Exhibitor Supervised Labour**

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
5% GST						= \$ _____
9.975% PST						= \$ _____
Total						= \$ _____

DISMANTLE LABOUR

☐ **Freeman Supervised Labour** - Please complete the reverse side of this form.

- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor
- The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00

Emergency contact: _____ Phone Number: _____

☐ **Exhibitor Supervised Labour**

Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
_____	_____	_____ x	_____ =	_____	@ \$ _____ =	\$ _____
Freeman Supervision (30%/\$45.00)						= \$ _____
5% GST						= \$ _____
9.975% PST						= \$ _____
Total						= \$ _____

17U (445689)

If you have questions or need assistance in completing your order,
please call your Freeman I & D Representative.

Page 1 of 2

Freeman installation & dismantle

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CONTACT NAME: _____ PHONE#: _____

FREEMAN SUPERVISED LABOUR

IN ORDER TO BETTER SERVE YOU - PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND/OR DISMANTLED BY FREEMAN I&D AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND/OR DISMANTLE.

INBOUND SHIPPING & SET UP INFORMATION

Freight will be shipped to Warehouse _____ Show Site _____ Date Shipped _____

Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____ In Crate No. _____

Carpet: With Exhibit _____ Rented From Freeman _____ Color _____

Size _____

Electrical Placement: Drawing Attached _____ Drawing With Exhibit _____ Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

METHOD OF SHIPMENT

☐ **FREEMAN EXHIBIT TRANSPORTATION**

- ☐ Common Carrier
- ☐ Air Freight ☐ Next Day ☐ 2nd Day ☐ Deferred ☐ Expedited

☐ **Other (list carrier name & phone number):**

- ☐ Other Common Carrier: _____
- ☐ Other Air Freight: _____
- ☐ Van Line: _____

FREIGHT CHARGES

- ☐ Prepaid ☐ Collect

Bill To: _____

In the event your selected carrier (other than Freeman) fails to show on final move-out day, please select one of the following options:

- ☐ Reroute via Freeman's choice.
- ☐ Delivery back to warehouse at Exhibitor's expense*
- * Return to warehouse rates are based on weight . A minimum charge of \$320.00 plus applicable taxes will apply. Materials that have not been picked up by your selected carrier after 5 business days will be subject to storage fees. A \$100.00/week minimum charge will be added to your account.

PLEASE NOTE: Freeman will not be responsible for product or literature that is not properly packed and labeled by exhibitor personnel.

FREEMAN

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ELECTRICAL SERVICES

Part#	Description	Advance Price	Regular Price
40715	1500 watt duplex outlet Positioning at the back of the booth - if other positioning add extra fee	\$84.00	\$117.60
4040400	Other positioning Any positioning of power such as wire under the carpet, extension, outlet from ceiling, etc.	\$39.25	\$55.00
OTHER ELECTRICAL REQUIREMENTS AVAILABLE UPON REQUEST			
OTHER SERVICES			
403010	Extension Cord 10'	\$25.00	\$35.00
40305	Power Strip	\$25.00	\$35.00

TOTAL COST

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FREEMAN electrical services