

F R E E M A N

1000 Elmwood Park Blvd
New Orleans, LA 70123
Ph: 504-733-7469 • Fax: 469-621-5612
FreemanNewOrleansES@freemanco.com

**DISCOUNT PRICE
DEADLINE DATE
FEBRUARY 22, 2012**

**INCLUDE THIS FORM
WITH YOUR ORDER**

NAME OF SHOW: **CUNA / MARCH 7 - 10, 2012**

COMPANY NAME:		BOOTH#:
ADDRESS:		BOOTH SIZE X
CITY/STATE/ZIP:		CUSTOMER #
PHONE #:	EXT.:	FAX #:
SIGNATURE:		PRINT NAME:
CONTACT'S E-MAIL		
E-MAIL FOR INVOICE		<input type="checkbox"/> CHECK IF YOU ARE A NEW FREEMAN CUSTOMER

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

METHOD OF PAYMENT

YOUR SIGNATURE BELOW DENOTES ACCEPTANCE OF ALL TERMS AND CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

<input type="checkbox"/> COMPANY CHECK Please make check payable to: Freeman. Checks must be in U.S. funds drawn on a U.S. or Canadian bank. ("US FUNDS" MUST BE PRE-PRINTED on Canadian checks.) Please reference (285912) on your remittance.	<input type="checkbox"/> BANK TRANSFER Bank Transfer to Bank of America, N.A.; Dallas, TX <i>Wire Transfer</i> ABA#: 026009593 ACCT #1252039192 Freeman <i>International Wire Transfer</i> Swift Code: BOFAUS3N ACCT #1252039192 Freeman <i>ACH Direct Deposit</i> ABA# 111000012 ACCT #1252039192 Freeman Please reference Name of Show & Booth Number so we can properly credit your account. Note: Customers are responsible for any bank processing fees.
<input type="checkbox"/> 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:	

AMERICAN EXPRESS MASTER CARD VISA

Account No.: _____ Exp. Date: _____

Cardholder Name (Print): _____ Signature: _____

Cardholder Billing Address: _____

City/State/Zip: _____

ENTER TOTALS HERE

ELECTRICAL	CLEANING/ SHAMPOOING	GRAND TOTAL
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• Orders received without payment or after the discount price deadline date will be charged at the standard price.

FREEMAN method of payment

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

SHOW NAME: **CUNA / MARCH 7 - 10, 2012**

COMPANY NAME: _____ BOOTH#: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
5 Amp / 500 Watts	_____	_____	95.00	123.50 = \$	_____
10 Amp / 1000 Watts	_____	_____	145.00	188.50 = \$	_____
15 Amp / 1500 Watts	_____	_____	170.00	221.00 = \$	_____
20 Amp / 2000 Watts	_____	_____	195.00	253.50 = \$	_____

208 VOLT SINGLE PHASE (Labor Required for all 208V Connections)

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
10 Amp	_____	_____	200.00	260.00 = \$	_____
15 Amp	_____	_____	250.00	325.00 = \$	_____
20 Amp	_____	_____	300.00	390.00 = \$	_____
Over 20 Amp.....	Please call for quote @ 504-733-7469				

208 VOLT 3 PHASE (Labor Required for all 208V Connections)

	QTY Show	QTY 24 Hr.	Discount Price	Standard Price	TOTAL
10 Amp	_____	_____	300.00	390.00 = \$	_____
Over 10 Amp.....	Please call for quote @ 504-733-7469				

EQUIPMENT (Power not included)

Extension Cords - 25'	_____	25.00	32.50 = \$	_____
Power Strip (15 amp rated)	_____	25.00	32.50 = \$	_____

- Freeman will not be responsible for power failures or voltage fluctuations
- Special Service or wiring into equipment will be charged at the prevailing labor rate
- If you have electrical requirements or have questions regarding electrical, please call your Exhibitor Services Representative at 504-733-7469.

LABOR (Minimum 1 hour charge)

Outlet prices for 110 Voltage power include delivery of the service to one location at the rear of the booth in peninsula and in-line booths. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements please see the Electrical Labor order form for rates and instructions.

LABOR RATES:

Straight Time.....\$ 75.00 per hour
 Monday - Friday, 8:00 am - 5:00 pm
 (Excluding Holidays)

Overtime.....\$112.50 per hour
 Monday - Friday, 5:00 pm - 8:00 am
 All day Saturday & Sunday

ADDITIONAL INFORMATION

- One connection per order
- All electrical is located at the rear of the booth
- All advance orders will be installed first
- Any type of multiple plugs such as twin sockets, cube taps, etc. WILL NOT be permitted. Any such connection in the booth will have to be re-wired by the Electrical Contractor to conform with the facilities regulations and will be charged to the exhibitor.
- Outlets to front or sides of booth or lines under carpet will be charged on a labor plus materials basis
- All cords must be 3 ground wired
- No credit will be issued for outlets installed, but not used
- Power will be turned on 1 hour before show times and off one-half hour after show closing
- Power will be disconnected immediately at show closing. Other arrangements must be made in advance at an additional charge.

TOTAL COST

Outlet(s)**	\$	_____
Equipment**	+	\$ _____
**11% Tax	+	\$ _____
Labor*	+	\$ _____
*2% Tax	+	\$ _____
GRAND TOTAL	\$	_____

FREEMAN ELECTRICAL

ELECTRICAL INSTRUCTIONS & CONDITIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

All electrical equipment is stamped or labeled with electrical ratings usually found on the back or bottom of the equipment. Verify voltage and either amperage or wattage from the information provided. Standard office and household items operate on 110/120 volt power. Machinery and equipment typically require 208 or 480 volt power.

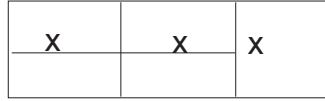
For Lighting

Verify the wattage of the bulbs in the lights and multiply by the number of bulbs/lights.

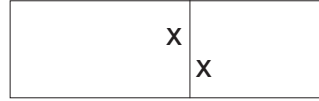
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

Power will be installed in one location, typically on the floor somewhere along the back of the booth, as indicated in the following diagrams: (We cannot guarantee that the outlet will be specifically located in the middle)



IN-LINE BOOTHS / PENINSULA

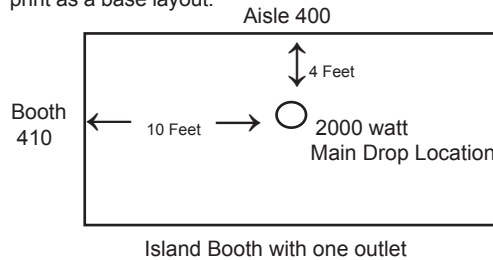


BACK TO BACK PENINSULA

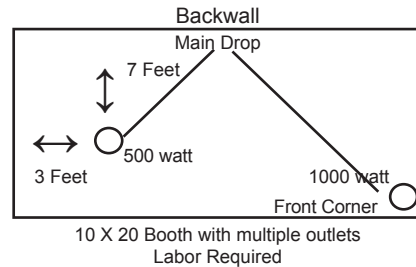
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. Floor plans must indicate the location of the main power drop and any secondary distribution if applicable. See examples below: A grid is available at freemanco.com to print as a base layout.



Aisle or booth numbers are very important to help determine booth orientation.



Please indicate power by amperage or wattage, as shown, rather than X.

If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details.
2. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show.
3. All equipment regardless of power source, must comply with Federal, State and local codes. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code.
4. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
5. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
6. Exhibitors' equipment will be modified to conform to Freeman receptacles. Labor to install or change a cord cap will be billed on a time and material basis.
7. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
8. The first ninety feet of cabling provided to deliver power to your booth is included in the cost of the outlet. If additional cable is necessary to power your booth, it will be charged on a time and material basis.
9. Power sharing is not permitted between exhibitors.
10. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
11. Claims will not be considered, or adjustments made unless filed in writing, by Exhibitor, prior to the close of the event.
12. Freeman is not responsible for any damage or loss caused by the loss of power beyond its control and Exhibitor agrees to hold Freeman, 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 WITHOUT LIMITATION LOST PROFITS) EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, WHETHER UNDER THEORY OF CONTRACT, TORT (INCLUDING NEGLIGENCE), PRODUCTS 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 attorneys' fees) arising out of or in any way connected with Exhibitor's actions or omissions under this Agreement.