

June 12-14, 2009
Los Angeles Convention Center
Los Angeles, California

EroticaLA

**AVN MEDIA NETWORK INC.
EVENTS DIVISION**

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Chatsworth, CA 91311

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Dear 2009 Exhibitor,

Thank you for your participation in the Erotica Los Angeles 2009 event, taking place on June 12-14, 2009 at the Los Angeles Convention Center. We welcome you and are pleased that you are joining us for this year's event.

The enclosed Service Manual is a comprehensive guide to assist you and your company with all the necessary arrangements for a successful show. Please take a few moments to familiarize yourself with this entire manual including all the general rules, regulations and deadlines for participating at this year's show. It is very important that all forms are completed and returned by the deadlines detailed within this manual to ensure that you have a smooth event.

NOTE: If you will not be the contact person for this event please forward this manual and all other event related materials to whoever will be handling all the logistical aspects of participating in this event.

We look forward to working with you on this event and we are here to assist you in any way possible. Please don't hesitate to contact any of us if you need further information or clarification!

Best regards,

Erotica LA Show Management

For the most current show information please visit our website at www.erotica-la.com

See You In Los Angeles!!

No one under the age of 18 including infants are allowed in the exhibit hall at any time – NO EXCEPTIONS!

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EroticaLA

June 12-14, 2009
Los Angeles Convention Center
www.erotica-la.com
Los Angeles, California

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EroticaLA

1 RESERVE YOUR HOTEL!

There are many hotels in the vicinity of the Los Angeles Convention Center. Please refer to the Hotel Information listing in Tab 1, **General Information**.

2 MAIL IN YOUR CERTIFICATE OF LIABILITY INSURANCE

A certificate of insurance must be submitted to Show Management at least 7 days prior to the first day of the pre-show move-in. Refer to Tab 1, **General Information** for more details.

3 PROMOTE & ADVERTISE! EXPAND YOUR PRESENCE!

Sponsorship and Advertising Opportunities are in demand! Don't hesitate – contact your Account Executive, Steven Komarnitsky at 818-718-5788 ext 114 or refer to Tab 5, **Sponsorship, Advertising, & Promotional Opportunities**.

4 REGISTER STAFF/TALENT EXHIBITOR BADGES ONLINE 24/7!

This will save you valuable time and trouble! You may do this from any computer that has access to the Internet. Refer to the instructions provided in Tab 1, **General Information**.

5 ORDER YOUR GENERAL CONTRACTOR SERVICES!

If you need carpeting, furniture, exhibit booth display, material handling, graphic or standard identification signs, etc. use the order forms provided by BH&L Decorators, Inc. in Tab 2, **Furniture & Carpet**.

6 ORDER SUPPLIER/UTILITY VENDOR SERVICES!

For A/V, catering, computer, electrical, telephone, Internet, and other special services, refer to Tab 4, **Official Suppliers & Services**.

7 SHIP MATERIALS TO ARRIVE ON TIME!

Use the shipping order forms provided. Be sure to fax a copy of your bill of lading or shipment information to the general contractor. For additional shipping information please refer to Tab 3, **Shipping, Handling & Labor**.

(Refer to the following page "Are You on Schedule?" for complete checklist of deadlines.)

ARE YOU ON SCHEDULE ?

For your convenience, we have compiled the following checklist for service forms contained within this manual. We urge you to use this list as a guide, ensuring that your planning cycle is as smooth and cost-effective as possible.

| DESCRIPTION | DEADLINE | ORDERED |
|--|-----------------|----------------|
| Hotel Reservations | ASAP | _____ |
| Sponsorship, Advertising & Promotional Opportunities | ASAP | _____ |
| Retail Sales Form | ASAP | _____ |
| Show Directory Listing Form | 5/1/09 | _____ |
| Exhibitor Appointed Contractor Notification Form | 5/12/09 | _____ |
| Exhibitor Appointed Contractor Cert. Of Insurance | 5/12/09 | _____ |
| Internet Services Form | 5/22/09 | _____ |
| Booth ID Sign Form | 5/22/09 | _____ |
| Telecommunications Service Form | 5/22/09 | _____ |
| Electrical Services Form | 5/22/09 | _____ |
| Sign Order Form | 5/29/09 | _____ |
| Sign Hanging Order Form | 5/29/09 | _____ |
| Furniture Order Form | 5/29/09 | _____ |
| Rental Exhibits Order Form | 5/29/09 | _____ |
| Floral Order Form | 5/29/09 | _____ |
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| Exhibitor Badge Online Submission | 6/8/09 | _____ |
| Freight Shipments (Show Site) | 6/10/09-6/12/09 | _____ |

EXHIBITOR QUICK FACTS

Erotica LA, Los Angeles, California L.A. Convention Center June 12-14, 2009

SHOW COLORS: Black and Red Drape, Aisle Carpet TBD

BOOTH EQUIPMENT: Each in-line booth will be set with 8' high (alternating panels of Black and Red) back draping, 3' high Red side draping, and a 7" x 44" identification sign with a Company Name, City, and Booth Number.

CARPET: The exhibit hall is not carpeted, however Black carpet will be provide to all booths 400 sq. ft. and under as part of the standard booth package.

| | | | |
|---------------------------------|----------|---------------|-----------------|
| EXHIBITOR MOVE-IN HOURS: | THURSDAY | June 11, 2009 | 8:00am - 6:00pm |
| | FRIDAY | June 12, 2009 | 8:00am - 2:00pm |

Please note: special move-in times can be arranged. If you need to begin to set up your booth early, please contact Megan Sheehan @ megan.sheehan@erotica-la.com or 818-718-5788 ext 160.

| | | | |
|--------------------|----------|---------------|-------------------|
| SHOW HOURS: | FRIDAY | June 12, 2009 | 4:00pm - 11:00pm |
| | SATURDAY | June 13, 2009 | 11:00am - 11:00pm |
| | SUNDAY | June 14, 2009 | 11:00am - 6:00pm |

| | | | |
|----------------------------------|--------|---------------|------------------|
| EXHIBITOR MOVE OUT HOURS: | SUNDAY | June 14, 2009 | 6:01pm - 11:00pm |
| | MONDAY | June 15, 2009 | 8:00am - 10:00am |

| | | | |
|---|----------|---------------|-------------------|
| INVITED GUESTS REGISTRATION HOURS: | FRIDAY | June 22, 2009 | 3:00pm - 11:00pm |
| | SATURDAY | June 23, 2009 | 10:00am - 11:00pm |
| | SUNDAY | June 24, 2009 | 10:00am - 6:00pm |

| | | | |
|--------------------------------------|----------|---------------|-------------------|
| EXHIBITOR REGISTRATION HOURS: | THURSDAY | June 11, 2009 | 8:00am - 6:00pm |
| | FRIDAY | June 12, 2009 | 8:00am - 11:00pm |
| | SATURDAY | June 13, 2009 | 10:00am - 11:00pm |
| | SUNDAY | June 14, 2009 | 10:00am - 6:00pm |

Avoid the long lines!!! Don't wait until the last minute. Take advantage of Thursday & Friday early registration hours to pick up your badge, make any necessary badge changes and ensure your staff/talent are registered properly so you won't have to be bothered during show hours. **Please Note: Onsite exhibitor badge additions and changes can only be made by the MAIN contact of the booth!**

ADVANCE SHIPPING: BH&L Decorators, Inc. will accept crated, boxed, or skidded materials at the Warehouse beginning 30 days prior to the show. **All advanced shipments must arrive by May 29th, 2009.** Shipments received after May 29th, 2009 will be charged a 25% late surcharge. Shipments received AFTER June 9th, 2009 will be REFUSED

DIRECT/SITE SHIPPING: BH&L Decorators, Inc. will receive shipments direct to show site **June 10th - 12th, 2009.** DO NOT ship your materials PRIOR to these dates.

For more shipping information, please refer to Tab 3, **Shipping, Handling & Labor.**

EroticaLA

ONLINE EXHIBIT STAFF/TALENT BADGE REGISTRATION INFORMATION

AVOID ONSITE LINES AND ENSURE YOUR STAFF IS REGISTERED FOR THE SHOW!

Just log in and in a few easy steps you can input the names of yourself & those staff/talent who will be working your booth and simply pick up your badge onsite without the hassle of managing & updating your list at the show.

Our online registration system easily allows you to add, change and maintain your STAFF/TALENT badge names from any computer, online 24/7, through **June 8th, 2009**. Please read the following information and if you have any questions or need some help contact Megan at 818-718-5788 ext 160 or email her at megan.sheehan@erotica-la.com

Staff/Talent Badge Allotment: Companies exhibiting at Erotica LA will receive an allotment of 10 free staff/talent badges per 10x10 booth to be used for those individuals that will be working in your exhibit space during the show, including booth set-up and tear-down staff. Maximum allotment is not to exceed 50 badges regardless of booth size. Exhibitor badges are valid for all three show days. If additional badges are needed they may be purchased at a discounted rate of \$30 per badge for the duration of the show. Allotment of discounted badges is same.

| <u>BOOTH (SIZE)</u> | <u>FREE BADGES</u> | <u>\$30 PER BADGE</u> | | <u>TOTAL BADGES</u> |
|----------------------------|---------------------------|------------------------------|---|----------------------------|
| 10x10 (100 sq. ft.) | 10 | 10 | = | 20 |
| 10x20 (200 sq. ft.) | 20 | 20 | = | 40 |
| 10x30 (300 sq. ft.) | 30 | 30 | = | 60 |
| 20x20 (400 sq. ft.) | 40 | 40 | = | 80 |
| 20x30 (600 sq. ft.) | 50 | 50 | = | 100 |

ONLINE: Go online today at <https://www.exhibitorresources.net/ELA0906S/> and follow the simple step-by-step instructions.

EXHIBITING COMPANY NAME: if you do not find your company name in the drop down list please email megan.sheehan@erotica-la.com

PASSWORD: Your password will be emailed to the contact email address listed on your licensing agreement. If you need your password or have questions please contact Megan at megan.sheehan@erotica-la.com

IMPORTANT!!! You must register your staff/talent using their legal first and last names, (no initials, etc.) Use the section to input what name you would like actually printed out on the badge (nicknames, stage names, initials, different company name, etc.) You may use the same company address for all registrants if you choose.

PLEASE NOTE: EVERYONE MUST PICK UP THEIR OWN BADGE AND PRESENT GOVERNMENT ISSUED ID (DRIVERS LICENSE, STATE ID OR PASSPORT ONLY). NO ONE WILL BE ISSUED A BADGE WITHOUT IT. NO ONE UNDER 18 WILL BE ALLOWED ON THE EXHIBIT FLOOR AT ANYTIME. NO EXCEPTIONS!!!

BADGE CONFIRMATIONS: A confirmation will be sent to the email address or fax number you provide for all completed registrations. If a confirmation is not received please check to make sure that the registration was completed. To view/edit your list of registrants and their status, simply log on to your company account and scroll to the bottom of the page. Confirmations can be resent as needed.

Changes/Additions of badges can be made online through June 8th, 2009. Further changes & additions after June 8th, 2009 must be made on show site during registration hours and by the **contact person** of the booth **ONLY**. Don't wait; avoid the lines and forms on show site, and register your staff/talent online now!!!

EXHIBITOR MATERIALS

From (Shipper): _____

To: _____
(Exhibitor Name)

**EROTICA LA
C/O BH&L DECORATORS
UPS FREIGHT
7754 PARAMOUNT BOULEVARD
PICO RIVERA, CA 90660
ADVANCE FREIGHT MUST BE DELIVERED BY:
JUNE 9, 2009**

Booth # : _____

No. _____ of _____ pieces

ADVANCE

EXHIBITOR MATERIALS

From (Shipper): _____

To: _____
(Exhibitor Name)

**EROTICA LA
C/O BH&L DECORATORS
UPS FREIGHT
7754 PARAMOUNT BOULEVARD
PICO RIVERA, CA 90660
ADVANCE FREIGHT MUST BE DELIVERED BY:
JUNE 9, 2009**

Booth # : _____

No. _____ of _____ pieces

ADVANCE

EXHIBITOR MATERIALS

From (Shipper): _____

To: _____

(Exhibitor Name)

EROTICA LA

C/O BH&L DECORATORS

LOS ANGELES CONVENTION CENTER

HALLS G, H & J

1201 FIGUEROA STREET

LOS ANGELES, CA 90015

SHOW SITE FREIGHT MUST BE DELIVERED ON:

JUNE 10 - 12, 2009

Booth # : _____

No. _____ of _____ pieces

SHOW SITE

EXHIBITOR MATERIALS

From (Shipper): _____

To: _____

(Exhibitor Name)

EROTICA LA

C/O BH&L DECORATORS

LOS ANGELES CONVENTION CENTER

HALLS G, H & J

1201 FIGUEROA STREET

LOS ANGELES, CA 90015

SHOW SITE FREIGHT MUST BE DELIVERED ON:

JUNE 10 - 12, 2009

Booth # : _____

No. _____ of _____ pieces

SHOW SITE

EroticaLA

Los Angeles Convention Center
Show Days June 12-14, 2009

RETAIL SALES (Cash and Carry Policy)

California state law requires that all companies selling merchandise or taking retail orders from the Show floor obtain a valid California Sellers Permit. Temporary 30 day permits are available. Exhibitors are expected to abide by state laws pertaining to tax collection and reporting. A California business license is not necessary.

To apply for a California Seller's Permit and to designate Los Angeles as the location of sales, please contact California State Board of Equalization at P.O. Box 409, Norwalk, CA 90651-0409, phone (800) 400-7115 or visit www.boe.ca.gov to download or fill in online, the application **BOE-400-SPA Rev. 1**. There is no charge for the permit. We have also downloaded the form for you. please refer to the following form in Tab 1.

Important: All companies must produce written documentation of Sellers Permit UPON REQUEST. Sales tax must be paid directly to State Board of Equalization.

California Companies Note: Even though you may have already obtained a Business License and/or Sellers Permit, you must also have written documentation of your Sellers Permit.

✓ **Yes, we will be handling retail sales from our booth and have read and understand the above mentioned guidelines.**

Signature _____

Company _____ Booth # _____

Contact _____

Address _____

City _____ State _____ Zip _____ Country _____

Telephone_(_____) _____ Fax_(_____) _____

Contact e-mail _____

Please fax to: 818-718-5795 Attention: Megan Sheehan
AVW Media Network Inc/Erotica LA, 9414 Eton Ave., Chatsworth, CA 91311 USA

EroticaLA

California Seller's Permit Application

for Individuals/Partnerships/Corporations/Organizations
(Regular or Temporary)

 State Board of Equalization

SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION

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BOARD MEMBERS

Betty T. Yee

First District

San Francisco

SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION

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Bill Leonard

Second District

Ontario/Sacramento

APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S

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Michelle Steel

Third District

Rolling Hills Estates

SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION

Judy Chu, Ph.D.

Fourth District

Los Angeles

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APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S

John Chiang

State Controller

PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION •

EXECUTIVE DIRECTOR

SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION

Ramon J. Hirsig

• SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT APPLICATION • SELLER'S PERMIT

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Frequently Asked Questions

Who must have a permit?

You are generally required to obtain a California seller's permit if you sell or lease merchandise, vehicles, or other tangible personal property in California. A seller's permit allows you to sell items at the wholesale or retail level. If your sales are ongoing, you should apply for a "Regular" permit. If your sales are of a temporary nature (90 days or less), apply for a "Temporary" permit. You cannot legally sell taxable items in California until you have been issued a seller's permit.

Do I need more than one permit?

Each location where sales of taxable items are made requires, and must display, a seller's permit. If you have more than one selling location, attach a list that includes the address for each location, and we will issue the permits needed. If your application is for a temporary permit, one permit will be enough, but you need to display a copy of that permit at each temporary location.

Is there a charge for a permit?

No. However, we may require a security deposit. Deposits are used to cover any unpaid taxes that may be owed at the time a business closes.

Is information about my account subject to public disclosure?

State laws that protect your privacy generally cover your records. Some records are subject to public disclosure, such as the information on your seller's permit, names of owners or partners, your business address, and your permit status. See the disclosure information on the back page.

Why do you need a copy of my driver license?

When it is required, it is used to ensure the accuracy of the information provided and to protect against fraudulent use of your identification.

Why am I being asked if I sell tires, covered electronic devices, or tobacco products at retail?

Effective January 1, 2001, California retailers of new tires began collecting a tire fee (currently \$1.75) for each new tire sold to consumers. Beginning January 1, 2005, retailers must collect a recycling fee on the retail sale or lease of certain new or refurbished video display devices that have a screen size of more than four inches measured diagonally. Video display devices subject to the fee are called "covered electronic devices" (CEDs). They include televisions, computer

monitors, or any other product that contains a cathode ray tube, including "bare" cathode ray tubes, computer monitors, and laptop computers that use a liquid crystal display. For more information on the Electronic Recycling Fee Program or CEDs, visit: www.boe.ca.gov/sptaxprog/ewaste.htm. Effective June 30, 2004, if you sell cigarettes and/or tobacco products, you must obtain a license (separate from a seller's permit) for each location you intend to sell these products. Depending on your response to each question and the type of business, the BOE will send you information about these license and fee programs.

What are my rights and responsibilities as a seller?

When you obtain a seller's permit, you acquire certain rights and responsibilities.

- **You may buy property for resale without paying tax to your supplier.** By providing the vendor a completed resale certificate, you are not required to pay sales tax on property you are buying for resale. You cannot use a resale certificate to buy property for your own use (even if you plan to sell it after its use).
- **You must keep records** to substantiate your sales, purchases, and return deductions and keep them for four years.
- **You must file returns** according to the BOE's instructions for the filing basis that we determine from your application. You must file a return even if you have no tax to report.
- **You must pay the sales tax due** on your retail sales in California. You may be reimbursed by collecting the amount of tax from your customers.
- **You must notify the BOE of any business changes.** A permit is issued only to the owner and address listed on the permit. If you change ownership, address, add another location, sell or close your business, add or drop a partner, you must notify the BOE by calling or in writing. Your notification will help us close your account and return any security on deposit. If you do not, you could be held liable for continuing business taxes. Note: Notify us immediately if you drop or add a partner in order to protect former partners from tax liabilities incurred by the business after the partnership changes.

TAXPAYER INFORMATION**SECTION****800-400-7115**

TDD/TTY 800-735-2929

FIELD OFFICES

CALL FOR ADDRESSES

| City | Area Code | Number |
|---------------|-----------|----------|
| Bakersfield | 661 | 395-2880 |
| Chula Vista | 619 | 409-7440 |
| Culver City | 310 | 342-1000 |
| El Centro | 760 | 352-3431 |
| Eureka* | 707 | 576-2100 |
| Fresno | 559 | 248-4219 |
| Irvine | 949 | 440-3473 |
| Norwalk | 562 | 466-1694 |
| Oakland | 510 | 622-4100 |
| Rancho Mirage | 760 | 770-4828 |
| Redding | 530 | 224-4729 |
| Riverside | 951 | 680-6400 |
| Sacramento | 916 | 227-6700 |
| Salinas | 831 | 443-3003 |
| San Diego | 619 | 525-4526 |
| San Francisco | 415 | 356-6600 |
| San Jose | 408 | 277-1231 |
| San Marcos | 760 | 510-5850 |
| Santa Rosa | 707 | 576-2100 |
| Suisun City | 707 | 428-2041 |
| Van Nuys | 818 | 904-2300 |
| Ventura | 805 | 677-2700 |
| West Covina | 626 | 480-7200 |

Business Located**Out-of-State**

916-227-6600

*Office closed June 30, 2005. For dates and times of services in the Eureka area, please visit our website at www.boe.ca.gov or call the Taxpayer Information Section at 800-400-7115.



How Do I Apply for My Seller's Permit?

Step 1: Complete Your Application

Complete the application on page 5. If your business is an ongoing operation, check permit type "Regular." If your business will operate at the location(s) for 90 days or less, check "Temporary." Please provide **all** the information requested on the application. If you do not, this will delay the issuance of your permit. Refer to the "Tips" on page 4. If you need assistance, please call your local BOE office or the Taxpayer Information Section at 800-400-7115.

Note: If your business is located outside California, you also need to complete form BOE-403-B, *Registration Information for Out-of-State Account*. Visit our website at www.boe.ca.gov, call the Out-of-State Office at 916-227-6600, or the Taxpayer Information Section at 800-400-7115, to request a copy by mail or by fax (select the automated fax-back option).

For information regarding whether or not your out-of-state corporation qualifies to transact business in the State of California, you may visit the Secretary of State's website at www.ss.ca.gov. For information regarding the minimum franchise tax for corporations, please visit the California Taxes Information Center's website at www.taxes.ca.gov.

Step 2: Send Your Application for Processing

Send or take your application to the **district office** nearest your place of business. If you plan to apply in person, contact the local office to find out when they are open. Note: A permit is required before you begin making sales. Advise the BOE if you have an urgent need for a permit.

Step 3: After Your Application Is Approved

If your application is complete, you should receive your permit in about two weeks. Based on the information in your application, the BOE will provide you with regulations, forms, and other publications that may help you with your business. Or, you may choose to view and download information from our website at www.boe.ca.gov. You will also be informed as to when to file tax returns: monthly, quarterly, fiscal or calendar yearly. Electronic filing is the BOE's method for filing your sales and use tax return and making payment. Visit our website for details.

Post your permit at your place of business in a location easily seen by your customers.

Tips for Filling Out Your Application

Item 1: Permit Type

Check whether you are applying for a **regular** or **temporary** permit. You may apply for a temporary permit if you intend to make sales for a period of 90 days or less. Otherwise, you must apply for a regular permit.

Items 2–8: Business Identification Information

Check your type of ownership and provide all of the information requested. Partnerships should provide a copy of their written partnership agreement, if one exists. If it is filed with us at the time you apply for a permit and it specifies that all business assets are held in the name of the partnership, we will attempt to collect any delinquent tax liability from the partnership's assets before we attempt to collect from the partners' personal assets. The "Registered Domestic Partnership" ownership box should only be checked if both persons are registered as domestic partners with the Office of the Secretary of State.

Items 9–35: Ownership Information

Indicate whether those listed are owners, partners, etc., and enter their driver license or California Identification Card number and, except in the case of corporate officers, their social security number. Also, provide a reference for each person, who does not live with that person. This information will be kept in strict confidence. If mailing your application, you must provide a photocopy of your driver license or California Identification Card.

Items 36–49, 66: Type of Business, Selling Locations, and Landlord Information

Check whether the business is a retailer, wholesaler, etc., and whether the business is full time or part time. Describe the types of items you will sell. Avoid using broad descriptions, such as "general merchandise." Instead, list specific examples such as sports equipment or garden supplies. Indicate the number of selling locations, the address, telephone number, email address, and website of the business, as well as the landlord's name, address, and telephone number. If there are multiple selling locations, additional addresses can be listed on the reverse side (Item 66). Correspondence will be

sent to the business address unless a different mailing address is specified (Item 42).

Items 50–51: Projected Monthly Sales

Indicate your projected monthly gross and taxable sales. If unsure, provide an estimate. Your projection helps to determine how often you will need to file a return. If your actual sales vary, we may adjust your filing frequency.

Items 52–55: Related Program Information

Provide your Alcoholic Beverage Control license number, if applicable. Indicate if you will be selling new tires, covered electronic devices, or tobacco products. We will contact you to determine if you need to register for any of these other programs.

Items 56–65: Related Party Information

Identify the person maintaining your records, your bank, and if you accept credit cards, your merchant card account. Also, identify major California-based suppliers and the products that you purchase from them.

Items 67–74: Ownership and Organizational Changes

If you are purchasing a business, or changing from one type of business organization to another, provide the previous owner's name and seller's permit number. If you are purchasing a business, you should request a tax clearance in advance to assure that you won't have to pay any taxes owed by the previous owner.

Items 75–82: Temporary Permit Event Information

Applicants for a temporary permit must complete each item in this section.

Certification

Each owner, co-owner, partner, or corporate officer must sign the application.

APPLICATION FOR SELLER'S PERMIT

| | | | | | | |
|--|--|---|---|--|---|----------------------|
| 1. PERMIT TYPE: (check one) <input type="checkbox"/> Regular <input type="checkbox"/> Temporary | | FOR BOE USE ONLY | | | | |
| 2. TYPE OF OWNERSHIP (check one) <i>* Must provide partnership agreement</i> <input type="checkbox"/> Sole Owner <input type="checkbox"/> Married Co-ownership <input type="checkbox"/> Corporation <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> General Partnership <input type="checkbox"/> Unincorporated Business Trust <input type="checkbox"/> Limited Partnership (LP)* <input type="checkbox"/> Limited Liability Partnership (LLP)* <i>(Registered to practice law, accounting or architecture)</i> <input type="checkbox"/> Registered Domestic Partnership <input type="checkbox"/> Other (describe) _____ | | TAX S | IND | OFFICE | | PERMIT NUMBER |
| | | NAICS CODE | BUS CODE A.C.C. | | REPORTING BASIS | TAX AREA CODE |
| | | PROCESSED BY | PERMIT ISSUE DATE ____ / ____ / ____ | | RETURN TYPE <input type="checkbox"/> (1) 401-A <input type="checkbox"/> (2) 401-EZ VERIFICATION <input type="checkbox"/> DL <input type="checkbox"/> PA <input type="checkbox"/> Other | |
| 3. NAME OF SOLE OWNER, CORPORATION, LLC, PARTNERSHIP, OR TRUST | | | 4. STATE OF INCORPORATION OR ORGANIZATION | | | |
| 5. BUSINESS TRADE NAME/"DOING BUSINESS AS" [DBA] (if any) | | | 6. DATE YOU WILL BEGIN BUSINESS ACTIVITIES (month, day, and year) | | | |
| 7. CORPORATE, LLC, LLP OR LP NUMBER FROM CALIFORNIA SECRETARY OF STATE | | | 8. FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN) | | | |
| CHECK ONE <input type="checkbox"/> Owner/Co-Owners <input type="checkbox"/> Partners <input type="checkbox"/> Registered Domestic Partners <input type="checkbox"/> Corp. Officers <input type="checkbox"/> LLC Officers/Managers/ Members <input type="checkbox"/> Trustees/ Beneficiaries <i>Use additional sheets to include information for more than three individuals.</i> | | | | | | |
| 9. FULL NAME (first, middle, last) | | | | | 10. TITLE | |
| 11. SOCIAL SECURITY NUMBER (corporate officers excluded) | | | | | 12. DRIVER LICENSE NUMBER (attach copy) | |
| 13. HOME ADDRESS (street, city, state, zip code) | | | | | 14. HOME TELEPHONE NUMBER () | |
| 15. NAME OF A PERSONAL REFERENCE NOT LIVING WITH YOU | | | 16. ADDRESS (street, city, state, zip code) | | 17. REFERENCE TELEPHONE NUMBER () | |
| 18. FULL NAME OF ADDITIONAL PARTNER, OFFICER, OR MEMBER (first, middle, last) | | | | | 19. TITLE | |
| 20. SOCIAL SECURITY NUMBER (corporate officers excluded) | | | | | 21. DRIVER LICENSE NUMBER (attach copy) | |
| 22. HOME ADDRESS (street, city, state, zip code) | | | | | 23. HOME TELEPHONE NUMBER () | |
| 24. NAME OF A PERSONAL REFERENCE NOT LIVING WITH YOU | | | 25. ADDRESS (street, city, state, zip code) | | 26. REFERENCE TELEPHONE NUMBER () | |
| 27. FULL NAME OF ADDITIONAL PARTNER, OFFICER, OR MEMBER (first, middle, last) | | | | | 28. TITLE | |
| 29. SOCIAL SECURITY NUMBER (corporate officers excluded) | | | | | 30. DRIVER LICENSE NUMBER (attach copy) | |
| 31. HOME ADDRESS (street, city, state, zip code) | | | | | 32. HOME TELEPHONE NUMBER () | |
| 33. NAME OF A PERSONAL REFERENCE NOT LIVING WITH YOU | | | 34. ADDRESS (street, city, state, zip code) | | 35. REFERENCE TELEPHONE NUMBER () | |
| 36. TYPE OF BUSINESS (check one that best describes your business) <input type="checkbox"/> Retail <input type="checkbox"/> Wholesale <input type="checkbox"/> Mfg. <input type="checkbox"/> Repair <input type="checkbox"/> Service <input type="checkbox"/> Construction Contractor <input type="checkbox"/> Leasing | | | | | 37. NUMBER OF SELLING LOCATIONS (if 2 or more, see Item No. 66) | |
| 38. WHAT ITEMS WILL YOU SELL? | | | | | 39. CHECK ONE <input type="checkbox"/> Full Time <input type="checkbox"/> Part Time | |
| 40. BUSINESS ADDRESS (street, city, state, zip code) [do not list P.O. Box or mailing service] | | | | | 41. BUSINESS TELEPHONE NUMBER () | |
| 42. MAILING ADDRESS (street, city, state, zip code) [if different from business address] | | | | | 43. BUSINESS FAX NUMBER () | |
| 44. BUSINESS EMAIL ADDRESS | | 45. BUSINESS WEBSITE ADDRESS WWW. | | | 46. DO YOU MAKE INTERNET SALES? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| 47. NAME OF BUSINESS LANDLORD | | 48. LANDLORD ADDRESS (street, city, state, zip code) | | | 49. LANDLORD TELEPHONE NUMBER () | |
| 50. PROJECTED MONTHLY GROSS SALES \$ | | 51. PROJECTED MONTHLY TAXABLE SALES \$ | | 52. ALCOHOLIC BEVERAGE CONTROL LICENSE NUMBER (if applicable) _____ - _____ | | |
| 53. SELLING NEW TIRES AT RETAIL? <input type="checkbox"/> Yes <input type="checkbox"/> No | | 54. SELLING COVERED ELECTRONIC DEVICES? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | 55. SELLING TOBACCO AT RETAIL? <input type="checkbox"/> Yes <input type="checkbox"/> No | |

(continued on reverse)

| | | |
|---|---|----------------------------------|
| 56. NAME OF PERSON MAINTAINING YOUR RECORDS | 57. ADDRESS (street, city, state, zip code) | 58. TELEPHONE NUMBER () |
| 59. NAME OF BANK OR OTHER FINANCIAL INSTITUTION (note whether business or personal) | | 60. BANK BRANCH LOCATION |
| 61. NAME OF MERCHANT CREDIT CARD PROCESSOR (if you accept credit cards) | | 62. MERCHANT CARD ACCOUNT NUMBER |
| 63. NAMES OF MAJOR CALIFORNIA-BASED SUPPLIERS | 64. ADDRESSES (street, city, state, zip code) | 65. PRODUCTS PURCHASED |
| | | |

ADDITIONAL SELLING LOCATIONS (List All Other Selling Locations)

66. PHYSICAL LOCATION OR STREET ADDRESS (attach separate list, if required)

OWNERSHIP AND ORGANIZATIONAL CHANGES (Do Not Complete for Temporary Permits)

67. ARE YOU BUYING AN EXISTING BUSINESS?

☐ Yes ☐ No If yes, complete items 70 through 74.

68. ARE YOU CHANGING FROM ONE TYPE OF BUSINESS ORGANIZATION TO ANOTHER (FOR EXAMPLE, FROM A SOLE OWNER TO A CORPORATION OR FROM A PARTNERSHIP TO A LIMITED LIABILITY COMPANY, ETC.)?

☐ Yes ☐ No If yes, complete items 70 and 71.

69. OTHER OWNERSHIP CHANGES (please describe):

70. FORMER OWNER'S NAME

71. SELLER'S PERMIT NUMBER

72. PURCHASE PRICE

\$

73. VALUE OF FIXTURES & EQUIPMENT

\$

74. IF AN ESCROW COMPANY IS REQUESTING A TAX CLEARANCE ON YOUR BEHALF, PLEASE LIST THEIR NAME, ADDRESS, TELEPHONE NUMBER, AND THE ESCROW NUMBER

TEMPORARY PERMIT EVENT INFORMATION

| | | | |
|---|---|--------------------------------------|--|
| 75. PERIOD OF SALES FROM: ____ / ____ / ____ THROUGH: ____ / ____ / ____ | 76. ESTIMATED EVENT SALES \$ | 77. SPACE RENTAL COST (if any) \$ | 78. ADMISSION CHARGED? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| 79. ORGANIZER OR PROMOTER OF EVENT (if any) | 80. ADDRESS (street, city, state, zip code) | 81. TELEPHONE NUMBER () | |
| 82. ADDRESS OF EVENT (If more than one, use line 66, above. Attach separate list, if required.) | | | |

CERTIFICATION**All Corporate Officers, LLC Managing Members, Partners, or Owners must sign below.**

I am duly authorized to sign the application and certify that the statements made are correct to the best of my knowledge and belief.

I also represent and acknowledge that the applicant will be engaged in or conduct business as a seller of tangible personal property.

| | | |
|-------------------------|---------------|------|
| NAME (typed or printed) | SIGNATURE | DATE |
| NAME (typed or printed) | SIGNATURE | DATE |
| NAME (typed or printed) | SIGNATURE | DATE |

FOR BOE USE ONLY

| | | |
|--|---|--|
| SECURITY REVIEW | FORMS | PUBLICATIONS |
| <input type="checkbox"/> BOE-598 (\$ _____) or <input type="checkbox"/> BOE-1009 | <input type="checkbox"/> BOE-8 <input type="checkbox"/> BOE-400-Y | <input type="checkbox"/> PUB 73 <input type="checkbox"/> PUB DE 44 |
| REQUIRED BY _____ | <input type="checkbox"/> BOE-162 <input type="checkbox"/> BOE-519 | _____ |
| APPROVED BY _____ | <input type="checkbox"/> BOE-467 <input type="checkbox"/> BOE-1241-D | _____ |
| | REGULATIONS | RETURNS |
| | <input type="checkbox"/> REG. 1668 <input type="checkbox"/> REG. 1698 | _____ |
| | <input type="checkbox"/> REG. 1700 <input type="checkbox"/> _____ | _____ |

Where Can I Get Help?

No doubt you will have questions about how the Sales and Use Tax Law applies to your business operations. For assistance, you may take advantage of the resources listed below.

INTERNET

www.boe.ca.gov

You can log onto our website for additional information. For example, you can find out what the tax rate is in a particular county, or you can download numerous publications — such as laws, regulations, pamphlets, and policy manuals — that will help you understand how the law applies to your business. You can also verify sellers' permit numbers online, read about upcoming Taxpayers' Bill of Rights hearings, and obtain information on BOE field office addresses and telephone numbers.

Another good resource — especially for starting businesses — is the California Tax Information Center at www.taxes.ca.gov.

CLASSES

You may enroll in a basic sales and use tax class offered by some local BOE offices. You should call ahead to find out when your local office conducts classes for beginning sellers.

WRITTEN TAX ADVICE

It is best to get tax advice from the BOE in writing. You may be relieved of tax, penalty, or interest charges if we determine you did not correctly report tax because you reasonably relied on our written advice regarding a transaction.

For this relief to apply, your request for advice must be in writing, identify the taxpayer to whom the advice applies, and fully describe the facts and circumstances of the transaction.

Send your request for written advice to:
State Board of Equalization; Audit and Information
Section, MIC:44; PO Box 942879, Sacramento, CA
94279-0044.

TAXPAYER INFORMATION SECTION

800-400-7115

TDD/TTY 800-735-2929

Customer service representatives are available from 8 a.m. through 5 p.m., Monday-Friday, excluding state holidays.

Faxback Service. To order fax copies of selected forms and notices, call 800-400-7115 and choose the faxback option. You can call at any time for this service.

Translator Services. We can provide bilingual services for persons who need assistance in a language other than English.

TAXPAYERS' RIGHTS ADVOCATE OFFICE

If you would like to know more about your rights as a taxpayer or if you are unable to resolve an issue with the BOE, please contact the Taxpayers' Rights Advocate office for help at 916-324-2798 (or toll-free, 888-324-2798). Their fax number is 916-323-3319.

If you prefer, you can write to: State Board of Equalization; Taxpayers' Rights Advocate, MIC:70; PO Box 942879; Sacramento, CA 94279-0070.

To obtain a copy of publication 70, *The California Taxpayers' Bill of Rights*, you may visit our website or call our Taxpayer Information Section.

FIELD OFFICES

See page 3.

Sales and Use Tax Privacy Notice

Information Provided to the Board of Equalization

We ask you for information so that we can administer the state's sales and use tax laws (Revenue and Taxation Code sections 6001-7176, 7200-7226, 7251-7279.6, 7285-7288.6). We will use the information to determine whether you are paying the correct amount of tax and to collect any amounts you owe. You must provide all of the information we request, including your social security number (used for identification purposes [see Title 42 U.S. Code sec.405(c)(2)(C)(i)]).

What happens if I don't provide the information?

If your application is incomplete, we may not issue your seller's permit or use tax certificate. If you do not file complete returns, you may have to pay penalties and interest. Penalties may also apply if you don't provide other information we request or that is required by law, or if you give us fraudulent information. In some cases, you may be subject to criminal prosecution.

In addition, if you don't provide information we request to support your exemptions, credits, exclusions, or adjustments, we may not allow them. You may end up owing more tax or receiving a smaller refund.

Can anyone else see my information?

Your records are covered by state laws that protect your privacy. However, we may share information regarding your account with certain government agencies. We may also share certain information with companies authorized to represent local governments.

Under some circumstances we may release to the public the information printed on your permit, account start and closeout dates, and names of business owners or partners. When you sell a business, we can give the buyer or other involved parties information regarding your outstanding tax liability.

With your written permission, we can release information regarding your account to anyone you designate.

We may disclose information to the proper officials of the following agencies, among others:

- United States government agencies: U.S. Attorney's Office; Bureau of Alcohol, Tobacco and Firearms; Depts. of Agriculture, Defense, and Justice; Federal Bureau of Investigation; General Accounting Office; Internal Revenue Service; Interstate Commerce Commission

- State of California government agencies and officials: Air Resources Board; Dept. of Alcoholic Beverage Control; Auctioneer Commission; Dept. of Motor Vehicles; Employment Development Department; Energy Commission; Exposition and Fairs; Dept. of Food and Agriculture; Board of Forestry; Forest Products Commission; Franchise Tax Board; Dept. of Health Services; Highway Patrol; Dept. of Housing and Community Development; California Parent Locator Service
- State agencies outside of California for tax enforcement purposes
- City attorneys and city prosecutors; county district attorneys, police and sheriff departments.

Can I review my records?

Yes. Please contact your closest Board office (see the white pages of your phone book). If you need more information, you may contact our Disclosure Officer in Sacramento by calling 916-445-2918. You may also want to obtain publication 58-A, *How to Inspect and Correct Your Records*. For a copy, go to www.boe.ca.gov or call our Information Center at 800-400-7115.

Who is responsible for maintaining my records?

The deputy director of the Sales and Use Tax Department, whom you may contact by calling 916-445-6464 or writing to the address shown.

Deputy Director
Sales and Use Tax Department, MIC:43
450 N Street
Sacramento, CA 95814

LIST OF OFFICIAL SUPPLIERS

EroticaLA

**June 12-14, 2009
LA Convention Center
Los Angeles, California**

EROTICA LA SHOW

MANAGEMENT / OPERATIONS / REGISTRATION/ SALES / MARKETING

AVN Media Network, Inc.
9414 Eton Ave.
Chatsworth, CA 91311
Phone: (818) 718-5788
Fax: (818) 718-5795

AUDIO / VISUAL

Rentsys
Ann Seyer
200 Quality Circle
College Station, TX 77845
Phone: (800) 955-5171
Fax: (979) 595-2711

CARPET

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

CATERING

Aramark
1201 South Figueroa Street
Los Angeles, CA 90015
Phone: (213) 741-1151 Ext. 4516
Fax: (213) 765-4552

CLEANING SERVICES

BH&L Decorators, Inc.
7601 Chancellor Dr.
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

COMPUTER RENTAL

Rentsys
200 Quality Circle
College Station, TX 77845
Phone: (800) 955-5171
Fax: (979) 595-2711

CONVENTION MODELS

AC Talent Agency, LLC
Anna Chudoba
Phone: (310) 923-2363
Email: info@actalentagency.com
www.actalentagency.com

ELECTRICAL SERVICE

LA Convention Center
Customer Service
1201 South Figueroa Street
Los Angeles, CA 90015
Phone: (213) 741-1151 Ext. 5470
Fax: (213) 765-4444

EXHIBITOR INFORMATION

AVN Media Network, Inc
9414 Eton Ave.
Chatsworth, CA 91311
Phone: (818) 718-5788
Fax: (818) 718-5795

EXHIBIT HOUSE

David Torres Productions
14 Mollison Drive
Simi Valley, CA 93065
Phone: (805) 527-9175
Fax: (805) 527-7450
Email: david@davidtorres.com

FLORAL SERVICES

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

FURNITURE

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

INSURANCE

Shahinian Insurance Services, Inc.
202 Fashion Lane, Suite 101
Tustin, CA 92780
P.O. Box 4093
Tustin, CA 92781-4093
Phone: (800) 457-2231
Fax: (714) 544-3963

INTERNET

Smart City Networks
3720 Howard Hughes Pkwy
Las Vegas, Nevada 89109
Phone: (888) 446-6911
Fax: (702) 943-6001

LABOR

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

PUBLIC RELATIONS

Cindy Cheer
9414 Eton Ave.
Chatsworth, CA 91311
Phone: (818) 718-5788
Fax: (818) 718-5795

SECURITY

Olympic International Security
6980 Aragon Circle
Buena Park, CA 90620
Phone: (714)-522-0035
Fax: (714) 522-0037

SHIPPING

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

SIGNS

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, FL 32809
Phone: (800) 995-4245
Phone: (407) 851-9080
Fax: (407) 851-3090

TELEPHONE SERVICE

LA Convention Center
Customer Service
1201 South Figueroa Street
Los Angeles, CA 90015
Phone: (213) 741-1151 Ext. 5470
Fax: (213) 765-4444

EroticaLA

EROTICA BUCKS

We introduced Erotica Bucks as a new program in 2007 to give attendees the extra incentive to visit all the exhibitors and BUY their products. The Erotica Bucks Program was a huge success for exhibitors in previous years that we've brought it back for 2009!

How it Works

Attendees are given a chip when they purchase their admission ticket. This chip is redeemable for a \$5 purchase at any exhibitor booth.

Cashing Out

For your convenience, a member of the Erotica LA accounting team will come around to each booth throughout the show and collect the chips that attendees have redeemed at each booth. Each exhibitor will be given cash and an accompanying receipt.

If you still have chips Sunday afternoon that have not been picked up you must return them to the Erotica Bucks Kiosk or registration counter.

PLEASE NOTE: The cut-off for collection of chips on Sunday is 4:00 pm. Chips that have not been turned in to Show Management by this time will not be redeemed.

As you can see, Erotica Bucks is a great way to increase traffic to your booth during the show and most importantly GENERATE SALES!

We look forward to working with you on this exciting program. If you have any additional questions, please contact your account executive Steven Komarnitsky at 818-718-5788 or steven.komarnitsky@avn.com

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

EroticaLA

BADGES & REGISTRATION

Badge Allotment. Companies exhibiting at Erotica L.A. will receive an allotment of 10 free exhibitor & staff/talent badges per 10x10 booth. Maximum allotment is not to exceed 50 badges regardless of booth size. Badges are valid for all three show days. If additional badges are needed they may be purchased at a discounted rate of \$30 per badge for the duration of the show. Exhibitor/Staff/Talent will not receive the \$5 Erotica Buck. Please register all Exhibitor/Staff/Talent online by the deadline date.

Please note – no one under the age of 18, including infants will be permitted in the exhibit hall at any time. Government issued ID is required by everyone to pick up badge. (Drivers License, State ID or Passport only) No exceptions will be made.

For security reasons, Exhibitor badges are intended only for personnel requiring special floor access privileges in order to set-up and work in your booth on the show floor. We ask exhibiting companies to carefully review their badge request form. Badge swapping and the sale of badges is strictly prohibited. Violation of this policy may seriously affect an exhibitor's further assignment of space or right to exhibit at *AVN MEDIA NETWORK INC.* events. All badges are the property of Show Management and must be surrendered upon request. ***Badges will not be replaced if lost or stolen.***

CONDUCT OF EXHIBITORS

Video Monitors & Other Advertising Displays. All images shown on video/computer monitors, as well as other advertising displays, must adhere to the guidelines set forth by Show Management. These guidelines are based on rules and regulations established by the Los Angeles Convention Center as well as state and local laws. Displayed materials may not include hardcore sexual conduct. "Hardcore Sexual Conduct" refers to oral copulation, masturbation and vaginal or anal penetration with objects or other persons. By virtue of signing the "Exhibitor Application & Contract" Exhibiting companies agree to conform their exhibit to these governing rules. Violations of the above mentioned rules may result in the subsequent 'shutdown' of individual booths and/or ejection from the event. The guidelines are minimum standards required by Show Management and each exhibitor remains responsible for compliance with all local, state and federal laws and for the consequences of violation thereof.

Live Conduct. Live conduct refers to the behavior, dress and decorum of all individuals present at the Erotica L.A. Convention. All Attendees, Exhibitors, Invited

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

Guests and Talent must abide by specified guidelines. There is to be **NO NUDITY** on the show floor, this includes exposure of the female breasts (areola and nipples), pubic hair, cleft of buttocks, anus or genitals. All individuals must be properly clothed, sheer or otherwise transparent garments, pasties and underwear are not acceptable forms of dress. Live sexual conduct (real or simulated) is prohibited. Live sexual conduct refers to fondling of breasts, buttocks, anus, genitals, masturbation, oral copulation, sexual intercourse (any vaginal or anal penetration with objects or other persons). The general public will be allowed to bring cameras into the event. Flashing cannot and will not be tolerated and it is the exhibitor's responsibility to manage and control their talent to ensure no violations of the show rules occur. By virtue of signing the "Exhibitor Application & Contract" Exhibiting companies agree to conform their exhibit and behavior to these governing rules. Violations of the above mentioned rules may result in the 'shutdown' of individual booths and/or ejection from the event. The guidelines are minimum standards required by Show Management and each exhibitor remains responsible for compliance with all local, state and federal laws and for the consequences of violation thereof.

DEMONSTRATIONS

Exhibitors may demonstrate product within their exhibit space provided that:

1. Demonstrations include products manufactured or distributed by the exhibitor.
2. Amplified demonstrations do not interfere with other exhibits/functions in the exhibit hall.
3. Demonstration is for a potential buyer and not merely to attract attention.
4. Aisle in front of booth must be completely clear from obstruction.

Sound Levels. Exhibitor's sound level shall not intrude or violate the rights of any and all adjacent exhibit areas. Show Management shall have absolute control over the implementation of this procedure, the intent of which is that sound systems, equipment, or demonstrations shall not be audibly objectionable to neighboring exhibitors. Show Management will inform the exhibitor of the violation. The exhibitor shall correct the violation immediately upon notice. If the exhibitor fails to correct the violation, Show Management is authorized to cut-off the supply of electricity without any liability.

If a noise level complaint is registered with Show Management, the booth in question will be checked with an audiometer (sound meter). An acceptable decibel level will be set by Show Management and the Exhibitor will be informed that they must keep sound levels under this level. This constitutes the issuance of one (1) verbal warning and a notation made in the offending exhibitor's file. A second warning will result in the shut down of electrical power to the offending booth and a notation made in the exhibitor's file. Show Management reserves the right to restrict or deny future participation of exhibits which, because of noise, method of operation, materials or for any other reason become objectionable, and also to prohibit or to remove any exhibit which may detract from the general character of the Erotica Los Angeles Exposition as a whole. This shall also include persons, things, conduct, printed materials or anything of a character which Show

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

Management determines objectionable. In the event of such restriction or removal of exhibit, Show Management shall not be liable for any refunds or other expenses incurred.

DISPLAY RULES & REGULATIONS

Show Management reserves the right to restrict the operation of, or evict completely, any Exhibitor which, in its sole opinion, detracts from the general character of the exhibition as a whole. This includes, but is not limited to an exhibit which, because of noise, flashing lights, method of operation, display of unsuitable material, is determined by Show Management to be objectionable to successful conduct of the exhibition as a whole. All demonstrations or other promotional activities must be confined to the limits of the Exhibitor/Vendor space. Sufficient space must be provided within the Exhibitor/Vendor space for the comfort and safety of persons watching demonstrations and other promotional activities. Each Exhibitor/Vendor is responsible for keeping the aisles near its Exhibitor/Vendor space free of congestion caused by demonstrations or other promotions. All Exhibitor/Vendors must, at all times, comply with Federal, State, County and local law(s), rules, regulations and ordinances.

NO ALCOHOLIC BEVERAGES, OF ANY KIND, MAY BE BROUGHT INTO THE EXHIBIT HALL.

Balloons and Helium-Filled Items. Radio-operated blimps and similar devices may be permitted on the show floor with pre-approval in writing from Show Management and with a certificate of liability insurance, as well as approval from LACC management and the Fire Department. Helium-filled balloons are prohibited, except when provided and installed by a professional for decoration. Mylar balloons are prohibited due to their effect on our fire detection systems. Decorative balloons must be air-filled.

Booth Storage. You may keep a one-day supply of advertising materials, product or literature in your booth, but not behind your booth back wall. Also, you may not store empty cartons in or behind your booth back wall. The show's official service contractor will temporarily remove your empty crates, cartons, containers (including plastic) and packing materials if you label them with stickers marked "empty" which are found at the Service Desk. Empty crates will be returned to you during move-out.

Smoking. Smoking is not permitted in any inside area of the Los Angeles Convention Center.

Subletting of Exhibit Space. No Exhibitor shall assign, sublet, or share the space allotted with another company or individual unless approval has been obtained in writing from Show Management. No firm or organization not assigned Exhibitor space shall be permitted to solicit business within the exhibit facilities.

GENERAL INFORMATION, RULES AND REGULATIONS

Vehicle Displays. Any vehicle or other apparatus which has a fuel tank and is part of a display, is required to be equipped with a locking (or taped) gas cap and can contain no more than one quarter tank of fuel. A vehicle permit from the Los Angeles Fire Department is required and written notification of plans to bring a vehicle onto the show floor must be made to the show contractor at least four (4) weeks prior to show set-up (refer to Vehicle Display Information and Order Form). Battery cables must be disconnected once the vehicle is positioned. The engine cannot be operated during show hours.

EXHIBIT STANDARDS

It is Show Management's intention that all exhibitors, regardless of exhibit booth size, be given an opportunity to present their product in an efficient manner to the audience. Show Management has established the following rules to make this possible while allowing the greatest flexibility within each exhibit.

Standard Booth size is 10' x 10'. Booth equipment consists of a rear background drape on an 8-foot frame and two 3-foot side rails. No exhibits may exceed the height of 8-feet without written approval from Show Management. Side rails may not exceed a height of 3-feet in the front 5-feet of the booth. Exhibitors must conform to the size of their space and must not obstruct the view of or interfere with other exhibits.

Perimeter Booth is defined as a standard booth located on the outer-perimeter wall of floor. Height restriction for the back wall is 12 feet for Trade Shows, but the guidelines for the side wall are the same as that for a standard booth.

Peninsula Booth is defined as two or more standard booths, backed up to a series of 10' x 10' or another peninsula booth, with aisles on three sides. This is also referred to as an end cap. The center 10 feet of the back wall can go to a height of 8 feet. The remaining two 5 foot sections of the back have a height limit of 4 feet.

Island Booth is defined as exhibits with four or more standard units together with aisles on all four sides. Height restriction for booth is 16 feet, unless a request for exhibit variance has been submitted and approved. An island booth is automatically separated by the width of an aisle from neighboring exhibits, full use of the space is allowed. However, dependent upon your booth design, Show Management may ask that modifications be made to ensure proper sight lines.

Exhibitors will be asked to rearrange their displays if equipment or furnishings cause congestion in the aisles or interfere with other exhibits. If any back portion of the booth is visible, such portion must be finished so that it is not objectionable to other exhibitors. Any portion of the exhibit bordering another exhibitor's booth must have the back side of that portion finished and must not carry identification signs or other copy that would detract from the adjoining exhibit.

Covered & Enclosed Booths. Covered booths having a cover at least 16 square feet, but NOT exceeding 750 square feet, shall be protected within by a smoke

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

detector, which sounds a local alarm. Covered booths exceeding 750 square feet shall be protected within by a LAFD-approved automatic fire sprinkler system. These systems must be installed under permit from the Department of Building and Safety and the Fire Department. Sprinkler systems cannot be installed in any other areas of the building.

Booths that exceed 750 square feet of space with enclosed perimeter walls, will require at least two separate exits and a construction permit from Building and Safety. Additional exits may be required on a case-by-case basis (capacity will be computed at 15 square feet per person).

The above mentioned structures 'Covered & Enclosed Booths' will require building permits. Please see Tab 4 for more information.

EXHIBITOR APPOINTED CONTRACTORS (EAC)

Exhibitors using the services of display firms/independent contractors must fill out the EAC notification form enclosed with this manual and submit to the General Contractor. Notification must include a current certificate of insurance that meets all specifications. The contractor must abide by all LACC, Show Management and Union regulations.

NOTE: If you intend to use an Exhibitor Appointed Contractor (EAC), it is important that you review the information provided and submit by May 12, 2009, the appropriate EAC notification form and EAC certificate of insurance to BH & L Decorators, Inc. 7601 Chancellor Drive, Orlando, FL 32809 (407-851-9080). No requests will be accepted on show site.

FIRE & SAFETY

All displays must be made of fire retardant materials and are subject to fire inspector's approval. Cardboard, crepe paper, corrugated paper or other combustible materials are prohibited. Exhibitors with booths containing fire extinguishers and/or fire hose cabinets must leave them visible with an unobstructed path from the aisle to the cabinet. No storage of any kind is allowed behind booths or near electrical service.

FOOD & BEVERAGE

Food Sampling. Aramark is the exclusive provider for food and beverage catering services within the LACC. Exhibitors are only permitted to make available, bite-size individually wrapped items such as candy without permission.

For those exhibitors desiring to sample food & non-alcoholic beverages, they must request and receive specific written permission from Aramark Sports and Entertainment Food Services, the Convention Center Concessionaire. All sampling must be in accordance with the policies of the Los Angeles Convention Center and Aramark Sports and Entertainment Food Services and must be done in compliance with the rules and regulations of the Department of Health.

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GENERAL INFORMATION, RULES AND REGULATIONS

Two sampling methods are available to exhibitors, depending on the desired sampling size. The exhibitor must present product liability insurance and agree to hold harmless and maintain insurance so as to fully protect the Los Angeles Convention Center, Aramark Sports and Entertainment Food Services, and their directors, officers, and staff members from any claim or action arising out of such sampling.

Method One—Limited Sample Size

a. Food and Non-Alcoholic Beverages

Food sampling shall be limited to bite-size portions.

Approximately one (1) oz. non-alcoholic beverage sampling shall be limited to a four (4) oz. cup per serving.

b. Alcoholic Beverages

NOT APPLICABLE TO THE EROTICA LOS ANGELES CONVENTION. NO ALCOHOLIC BEVERAGES, OF ANY KIND, MAY BE BROUGHT INTO THE EXHIBIT HALL.

Method Two—Larger Sample Sizes

Exhibitors whose marketing needs require larger samples than those described above, must make arrangements with the Catering Office of Aramark Sports and Entertainment Food Services (213) 765-4512. Arrangements include food services, complete product handling, beverage dispensing and equipment, servers, ice, and glassware. Pricing will be at retail and is subject to 15% gratuity and prevailing state/city tax. Product liability insurance coverage is required when samples are distributed in the LACC. For additional information please contact Aramark directly.

Product Liability/Exclusive Rights of Convention Center Caterer. Aramark Sports and Entertainment Food Services holds an exclusive contract to serve food and beverage in the Los Angeles Convention Center. Aramark may allow show management to set up theme-oriented restaurant booths at their discretion. Show management and individual exhibitors must make all arrangements with Aramark well in advance of the show. The caterer may assess compensation for loss of revenue.

INSURANCE

Exhibitors must carry worker's compensation, commercial general liability including products and completed operations, independent contractors, personal injury and blanket contractual liability insurance at limits of at least \$1,000,000 per occurrence, \$2,000,000 aggregate. These coverage's must be evidenced by a Certificate of Insurance with a 30-day notice of cancellation provision to the holder and supplied to and naming *AVN MEDIA NETWORK INC.* and Erotica Los Angeles as additional insured.

It is strongly recommended that exhibitors also carry insurance to cover loss of or damage to their exhibits or other personal property while such property is located at or is in transit to or from the exhibit site. Show Management assumes no liability for any loss, damage or injury to any property of the exhibitor or to any of

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

its officers, agents, employees or contractors, whether attributable to accident, fire theft or any other causes whatsoever. While the exhibition provides security guards, the exhibitor expressly agrees to save and hold harmless Show Management, their agents, and employees for any and all claims, liabilities and losses for injury to persons (including death) or damage to property arising in connection with exhibitor's use of the exhibit space, except such losses as may be the result of the sole negligence of Show Management.

INSTALLATION & REMOVAL

Show Management reserves the right to fix the time(s) for the installation of any Exhibitor/Vendor space prior to the show opening and for its removal after the conclusion of the exhibition. Installation of all exhibits must be fully completed by the opening time of the exhibition. Any space not claimed and occupied by 4:00 P.M., Friday, June 12, 2009, may be reassigned without refund. No exhibitor/vendor will be allowed to dismantle or re-pack any part of his exhibit prior to the final closing of the exhibition.

Note: The LACC is a Union facility. The General Contractor (BH&L Decorators, Inc.) works directly with the Union on show-site. To become familiar with applicable local Union rules and the rates for Drayage & Labor, all Exhibitors are encouraged to visit the BH&L Service desk located in the back of the exhibit hall upon arrival.

LABOR

The General Contractor (BH&L Decorators) has contracts with various labor unions, which perform different functions at the LACC. Order forms for decorating, electrical service, booth cleaning, installation and dismantling of displays, etc. are included in this Exhibitor Service Manual. All exhibitors are required to adhere to the contracts in effect between the General Contractor BH&L Decorators, Inc.

SPECIAL CART SERVICE

Show Management has arranged for the General Contractor (BH&L) to provide a special cart service at Erotica L.A. to help reduce exhibitors' on-site charges. Each exhibitor (exhibiting company) will be provided with one teamster with a 6' cart for 20 minutes (straight time) for a flat fee of \$55 (up to 200lbs maximum). If more than 20 minutes is needed then that will be negotiated on-site, with prevailing rates considered. Please refer to the Drayage Assistance form in Tab 3.

LOSS OR DAMAGE

Neither Show Management nor the General Contractor (BH&L Decorators) shall be responsible for damage to uncrated materials, materials improperly packed or for any concealed damage, loss or theft of materials or any injury, loss or damage that may occur to the exhibitor or exhibitor's employees prior to, during or subsequent

GENERAL INFORMATION, RULES AND REGULATIONS

to the period of the Erotica Los Angeles Convention. All exhibitors are urged to insure their merchandise and equipment.

LITERATURE DISTRIBUTION

Canvassing in any part of the Exhibit Hall, adjacent lobbies or corridors is prohibited. Printed or product promotion materials may be distributed only at the Exhibitor's booth or as authorized by Show Management. Exhibitors must restrict their activities to the space for which they have contracted.

PARKING

Parking rates for the LACC are currently \$12 per day with no in and out privileges. These rates are subject to change.

RETAIL SALES

Exhibitors are permitted to sell products at the Erotica Los Angeles. Exhibitors will be responsible for obtaining all necessary sales and tax permits from the City of Los Angeles and the State of California. Please refer to the 'Retail Sales Form' in Tab 1.

SECURITY

Subject to the provisions of the Insurance paragraph, Show Management will provide 24-hour perimeter security during move-in, show days and move-out periods of the Erotica Los Angeles Convention. Exhibitors are totally responsible for their own materials at all times and should take whatever extra care is necessary to prevent loss and damage.

The following are security suggestions to help prevent theft:

- Remove all small items on a nightly basis.
- Rent a security cage for larger items.
- Hire a private duty security guard.
- Clearly mark all small items and easily transportable items.
- Displayed items can be rendered valueless by deliberate, but hidden damage.(e.g.; clothing can be marked or cut on a non-visible side)
- Have replacements available either on-site, at a local distributor or on stand-by at your office for overnight shipment.
- Do not list contents on outside of boxes.(e.g.: Box #1-personal computer)
- Carry a detailed list of what you ship, in which box it was packed and repack it in the same manner. Keep a copy in your office and check your shipment when it returns.

Please be advised, the General Contractor's responsibility for items left on the floor for pick-up does not begin until such items are actually picked up at the exhibitor's booth and terminates upon delivery to the forwarding carrier.

EroticaLA

GENERAL INFORMATION, RULES AND REGULATIONS

TERMS OF PAYMENT

Payment. Applications must be accompanied by payment IN FULL for all space(s) rental. Applications received without such payment will not be processed nor will space(s) be assigned. Spaces cancelled on or before March 31, 2009 received in writing by Show Management, will be eligible for a 50% refund. No refunds will be made on cancellations received after March 31, 2009, as stated on the "Exhibitor Application & Contract".

Exhibitor Cancellation or Nonpayment. All payments made and due to Show Management under the Exhibitor Application & Contract shall be deemed fully earned and non-refundable. Exhibitor acknowledges the difficulty in determining a precise value for services rendered and calculation of expenses incurred by Show Management for the Exhibition. Exhibitor further acknowledges the lost or deferred opportunity to provide space to others and the attendant expenses incurred will cause Show Management to sustain damages. The amounts due from Exhibitor are determined by proximity to the Exhibition date, represent an agreed measure of compensation, and are not to be deemed construed as forfeiture or penalty. The amount is considered to be liquidated reasonable estimate of damages for the injuries to Show Management and not a penalty.

It is expressly agreed by the Exhibitor that in the event he fails to pay the space rental at the time specified, or fails to comply with any other provisions contained in these rules and regulations concerning his use of Exhibitor space, Show Management shall have the right to reassign the space location shown on the face of the confirmation of this contract and/or take possession of said space and rent same, or any part thereof, to such parties and upon such terms and conditions as it may deem proper. In the event of a default by the Exhibitor, as set forth herein, the Exhibitor shall forfeit as liquidated damages, any and all amounts(s) paid by him for his space reservation, regardless of whether or not Show Management enters into a further rental for the space involved. In case the exhibition shall not be held for any reason whatsoever, then and thereupon, the rental of space to the Exhibitor shall be terminated. In such case the limit claim for damage and/or compensation by the Exhibitor shall be limited to the pro-rated amount paid for space for this specific event.

Show Management/Event Cancellation. In the event that the premises or part there of where the exposition is to be held shall, in the sole determination of Management, become unfit or unavailable for occupancy, or shall be substantially interfered with by reason of picketing, strike, embargo, injunction, act of war, act of God, fire or state of emergency declared by any government agency or by reason of any municipal state or federal law or regulation or by reason of any other occurrence beyond event of such cancellation or termination, the exhibitor waives any and all claims the exhibitor might have against Management for damages or expenses and agrees to accept in complete settlement and discharge of all claims against Management the exhibitor's pro-rated share of the total amount paid by all exhibitors less all costs and expenses incurred by Management in connection with

GENERAL INFORMATION, RULES AND REGULATIONS

the exposition including a reserve for future claims and expenses in connection therewith.

SHOW FLOOR ACCESSIBILITY

For security reasons, exhibitors must wear their badges to be permitted onto the show floor during move-in and move-out hours. Only exhibitors will be allowed on the show floor one (1) hour prior to show opening, and may remain one-half (1/2) hour after closing each show day. No exhibitor product meetings will be allowed on the show floor during move-in and move-out hours. Do not schedule meetings in your exhibit space before or after show hours.

REMINDER: No one under the age of 18 including infants and toddlers will be permitted on the show floor under any circumstances. **NO EXCEPTIONS!**

BOOTH I.D. SIGN ORDER FORM

EroticaLA

DEADLINE TO RECEIVE: May 22, 2009

Exhibitors will be supplied with a uniform Booth ID sign (7"x44"). Please print your Company name below as you would like it to appear. In order for us to print your sign accurately please print or type on this form clearly. Your booth sign consists of one line of copy with your booth number (max 40 characters).

Company Name _____ Booth# _____

City _____ State _____ (Abbreviated)

Example:

COMPANY NAME

Please note failure to return this form by the specified date (6/1), may result in delays on show site. These delays may interrupt the delivery of shipments to your booth as well as timely service calls for electrical etc.

Please make every effort to return this form to us by the deadline.

Please fax to: **818-718-5795** Attention: Megan Sheehan

EroticaLA



HOTEL INFORMATION

The Los Angeles Convention Center is located at 1201 South Figueroa Street. The LACC is situated in the heart of downtown, adjacent to the Staples Center and near many major hotels. A few are listed below for your convenience

MORE HOTEL LISTINGS CAN BE FOUND AT WWW.LACCLINK.COM

Holiday Inn – City Center

1020 S. Figueroa Street
Los Angeles, CA 90015
PH: (213) 748-1291
Distance from LACC: 0.2 miles

Figueroa Hotel – Convention Center

939 S. Figueroa Street
Los Angeles, CA
PH: (213) 627-8971
Distance from LACC: .03 miles

Sheraton LA Downtown

711 S. Hope Street
Los Angeles, CA 90017
PH: (213) 488-3500
Distance from LACC: 0.8 miles

Wilshire Grande Hotel (7th & Fig)

730 Wilshire Blvd.
Los Angeles, CA 90017
PH: (213) 629-4321
Distance from LACC: 0.8 miles

Los Angeles Athletic Club

431 W. 7th Street
Los Angeles, CA 90014
PH: (213) 625-2211
Distance from LACC: 1.0 miles

Westin Bonaventure Hotel & Suites

404 S. Figueroa Street
Los Angeles, CA 90071
PH: (213) 624-1000
Distance from LACC: 1.0 miles

Marriott Downtown

333 S. Figueroa Street
Los Angeles, CA 90071
PH: (213) 617-1133
Distance from LACC: 1.1 miles

Millennium Biltmore

506 S. Grand Avenue
Los Angeles, CA 90017
PH: (213) 624-1011
Distance from LACC: 1.3 miles

Comfort Hotel – Downtown LA

1710 W. 7th Street
Los Angeles, CA 90017
PH: (213) 616-3000
Distance from LACC: 1.5 miles

Omni Hotel

251 S. Olive Street
Los Angeles, CA 90012
PH: (213) 617-3300
Distance from LACC: 1.5 miles

New Otani Hotel and Garden

120 S. Los Angeles Street
Los Angeles, CA 90012
PH: (213) 629-1200
Distance from LACC: 2.0 miles

Hilton Checkers Los Angeles

535 S. Grand Avenue
Los Angeles, CA 90071
PH: (213) 624-0000
Distance from LACC: 1.3 miles

DRIVING DIRECTIONS AND PARKING GARAGE INFORMATION

EroticaLA

The Los Angeles Convention Center is located at 1201 South Figueroa Street. The LACC is situated in the heart of downtown, adjacent to the Staples Center.

NORTHBOUND

Harbor Fwy (110) to Santa Monica Fwy (10) West Exit Pico Blvd. exit - turn right. Convention Center Drive - turn right.

** From **LAX** Airport - Take the Century Boulevard exit to the Century Freeway (105) East, to the Harbor Fwy (110) and follow rest of directions above.

WESTBOUND

Santa Monica Fwy (10) to Harbor Fwy (110) north Exit downtown Pico Blvd. exit - turn right. Convention Center Drive - turn right.

SOUTHBOUND

Harbor Fwy (110) to Olympic Blvd. Left at bottom of off-ramp onto Blaine. 11th Street - turn left. Figueroa - turn right. Venice - turn right. Convention Center Drive - turn right.

** From **Burbank** Airport - Exit the airport via Empire Avenue and turn left on Hollywood Way (note direction sign to the Golden State Fwy(5) South at Empire and Hollywood Way Intersection) - Take the Golden State Fwy (5) South to the Hollywood Freeway (101) South to the Harbor Fwy (110) and follow rest of directions above.

EASTBOUND

Santa Monica Fwy (10) to Harbor Fwy (110) north 9th Street exit. Flower Street - turn right. Venice - turn right. Convention Center Drive - turn right.



PARKING

Los Angeles Convention Center

Parking Garage

Phone: 213-741-1151

Daily Rate: \$12.00

Park in the South Hall Parking Lot

Four Three Three Spring Garage

433 S. Spring St.

Miles From LACC: 1.50 Miles

Sho Tokyo Garage

350 E. 2nd St.

Miles From LACC: 2.26 Miles

***Note: If you are an overnight guest staying at a local hotel, it is recommended to park in the hotel guest parking area.

*** Above rates and information are subject to change

TAB 2 – FURNITURE & CARPET

- BH&L Show Information
- Fire Department Regulations
- Vehicle Display Information
- Payment Policy Form
- Charge Authorization Form
- Furniture Order Form
- Carpet & Padding Order Form
- Cleaning Order Form
- Rental Exhibits Order Form
- Computer Kiosk Order Form
- Sign Order Form
- Sign Hanging Order Form
- Floral Order Form
- Custom Furniture Order Form
- Cort Furniture Guide
- Recap of Services Ordered

Erotica LA

Los Angeles Convention Center

June 12 – 14, 2009

We are pleased that BH&L DECORATORS, INC. has been selected as your Official Service Contractor. Our goal is to assist in making your participation a success.

SHOW INFORMATION

BOOTH EQUIPMENT:

Each in-line booth will be set with 8' high panels of **Black and Red** back drape and 3' high **Red** side divider drape. **THE EXHIBIT HALL IS CARPETED for booths up to 20' x 20'.** The aisle carpet is **Red, booth carpet is Black.** BH&L DECORATORS, INC. offers a variety of carpet colors if you wish to customize your booth (please refer to the carpet order form in this kit for further information). All items provided are on a rental basis. Any damage to BH&L materials will be the responsibility of the exhibitor.

Each 10' x 10' inline booth will consist of:

One – 6' Draped Table (color skirt)

Two – Chairs

One – Wastebasket

Black Booth Carpet (up to 20' x 20')

One – 7" x 44" Identification Sign. Copy for this sign to be provided by Show Management.

INSTALLATION:

Exhibitors may set-up:

Thursday, June 11, 2009 from 8:00 am – 6:00 pm

Friday, June 12, 2009 from 8:00 am – 2:00 pm

All exhibits must be set by:

Friday, June 12, 2009 at 2:00 pm

SHOW HOURS:

Friday, June 12, 2009 from 4:00 pm – 11:00 pm

Saturday, June 13, 2009 from 11:00 am – 11:00 pm

Sunday, June 14, 2009 from 11:00 am – 6:00 pm

DISMANTLE:

Dismantle of exhibits may begin:

Sunday, June 14, 2009 at 6:00 pm

All exhibit materials must be cleared from the facility by:

Monday, June 15, 2009 at 10:00 am

IMPORTANT: Exhibitors may begin teardown immediately after the show closes. BH&L Decorators, Inc. will **NOT** be responsible for any booth contents that become missing or damaged during the move out.

FORCE FREIGHT TIME:

Drivers must be checked in by:

Monday, June 15, 2009 at 10:00 am

SHOW INFORMATION

SHIPPING INFORMATION:

ALL SHIPMENTS ARE REQUIRED TO HAVE CERTIFIED WEIGHT TICKETS.

WAREHOUSE SHIPMENTS

BH&L DECORATORS, INC. will accept crated, boxed, or skidded materials beginning **May 12, 2009** to the warehouse address below. Any shipment received after **May 29, 2009** will be charged a 25% late surcharge. Shipments arriving after **June 9, 2009** will be refused.

Warehouse shipping address:

(All information below must be provided on the shipping labels.)

Erotica LA

Exhibiting Company Name _____

Booth # _____

c/o BH&L DECORATORS, INC.

UPS Freight

7754 Paramount Blvd

Pico Rivera, CA 90660

The warehouse will receive shipments Monday through Friday during the hours of 8:00 am – 4:00 pm.

SHOW SITE SHIPMENTS

BH&L DECORATORS, INC. will accept show site shipments on **June 10 – 12, 2009** at the address below. **DO NOT ship your materials to arrive prior to these dates.** All shipments must be consigned c/o BH&L DECORATORS, INC. to enable us to accept them for handling. The facility will not accept direct shipments consigned to them, as they have no means for receiving or storing freight. **If exhibit material is shipped to the facility, the facility may turn it over to BH&L DECORATORS, INC. for distribution to your booth. This will result in charges from BH&L DECORATORS, INC. and the facility.**

Show site Shipping address:

(All information below must be provided on the shipping labels.)

Erotica LA

Exhibiting Company Name _____

Booth # _____

c/o BH&L DECORATORS, INC.

Los Angeles Convention Center, Halls G, H & J

1201 Figueroa St

Los Angeles, CA 90015

Note: Shipping to show site might cause a delay in getting your freight to your booth. It is based on the time the driver arrives and the number of deliveries ahead of them. It is advised that you send your shipments in advance to the warehouse to receive them in a timely matter at the show.

ELECTRICAL:

Electrical service may be ordered through the **Facility**. Their form is enclosed.

SHOW INFORMATION

AUDIO/VISUAL:

A/V service may be ordered through **Rentsys**. Their form is enclosed.

DISCOUNT RATES:

It is to your advantage to read each order form to ascertain the requirements for discount rates and for payment policies before mailing them to the respective contractors.

Please call BH&L DECORATORS, INC. @ (800) 995-4245 or (407) 851-9080 and ask for the **CUSTOMER SERVICE DEPARTMENT.**

Fire Department Regulations

Dear Exhibitor:

We are pleased that you will be having your exhibit in our city, and we want to help you make it both safe and successful. Special attention must be given to many details, so we hope you will call the Fire Prevention Division for consultation.

To help you in planning your event, we offer some key information. Attention to these requirements will prevent problems. They apply to all public assemblies & exhibitions.

We will provide the required permit for assemblies of 100 or more people following review of a plan showing the capacity and location of aisles & exits which must be kept on display at the assembly.

Listed below are additional requirements to follow for safety:

- Install display or exhibit so as not to interfere with access to exits or visibility of exits, or of exit signs. Also, it is important not to block access to fire fighting equipment and/or emergency equipment.
- Use flame retardant materials for all displays, table covers, tablecloths, streamers, booths and decorations.
- We will assign an inspector to fire watch and first aid if deemed reasonable, with the individual compensated by the exhibit operator or promoter.
- Prior approval should be obtained before using an open flame lighting device.
- The required way to display vehicles inside a building is to disconnect the positive lead of the battery, drain the fuel tank to **one-quarter tank or less**, and tape or lock fuel caps; LP tanks should be removed from all vehicles. **WRITTEN NOTIFICATION OF PLANS TO BRING A VEHICLE ONTO THE SHOW FLOOR MUST BE MADE TO THE SHOW CONTRACTOR AT LEAST FOUR WEEKS PRIOR TO SHOW SET-UP SO THAT THE PROPER PERMITS CAN BE OBTAINED.**
- When LP gas is used, five pound non-refillable containers are permitted temporarily inside buildings for demonstration purposes, if spaced not closer than 20 feet from each other, but no spare tank storage is allowed inside. All LP tanks must be removed from the exhibit floor each night.



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

VEHICLE DISPLAY INFORMATION AND ORDER FORM

FIRE REGULATIONS

Requirements to display vehicles inside a building:

- Disconnect the positive lead of the battery
- Drain the fuel tank to one-quarter tank or less
- Tape or lock fuel caps
- LP tanks should be removed from all vehicles

► WRITTEN NOTIFICATION OF PLANS TO BRING A VEHICLE ONTO THE SHOW FLOOR MUST BE MADE TO THE SHOW CONTRACTOR **AT LEAST FOUR (4) WEEKS PRIOR TO SHOW SET-UP** SO THE PROPER PERMITS CAN BE OBTAINED.

BH&L REGULATIONS

- The driver of the vehicle must have a valid driver's license
- The vehicle must meet all State and Federal insurance requirements
- BH&L Decorators, Inc. requires all movement of vehicles on the show floor be assisted by a BH&L VEHICLE SPOTTER(S)
- Visqueen must be provided under the vehicle and may be required for the carpeted areas of the travel path
- Wheels may not be turned when the car *is not* in motion
- Once vehicle is in its final location, keys must be turned in at the BH&L Service Center

☐ Spotting Fee for 2 & 4 wheel private passenger vehicles: \$125.00 Move-In (2160)
(All other vehicles, call for quote) \$125.00 Move-Out (2160)

☐ Visqueen @ \$1.15 Per Linear Foot _____ ft. x \$1.15 = \$ _____ (1004)

PLEASE PRINT CLEARLY OR TYPE:

Vehicle Description/Length: _____

Company Name: _____ Booth Number: _____

Street Address: _____

City: _____ State: _____ ZIP: _____

Ordered By: _____ Date: _____ Phone: _____

Note: Vehicle arrival date and time is subject to BH&L scheduling.
Please contact your BH&L Customer Service Representative for appointment times.

Return this form to BH&L Decorators, Inc. along with method of payment. If you have any questions regarding your vehicle move-in, contact your BH&L Customer Service Representative at 800-995-4245.



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

PAYMENT POLICY

Discount Prices: To qualify for discount prices, orders must be received with full payment on or before the discount deadline.

Payment for Services: BH&L requires payment in full at the time services are ordered.

Purchase Orders are not considered advance payment. Payment may be made by company check or credit card authorization. For your convenience, we will use your charge authorization for any unpaid balances.

Any additional costs incurred for orders or services placed at show site are due and payable upon order placement. All adjustments must be made at show site.

ABSOLUTELY NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

All accounts must be settled at the BH&L Service Desk prior to show closing. Your show site representative must be made aware of this policy and have means of payment, unless credit card authorization is provided.

In the event that you have arranged for an agent to handle your display, your agent will be required to adhere to this policy as we will not bill a third party. If this policy is not adhered to, the exhibitor shall then be liable for payment.

INTERNATIONAL EXHIBITORS: We require 100% pre-payment of advance orders. Payment must be rendered by cash, company check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard or Visa Credit Cards.

► **PLEASE PRINT CLEARLY OR TYPE.** This form must be signed and accompany your order.

| | | |
|--------------------------------------|--------|----------|
| Company Name: | | Booth #: |
| Street Address: | | |
| City: | State: | Zip: |
| Authorized Person (please print): | | Title: |
| Signature: | Phone: | Fax: |
| E-Mail Address: | | |



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

CHARGE AUTHORIZATION FORM

PLEASE PRINT CLEARLY OR TYPE. *Complete, sign and return this form with your orders.*

| | | |
|------------------------------|-------|---------|
| Company Name | | Booth # |
| Billing Address | | |
| City | State | Zip |
| Ordered By | | Date |
| Email Address (please print) | | |
| Phone | Fax | |

► Any charge back fee resulting from invalid charge disputes will incur a \$25.00 fee, per occurrence.

PLEASE PRINT CLEARLY OR TYPE: Check the appropriate box, list card number and expiration date.

☐

American Express

☐

Master Card

☐

VISA

| | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| | | | | | | | | | | | | | | | |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

EXPIRATION DATE

V CODE

SIGNATURE OF CARDHOLDER (as it appears on card): _____

PRINT NAME (as it appears on card): _____

PRINT NAME OF PERSON(s)
AUTHORIZED TO SIGN AT SHOWSITE: _____

IMPORTANT: Any show site balances or charges for outbound freight, labor or miscellaneous items not paid, will be charged to your credit card account where applicable.

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FURNITURE ORDER FORM

For Discount Price, Order and Payment
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Show #0459

CANCELLATION POLICY: Items cancelled after delivery to booth will be subject to a 50% charge of the original price.

USE OF EQUIPMENT: Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight.

BH&L Decorators, Inc. cannot be responsible for injuries or falls caused by the improper use of rental furniture. All materials are on a rental basis and remain the property of BH&L Decorators, Inc.

| Qty. | 24" Wide Draped Tables (white plastic top; skirted on 3 sides.) Circle your skirt color below. | Disc. Price | Stand. Price | Sub-total |
|------|--|----------------|-----------------|-----------|
| | 4' long 30" high (341) | \$77.00 | 97.00 | |
| | 4' long 42" high (351) | \$105.00 | \$131.00 | |
| | 6' long 30" high (361) | \$95.00 | \$119.00 | |
| | 6' long 42" high (371) | \$123.00 | \$155.00 | |
| | 8' long 30" high (381) | \$118.00 | \$147.00 | |
| | 8' long 42" high (391) | \$143.00 | \$179.00 | |
| | Fourth side draping (611) / (711) | \$25.00 | \$31.00 | |

| Circle Skirt Color: | Red | Burgundy | Teal |
|---------------------------|------|----------|--------|
| | Blue | Rose | Black |
| | Grey | White | Purple |

| Qty. | 24" Wide Undraped Tables (topped in white plastic) | Disc. Price | Stand. Price | Sub-total |
|------|---|----------------|-----------------|-----------|
| | 4' long 30" high (342) | \$47.00 | \$59.00 | |
| | 4' long 42" high (352) | \$72.00 | \$89.00 | |
| | 6' long 30" high (362) | \$63.00 | \$78.00 | |
| | 6' long 42" high (372) | \$88.00 | \$110.00 | |
| | 8' long 30" high (382) | \$83.00 | \$103.00 | |
| | 8' long 42" high (392) | \$106.00 | \$132.00 | |

| Qty. | Accessories | Disc. Price | Stand. Price | Sub-total |
|------|--|----------------|-----------------|-----------|
| | Padded arm chair (120) | \$57.00 | \$71.00 | |
| | Padded side chair (110) | \$49.00 | \$62.00 | |
| | Molded Side Chair (150) | \$44.00 | \$59.00 | |
| | Counter stool (140) | \$65.00 | \$82.00 | |
| | Director's chair - low height (130) | \$53.00 | \$66.00 | |
| | Wastebasket (180) | \$13.00 | \$16.00 | |
| | Easel (160) | \$23.00 | \$28.00 | |
| | 22" x 28" chrome sign holders (199) | \$46.00 | \$57.00 | |
| | Pegboard 4' x 8' horizontal (197) | \$118.00 | \$147.00 | |
| | Pegboard 4' x 8' vertical (198) | \$118.00 | \$147.00 | |
| | Tackboard 4' x 8' horizontal (195) | \$118.00 | \$147.00 | |
| | Tackboard 4' x 8' vertical (196) | \$118.00 | \$147.00 | |
| | Glass showcase (200) | \$367.00 | \$459.00 | |
| | Clothing rack (213) Bag Rack (214) | \$45.00 | \$56.00 | |
| | 4' undraped table riser - 1 step (540) | \$26.00 | \$32.00 | |
| | 4' undraped table riser - 2 step (542) | \$37.00 | \$46.00 | |
| | 6' undraped table riser - 1 step (544) | \$31.00 | \$38.00 | |
| | 6' undraped table riser - 2 step (546) | \$40.00 | \$50.00 | |
| | 8' undraped table riser - 1 step (548) | \$37.00 | \$46.00 | |
| | 8' undraped table riser - 2 step (550) | \$53.00 | \$66.00 | |
| | Riser draping - priced per linear foot | \$4.00 | \$5.00 | |

| | | |
|-------------------|-----------------|-----------------|
| Total of Items | 8.25% | Amount |
| Ordered: \$ _____ | + Tax: \$ _____ | = Due: \$ _____ |

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by (please print or type) _____

Signature _____ Title _____

| Qty. | Special Masking Drape | Disc. Price | Stand. Price | Sub-total |
|------|--------------------------|----------------|-----------------|-----------|
| | 8' Masking (92) | \$11.00/lf | \$13.00/lf | |
| | 3' Masking (93) | \$11.00/lf | \$13.00/lf | |
| | 8' Uprights (97) | \$10.00 | \$12.00 | |
| | 3' Uprights (98) | \$10.00 | \$12.00 | |
| | Cross beams (96) | \$10.00 | \$12.00 | |

Circle
Drape
Color:

| | | |
|--------|----------|-------|
| Purple | Grey | White |
| Red | Burgundy | Teal |
| Blue | Rose | Black |

- Table risers are topped in white plastic.
- If colors are not selected, BH&L will do so at no risk.



BH&L Decorators, Inc.

Conventions • Trade Shows

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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
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Show #0459

CARPET & PADDING ORDER

Pre-Cut **CARPET** Standard Sizes (includes front tape*)

| | | Discount Price | Standard Price |
|--------------------------|---|----------------|----------------|
| <input type="checkbox"/> | 9' x 10' (1011) | \$122.00 | \$152.00 |
| <input type="checkbox"/> | 9' x 20' (1021) | \$244.00 | \$305.00 |
| <input type="checkbox"/> | 9' x 30' (1031) | \$366.00 | \$457.00 |
| <input type="checkbox"/> | 9' x 40' (1041) | \$488.00 | \$610.00 |
| <input type="checkbox"/> | Custom Cut (1073) _____ ft. x _____ ft. @ \$2.09 / sq. ft. | | \$2.63 sq. ft. |

► **CIRCLE COLOR:** If not
selected, BH&L will do so at no risk.

Black
(00)

Red
(10)

Blue
(20)

Grey
(30)

Burgundy
(40)

Teal
(50)

Purple
(60)

Carpet **PADDING**

| | | |
|--------------------------|---|---------------|
| <input type="checkbox"/> | Comfort Carpet Padding per sq. ft. | \$.90 (1097) |
|--------------------------|---|---------------|

| | | |
|--------------------------|------------------------------|---------------|
| <input type="checkbox"/> | Rug Taping per lin. ft. | \$1.85 (1000) |
|--------------------------|------------------------------|---------------|

*Most facilities require taping of front edge of carpet for safety purposes.

**Note: PLUSH CARPET is available. See the enclosed form or contact
your BH&L Customer Service Representative.**

| |
|-------------------------------------|
| TOTAL OF ITEMS ORDERED _____ |
| SALES TAX 8.25% _____ |
| BALANCE DUE _____ |

To receive discount price, payment in full for all advance
orders must accompany order. All orders placed at the
show will be billed at standard prices.
All invoices must be paid in full at the show.

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by _____ Title _____

Signature _____

Sk7 carpet

IMPORTANT NOTICE

Booth cleaning is not
part of your booth package.

To order cleaning,
please fill out the enclosed
cleaning order form or see
your Customer Service
Representative at the
BH&L Service Desk when
you arrive at show site.

Thank You





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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show #0459

CLEANING ORDER FORM

Vacuuming or sweeping of booths and the emptying of wastebaskets are not included in your booth space rental. If you desire these services, you must order them. All rates are based on gross square footage of your booth **with a 100 square foot minimum per day. WHEN ORDERING DAILY CLEANING, YOU MUST ORDER FOR EVERY SHOW DAY.**

BOOTH CLEANING - All rental carpets are delivered clean to your space. However, during set up, the carpet can become soiled. We suggest you order cleaning services at least once before the show opens.

| | | |
|--|---|-----------------------|
| | Vacuuming Carpet Prior to show opening only (6300) _____ sq. ft. x \$.31 NOT REQUIRED WHEN ORDERING DAILY | \$.31 per square foot |
| | Vacuuming Carpet Daily (6320) _____ sq. ft. x \$.28 x 3 days | \$.28 per square foot |
| | Shampooing Carpet (6370) - Indicate Date(s): | \$.60 per square foot |
| | Anti-Static Spraying (6380) - Indicate Date(s): | \$.25 per square foot |

PORTER SERVICE - This excess trash removal service is provided every 2 hours during the show up to a maximum of 8 hours straight time.

| | | |
|-------------------|--|---|
| | One Day (6350) 300 sq feet & under Indicate Date: | \$90.00 per day |
| | One Day (6350) 301 sq feet & over Indicate Date: | \$115.00 per day |
| | Daily (6360) 300 sq feet & under | \$85.00 per day |
| | Daily (6360) 301 sq feet & over | \$110.00 per day |
| SPECIAL REQUESTS: | | TOTAL OF ITEMS ORDERED: \$ _____ SALES TAX 8.25%: \$ _____ BALANCE DUE: \$ _____ |
| | | |
| | | |
| | | |

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____
Authorized by _____ Title _____



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Conventions • Trade Shows

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Erotica LA

Los Angeles Convention Center
Los Angeles, California

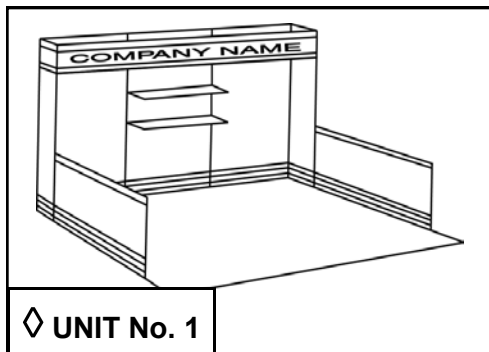
June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

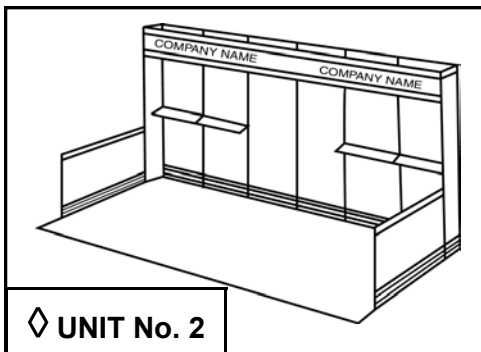
RENTAL EXHIBITS ORDER FORM

RENTAL EXHIBITS ORDERED AFTER THE DISCOUNT DEADLINE WILL BE CHARGED AN ADDITIONAL 30%.

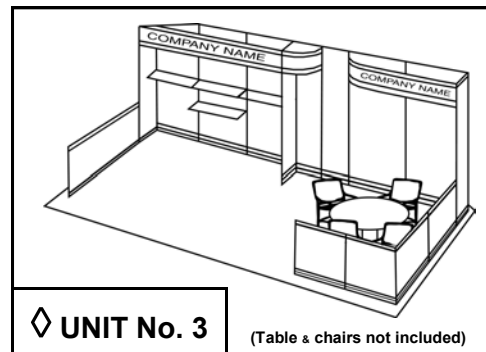
Units include: two shelves per 10 ft. section, **standard white panels**, carpet, backwall lighting (electricity not included) and header. Standard header copy is in black block lettering listing the company name only. Specialized graphics and logo reproductions must be quoted separately.



UNIT No. 1



UNIT No. 2



UNIT No. 3

(Table & chairs not included)

| | | |
|--|------------|-----------|
| Unit No. 1 (4010) | 8' x 10' | \$1596.00 |
| Unit No. 1 (4030) | 10' x 10' | \$1596.00 |
| Unit No. 2 (4020) | 8' x 20' | \$3320.00 |
| Unit No. 2 (4031) | 10' x 20' | \$3320.00 |
| Unit No. 3 (4040) | 10' x 20' | \$4676.00 |
| Custom Rental Unit (4053) | (any size) | Quote |
| Colored or Fabric Panels | Per 10' | \$370.00 |
| Table Top Exhibit (4090) | 42" H | \$431.00 |
| 1 Meter Credenza (4100) | Wh. Panels | \$350.00 |
| Colored/Fabric Panels | Additional | \$93.00 |
| 2 Meter Credenza (4101) | Wh. Panels | \$425.00 |
| Colored/Fabric Panels | Additional | \$123.00 |
| Lighted Header for Rental Units (4060) | | \$123.00 |
| Additional Shelf (4120) | | \$37.00 |
| Special Graphics/Logos (4200) | | Quote |

Circle Carpet Color:

Black Red Blue Grey
(00) (10) (20) (30)

Burgundy Teal Purple
(40) (50) (60)

(Padding can be ordered on the carpet order form.)

Panel Colors Available In:
Grey Blue Black

Also Available: **Grey Fabric**

Unit Color _____

Credenza Color _____

DON'T WASTE GREAT ADVERTISING SPACE!

BH&L CAN ADD YOUR COMPANY LOGO & DIGITAL GRAPHICS ON ALL PANELS.
CALL CUSTOMER SERVICE AT **800-995-4245**
FOR MORE INFORMATION.

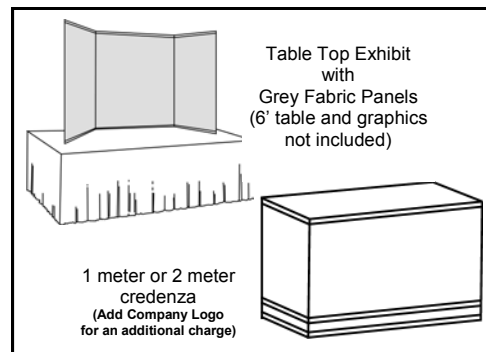


Table Top Exhibit with Grey Fabric Panels (6' table and graphics not included)

1 meter or 2 meter credenza
(Add Company Logo for an additional charge)

CUSTOM RENTAL UNITS ARE AVAILABLE....

CONTACT YOUR CUSTOMER SERVICE REPRESENTATIVE FOR A QUOTE.

| | |
|------------------------|--|
| TOTAL OF ITEMS ORDERED | |
| SALES TAX 8.25% | |
| BALANCE DUE | |

HEADER COPY: _____

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by (please print or type) _____

Signature _____ Title _____



BH&L Decorators, Inc.

Conventions • Trade Shows

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Erotica LA

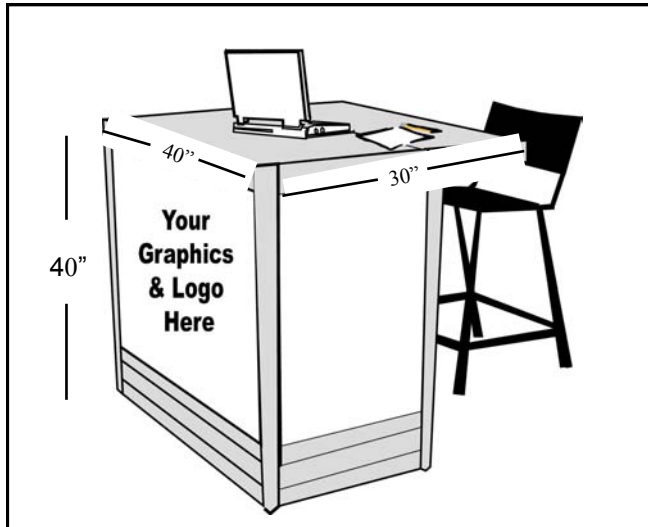
Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

COMPUTER KIOSK RENTAL ORDER FORM

RENTAL KIOSKS ORDERED AFTER THE DISCOUNT DEADLINE WILL BE CHARGED AN ADDITIONAL 30%.



Back view



Front view

Units include: Sliding door storage cabinet and keyboard shelf. Units are constructed of standard white panels. *Colored or fabric panels* available at an additional charge. *Lockable doors* available at an additional charge. Specialized graphics and logo reproductions available. Please contact your BH&L Customer Service Representative for a quote.

| Qty. | Description | Price |
|------|--|--|
| | Computer Kiosk Unit with white panels (4130) | \$431.00 |
| | Colored Panels available Please circle color choice: Grey Blue Black | \$123.00 Additional |
| | Grey Fabric Panels available | \$123.00 Additional |
| | Lockable Doors (4110) | \$25.00 Additional |
| | Company Logos and Graphics for white or colored panels | Please call your BH&L Customer Service Representative for prices. |

Dimensions:
Front Panel: 38 1/2"x31 1/2"x1M
Side Panel: 18 1/2"x31 1/2"x1/2M

| | |
|-------------------------------|--|
| TOTAL OF ITEMS ORDERED | |
| SALES TAX 8.25% | |
| BALANCE DUE | |

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by _____ Title _____

Signature _____



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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

SIGN ORDER FORM

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

When ordering signs, please provide the following information.

- A. Size B. Exact Copy, as you wish it to appear C. Color(s) for copy and show card
D. Indicate vertical or horizontal E. Easel Back, if desired

PRICES LISTED BELOW ARE FOR ONE COLOR COPY SINGLE SIDED ON WHITE BACKGROUND

| | Quantity | Horizontal | Vertical | Color | Easel Back | TOTAL |
|-----------------------------|----------|------------|----------|-------|------------|-------|
| 7" x 44" - \$45.00 (5024) | | | | | | |
| 11" x 14" - \$43.00 (5140) | | | | | | |
| 14" x 22" - \$60.00 (5150) | | | | | | |
| 22" x 28" - \$73.00 (5160) | | | | | | |
| 28" x 44" - \$106.00 (5170) | | | | | | |
| 40" x 60" - Quoted (5172) | | | | | | |

- There will be an additional charge for reproduction of emblems, logos, trademarks, specialty signs, custom graphics, etc. Quotes will be provided upon request.
- Quotes for banners, specialty signs, etc., will be furnished upon request.
- Preserve your signs with laminate for \$.03 per square inch.
- Easel Back: add \$5.00 per sign (5022)
Detachable Arrows: add \$5.00 per sign (5021)
- Show site orders quoted upon request.
- If required, there will be an additional charge for sign design labor or labor to prepare logos for reproduction.
- SIGNS ORDERED AFTER DISCOUNT DEADLINE WILL BE BILLED AT STANDARD PRICES WHICH ARE DOUBLE THE ABOVE RATES.**

SIGN COPY AS FOLLOWS (or attach copy with order):

TOTAL OF ITEMS ORDERED _____
SALES TAX 8.25% _____
BALANCE DUE _____

► To receive discount price, payment in full
for all advance orders must accompany order.

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____
Authorized by _____ Title _____
Signature _____



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Los Angeles, California

June 12 - 14, 2009

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Show #0459

SIGN HANGING ORDER FORM

In order to facilitate your order, please answer the following questions and return this form to BH&L Decorators, Inc.

Description of item (sign, banner, truss, etc.)

Type of material (wood, vinyl, cloth, steel, etc.)

Size _____

Weight _____

Please include diagram of sign placement in your booth:

INSTALLATION AND REMOVAL CHARGES WILL BE BASED ON HIGH LIFT CHARGES
AND A MINIMUM OF 2 MEN, 1 HOUR LABOR EACH WAY.

ADDITIONAL TIME WILL BE CHARGED IF EXCEEDING 1 HOUR MINIMUM.

| | |
|------------------|----------------------------|
| HIGH LIFT CHARGE | \$150.00 EACH WAY (2313) |
| STRAIGHT TIME | \$75.00 / PER HOUR (2305) |
| OVERTIME | \$120.00 / PER HOUR (2307) |

IF A SIGN NEEDS AN ELECTRICAL HOOK-UP OR EXCEEDS 200 LBS,
PLEASE REFER TO THE SIGN SERVICE FORM

► Please contact your BH&L Customer Service Representative for shipping instructions when shipping hanging signs.

► Sign hanging must be ordered in advance and signs must be shipped in advance for BH&L to guarantee this service.

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by (please print or type) _____

Signature _____ Title _____



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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show #0459

FLORAL ORDER FORM

Orders placed after May 29, 2009 will be filled on availability and assessed a 25% service charge.

| | Rental Price | Quantity | Total Price |
|--|--------------|----------|-------------|
| Misc. Flowering Plants: (6808) | | | |
| Color Preference _____ (if available) | \$ 45.00 | _____ | _____ |
| <i>If color preference is not selected or is not available, BH&L will select at no risk. All flowering plants are based upon availability.</i> | | | |
| Note: All charges for rental items include container, delivery to booth and removal at close of show. | | | |
| Fern (6805) | \$ 45.00 | _____ | _____ |
| Green Plants for Table Top (6730) | \$ 45.00 | _____ | _____ |
| 2' - 3' Foot Green Plants (6801) | \$ 62.00 | _____ | _____ |
| 4' Foot Green Plants (6802) | \$ 73.00 | _____ | _____ |
| 5' Foot Green Plants (6803) | \$ 84.00 | _____ | _____ |
| 6' Foot Green Plants (6804) | \$ 95.00 | _____ | _____ |
| Small Flower Arrangement (6809) Color: _____ | \$ 67.00 | _____ | _____ |
| Large Flower Arrangement (6811) Color: _____ | \$ 95.00 | _____ | _____ |
| Custom Design Arrangements (6819) Call for Quote | | | |
| Size: _____ Height: _____ Color: _____ | \$ _____ | _____ | _____ |

Floral orders can be placed at the BH&L Service Desk during Exhibitor move-in hours. A minimum of 24 hours notice must be allowed for delivery. Every effort will be made to fill floor orders.

NOTE: No credits or refunds on floral orders. Damaged or stolen plants are Exhibitor's responsibility, to be paid at retail value.

SUBTOTAL:

SALES TAX 8.25%:

TOTAL DUE:

PLEASE PRINT CLEARLY OR TYPE.

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

Authorized by _____ Title _____

Signature _____



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CUSTOM FURNITURE ORDER FORM
Orders placed after May 29, 2009
will be filled based upon availability and
will be assessed a 30% service charge.
30% restocking fee for all orders cancelled
within three days of delivery
**(NO CREDITS OR REFUNDS
ON CUSTOM FURNITURE)**

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009 Show # 0459

| In-House Use | | SOFAS | | | |
|------------------------------|-------------------------|--|----------------|----------|------------|
| | | Description | Dimensions | Standard | Qty. Total |
| 81000 | MSSA (536S/White) | Madras Snow White Leather Sofa | 87"L 37"D 35"H | \$575.00 | \$ |
| 81027 | CBSA (350S/Corica) | Corica Leather Sofa-Beige | 89"L 37"D 38"H | \$495.00 | \$ |
| 81024 | TSA (344S/Tuscany) | Tuscany Brown Leather Sofa | 79"L 38"D 38"H | \$495.00 | \$ |
| 81021 | IBSA (300S/Impala Blk) | Impala Black Leather Sofa | 75"L 37"D 36"H | \$490.00 | \$ |
| 81009 | MCAS (531AS/Char) | Madras Charcoal Leather Sofa-Armless | 82"L 36"D 36"H | \$460.00 | \$ |
| 81045 | ESA (2817S/Ebony) | Suave Midnight Sofa | 77"L 36"D 33"H | \$425.00 | \$ |
| 81030 | BCSA (503-01/Bela Choc) | Bella Chocolate Sofa | 84"L 38"D 34"H | \$425.00 | \$ |
| 81036 | BCFS (715-01/Coffee) | Bella Coffee Sofa | 84"L 38"D 34"H | \$425.00 | \$ |
| LOVESEATS | | | | | |
| 81001 | MSLS (536LS/White) | Madras S. White Leather Loveseat | 61"L 37"D 35"H | \$550.00 | \$ |
| 81028 | CBLS (350L/Corica) | Corica Leather Loveseat-Beige | 61"L 37"D 38"H | \$435.00 | \$ |
| 81025 | TLS (344L/Tuscany) | Tuscany Brown Leather Loveseat | 56"L 38"D 38"H | \$435.00 | \$ |
| 81022 | IBLS (300L/Impala Blk) | Impala Black Leather Loveseat | 59"L 37"D 36"H | \$430.00 | \$ |
| 81010 | MCAL (531ALS/Char) | Madras Char. Leather Loveseat | 57"L 36"D 36"H | \$440.00 | \$ |
| 81046 | ELS (2817LS/Ebony) | Suave Midnight Loveseat | 54"L 36"D 33"H | \$380.00 | \$ |
| 81031 | BCLS (503-02/Bela Choc) | Bella Chocolate Loveseat | 61"L 38"D 34"H | \$380.00 | \$ |
| 81037 | BCFL (715-02/Coffee) | Bella Coffee Loveseat | 61"L 38"D 34"H | \$380.00 | \$ |
| OCCASIONAL CHAIRS | | | | | |
| 81002 | MSCR (536C/White) | Madras S. White Leather Chair | 35"L 37"D 35"H | \$450.00 | \$ |
| 810029 | CBCR (350C/Corica) | Corica Leather Chair-Beige | 37"L 37"D 38"H | \$335.00 | \$ |
| 81026 | TCR (344C/Tuscany) | Tuscany Brown Leather Chair | 33"L 38"D 38"H | \$335.00 | \$ |
| 81023 | IBCR (300C/Impala Blk) | Impala Black Leather Chair | 39"L 37"D 36"H | \$330.00 | \$ |
| 81012 | MCC (531CR/Char) | Madras Charcoal Corner Chair | 36"L 36"D 36"H | \$300.00 | \$ |
| 81011 | MCAC (531AC/Char) | Madras Charcoal Armless Chair | 28"L 36"D 36"H | \$240.00 | \$ |
| 81013 | MCACH (531CS/Char) | Madras Charcoal Armless Chaise | 63"L 28"D 36"H | \$400.00 | \$ |
| 81047 | ECR (2817C/Ebony) | Suave Midnight Chair | 32"L 36"D 33"H | \$295.00 | \$ |
| 81032 | BCCR (503-03/Bela Choc) | Bella Chocolate Chair | 38"L 38"D 34"H | \$295.00 | \$ |
| 81038 | BCFC (715-03/Coffee) | Bella Coffee Chair | 38"L 38"D 34"H | \$295.00 | \$ |
| STAGE CHAIRS | | | | | |
| 81068 | IBUR (814C/Impala Bur) | Club Chair Burgandy Leather | 35"L 34"D 37"H | \$325.00 | \$ |
| 81069 | IBLK (815C/Impala Blk) | Club Chair Black Leather | 35"L 34"D 37"H | \$325.00 | \$ |
| 81065 | CMID (130C/Midnight) | Cairo Midnight Black Chair | 36"L 36"D 38"H | \$175.00 | \$ |
| 81064 | CBRN (135/Brown) | Cairo Brown Chair | 36"L 36"D 33"H | \$175.00 | \$ |
| 81067 | CLEF (135/Leaf) | Cairo Leaf Chair | 36"L 36"D 33"H | \$175.00 | \$ |
| 81063 | CSAD (135/Saddle) | Cairo Saddle | 36"L 36"D 33"H | \$175.00 | \$ |
| OTTOMAN & BENCHES | | | | | |
| 81070 | MCSO (33/Charcoal) | Square Ottoman Madras Charcoal Leather | 40" SQ. 17"H | \$250.00 | \$ |
| 81072 | MCBN (31/Charcoal) | Bench Ottoman Madras Charcoal Leather | 60"L 24"D 17"H | \$250.00 | \$ |
| 81014 | MCOTT (531OTT/Char) | Ottoman Madras Charcoal Leather | 48"L 21"D 18"H | \$175.00 | \$ |
| 81082 | MCRO (49ROT/Charcoal) | Round Ottoman Madras Charcoal Leather | 46"D 17"H | \$250.00 | \$ |
| 81004 | MSSO (33/White) | Square Madras Snow White Leather | 40" SQ. 17"H | \$250.00 | \$ |
| 81003 | MSBN (31/White) | Bench Ottoman Madras S. White Leather | 60"L 24"D 17"H | \$250.00 | \$ |
| 81005 | MSRO (49ROT/White) | Round Ottoman Madras S. White Leather | 46"D 17"H | \$250.00 | \$ |
| 81088 | MRQRO (147OTT/Red) | 1/4 Round Ottoman Madras Red Leather | 34"L 19"D 17"H | \$190.00 | \$ |
| OTTOMAN & BENCHES | | | | | |
| 81090 | MCQRO (147OTT/Char) | 1/4 Round Madras Charcoal Leather | 34"L 19"D 17"H | \$190.00 | \$ |
| 81089 | MSWQRO (147OTT/White) | 1/4 Round Madras White Leather | 34"L 19"D 17"H | \$190.00 | \$ |
| 81079 | SCIN (29/Cinnabar) | Cube Ottoman Cinnabar | 18" SQ. 18"H | \$70.00 | \$ |
| 81080 | SNAV (29/Navy) | Cube Ottoman Navy | 18" SQ. 18"H | \$70.00 | \$ |
| 81081 | SSAG (29/Sage) | Cube Ottoman Sage | 18" SQ. 18"H | \$70.00 | \$ |
| 81078 | SCAM (29/Camel) | Cube Ottoman Camel | 18" SQ. 18"H | \$70.00 | \$ |
| OCCASIONAL TABLES | | | | | |
| 81112 | SCCT (3941) | Cocktail Table-Symphony Cappuccino | 51"W 28"D 18"H | \$180.00 | \$ |
| 81113 | SCET (3940) | End Table-Symphony Cappuccino | 24"D 22"H | \$170.00 | \$ |
| 81114 | SCST (3942) | Sofa Table-Symphony Cappuccino | 52"L 29"W 30"H | \$190.00 | \$ |
| 81115 | HMCT (831-1) | Cocktail Table-Hanover Merlot | 42"W 26"D 18"H | \$170.00 | \$ |
| 81116 | HMET (831-3) | End Table-Hanover Merlot | 24"W 26"D 22"H | \$160.00 | \$ |
| 81109 | TBCT (44567-01) | Cocktail Table-Tribeca Black | 48"W 28"D 19"H | \$140.00 | \$ |
| 81110 | TBET (44567-04) | End Table-Tribeca Black | 24"W 28"D 22"H | \$130.00 | \$ |
| 81111 | TBST (44567-05) | Sofa Table-Tribeca Black | 48"W 18"D 30"H | \$150.00 | \$ |
| 81107 | RCCT (RE200CT) | Cocktail Table-Reno Chrome & Glass | 45"W 32"D 18"H | \$170.00 | \$ |
| 81108 | RCET (RE200ET) | End Table-Reno Chrome & Glass | 25" Round 21"H | \$160.00 | \$ |
| | RCST (RE200ST) | Sofa Table-Reno Chrome & Glass | 46"L 17"D 29"H | \$180.00 | \$ |
| 81117 | SPRT (155012/Whit) | Spring Table-White | 12.5"D 16.5"H | \$75.00 | \$ |
| 81118 | PNTU (406206) | Pointer Block Table-White | 15.5" SQ. | \$75.00 | \$ |

| | | | |
|----------------------------------|--------------|--|--------------------------|
| Company Name _____ | Booth# _____ | Authorized Person _____ PRINT CLEARLY, PLEASE | Sub-total: _____ |
| Address _____ | | Signature _____ | Sales Tax 8.25%: _____ |
| City _____ State _____ Zip _____ | | Title _____ | Union Surcharge: \$50.00 |
| Telephone _____ Fax _____ | | | TOTAL: _____ |



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Conventions • Trade Shows

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ON CUSTOM FURNITURE)

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show # 0459

| LIGHTING | | | | Qty | Total |
|---------------------------|-------------------------|--------------------------------------|------------------|-----------------------|-------|
| 81124 | TLB1 (TL-6650) | Table Lamp-Bronze | 28"H | \$90.00 | \$ |
| 81123 | FLB1 (FL-6654) | Floor Lamp-Bronze | 60"H | \$105.00 | \$ |
| 81126 | TLN4 (TLA976) | Table Lamp-Brushed Nickel | 29"H | \$90.00 | \$ |
| 81125 | FLN4 (FL-1320-A976C) | Floor Lamp-Brushed Nickel | 60"H | \$105.00 | \$ |
| 81122 | TLNR2 (TL-A-119/Red) | Table Lamp-Brushed Steel Red Shade | 26"H | \$90.00 | \$ |
| 81121 | FLNR2 (FL-K-6148/Red) | Floor Lamp-Brushed Steel Red Shade | 66"H | \$105.00 | \$ |
| 81120 | TLNW3 (TL-A-119/White) | Table Lamp-Brushed Steel White Shade | 26"H | \$90.00 | \$ |
| 81119 | FLNW3 (FL-K-6148/White) | Floor Lamp-Brushed Steel White Shade | 66"H | \$105.00 | \$ |
| CAFÉ TABLES | | | | Black or Chrome Bases | |
| 81127 | CTMW (601132/Whit) | Mojito Café Table-White | 23" Round x 32"H | \$175.00 | \$ |
| 81128 | CT30B (P30-Blk) | Café Table-30" Black | 30" Round 29"H | \$130.00 | \$ |
| 81129 | CT36B (P36-Blk) | Café Table-36" Black | 36" Round 29"H | \$145.00 | \$ |
| 81132 | CT30SM (P30-SUMA) | Café Table-30" Sugar Maple | 30" Round 29"H | \$130.00 | \$ |
| 81133 | CT36SM (P36-SUMA) | Café Table-36" Sugar Maple | 36" Round 29"H | \$145.00 | \$ |
| 81134 | CT30W (P30-WHT) | Café Table-30" White | 30" Round 29"H | \$130.00 | \$ |
| 81135 | CT36W (P36-WHT) | Café Table-36" White | 36" Round 29"H | \$145.00 | \$ |
| CAFÉ CHAIRS | | | | | |
| 81142 | CCWH-CH (333011) | Café Chair-Criss Cross White | 17"W 35"H | \$125.00 | \$ |
| 81141 | CCES-CH (333010) | Café Chair-Criss Cross Espresso | 17"W 35"H | \$125.00 | \$ |
| 81140 | ESC-CH (108103) | Café Chair-Escape Natural Wood | 17"W 32"H | \$115.00 | \$ |
| 81138 | SCHBLK (103181) | Café Chair-Black "S" | 18"W 33"H | \$110.00 | \$ |
| 81137 | SCHWHT (103182) | Café Chair-White "S" | 18"W 33"H | \$110.00 | \$ |
| 81131 | SCHRED (103184) | Café Chair-Red "S" | 18"W 33"H | \$110.00 | \$ |
| 81136 | SNC-CH (6508/Black) | Café Chair-Sonic Black | 20"W 21"D 32"H | \$65.00 | \$ |
| | CPC-CH (3365/PB09) | Café Chair-Caprice Black & Chrome | TBD | \$150.00 | \$ |
| BAR TABLES | | | | Black or Chrome Bases | |
| 81144 | BTCH (621111) | Chardonnay Bar Table-Glass | 31" Round 42"H | \$225.00 | \$ |
| 81143 | BTMWH (601132) | Mojito Bar Table-White | 23" Round 42"H | \$200.00 | \$ |
| 81145 | BT30B (P30-BLK) | Bar Table-30" Black | 30" Round 42"H | \$140.00 | \$ |
| 81146 | BT36B (P36-BLK) | Bar Table-36" Black | 36" Round 42"H | \$155.00 | \$ |
| 81150 | BT30SM (P30-SUMA) | Bar Table-30" Sugar Maple | 30" Round 42"H | \$140.00 | \$ |
| 81151 | BT36SM (P36-SUMA) | Bar Table-36" Sugar Maple | 36" Round 42"H | \$155.00 | \$ |
| 81152 | BT30W (P30-WHT) | Bar Table-30" White | 30" Round 42"H | \$140.00 | \$ |
| 81153 | BT36W (P36-WHT) | Bar Table-36" White | 36" Round 42"H | \$155.00 | \$ |
| BAR STOOLS | | | | | |
| 81160 | WEQB (301113/White) | Bar Stool Equino Bar-White | 15"W 31"D 35"H | \$145.00 | \$ |
| 81159 | BEQB (301111) | Bar Stool Equino-Espresso | 15"W 31"D 35"H | \$145.00 | \$ |
| 81156 | RDTBS (300024/Red) | Bar Stool Tickle-Red | 19"W 30" 38"H | \$145.00 | \$ |
| 81157 | CCWH-BS (333071) | Bar Stool Criss Cross-White | 15"W 41"H | \$135.00 | \$ |
| 81158 | CCES-BS (333070) | Bar Stool Criss Cross-Espresso | 15"W 41"H | \$135.00 | \$ |
| 81155 | ESC-BS (301233) | Bar Stool Escape-Natural Wood | 16"W 41"H | \$125.00 | \$ |
| 81154 | SNC-BS (6558/Black) | Bar Stool Sonic-Black | 22"W 23"D 42"H | \$100.00 | \$ |
| | CPC-BS (3369/PB09) | Bar Stool-Caprice Black & Chrome | TBD | \$170.00 | \$ |
| EXECUTIVE SEATING | | | | | |
| 81194 | OXHB (TEX232/Oxblood) | Hi-Back Chair-Presidential Oxblood | 27"W 27"D 50"H | \$200.00 | \$ |
| 81195 | OXGC (TV230/Oxblood) | Guest Chair-Presidential Oxblood | 26"W 24"D 31"H | \$170.00 | \$ |
| 81189 | SANH (2670-4/S045) | Hi-Back Chair-Accord White Leather | 25"W 25"D 37"H | \$295.00 | \$ |
| 81191 | TAMHB (4526) | Hi-Back Chair-Tamiri Black Leather | 25"W 27"D 45"H | \$250.00 | \$ |
| 81192 | TAMMB (4527/Black) | Mid-Back Chair-Tamiri Black Leather | 25"W 27"D 39"H | \$215.00 | \$ |
| 81193 | TAMGC (4522) | Guest Chair-Tamiri Black Leather | 25"W 26"D 37"H | \$180.00 | \$ |
| 81198 | EEHB (4560) | Hi-Back Chair-Enterprise Black | 24"W 27"D 45"H | \$225.00 | \$ |
| 81199 | EEMB (4561/Bk) | Mid-Back Chair-Enterprise Black | 24"W 26"D 39"H | \$200.00 | \$ |
| 81200 | EEGC (4565/Blk) | Guest Chair-Enterprise Black | 24"W 26"D 37"H | \$165.00 | \$ |
| 81202 | DSWA (2235-6/Asphalt) | Drafting Stool-Goal Black w/ Arms | 20"W 24"D 48"H | \$160.00 | \$ |
| | DSWOA (2236-6/Asphalt) | Drafting Stool-Goal Black No Arms | 20"W 24"D 48"H | \$140.00 | \$ |
| 81201 | TCWA (2237-6/Asphalt) | Task Chair-Goal Black w/ Arms | 25"W 24"D 39"H | \$120.00 | \$ |
| | TCWOA (2239-6/Asphalt) | Task Chair-Goal Black No Arms | 25"W 24"D 39"H | \$100.00 | \$ |
| 81245 | SCWA (2171/Blk) | Stack Chair-Metro Black w/Arms | 23"W 22"D 32"H | \$65.00 | \$ |
| 81246 | SCWOA (2172/Blk) | Stack Chair-Metro Black No Arms | 19"W 22"D 32"H | \$60.00 | \$ |
| DESKS/CREDENZAS/BOOKCASES | | | | | |
| 81207 | MAED (G3672DP/MAF) | Executive Desk-Mahogany | 72"W 36"D 29"H | \$335.00 | \$ |
| 81210 | MJRD (G3060DP/MHG) | Jr. Executive Desk-Mahogany | 60"W 30"D 29"H | \$310.00 | \$ |
| 81216 | MASC (G2066C/MAF) | Storage Credenza-Mahogany | 66"W 20"D 29"H | \$305.00 | \$ |
| 81213 | M2DR (G2036LF/MHG) | 2 Drawer Lateral File-Mahogany | 36"W 20"D 29"H | \$245.00 | \$ |
| 81204 | MBKC (ZBC72/MAF) | 72" Bookcase-Mahogany | 36"W 12"D 72"H | \$205.00 | \$ |
| 81208 | TMED (G3672DP/TMP) | Executive Desk-Maple | 72"W 36"D 29"H | \$335.00 | \$ |

| | | | |
|--------------------|--------------|-------------------------|--------------------------|
| Company Name _____ | Booth# _____ | Authorized Person _____ | Sub-total: _____ |
| Address _____ | | PRINT CLEARLY, PLEASE | Sales Tax 8.25%: _____ |
| City _____ | State _____ | Signature _____ | Union Surcharge: \$50.00 |
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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show # 0459

| DESKS/CREDENZAS/BOOKCASES | | | | Qty | Total |
|--|-------------------------|---|--------------------|------------|-------|
| 81211 | TJRD (G3060DP/TMP) | Jr. Executive Desk-Maple | 60"W 30"D 29"H | \$310.00 | \$ |
| 81217 | TMSC (G2066C/TMP) | Storage Credenza-Maple | 66"W 20"D 29"H | \$305.00 | \$ |
| 81214 | T2DR (G2036LF/TMP) | 2 Drawer Lateral File-Maple | 36"W 20"D 29"H | \$245.00 | \$ |
| 81205 | TBKC (ZBC72/TMP) | 72" Bookcase-Maple | 36"W 12"D 72"H | \$205.00 | \$ |
| 81206 | AHED (G3672DP/AWH) | Executive Desk-Avant Honey | 72"W 36"D 29"H | \$335.00 | \$ |
| 81209 | AJRD (G3060DP/AWH) | Jr. Executive Desk-A. Honey | 60"W 30"D 29"H | \$310.00 | \$ |
| 81215 | AHSC (G2066C/AWH) | Storage Credenza-A. Honey | 66"W 20"D 29"H | \$305.00 | \$ |
| 81212 | A2DR (G2036LF/AWH) | 2 Drawer Lateral File-A. Honey | 36"W 20"D 29"H | \$245.00 | \$ |
| 81203 | ABKC (ZBC72/AWH) | 72" Bookcase-A. Honey | 36"W 12"D 72"H | \$205.00 | \$ |
| CONFERENCE TABLES | | | | | |
| 81220 | M42RT (G42CH/MAF) | 42" Round Conf. Table-Mahogany | 42" Round 29"H | \$225.00 | \$ |
| 81224 | M6FT (GCT6RX/MAF) | 6' Conference Table-Mahogany | 72"W 36"D 29"H | \$250.00 | \$ |
| 81228 | M8FT (GCT8WRX/MAF) | 8' Conference Table-Mahogany | 96"W 48"D 29"H | \$315.00 | \$ |
| 81232 | M10FT (GCT10WRX2/MAF) | 10" Conference Table-Mahogany | 120"W 48"D 29"H | \$525.00 | \$ |
| 81221 | TM42R (G42CH/TMP) | 42" Round Conf. Table-Maple | 42" Round 29"H | \$225.00 | \$ |
| 81225 | TM6FT (GCT6RX/TMP) | 6' Conference Table-Maple | 72"W 36"D 29"H | \$250.00 | \$ |
| 81229 | TM8FT (GCT8WRX/TMP) | 8' Conference Table-Maple | 96"W 48"D 29"H | \$315.00 | \$ |
| 81233 | TM10FT (GCT10WRX2/TMP) | 10" Conference Table-Maple | 120"W 48"D 29"H | \$525.00 | \$ |
| 81217 | H42RT (G42CH/AWH) | 42" Round Conf. Table-Avant Honey | 42" Round 29"H | \$225.00 | \$ |
| 81223 | H6FT (GCT6RX/AWH) | 6' Conference Table-A. Honey | 72"W 36"D 29"H | \$250.00 | \$ |
| 81227 | H8FT (GCT8WRX/AWH) | 8' Conference Table-A. Honey | 96"W 48"D 29"H | \$315.00 | \$ |
| 81231 | H10FT (GCT10WRX2/AWH) | 10" Conference Table-A. Honey | 120"W 48"D 29"H | \$525.00 | \$ |
| 81218 | B42RT (G42CH/Blk) | 42" Round Conf. Table-Black | 42" Round 29"H | \$225.00 | \$ |
| 81222 | B6FT (GCT6RX/Blk) | 6' Conference Table-Black | 72"W 36"D 29"H | \$250.00 | \$ |
| 81226 | B8FT (GCT8WRX/Blk) | 8' Conference Table-Black | 96"W 48"D 29"H | \$315.00 | \$ |
| 81230 | B10FT (GCT10WRX2/Blk) | 10" Conference Table-Black | 120"W 48"D 29"H | \$525.00 | \$ |
| FILES & TRAINING TABLES | | | | | |
| 81234 | 2DRV-BLK (25-250) | 2-DR. Legal File-Vertical Black | 18"W 25"D 29"H | \$120.00 | \$ |
| 81235 | 4DRV-BLK (25-450) | 4-DR. Legal File-Vertical Black | 18"W 25"D 52"H | \$155.00 | \$ |
| 81236 | 2DRL-BLK (9336P-2F1H) | 2-DR. Lateral File-Black | 36"W 18"D 27"H | \$155.00 | \$ |
| 81237 | 4DRL-BLK (9336P-4F1H) | 4-DR. Lateral File-Black | 36"W 18"D 54"H | \$175.00 | \$ |
| 81251 | COMS29 (CNR2448/MAF) | Training Table-Mahogany & Black | 24"W 48"D 29"H | \$225.00 | \$ |
| SPECIALTY ITEMS | | | | | |
| 81161 | MANB (60503) | Manhattan Bar-Stainless Steel & Blk. | 63"W 29"D 42"H | \$850.00 | \$ |
| 81096 | IDBB (500095/Blk) | DayBed-Ibiza Black | 71"L 32"W 17"H | \$495.00 | \$ |
| 81095 | IDBW (500096/Whit) | DayBed-Ibiza White | 71"L 32"W 17"H | \$495.00 | \$ |
| 81092 | BBAR (500081) | Chair-Ibiza Black Leather | 31"L 32"D 32"H | \$450.00 | \$ |
| 81094 | BOTT (500086) | Ottoman-Ibiza Black Leather | 25"L 24"D 17"H | \$250.00 | \$ |
| 81091 | WBAR (500082/WL) | Chair-Ibiza White Leather | 31"L 32"D 32"H | \$450.00 | \$ |
| 81093 | WOTT (500087) | Ottoman-Ibiza White Leather | 25"L 24"D 17"H | \$250.00 | \$ |
| MADRAS CHARCOAL LEATHER 6 PIECE SECTIONAL: | | | 12"-10"L 36"D 36"H | \$1,950.00 | \$ |
| 81009 | MCAS (531AS/Char) | Sofa-Armless Charcoal Leather | 82"L 36"D 36"H | \$460.00 | \$ |
| 81010 | MCAL (531ALS/Char) | Loveseat Armless-Charcoal Leather | 57"L 36"D 36"H | \$440.00 | \$ |
| 81011 | MCAC (531AC/Char) | Chair Armless-Charcoal Leather | 28"L 36"D 36"H | \$240.00 | \$ |
| 81012 | MCC (531CR/Char) | Corner Chair-Charcoal Leather | 36"L 36"D 36"H | \$300.00 | \$ |
| 81013 | MCACH (531CS/Char) | Chaise Armless-Charcoal Leather | 63"L 28"D 36"H | \$440.00 | \$ |
| 81014 | MCOTT (531OTT/Char) | Ottoman-Charcoal Leather | 48"L 21"D 18"H | \$175.00 | \$ |
| MADRAS CHARCOAL LEATHER 3 PIECE SECTIONAL: | | | 9'2"L 36"D 36"H | \$900.00 | \$ |
| 81011 | MCAC (531AC/Char) | Chair Armless-Charcoal Leather | 28"L 36"D 36"H | \$240.00 | \$ |
| 81012 | MCC (531CR/Char) | Corner Chair-Charcoal Leather | 36"L 36"D 36"H | \$300.00 | \$ |
| 81013 | MCAL (531ALS/Char) | Loveseat Armless-Charcoal Leather | 57"L 36" 36"H | \$440.00 | \$ |
| 81042 | OSA (2454S/Olive) | Sofa-Rosebush Olive | 76"L 35"D 38"H | \$425.00 | \$ |
| 81043 | OLS (2454LS/Olive) | Loveseat-Rosebush Olive | 55"L 35"D 38"H | \$380.00 | \$ |
| 81044 | OCR (2454C/Olive) | Chair-Rosebush Olive | 33"L 35"D 38"H | \$295.00 | \$ |
| MISCELLANEOUS ITEMS | | | | | |
| | DP24FT (HFSL6013) | Screen Flex Partition-Grey | 6' 1"H x 24' 1"L | \$700.00 | \$ |
| 81253 | 4CFRF (Refrigerator Sm) | 4 Cubic Ft. Refrigerator | 32"H 21"W 22"D | \$200.00 | \$ |
| 81239 | BL1830 (PED181830/BLK) | Pedestal-Black | 18" SQ. x 30"H | \$180.00 | \$ |
| 81240 | BL1842 (PED181842/BLK) | Pedestal-Black | 18" SQ. x 42"H | \$190.00 | \$ |
| 81241 | BL2430 (PED242430/BLK) | Pedestal-Black | 24" SQ. x 30"H | \$225.00 | \$ |
| 81242 | BL2442 (PED242442/BLK) | Pedestal-Black | 24" SQ. x 42"H | \$250.00 | \$ |
| 81244 | LIT1 (10UP-B) | Literature Rack-Black/Chrome (10 Racks) | 11"W 13.5"D 55"H | \$125.00 | \$ |
| 81243 | LIT2 (ILLUSION 2/Blk) | Literature Rack-Black (4 Racks) | 19"W 12"D 60"H | \$140.00 | \$ |

| | | | |
|----------------------------------|--------------|--|--------------------------|
| Company Name _____ | Booth# _____ | Authorized Person _____ PRINT CLEARLY, PLEASE | Sub-total: _____ |
| Address _____ | | Signature _____ | Sales Tax 8.25%: _____ |
| City _____ State _____ Zip _____ | | Title _____ | Union Surcharge: \$50.00 |
| Telephone _____ Fax _____ | | | TOTAL: _____ |

Sofas

| Item # / Photo | Description (Weight) | Dimensions | Price |
|---|--|-----------------------|--------|
| MSSA  | Madras Snow White Leather (100 lbs.) | 87" L x 37" D x 35" H | 575.00 |
| CBSA  | Corica Beige Leather (100 lbs.) | 89" L x 37" D x 38" H | 495.00 |
| TSA  | Tuscany Soft Brown Leather (100 lbs.) | 79" L x 38" D x 38" H | 495.00 |
| IBSA  | Impala Black Leather (100 lbs.) | 75" L x 37" D x 36" H | 490.00 |
| MCAS  | Madras Charcoal Leather - Armless (100 lbs.) | 82" L x 36" D x 36" H | 460.00 |
| ESA  | Suave Midnight (100 lbs.) | 77" L x 36" D x 33" H | 425.00 |
| BCSA  | Bella Chocolate (140 lbs.) | 84" L x 38" D x 34" H | 425.00 |
| BCFS  | Bella Coffee (140 lbs.) | 84" L x 38" D x 34" H | 425.00 |

Loveseats

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|------|--|---|-----------------------|--------|
| MSLS |  | Madras Snow White Leather (90 lbs.) | 61" L x 37" D x 35" H | 550.00 |
| CBLS |  | Corica Beige Leather (90 lbs.) | 61" L x 37" D x 38" H | 435.00 |
| TLS |  | Tuscany Soft Brown Leather (90 lbs.) | 56" L x 38" D x 38" H | 435.00 |
| IBLS |  | Impala Black Leather (90 lbs.) | 59" L x 37" D x 36" H | 430.00 |
| MCAL |  | Madras Charcoal Leather - Armless (90 lbs.) | 57" L x 36" D x 36" H | 440.00 |
| ELS |  | Suave Midnight (90 lbs.) | 54" L x 36" D x 33" H | 380.00 |
| BCLS |  | Bella Chocolate (110 lbs.) | 61" L x 38" D x 34" H | 380.00 |
| BCFL |  | Bella Coffee (110 lbs.) | 61" L x 38" D x 34" H | 380.00 |

Chairs

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|------|---|---|--|------------------|
| MSCR |  | Madras Snow White Leather (75 lbs.) | 35" L x 37" D x 35" H | 450.00 |
| CBCR |  | Corica Beige Leather (75 lbs.) | 37" L x 37" D x 38" H | 335.00 |
| TCR |  | Tuscany Soft Brown Leather (75 lbs.) | 33" L x 38" D x 38" H | 335.00 |
| IBCR |  | Impala Black Leather (75 lbs.) | 39" L x 37" D x 36" H | 330.00 |
| MCC |  | Madras Charcoal Leather - Corner Chair (50 lbs.) | 36" L x 36" D x 36" H | 300.00 |
| MCAC |  | Madras Charcoal Leather - Armless Chair (50 lbs.) | 28" L x 36" D x 36" H | 240.00 |
| ECR |  | Suave Midnight (75 lbs.) | 32" L x 36" D x 33" H | 295.00 |
| BCCR |  | Bella Chocolate (90 lbs.) (BCCR) Bella Coffee (90 lbs.) (BCFC) | 38" L x 38" D x 34" H 38" L x 38" D x 34" H | 295.00 295.00 |







Stage Chairs

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|------|---|---------------------------------|-----------------------|--------|
| IBUR |  | Burgundy Leather Club (75 lbs.) | 35" L x 34" D x 37" H | 325.00 |
| IBLK |  | Black Leather Club (75 lbs.) | 35" L x 34" D x 37" H | 325.00 |
| CMD |  | Cairo Midnight Black (50 lbs.) | 36" L x 36" D x 38" H | 175.00 |
| CBRN |  | Cairo Brown (50 lbs.) | 36" L x 36" D x 33" H | 175.00 |
| CLEF |  | Cairo Leaf (50 lbs.) | 36" L x 36" D x 33" H | 175.00 |
| CSAD |  | Cairo Saddle (50 lbs.) | 36" L x 36" D x 33" H | 175.00 |

Ottomans / Benches

| Item # / Photo | Description (Weight) | Dimensions | Price |
|---|---|---|----------------------------------|
| MCSO  | Madras Charcoal Leather - Square (30 lbs.) | 40" SQ x 17" H | 250.00 |
| MCBN  | Madras Charcoal Leather - Bench (30 lbs.) | 60" L x 24" D x 17" H | 250.00 |
| MCOTT  | Madras Charcoal Leather - Ottoman (30 lbs.) | 48" L x 21" D x 18" H | 175.00 |
| MSRO  | Madras Snow White Leather - Round (30 lbs.) (Also available in Madras Charcoal Leather - Round) (MCRO) | 46" D x 17" H | 250.00 |
| MSSO  | Madras Snow White Leather - Square (30 lbs.) | 40" SQ x 17" H | 250.00 |
| MSBN  | Madras Snow White Leather - Bench (30 lbs.) | 60" L x 24" D x 17" H | 250.00 |
|  | 1/4 Round Ottoman - Red (MRQRO) (15 lbs.) 1/4 Round Ottoman - Charcoal (MCQRO) (15 lbs.) 1/4 Round Ottoman - White (MSWQRO) (15 lbs.) | 34" L x 19" D x 17" H 34" L x 19" D x 17" H 34" L x 19" D x 17" H | 100.00 |
|  | Cinnabar Cube Ottoman (SCIN) (8 lbs.) Navy Cube Ottoman (SNAV) (8 lbs.) Sage Cube Ottoman (SSAG) (8 lbs.) Camel Cube Ottoman (SCAM) (8 lbs.) | 18" SQ x 18" H 18" SQ x 18" H 18" SQ x 18" H 18" SQ x 18" H | 70.00 70.00 70.00 70.00 |




Occasional Tables

| Item # / Photo | Description (Weight) | Dimensions | Price |
|---|--|-----------------------|--------|
|  | Symphony Cappuccino - Cocktail Table (SCCT) (75 lbs.) | 51" L x 28" W x 18" H | 180.00 |
| | Symphony Cappuccino - End Table (SCET) (33 lbs.) | 24" D x 22" H | 170.00 |
| | Symphony Cappuccino - Sofa Table (SCST) (66 lbs.) | 52" L x 29" W x 30" H | 190.00 |
|  | Hanover Merlot Finish - Cocktail Table (HMCT) (52 lbs.) | 42" W x 26" D x 18" H | 170.00 |
| | Hanover Merlot Finish - End Table (HMET) (34 lbs.) | 24" W x 26" D x 22" H | 160.00 |
|  | Tribeca Black Finish - Cocktail Table (TBCT) (55 lbs.) | 48" W x 28" D x 19" H | 140.00 |
| | Tribeca Black Finish - End Table (TBET) (36 lbs.) | 24" W x 28" D x 22" H | 130.00 |
| | Tribeca Black Finish - Sofa Table (TBST) (46 lbs.) | 48" W x 18" D x 30" H | 150.00 |
|  | Reno Chrome / Glass - Cocktail Table (RCCT) (36 lbs.) | 45" L x 32" D x 18" H | 170.00 |
| | Reno Chrome / Glass - End Table (RCET) (29 lbs.) | 25" Round x 21" H | 160.00 |
| | Reno Chrome / Glass - Sofa Table (RCST) (36 lbs.) | 46" L x 17" D x 29" H | 180.00 |
|  | Spring Table - White (15 lbs.) | 12.5" D x 16.5" H | 75.00 |
|  | Pointer Black Table - White (18 lbs.) | 15.5" Square | 75.00 |

Lighting

| Item # / Photo | Description (Weight) | Dimensions | Price |
|--|---|------------|--------|
| TBL1  | Table Lamp - Bronze (7 lbs.) | 28" H | 90.00 |
| FLB1  | Floor Lamp - Bronze (11 lbs.) | 60" H | 105.00 |
| TLN4  | Table Lamp - Brushed Nickel (7 lbs.) | 29" H | 90.00 |
| FLN4  | Floor Lamp - Brushed Nickel (12 lbs.) | 60" H | 105.00 |
| TLSW3  | Table Lamp - Brushed Steel / White Vinyl Shade (4 lbs.) | 26" H | 90.00 |
| FLSW3  | Floor Lamp - Brushed Steel / White Vinyl Shade (8 lbs.) | 66" H | 105.00 |
| TLSR2  | Table Lamp - Brushed Steel / Red Vinyl Moire Shade (4 lbs.) | 26" H | 90.00 |
| FLSR2  | Floor Lamp - Brushed Steel / Red Vinyl Moire Shade (8 lbs.) | 66" H | 105.00 |






Cafe Tables

| CTMW | Item # / Photo | Description (Weight) | Dimensions | Price |
|------|--|---|---------------|--------|
| |  | Mojito Cafe Table - White (40 lbs.) | 23" R x 32" H | 175.00 |
| |  | 30" Cafe Table - Black (CT30B) (33 lbs.) (Black or Chrome Base) | 30" R x 29" H | 130.00 |
| | | 36" Cafe Table - Black (CT36B) (42 lbs.) (Black or Chrome Base) | 36" R x 29" H | 145.00 |
| |  | 30" Cafe Table - Sugar Maple (CT30SM) (33 lbs.) (Black or Chrome Base) | 30" R x 29" H | 130.00 |
| | | 36" Cafe Table - Sugar Maple (CT36SM) (42 lbs.) (Black or Chrome Base) | 36" R x 29" H | 145.00 |
| |  | 30" Cafe Table - White (CT30W) (33 lbs.) (Black or Chrome Base) | 30" R x 29" H | 130.00 |
| | | 36" Cafe Table - White (CT36W) (42 lbs.) (Black or Chrome Base) | 36" R x 29" H | 145.00 |

Cafe Chairs

| Item # / Photo | Description (Weight) | Dimensions | Price |
|---|--|--------------------------|--------|
| CCWH-CH  | Criss Cross Chair - White (12 lbs.) | 17" W x 35" H | 125.00 |
| CCES-CH  | Criss Cross Chair - Espresso (12 lbs.) | 17" W x 35" H | 125.00 |
| ESC-CH  | Escape Chair - Natural (10 lbs.) | 17" W x 32" H | 115.00 |
| SCHBLK  | "S" Chair - Black (15 lbs.) | 18" W x 33" H | 110.00 |
| SCHWHT  | "S" Chair - White (15 lbs.) | 18" W x 33" H | 110.00 |
| SCHRED  | "S" Chair - Red (15 lbs.) | 18" W x 33" H | 110.00 |
| SNC-CH  | Sonic Chair - Black (13 lbs.) | 20" W x 21" D x 32" H | 65.00 |

Bar Tables

| Item # / Photo | Description (Weight) | Dimensions | Price |
|--|--|---------------|--------|
| BTCH  | Chardonnay Bar Table - Chrome/Glass (83 lbs.) (Black Base) | 31" R x 42" H | 225.00 |
| BTMWH  | Mojito Bar Table - White (40 lbs.) | 23" R x 42" H | 200.00 |
|  | 30" Bar Table - Black (BT30B) (33 lbs.) (Black or Chrome Base) | 30" R x 42" H | 140.00 |
| | 36" Bar Table - Black (BT36B) (42 lbs.) (Black or Chrome Base) | 36" R x 42" H | 155.00 |
|  | 30" Bar Table - Sugar Maple (BT30SM) (33 lbs.) (Black or Chrome Base) | 30" R x 42" H | 140.00 |
| | 36" Bar Table - Sugar Maple (BT36SM) (42 lbs.) (Black or Chrome Base) | 36" R x 42" H | 155.00 |
|  | 30" Bar Table - White (BT30W) (33 lbs.) (Black or Chrome Base) | 30" R x 42" H | 140.00 |
| | 36" Bar Table - White (BT36W) (42 lbs.) (Black or Chrome Base) | 36" R x 42" H | 155.00 |






Bar Stools

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|---------|---|--|--------------------------|--------|
| WEQB |  | Equino Bar Stool - White (35 lbs.) | 15" W x 31" D x 35" H | 145.00 |
| BEQB |  | Equino Bar Stool - Espresso (35 lbs.) | 15" W x 31" D x 35" H | 145.00 |
| RDTBS |  | Tickle Bar Stool - Red (19 lbs.) | 19" W x 30" D x 38" H | 145.00 |
| CCWH-BS |  | Criss Cross Bar Stool - White (20 lbs.) | 15" W x 41" H | 135.00 |
| CCES-BS |  | Criss Cross Bar Stool - Espresso (20 lbs.) | 15" W x 41" H | 135.00 |
| ESC-BS |  | Escape Bar Stool - Natural (15 lbs.) | 16" W x 41" H | 125.00 |
| SNC-BS |  | Sonic Bar Stool - Black (18 lbs.) | 22"W x 23"D x 42"D | 100.00 |

Executive Seating

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|-------|---|--|-----------------------|--------|
| OXHB |  | Presidential Hi-Back Chair - Oxblood Vinyl (54 lbs.) | 27" W x 27" D x 50" H | 200.00 |
| OXGC |  | Presidential Guest Chair - Oxblood Vinyl (25 lbs.) | 26" W x 24" D x 31" H | 170.00 |
| SANH |  | Accord White Sand Leather Hi-Back Chair (43 lbs.) | 25" W x 25" D x 37" H | 295.00 |
| TAMHB |  | Tamiri Hi-Back Chair - Black Leather (45 lbs.) | 25" W x 27" D x 45" H | 250.00 |
| TAMMB |  | Tamiri Mid-Back Chair - Black Leather (42 lbs.) | 25" W x 27" D x 39" H | 215.00 |
| TAMGC |  | Tamiri Guest Leather - Black Leather (41 lbs.) | 25" L x 26" D x 37" H | 180.00 |
| EEHB |  | Enterprise Hi-Back Black Fabric Chair (39 lbs.) | 24" W x 27 D x 45" H | 225.00 |
| EEMB |  | Enterprise Mid-Back Black Fabric Chair (36 lbs.) | 24" W x 26" D x 39" H | 200.00 |

Executive Seating

| Item # / Photo | | Description (Weight) | Dimensions | Price |
|----------------|---|---|-----------------------|--------|
| EEGC |  | Enterprise Black Guest Chair (33 lbs.) | 24" W x 26" D x 37" H | 165.00 |
| |  | Goal Drafting Stool W/ Arms (DSWA) - Black Fabric (42 lbs.) | 20" W x 24" D x 48" H | 160.00 |
| | | Goal Drafting Stool W/O Arms (DSWOA) - Black Fabric (38 lbs.) | 20" W x 24" D x 48" H | 140.00 |
| |  | Asphalt Task Chair W/ Arms (TCWA) - Black Fabric (35 lbs.) | 25" W x 24" D x 39" H | 120.00 |
| | | Asphalt Task Chair W/O Arms (TCWOA) - Black Fabric (32 lbs.) | 25" W x 24" D x 39" H | 100.00 |
| SCWA |  | Metro Stack Chair W/ Arms - Black (17 lbs.) | 23" W x 22" D x 32" H | 65.00 |
| |  | Metro Stack Chair W/O Arms - Black (15 lbs.) | 19" W x 22" D x 32" H | 60.00 |
| SCWOA | | | | |

Desks / Credenzas / Bookcases

| Item # / Photo | Description (Weight) | Dimensions | Price |
|--|--|-----------------------|--------|
| MAED  | Executive Desk - Figured Mahogany (286 lbs.) | 72" W x 36" D x 29" H | 335.00 |
| MJRD  | Jr. Executive Desk - Figured Mahogany (226 lbs.) | 60" W x 30" D x 29" H | 310.00 |
| MASC  | Storage Credenza - Figured Mahogany (225 lbs.) | 66" W x 20" D x 29" H | 305.00 |
| M2DR  | 2-DR Lateral File - Figured Mahogany (145 lbs.) | 36" W x 20" D x 29" H | 245.00 |
| MBKC  | 72" Bookcase - Figured Mahogany (101 lbs.) | 36" W x 12" D x 72" H | 205.00 |
| TMED  | Executive Desk - Tiger Maple (286 lbs.) | 72" W x 36" D x 29" H | 335.00 |
| TJRD  | Jr. Executive Desk - Tiger Maple (226 lbs.) | 60" W x 30" D x 29" H | 310.00 |
| TMSC  | Storage Credenza - Tiger Maple (225 lbs.) | 66" W x 20" D x 29" H | 305.00 |

Desks / Credenzas / Bookcases

| Item # / Photo | Description (Weight) | Dimensions | Price |
|---|---|-----------------------|--------|
| T2DR  | 2-DR Lateral File - Tiger Maple (145 lbs.) | 36" W x 20" D x 29" H | 245.00 |
| TBKC  | 72" Bookcase - Tiger Maple (101 lbs.) | 36" W x 12" D x 72" H | 205.00 |
| AHED  | Executive Desk - Avant Honey (286 lbs.) | 72" W x 36" D x 29" H | 335.00 |
| AJRD  | Jr. Executive Desk - Avant Honey (226 lbs.) | 60" W x 30" D x 29" H | 310.00 |
| AHSC  | Storage Credenza - Avant Honey (225 lbs.) | 66" W x 20" D x 29" H | 305.00 |
| A2DR  | 2-DR Lateral File - Avant Honey (145 lbs.) | 36" W x 20" D x 29" H | 245.00 |
| ABKC  | 72" Bookcase - Avant Honey (101 lbs.) | 36" W x 12" D x 72" H | 205.00 |

Conference Tables

| Item # / Photo | Description (Weight) | Dimensions | Price |
|----------------|---|---|------------------|
| M42RT |  | 42" RD x 29" H | 225.00 |
| | 42" Round Conference Table - Figured Mahogany (97 lbs.) | | |
| |  | 72" W x 36" D x 29" H | 250.00 |
| | 6 Ft. Conference Table - Mahogany (M6FT) (139 lbs.) 8 Ft. Conference Table - Mahogany (M8FT) (218 lbs.) 10 Ft. Conference Table - Mahogany (M10FT) (272 lbs.) | 96" W x 48" D x 29" H 120" W x 48" D x 29" H | 315.00 525.00 |
| TM42RT |  | 42" RD x 29" H | 225.00 |
| | 42" Round Conference Table - Tiger Maple (97 lbs.) | | |
| |  | 72" W x 36" D x 29" H | 250.00 |
| | 6 Ft. Conference Table - Tiger Maple (TM6FT) (139 lbs.) 8 Ft. Conference Table - Tiger Maple (TM8FT) (218 lbs.) 10 Ft. Conference Table - Tiger Maple (TM10FT) (272 lbs.) | 96" W x 48" D x 29" H 120" W x 48" D x 29" H | 315.00 525.00 |
| H42RT |  | 42" RD x 29" H | 225.00 |
| | 42" Round Conference Table - Avant Honey (97 lbs.) | | |
| |  | 72" W x 36" D x 29" H | 250.00 |
| | 6 Ft. Conference Table - Honey (H6FT) (139 lbs.) 8 Ft. Conference Table - Honey (H8FT) (218 lbs.) 10 Ft. Conference Table - Honey (H10FT) (272 lbs.) | 96" W x 48" D x 29" H 120" W x 48" D x 29" H | 315.00 525.00 |
| B42RT |  | 42" RD x 29" H | 225.00 |
| | 42" Round Conference Table - Black (97 lbs.) | | |
| |  | 72" W x 36" D x 29" H | 250.00 |
| | 6 Ft. Conference Table - Black (B6FT) (139 lbs.) 8 Ft. Conference Table - Black (B8FT) (218 lbs.) 10 Ft. Conference Table - Black (B10FT) (272 lbs.) | 96" W x 48" D x 29" H 120" W x 48" D x 29" H | 315.00 525.00 |

Files / Training Tables

| Item # / Photo | Description (Weight) | Dimensions | Price |
|--|---|-----------------------|--------|
| 2DRV-BLK  | 2-DR Vertical File - Black (67 lbs.) | 18" W x 25" D x 29" H | 120.00 |
| 4DRV-BLK  | 4-DR Vertical File - Black (122 lbs.) | 18" W x 25" D x 52" H | 155.00 |
| 2DRL-BLK  | 2-DR Lateral File - Black (110 lbs.) | 36" W x 18" D x 27" H | 155.00 |
| 4DRL-BLK  | 4-DR Lateral File - Black (197 lbs.) | 36" W x 18" D x 54" H | 175.00 |
| COMS29  | Training Table - Rectangular w/ Black T-Mold Edges & "T" Leg Bases - Mahogany (Combined weight: 52 lbs.) | 24" D X 48" W x 29" H | 225.00 |

Specialty Items

| | Item # / Photo | Description (Weight) | Dimensions | Price |
|-------|---|--|---|--------|
| MANB |  | Manhattan Bar - Stainless Steel & Black (Picture shows a pair) (256 lbs.) | 63" L x 29" W x 42" H (Semi-Circle) | 850.00 |
| IDBB |  | Ibiza Day Bed - Black (100 lbs.) | 71" L x 32" W x 17" H | 495.00 |
| IDBW |  | Ibiza Day Bed - White (100 lbs.) | 71" L x 32" W x 17" H | 495.00 |
| BBAR |  | Ibiza Black Leather Chair (45 lbs.) | 31" L x 32" D x 32" H | 450.00 |
| BOTT |  | Ibiza Black Leather Ottoman (35 lbs.) | 25" L x 24" D x 17" H | 250.00 |
| WBAR |  | Ibiza White Leather Chair (45 lbs.) | 31" L x 32" D x 32" H | 450.00 |
| WOTT |  | Ibiza White Leather Ottoman (35 lbs.) | 25" L x 24" D x 17" H | 250.00 |
| MCACH |  | Madras Charcoal Leather - Armless Chaise (75 lbs.) | 63" L X 28" D X 36" H | 440.00 |

Specialty Items

| Item # / Photo | Description (Weight) | Dimensions | Price |
|----------------|---|----------------------------------|---------|
| OSA |  Madras Charcoal - 6 Piece Sectional (395 lbs.) (All Items Included -As Pictured) | 12' W x 10' L x 36" D x 36" H | 1900.00 |
| | Madras Charcoal - 3 Piece Sectional (190 lbs.) (Chair(MCAC)/Corner(MCC)/Loveseat(MCAL)) | 9' 2" L x 36" D x 36" H | 915.00 |
| OSA |  Rosebush Olive Sofa (100 lbs.) | 76" L x 35" D x 38" H | 425.00 |
| OLS |  Rosebush Olive Loveseat (90 lbs.) | 55" L x 35" D x 38" H | 380.00 |
| OCR |  Rosebush Olive Chair (75 lbs.) | 33" L x 35" D x 38" H | 295.00 |
| DP24FT |  Screen Flex Partition - 24 Linear Feet of Flexible Connected Movable Walls (221 lbs.) | 6' H x 24' 1" L | 700.00 |
| 4CFRF |  4 Cubic Ft. Refrigerator (71 lbs.) | 32" H x 21" W x 22" D | 200.00 |

Miscellaneous Items

| Item # / Photo | Description (Weight) | Dimensions | Price |
|--|--|----------------------------|--------|
| BL1830  | 18" Pedestal - Black (30" H) (25 lbs.) | 18" SQ x 30" H | 180.00 |
| BL1842  | 18" Pedestal - Black (42" H) (35 lbs.) | 18" SQ x 42" H | 190.00 |
| BL2430  | 24" Pedestal - Black (30" H) (35 lbs.) | 24" SQ x 30" H | 225.00 |
| BL2442  | 24" Pedestal - Black (42" H) (45 lbs.) | 24" SQ x 42" H | 250.00 |
| LIT1  | Literature Rack - Black & Chrome (10 Racks)(16 lbs.) | 11" W x 13.5" D x 55" H | 125.00 |
| LIT2  | Literature Rack - Black (4 Racks) (30 lbs.) | 19" W x 12" D x 60" H | 140.00 |



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

RECAP OF SERVICES ORDERED

| | |
|-------------------------------|----------|
| FURNITURE | \$ _____ |
| CARPETING AND PADDING | \$ _____ |
| CLEANING | \$ _____ |
| RENTAL EXHIBITS / CREDENZA | \$ _____ |
| COMPUTER KIOSKS | \$ _____ |
| SIGNS | \$ _____ |
| FLORAL | \$ _____ |
| LABOR ORDER FORM (estimated) | \$ _____ |
| MATERIAL HANDLING (estimated) | \$ _____ |
| CUSTOM FURNITURE ORDER FORM | \$ _____ |
| OTHER | \$ _____ |
| TOTAL ESTIMATED | \$ _____ |

RETURN VIA FAX: 407/851-3090

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____

E-Mail _____ Contact _____

TAB 3 – SHIPPING, HANDLING & LABOR

- Labor Order Form
- Notification/Non-Official Service Contractor Labor Order Form
- Union Regulations
- Hand Carry Policy
- Drayage Assistance Form
- Exhibit Shipping/Drayage Rate Schedule
- Freight



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Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show #0459

LABOR ORDER FORM

- All labor is performed by trained & skilled personnel. To insure ample availability of labor, **PLEASE ORDER IN ADVANCE.**
- Starting time can be guaranteed only when labor is ordered for 8:00 AM. BH&L Decorators will attempt to provide labor at all other ordered times, however, in some cases it may be impossible to have labor at an exact given time.
- If service A or B (see below) is not specified, labor will not be assigned until the exhibitor reports to the labor desk.
- All labor is billed on a 1 man, 1 hour minimum. If exhibitor fails to pick up labor at time ordered, a one hour per worker no-show charge will be applied.
- As indicated on the *Notification of Intent to Use "Non-Official" Service Contractor* form, labor and services ordered for exhibitor by other contractors must be authorized prior to show setup in writing by the exhibiting company. A **Certificate of Insurance** must also be presented to BH&L prior to any other contractor beginning work on the show floor. Payment for labor and services is the responsibility of the exhibitor.
- LABOR RATES:**
\$78.00/hour - Straight time: Weekdays 8:00 AM. - 4:30 PM
\$116.00/hour - Overtime: All other hours on weekdays, Saturday, Sunday and Holidays
All labor will be billed in one hour increments.
Installation Labor: S/T (2010) OT (2020)
Dismantle Labor: S/T (2110) OT (2120)

| SCHEDULE FOR LABOR | Number of Workers | Dates Required | Time | Approx. Hours |
|--------------------|-------------------|----------------|------|---------------|
| Installation: | | | | |
| Dismantling: | | | | |

► Please Check Type of Service Required

- ☐ **Service A:** All work performed and supervised by BH&L personnel. Please send any necessary information, blue prints, etc.

The charge for supervisory services is 30% of total labor bill with a \$78.00 minimum charge.

Installation: (2150) Dismantle: (2150)

Please Indicate:

- ☐ Yes ☐ No Set-up plans attached
☐ Yes ☐ No Photo attached
☐ Yes ☐ No Self-contained unit

Set-up plans in crate # _____
Number of crates _____

- ☐ **Service B** All work performed by BH&L personnel under the direct supervision of exhibitor's representative. **Should the exhibitor's representative not be present during the entire time, BH&L assumes no liability.**

Please indicate:

Exhibitor's /Rep's. Name _____
Contact Phone Number _____

Other Services Available: (Please indicate if needed)

- ☐ Forklift Labor Up To 3,000 lbs:
Number of hours _____ x \$148.00 ST (2210)
Number of hours _____ x \$186.00 OT (2220)
☐ Banding (2321) \$1.50 per lin. foot + 1 hr (min) labor
☐ Shrink Wrapping (2332) \$25.00 + 1/2 hr labor per standard pallet
☐ Rigging, Special Equipment, Vehicle Spotting, etc:

PLEASE PRINT CLEARLY OR TYPE:

Company Name _____ Booth # _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____
Authorized by _____ Title _____
Signature _____



BH&L Decorators, Inc.

Conventions • Trade Shows

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Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Show #0459

NOTIFICATION OF INTENT TO USE "NON-OFFICIAL" SERVICE CONTRACTOR

DEADLINE DATE: MAY 12, 2009

In the event an Exhibitor plans to utilize a firm other than BH&L Decorators, Inc., the **EXHIBITOR** must complete and mail this form to:

BH&L Decorators, Inc.
7601 Chancellor Drive
Orlando, Florida 32809
Phone: 407-851-9080

In the event this form is not received by **MAY 12, 2009**, the "Non-Official" Contractor will not be permitted to service your exhibit.

BH&L will not bill a third party for charges incurred.

In addition, a Certificate of Insurance showing General Liability Coverage and Workman's Compensation valid in **California** naming BH&L Decorators, Inc., *as an additional named insured and certificate holder*, must be submitted, **together** with this form, to BH&L Decorators by your "Non-Official" Contractor no later than **MAY 12, 2009** or they will not be allowed on the floor.

The exposition floor, aisles, loading docks, service and storage areas will be under the control of BH&L Decorators. The "Non-Official" Contractor must coordinate all of its activities with BH&L Decorators, Inc.

The "Non-Official" Contractor will be responsible for all reasonable costs related to its operation, including overtime pay for stewards, restoration of exhibit space to its initial condition, freight handling charges, etc. It will be the responsibility of the "Non-Official" Contractor to remove from the floor all tape installed, any bulk trash from the booth floor and any bulk trash from the exhibit hall (such as skids or crates) or be billed accordingly by BH&L Decorators, Inc.

These requirements will be strictly enforced. In the event that these rules are not adhered to, labor must be hired through BH&L Decorators, Inc.

PLEASE PRINT CLEARLY OR TYPE

| | |
|--|---------------------|
| Exhibiting Company: | |
| Booth #: | Telephone: () |
| Exhibitor Contact : | |
| Exhibiting Firm's Officer's Signature: | |
| "Non-Official" Contractor/Display House: | |
| Contractor Contact Name: | |
| Contractor Telephone: () | |

allnoti.pub

UNION JURISDICTION IN LOS ANGELES, CALIFORNIA

SHOW SITE WORK RULES

To simplify show preparation, we are sure you will appreciate knowing in advance that Union Labor will be required for certain aspects of your exhibit handling. To help you understand the show site work rules, please read the following.

EXHIBIT LABOR

Teamsters has jurisdiction through a labor agreement with all contractors for the erection, touch-up painting, dismantling and repair of all exhibits. This work is to include wall coverings, floor coverings, pipe and drape, painting, hanging signs and decorative materials from the ceiling, and the erection of platforms used for exhibit purpose. To secure labor, please utilize the form enclosed.

If full-time company personnel are utilized to set their exhibits they must carry positive company identification such as medical identification card or payroll stub. This rule prohibits the utilization of workers hired from a non-union agency or company.

DEFINITION OF EXHIBITS THAT FULL-TIME COMPANY PERSONNEL MAY SET: 10 X 10, 10 X 20, KNOWN AS MOM & POP POP-UPS (NO GEM WALLS OR HARD WALL EXHIBITS MAY BE SET BY EXHIBITOR.

Teamsters jurisdiction does not cover the placement of your products on display, the opening of cartons containing your products, not the performance, testing, maintenance, or repair of your machinery or products.

FREIGHT HANDLING

Teamsters has jurisdiction through a labor agreement with the General Contractor for the loading and unloading of all trucks, trailers and common and contract carriers as well as the handling of empty crates and the operation of material handling equipment and any mechanical devices such as forklifts, pallet jacks, hijackers, etc. The Union also has the jurisdiction of the unloading, uncrating, un-skidding, leveling, painting and assembly of machinery and equipment and the reverse process.

The General Contractor has the responsibility of receiving and handling all the exhibit materials and empty crates. It is their responsibility to manage docks and schedule vehicles for the smooth and efficient move-in/move-out of the trade show.

An exhibitor may "hand carry" merchandise and "pop-ups" only provided they do not use material handling equipment to assist them, such as push carts, two or four wheel dollies or anything with wheels. When an exhibitor chooses to "hand carry" materials, they must utilize the hand carry doors. They are not permitted access to the loading dock/freight door areas. Exhibitors are allowed to move their own product in and out of the building with the following restrictions: 1) the General Contractor has complete control of the loading dock at all times; 2) exhibitors may not leave vehicles unattended at the loading areas. Any unattended vehicles may be towed; 3) display material must be handled by the freight department and cannot be hand-carried. Exhibitor-owned carts or dollies are not allowed.

GRATUITIES

The General Contractor and I & D companies signatory to the contractor with Teamsters requests that exhibitors do not tip its employees by giving money, merchandise, or other special consideration for services rendered. Any attempts to solicit a gratuity by an employee for any service, should be reported immediately to a supervisor of the contractor. Contracted employees are paid an excellent wage, and tipping is not an accepted policy.

IN GENERAL

All craftsmen dealing with exhibitors will do so in a courteous and professional manner. All questions arising with regards to the Union's jurisdiction or practices must be directed to the General Contractor and the Union. Should you have any questions regarding the above statements, please call BH&L Decorators, Inc. at 800-995-4245.

HAND CARRY POLICY PERTAINING TO THE TRANSPORTING OF MATERIALS INTO & OUT OF THE EXHIBIT HALL

Teamsters Union has jurisdiction over the handling of materials that are transported into and out of the exhibit hall.

Exhibitors may hand carry exhibit materials as long as they adhere to the following rules.

1. The exhibitor must carry the materials by hand, **the use of wheeled carts or dollies are not permitted.**
2. The exhibitor is limited to one trip.
3. The exhibitor must use the front entrance of the exhibit hall, and is not permitted to use any freight doors.

Exhibitors may deliver exhibit materials in their personally owned vehicle (POV), as long as they meet the following guidelines.

1. A personal vehicle is defined as a car, van, SUV, or pick-up truck.
2. You must hire a teamster and cart to transport your materials from your vehicle to your booth.
3. The service for a teamster and cart is limited to a maximum of 200 lbs, and is limited to one trip per exhibitor. *(Any exhibitor who needs to make more than one trip, or has materials weighing over 200 lbs, will be charged according to our Material Handling form.)*
4. The exhibitor must check in with BH&L Decorators, Inc. to sign up for this service and fill out a drayage assistance form.

The cost for a teamster and cart varies due to straight time and overtime; please see the drayage assistance form.

If you choose not to wait for a teamster and cart, but do use the freight doors, you will still be charged the above rates for facility access.

If the POV's freight is crated, skidded or requires a forklift, or requires more than one trip, material handling charges will apply. All vehicles may be required to provide a certified weight ticket, based on load size, before you will be unloaded. See Material Handling Form for associated costs.

You may also call BH&L Decorators, Inc. Customer Service Department for assistance on any questions you may have pertaining to material handling at (800) 995-4245.



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

For Discount Price, Order and Payment
Must be Received by **May 29, 2009**
Show #0459

DRAYAGE ASSISTANCE (200 lbs maximum)

Company Name: _____ **Booth #:** _____

- | | | |
|--|--------------------------|----------------------------|
| \$55.00 per 20 mins. straight time | <input type="checkbox"/> | Move-In Only |
| \$55.00 per 20 mins. straight time | <input type="checkbox"/> | Move-Out Only |
| \$75.00 per 20 mins. overtime | <input type="checkbox"/> | Move-In Only |
| \$75.00 per 20 mins. overtime | <input type="checkbox"/> | Move-Out Only |
| \$100.00 per 20 mins. straight time | <input type="checkbox"/> | Move-In and Move-Out |
| \$110.00 per 20 mins. overtime | <input type="checkbox"/> | Move-In ST and Move-Out OT |
| \$130.00 per 20 mins. overtime roundtrip | <input type="checkbox"/> | Move-In and Move-Out |

Drayage Assistance is limited to a maximum of 200 lbs

I hereby acknowledge that I have read and understand that the drayage assistance fee is for a maximum weight of 200 pounds. If my freight weighs more than 200 pounds, I understand that I will be charged based on the drayage rate schedule in the service kit, a fee of \$54.00 per CWT (hundred weight) and will not be eligible for the drayage assistance fee.

Exhibitor Name: _____ **Signature:** _____



BH&L Decorators, Inc.

Conventions • Trade Shows

7601 Chancellor Dr • Orlando, Florida 32809
Telephone: (800) 995-4245 • Fax (407) 851-3090

Erotica LA

Los Angeles Convention Center
Los Angeles, California

June 12 - 14, 2009

Discount Deadline: 5/29/09

EXHIBIT SHIPPING INFORMATION & DRAYAGE RATE SCHEDULE

Show #0459

Ship Prepaid Only - Collect Shipments will be Refused
ANY ADVANCE SHIPMENTS RECEIVED AFTER JUNE 9, 2009 WILL BE REFUSED AND SHOULD
BE REROUTED FOR DELIVERY TO THE SHOW SITE.

Loose and Uncrated Materials will be Received at Show Site Only
All Charges are Based on In-Bound Weights Only

ADVANCE SHIPMENT

Rates Include:

- Unloading crated material
- Storing at BH&L warehouse for up to 30 days
- Reloading onto trucks and delivery to exhibit site
- Unloading materials and delivery to your booth
- Removing of empty shipping containers from your booth, storing and returning at close of show
- Reloading materials onto outbound transportation

Advantage:

- ◆ 30 day window for receipt of materials
- ◆ Materials in your booth prior to your arrival
- ◆ Ability to trace freight in advance of exhibition
- ◆ Advance notification in the event of visible damage to materials

Exhibitors should label and consign shipments as follows:

Your Company Name: _____
Your Booth Number: # _____
EROTICA LA
c/o BH&L Decorators, Inc.
UPS FREIGHT
7754 PARAMOUNT BLVD
PICO RIVERA, CA 90660

Warehouse: \$56.00 per CWT

with a 200 lb minimum (CWT = 100 lbs)

Charges for these services will be based on the inbound weight per shipment and will be rounded up to the nearest hundred weight.

____ lbs. x \$56.00 per CWT = \$_____

SHOW SITE SHIPMENT

MUST Arrive on **JUNE 10 - 12, 2009** ONLY

Rates Include:

- Unloading materials when received and delivery to your booth
- Removal of empty shipping containers from your booth, storing and returning at close of show
- Reloading materials onto outbound transportation

Important Factors:

- ◆ Materials must be received only on designated date(s)
- ◆ Limited control of delivery time schedule
- ◆ Unloading will occur on a "first come, first serve" basis as off loading area(s) become available
- ◆ Tracing capabilities diminish
- ◆ Limited time for repair/replacement in the event of damage

Exhibitors should label and consign shipments as follows:

Your Company Name: _____
Your Booth Number: # _____
EROTICA LA
c/o BH&L Decorators, Inc.
LOS ANGELES CONVENTION CENTER
HALLS G, H & J
1201 FIGUEROA ST
LOS ANGELES, LA 90015

Show Site: \$54.00 per CWT

with a 200 lb minimum (CWT = 100 lbs)

Charges for these services will be based on the inbound weight per shipment and will be rounded up to the nearest hundred weight.

____ lbs. x \$54.00 per CWT = \$_____

Due to insurance & liability reasons, the use of forklifts, dollies, hand trucks and moving equipment is strictly prohibited and will require the use of BH&L Labor. Please contact your BH&L Representative at 800-995-4245.

SCHEDULE OF RATES: ALL WAREHOUSE SHIPMENTS RECEIVED AFTER MAY 29, 2009 WILL BE SUBJECT TO A 25% LATE HANDLING CHARGE.

SURCHARGES: Van lines, loose, uncrated or improperly packaged materials, or those delivered by a carrier not providing supporting paperwork will be assessed a 25% special handling fee. A surcharge will be assessed for special trips, handling of shipments arriving at the warehouse after initial installation date, or for shipments arriving at Show Site after scheduled set-up times.

When move-in or move-out times are scheduled during **overtime hours** due to circumstances beyond the control of BH&L Decorators, Inc., an additional 25% in and/or 25% out will be applied. Overtime hours: Monday through Friday before 8:00 AM., and after 4:30 PM., Saturday, Sunday and Holidays. BH&L Decorators, Inc., will not be responsible for damage to uncrated and/or unskidded exhibit material, nor will we be responsible for concealed damage to material.

| | | | |
|---|---------------|-------|----------|
| SHIPPING INSTRUCTIONS AT CLOSE OF SHOW | | | |
| Consign To: | | | |
| Street Address: | | | |
| City | | State | Zip |
| Type of Carrier: | Motor Freight | Air | Van Line |
| If Prepaid, Bill To: | | | |
| City, State and Zip: | | | |

**ALL SHIPMENTS MUST ARRIVE PREPAID
THIS IS NOT A BILL OF LADING**

- Shipments must be consigned to BH&L Decorators, Inc., as the hotel and convention site do not have the facilities to receive such shipments and may refuse them.
- BH&L Decorators, Inc. will not be responsible for piece count or condition of shipments that are delivered without supporting bill of lading or delivery slip (i.e. FedEx, UPS).
- It is understood that BH&L Decorators, Inc. and its subcontractors do not automatically insure materials, that insurance, if any, shall be arranged by the Exhibitor and the amounts payable to BH&L for drayage services are based on the value of the material handling services and the scope of BH&L's liability as herein set forth. The amounts payable to BH&L are unrelated to the value of the Exhibitor's property being handled by BH&L or its subcontractor. It is impractical and extremely difficult to fix the value of each shipment handled by BH&L or its subcontractors. It is agreed therefore that if BH&L or its subcontractors should be found liable for loss or damage to Exhibitor's materials, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to 30 cents per pound per article, with a maximum liability of \$500 per item, or \$1,000 per shipment, whichever amount shall be less, as agreed upon damages and not as a penalty, and such agreed upon damages shall be the Exhibitor's exclusive remedy. Exhibits left on exhibit floor without return instructions will be returned to our warehouse and held for disposition at an additional charge. BH&L Decorators, Inc. will not be responsible for condition, count or content until such time as exhibits or materials are picked up for removal after the close of the exhibition.
- Make certain all your material is properly insured against fire, theft and all hazards while in transit to and from your booth and for the duration of the exhibition.
- Exhibitor routings on outbound shipments will be honored when possible. However, we reserve the right to reroute as necessary. All outbound shipments must be tendered with a Bill of Lading. In the event the designated carrier fails to pick up by the specified time, such shipments will be rerouted by BH&L Decorators, Inc. **Specified (freight force) time can be obtained at the BH&L Service Desk or by calling customer service.**
- All shipments requiring special handling for any reason, or due to length, width or height, will be handled on a time and material basis.
- BH&L Decorators, Inc., as the Drayage Contractor, shall have control over all freight docks, doors, elevators and crate storage areas. Any shipment not handled by BH&L Decorators, Inc., but for which BH&L Decorators, Inc. is required to handle the storage of the empty shipping containers, a charge will be assessed.
- To avoid confusion, remove all expired shipping labels before shipment.
- Collect shipments will not be accepted unless written authorization is furnished by the shipper to accept the shipment. There will be a 25% surcharge (\$15.00 minimum) based on the amount advanced by BH&L Decorators, Inc.

**BH&L DECORATORS, INC. WILL ROUTE ALL SHIPMENTS
UNLESS SPECIAL ADVANCE ARRANGEMENTS ARE MADE . . .**

INSURANCE

BH&L Decorators, Inc. will not be responsible for the count or content of material after it has been placed in the exhibit area, before or during installation time, or at the conclusion of the event, or prior to taking physical count and possession in preparation to moving such materials.

You agree to hold harmless BH&L Decorators, Inc., for responsibility for concealed and/or apparent damage to uncrated and/or unskidded exhibit

| | |
|-------------------|-------------|
| Company Name: | Address: |
| Attention of: | City/State: |
| Signature: | Title: |
| Name of Show: ELA | Booth #: |

To assure the orderly processing of your material-handling service requirements it is absolutely essential that this form be
READ, COMPLETED and SIGNED by an officer of your organization, and RETURNED PROMPTLY TO:

**BH&L Decorators, Inc.
7601 Chancellor Drive, Orlando, Florida 32809**



UPS FreightSM Trade Show Services

Simplified shipping solutions

Inbound to the show

- Contact with a trade show specialist provides the right solution for moving your exhibit to and from the show—well before it begins.
- Advance warehousing streamlines the shipping process prior to shows and ensures priority delivery to the show floor.
- Round-the-clock tracking capabilities give you real-time information on exhibit materials and your booth.

Outbound from the show

- On-site UPS representatives advise on freight and package transportation options.
- Our full range of freight and package services includes ground or air service, as well as guaranteed* and time-definite urgent services.
- Coordinated package and freight pickups at the show help get you to the airport on time.

Contact Trade Show Services at 800.988.9889 or via email at tradeshow@upsfreight.com.



A complete range of services from the carrier you know and trust

Freight services:

- Ground freight
- Air freight
- Urgent

Package services:

- Ground
- Air
- International

UPS FreightSM Trade Show Services

Dedicated trade show experts available at 800.988.9889 or via email at tradeshow@upsfreight.com

Full range of services

Urgent

- Time-specific delivery by air or ground
- Expedited air and ground to and from shows

Standard

- Intact and on-time delivery from coast to coast or within the same city (two to five days, standard time)

Package

- On-site coordination of package and freight shipping

Tips for smoother trade show shipping

- Remove all old shipping labels and affix new shipping labels.
- Take advantage of our advance warehouse capabilities to eliminate tight delivery windows.
- Include deliver-by date on bill of lading for advance warehouse shipments.
- Include target (move-in) date on bill of lading if shipping directly to show site.
- Include booth number and phone number on bill of lading and on freight and package labels.

* In the event that UPS Freight fails to deliver the shipment by the agreed time and date, freight charges will be canceled. UPS Freight is not liable for any consequential damages arising from failure to deliver as agreed. See UPS Freight's Tariff and Terms and Conditions at l1l.upsfreight.com and any other applicable contract, as other restrictions may apply.

Online resources

- 24/7 shipment tracking provides real-time visibility
- Electronic bills of lading streamline shipment processing

Visit us at:
upsfreight.com/tradeshow
or call 800.988.9889

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Multimodal capabilities



TAB 4 – OFFICIAL SUPPLIERS/SERVICES

- Internet Service Order Form
- Internet Service Instructions & Conditions
- Telecommunications Service Form
- Electrical Service Order
- Electrical Labor Request
- Payment & Credit Card Charge Authorization
- Authorization to Distribute Sample Food & Beverage
- Food Sampling Guidelines
- Alcoholic Beverage Notification
- Computer & Audio Visual Equipment Forms
- Certificate of Liability Insurance Form
- Exhibit Structure Building Permit Application

CITY OF LOS ANGELES
LOS ANGELES CONVENTION CENTER

EROTICA L.A.

Receive 20% discount on utilities

(No discount on labor – Four or more electrical outlets ordered will require labor **and** credit card authorization form)



Electrical



Plumbing



Telecommunication

ORDERS WITH FULL PAYMENT MUST BE RECEIVED BY

May 22, 2009

TO QUALIFY FOR THE DISCOUNT

- Higher rates (\$\$) will be charged for on-site orders, upgrades, reconnection fees, etc.
 - Credit card payments must be honored at the time of processing or no discount will be given.
 - Credit card orders can be faxed to (213) 765-4444 or processed on-line @ <http://www.lacclink.com>
 - Orders paid by check must be received by the discount cut-off date. We do not accept checks on site.
 - Not sure what you need? ☎ Contact our office before the discount cut-off period ends. ⌚
 - Service order confirmations are sent via email. Make sure you provide your email address.
 - Payments sent by United States mail or other couriers (i.e. United Parcel Services, Fed-Ex, etc.) must be received Monday through Friday and during normal business hours (8:00 a.m. to 5:00 p.m.) only. *We are not responsible for late deliveries.*
- Note: (1) Postmark dates will not be honored; (2) Orders received after the discount date; and (3) Orders submitted without full payment will not qualify for the discount.

**** No credit will be given for services installed and not used ****

Mail your payments to:

Los Angeles Convention Center
Exhibitor Services Division
Erotica L.A.
1201 S. Figueroa Street
Los Angeles, CA 90015

Unsecure e-mail: *exhibitorservices@lacclink.com

***Do not use this e-mail address to send emails containing sensitive, personal information like credit card numbers, check numbers, etc.**



SMART CITY
5795 W. BADURA AVE, SUITE 110
LAS VEGAS, NEVADA 89118
888-446-6911
702-943-6001 (FAX)



Los Angeles Convention Center
CUSTOMER CONTRACT

BILLING INFORMATION / PAYMENT FORM

| | | |
|--|---------------------------------|---|
| Company Name | Booth / Room | Show Name: |
| Billing Name | | Show Dates: / / To / / |
| Billing Address | | Incentive Order Deadline: (see Incentive Price, Ts & Cs) |
| City, State / Country, Zip | | Email |
| Contact | Telephone Number () - | Fax Number () - |
| Credit Card Number: <input type="checkbox"/> AMX <input type="checkbox"/> MC <input type="checkbox"/> Visa | Expiration Date (MM / YY): / | |
| Print Card Holder Name: | | Card Holder Signature: |

Terms and Conditions / Payment Options

Smart City is the preferred provider and exclusive installer of all Data and Network services (wired and wireless) including communications cabling. This includes all cabling to meeting rooms, booths, within booths (under carpet and flooring), fiber optic, twisted pair (category 3, 5 and 6) and all other data related cabling. ▶ The use of the network connection(s) provided by Smart City may be used only by the directors, officers and employees of the Company, its guests, its agents and consultants while performing service for the Company and cannot be resold or distributed to other companies or individuals. ▶ All devices for which Smart City directly or indirectly provides Internet / Network connectivity must pay a device charge or purchase a Smart City assigned IP address. A complete description of all Smart City services, product glossary, terms and conditions may be found online at www.smartcity.com Conventions section.

Incentive Price applies when a completed order with payment is received no later than 20 days prior to the first day of show move-in. Base Price applies to (a) all orders received from One (1) to Nineteen (19) days before show move-in has started or (b) orders received on or before the 20 day Incentive Deadline without payment (c) orders placed on site or after show move-in has started will be at Base Price plus an additional 20% X Base Price. ▶ To avoid additional charges, Floor Plans are due 5 days prior to move-in. ▶ Orders received prior to the 1st day of show move-in should be installed 24 hours prior to show opening. ▶ Late orders / changes received after show move-in has started will be installed after all other show orders are completed (additional fees may apply).

1. The prices listed on this contract do not include Federal, State, Local or Other Taxes and Tax surcharges. Taxes / Tax surcharges will be included on your final bill. **Federal Tax ID is 65-0524748.**
2. Purchase Orders are not accepted as a form of payment but as a convenience can be referenced on your invoice upon prior written request.
3. Due to the cost of processing checks, any refunds due in the amount of \$10.00 or less will not be refunded except upon written request.
4. There will be a \$25 service charge for all returned checks.
5. Any unpaid balance after close of show will incur a 1.5% / month service charge.

Smart City accepts payments in US dollars, Checks drawn on a US bank, Wire Transfers or the following Credit Cards: (Amex, MasterCard, Visa,). Make all checks payable to: **Smart City**. Indicate method of payment and credit card on file: ☐ American Express ☐ MasterCard / Visa ☐ Check w / Credit Card on File ☐ Cash w / Credit Card on File ☐ Wire Transfer w / Credit Card on file. ▶ Credit Card charges are limited to \$10,000 / order. Orders exceeding \$10,000 must be paid by company check or money order. ▶ Checks must reference Facility and Show Name. ▶ Please contact Smart City for wire transfer instructions. Payer is responsible for all service charges.

A valid Credit Card number with signature MUST be on file regardless of payment method. For your convenience we will use this authorization to charge your credit card for any additional amounts incurred.

Completed Order Check List (Check all that apply):

- | | |
|---|---|
| <input type="checkbox"/> Completed Billing Information and Payment Form | <input type="checkbox"/> Completed Floor Plan |
| <input type="checkbox"/> Completed Service Contract for Internet / Network | <input type="checkbox"/> Completed Network Security Declaration (Internet / Network Only) |
| <input type="checkbox"/> Completed Service Contract for Special Quote / SOW (if applicable) | <input type="checkbox"/> Completed Wireless Declaration (Wireless Svc Only) |

Customer Acceptance of All Smart City Terms and Conditions / Attachments:

With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions and Attachments contained herein.

| | | | | |
|---|--|----------------------------------|-------|------|
| Print Authorized Name | | Authorized Signature | | Date |
| FOR SMART CITY USE: Payment Rec'd (Amount): | | Customer No: 2009 - 005 - | | |
| Payment Type: | <input type="checkbox"/> Check <input type="checkbox"/> Money Order <input type="checkbox"/> Cash <input type="checkbox"/> Wire Transfer <input type="checkbox"/> American Express <input type="checkbox"/> Master Card / Visa | | | |
| Note: | CSR: | | Date: | |

ORDER ON LINE: www.smartcity.com/orders/placeorder.asp

TERMS AND CONDITIONS (continued from page 1)

6. **Conditions for processing service contract for On-time Installation:** (a) Full payment for service(s) must accompany signed contract. (b) Incomplete contract forms will delay processing, please provide all information requested. (c) Booth number(s) must be identified on face of contract. (d) Complete Floor Plan itemizing location of service(s) in Customer's booth must be designated on form or customer provided diagram(s) 5 days prior to the 1st day of move-in to avoid additional charges. (e) Customer provided / ordered circuits must be installed and working 2 days before show move-in. Customer(s) must provide Smart City with Circuit Number and Provider's name. (f) Late orders / changes received after show move-in has started will be installed after all other show orders are completed (additional fee's may apply).
7. **CANCELLATION** - There is a minimum \$150 Cancellation fee. Cancellations must be in writing. Additional cancellation charges will apply for orders that have already incurred labor, material, and / or engineering costs. Some broadband services and special circuits cannot be cancelled once ordered and will incur full charges listed / quoted. Credit will not be given for service(s) installed and not used.
8. Service problems must be reported to the Smart City Service Desk. Service claims will not be considered unless filed in writing by Customer prior to close of show.
9. **Any additional cost incurred by SMART CITY to: 1) assist in trouble diagnosis or problem resolution found not to be the fault of SMART CITY or 2) collect information required to complete the installation that customer fails to provide (i.e. floor plans or special circuit numbers) may be billed to the Customer at the prevailing rate.**
10. **Equipment Management:** (a) Customers should pick up hubs, wireless devices, telephone instruments and other rental equipment at the Smart City Service Desk. Unused deposits paid will be refunded by mail within 60 days of show close following final reconciliation of your bill. (b) The Customer will be fully responsible for the protection and safekeeping of rental equipment and will be responsible for returning all rental equipment to the Smart City Service Desk within one (1) hour following close of the show. (c) The Smart City Service Desk will be open to handle equipment rentals during move-in and show.
11. Only Smart City personnel are authorized to modify system wiring or cabling. Material and equipment furnished by Smart City for this service contract shall remain the property of Smart City.
12. Unless otherwise directed, Smart City is authorized to cut floor coverings to permit installation of service.
13. Prices are based upon current rates and are subject to change without notice.
14. A per line move fee starting at \$200 (Internet) may apply to relocate the line(s) after it is installed.

INTERNET / NETWORK SPECIFIC:

15. Up to 100 Mbps, full-duplex, Ethernet access to our backbone, with shared or dedicated Internet access up to 128 Kbps or greater (depending on service ordered) via an RJ-45 jack, is provided for each connection ordered.
16. **Shared Services Specific:** Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are **not allowed with any** of our shared Internet / Network services. This includes, but is not limited to, Shared Ethernet, Shared EtherNAT, Shared Wireless and Basic EtherNAT. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for quote.
17. **Wireless Specific:** (a) Smart City is the preferred provider of wired and wireless data service(s) for the Facility. **Wireless Devices not authorized by Smart City are strictly prohibited.** Customer(s) that desire to showcase their wireless products must contact Smart City 21 days in advance of show move-in to investigate the potential of Smart City engineering a customized cohesive network to operate without interference to other Customer(s), (applicable charges may apply). (b) The use of any wireless device that interferes with the facility's 2.5 / 5.8 GHz wireless data frequency range is prohibited and subject to disconnection at the Customer expense.
18. Rates listed include a single IP address, standard installation to the booth in the most convenient manner and does not include computer equipment, NIC card, TCP / IP software or power to the booth.
19. Limited Availability: T-1 / DS-3 and other special circuit orders must be placed 45 days prior to show move-in date due to limited availability and to avoid additional charges.
20. **Network Security Declaration:** The Customer is responsible for providing a signed Network Security Declaration prior to Smart City activating Internet / Network Service(s) for each Customer.
21. **Wireless Performance Declaration:** The Customer is responsible for providing a signed Wireless Performance Declaration prior to Smart City activating Wireless Service(s) for each Customer.
22. See "Billing Information / Payment Form" - **Exclusive installer Data, Networking and Cabling.**
23. **Use of Network Connection:** (a) Services provided by Smart City are intended to facilitate communications between the Company's authorized users and the entities reachable through the Internet. Users of Smart City services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks. (b) Users of Smart City services **shall not disrupt** any of the Smart City or other associated networks as a whole or any equipment of system forming part of their systems, or any services provided over, or in connection with any of the Smart City or other associated networks. Smart City services shall not be used to transmit any communication where the meaning of the message, or its transmit distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.
24. **Internet Performance Disclaimer:** Smart City does not guarantee the performance, routing, or throughput; either expressed or implied, of any data circuit(s) connectivity with regards to the Internet and / or Internet backbone(s) beyond the Facility.
25. **Internet Security Disclaimer:** Smart City does not provide security such as, but not limited to, firewalls, etc. for any data circuit(s) we provide. It is the sole responsibility of the Customer to provide any necessary security. Customer is agreeing to hold Smart City; its agents and contractors harmless for any and all liabilities arising from the use of non-secured data circuits.
26. **VIRUS PROTECTION REQUIREMENT – WARNING –** Smart City requires that all devices directly or indirectly accessing Smart City's Network have the latest virus scan software, Windows security updates, system patches, and any other technological precautions necessary to protect yourself and others from viruses, malicious programs and other disruptive applications. Any device(s) which adversely impacts Smart City's network(s) will be disconnected from the network(s) with or without prior notice at Smart City's sole discretion. The device(s) in question will remain disconnected from the network(s) until all issues are adequately resolved. Additional charges may apply for trouble diagnosis and / or problem resolution. No refunds will be issued Customer(s) as the result of Smart City's actions to disconnect disruptive device(s).

ORDER ON LINE: www.smartcity.com/orders/placeorder.asp

*** Tipping is not permitted. Any request from personnel for gratuities should be reported to Management immediately. ***



SMART CITY
5795 W. BADURA AVE, SUITE 110
LAS VEGAS, NEVADA 89118
888-446-6911
702-943-6001 (FAX)



Los Angeles Convention Center

SERVICE CONTRACT

| | | |
|-----------------------|---------------------------|--|
| Company Name: | Booth / Room | Show Name: |
| Contact: | | Show Dates: / / To / / |
| Authorized Signature: | Phone: () - Date: / / | Incentive Order Deadline: (see Incentive Price & # 8 below) |

Important! Important! Please review the "Product Overview / Glossary" section of our literature to assure that the services you have selected will provide the required functionality for any application(s) you will be utilizing. A complete description of all services, product glossary and Ts & Cs may be found online at www.smartcity.com Conventions section. Please call if assistance is needed.

| Description of Service | Type | QTY | Incentive | Base | + Deposit | Total |
|---|---------|-----|--|-----------|-----------|-------|
| 1. Internet – Networking Services: (100 Base - T) | | | | | | |
| a. Shared Ethernet Service (1 Public IP address) | SE | | \$ 1,195 | \$ 1,495 | | |
| b. Additional Public IP Address / Device (Ethernet) | IA-SP | | \$ 150 | \$ 185 | | |
| c. Shared EtherNAT Service (1 Private IP address) | NE | | \$ 995 | \$ 1,245 | | |
| d. Additional Private IP Address / Device (EtherNAT) | IA-SN | | \$ 125 | \$ 155 | | |
| e. Basic EtherNAT (up to 128K / 512K) (1 Private IP address) - Limited Qty | BE | | \$ 795 | \$ 995 | | |
| f. Additional Private IP Address / Device (Basic EtherNAT) (2 Max) | IA-BN | | \$ 125 | \$ 155 | | |
| g. Shared Wireless Internet (Up to 256 Kbps) (802.11) (See T&C 17) | WI | | \$ 595 | \$ 745 | | |
| h. T-1 RapidData® Internet Services (Includes 29 IP addresses) | TS | | \$ 5,900 | \$ 7,375 | | |
| i. Additional Block of 29 IP addresses / Devices (T-1 Service Only) | IA-29 | | \$ 995 | \$ 1,245 | | |
| 2. Internet – Networking Services: Equipment | | | | | | |
| a. Hub Rental (8 Port) – 10 / 100 Base -T | H8 | | \$ 150 | \$ 185 | \$ 25 | |
| b. Hub Rental (24 Port) – 10 / 100 Base -T | H4 | | \$ 225 | \$ 280 | \$ 25 | |
| c. Patch cable (up to 50') – Cat 5 | PC | | \$ 50 | \$ 62 | | |
| 6. Special Line Services (For 3rd Party Circuit Extensions - Must order circuit from local Bell Co or Other Provider) | | | | | | |
| a. T-1 Extended Data / Telco circuit from Demarc to Booth (See T&C 19) | T2 / T1 | | \$ 2,000 | \$ 2,500 | | |
| b. DS-3 Extended circuit from Demarc to Booth (See T&C 19) | T3 | | \$ 9,000 | \$ 11,250 | | |
| c. Labor / Floor Work - Fee per hour (See T&C 22) | FW | | \$ 125 | \$ 125 | | |
| d. Point-to-Point / Special Engineering / VPN / Web Casting (See T&C 22) | VP / MI | | (Call 888-446-6911 for quote) | | | |
| 7. Special Quote – Attachment A or SOW (if applicable) | MI | | (Call 888-446-6911 for quote) | | | |
| 8. Move – In / On Site order fee (if ordering service after show move-in has started). | | | (20%) x (Base Price) | | | |
| 9. Distance Fee of \$500 for each line outside the convention venue. | | | x (number of lines) | | | |
| | | | SUBTOTAL | | | |
| Unused portions of deposits returned with final billing. | | | ESTIMATED 10% TAX / FEES DEPOSIT = SUBTOTAL x 10% | | | |
| TOTAL PAYMENT MUST ACCOMPANY ORDER. Credit Card users may fax order to 702-943-6001 | | | GRAND TOTAL | | | |

***** Incentive Price applies to orders received With Payment 20 days prior to the 1st day of show move-in. *****

| | | |
|-----------------------|-----------------|----------------------------------|
| FOR SMART CITY USE: | Type of Service | Customer No: 2009 - 005 - |
| Special Instructions: | CSR: | Date: |

TERMS AND CONDITIONS (continued from pages 1 & 2)**LIMITATION OF LIABILITY**

Limited Warranty. SMART CITY warrants that: (a) it has the right to provide and install all Data, and Network Services and Applications (the "Services"). In the event that the Services are not performed in accordance with this warranty you agree to inform SMART CITY of such fact, by written notice prior to close of the Show / Event, and, as your sole and exclusive remedy, SMART CITY will either: (a) repair or replace the Services to correct any defects in performance without any additional charge to you, or (b) in the event that such repair or replacement cannot be done within a reasonable time, terminate the Customer Contract and provide you with a pro rata refund of the fees paid to SMART CITY for the Services hereunder with respect to such calendar year.

The foregoing warranties will not apply to the extent that: (a) the Services are used for any purpose other than those set forth in this Customer Contract regardless of whether SMART CITY has terminated this Customer Contract because of such misuse; (b) the cause of a breach of warranty is due to a malfunction in your hardware, software or communications network through which the Services are accessed; or (c) the cause of a breach of warranty is due to any other cause outside of our sole and reasonable control.

DISCLAIMER OF WARRANTY. THE FOREGOING CONSTITUTE OUR ONLY WARRANTIES WITH RESPECT TO THE PERFORMANCE OR NONPERFORMANCE OF THE SYSTEMS AND APPLICATIONS AND/OR THE SERVICES WHICH ARE OTHERWISE PROVIDED ON AN "AS IS" AND "AS AVAILABLE" BASIS. THE FOREGOING LIMITED WARRANTIES ARE IN LIEU OF, AND SMART CITY HEREBY EXPRESSLY DISCLAIMS, ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

Indemnification.

Each party agrees to indemnify, defend, and hold harmless the other party, its affiliates, and their current and former employees and agents, and defend any action brought against same with respect to any claim, demand, cause of action, debt or liability (including reasonable attorneys' fees) brought by a third party arising out of, or in connection with a breach of the other party's representations, warranties, covenants and agreements set forth in this Customer Contract or to the extent attributable to such party's gross negligence or willful misconduct.

In claiming any indemnification hereunder, the indemnified party shall promptly provide the indemnifying party with written notice of any claim which the indemnified party believes falls within the scope of the foregoing paragraphs. The indemnified party may, at its own expense, assist in the defense if it so chooses, provided that the indemnifying party shall control such defense and all negotiations relative to the settlement of any such claim and further provided that any settlement intended to bind the indemnified party shall not be final without the indemnified party's written consent, which shall not be unreasonably withheld.

The terms of these provisions shall survive the expiration or termination of this Customer Contract.

LIMITATION OF LIABILITY. EXCEPT FOR OUR WILLFUL MISCONDUCT OR GROSS NEGLIGENCE, YOU AGREE THAT UNDER NO CIRCUMSTANCES IS SMART CITY LIABLE TO YOU FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES OR LOST PROFITS ARISING OUT OF THE SYSTEMS OR OUR SERVICES OR OBLIGATIONS UNDER THIS AGREEMENT EVEN IF SMART CITY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN ANY EVENT, YOUR EXCLUSIVE REMEDY AND OUR ENTIRE LIABILITY TO YOU FOR ANY REASON UPON ANY CAUSE OF ACTION ARISING OUT OF THE SYSTEM OR OUR SERVICES UNDER THIS AGREEMENT SHALL BE THE AMOUNT ACTUALLY PAID BY YOU TO SMART CITY WITH RESPECT TO THOSE DEFICIENT SERVICES. THE LIMITATION OF LIABILITY PROVIDED BY THIS SECTION IS LIMITED TO OUR DUTIES AND LIABILITIES BY REASON OF THIS AGREEMENT ONLY, AND DOES NOT AFFECT ANY OTHER RELATIONSHIP SMART CITY MAY HAVE WITH YOU.

THE FOREGOING LIMITATION IS A FUNDAMENTAL PART OF THE BASIS OF THE BARGAIN HEREUNDER AND IS INTENDED TO APPLY WITHOUT REGARD TO WHETHER OTHER PROVISIONS OF THIS AGREEMENT HAVE BEEN BREACHED OR HAVE BEEN HELD TO BE INVALID OR INEFFECTIVE.

NO ACTION, REGARDLESS OF FORM, ARISING OUT OF OR RELATED TO THE USE OF THE SERVICES PURSUANT TO THIS AGREEMENT MAY BE BROUGHT BY YOU MORE THAN 12 MONTHS AFTER THE CAUSE OF ACTION FIRST AROSE.

(1) All Customer contracts and agreements are solely between SMART CITY and the prospective Customer; (2) SMART CITY is not the employee, agent or partner of the Facility; (3) The Facility is not a party to, nor shall it have any obligations or liabilities whatsoever to any Customer, under any Customer Contract including without limitation, the obligation to provide any of the services covered by such Customer Contract; (4) No representations or warranties are being made by the Facility with respect to any Customer Contract or any Communications Services; (5) The right of the Customer to receive any Communications Service will be terminated if this Agreement is terminated for any reason provided therein; and the Facility will have no obligation to continue providing such service unless the Facility elects in its sole discretion to continue to provide such services itself or through a third party; (6) The provisions of the Customer Contract are separate and independent from the provisions of the Customer's lease space in the building and shall not affect the Customer's obligations under such lease and without limiting the foregoing, in no event shall any default by SMART CITY under the Customer Contract or any failure with respect to any Communications Services have any effect on any Customer's obligations to the Facility under any lease or any other occupancy agreement between such Customer and the Facility.

Mail or Fax Completed Orders with Payment and Floor Plan To

SMART CITY
5795 W. BADURA AVENUE, SUITE 110
LAS VEGAS, NEVADA 89118
(888) 446-6911 FAX (702) 943-6001

ORDER ON LINE: www.smartcity.com/orders/placeorder.asp

*** Tipping is not permitted. Any request from personnel for gratuities should be reported to Management immediately. ***

Network Security Declaration

Center: Los Angeles CC (005) - CA
Show: _____

Company Name: _____
Booth / Room #: _____
Customer / Ref #: 2009 - 005 -

The Network Security Policy implemented for this Facility requires Customer(s) adherence to several necessary precautions in order for Smart City to maintain a healthy, viable network for all Customers. This declaration of compliance with the security requirements as noted herein is an acknowledgement of Smart City's filtering policies and must be completed, signed by an authorized Customer representative and mailed or faxed to Smart City prior to the requested network service(s) being activated for Customer's usage.

Network Security Policy:

Smart City requires that all devices directly or indirectly accessing Smart City's network(s) have the latest virus scan software, Windows® security updates, system patches, and any other technological precautions necessary to protect the Customer(s) and others from viruses, malicious programs, and other disruptive applications. Any device(s) which adversely impacts Smart City's network(s) may cause service interruptions to Customer(s) which can lead to disconnection of the Customer's equipment from the network(s), with or without prior notice at Smart City's sole discretion. The device(s) in question will remain disconnected until all issues are adequately resolved. All charges will apply and no refunds will be given. Additional charges may apply for trouble diagnosis and / or problem resolution.

Smart City has implemented filtering policies on all Internet routers. These filters block all inbound Internet Control Message Protocol (ICMP) -- Ping, Traceroute, etc. -- destined to any Smart City Network(s). Smart City understands that Ping and Traceroute are valuable troubleshooting tools; therefore Smart City's Policy does allow ICMP (Ping & Traceroute) packets sourced from any Smart City network(s).

Further, to avoid infection by common Internet worms (Nachi, MSBlaster, LoveSAN, etc.), Smart City has implemented similar filters on the following TCP and UDP port numbers: UDP – 137, 138, 402, 1434 and TCP – 135, 139, 402, 445, 4444.

Customers requiring inbound or outbound access to any of the filtered ports, should contact a Smart City customer service representative in advance of the event with details of the specific requirements so that Smart City may consider the potential of a customized alternative.

Each Customer's business is important to Smart City and with advanced and timely notification of a Customer's needs we are confident that we can provide network services that perform as expected for all clients.

***** Please inform all show site personnel about the importance of Smart City's Network Security compliance issues *****

***** Services are activated after Smart City is in receipt of this signed declaration of compliance with our network security requirements *****

Are You Renting Computers? ☐ Yes ☐ No Rental Company Name: _____

Rental Company Contact: _____ Contact Number: _____

Device(s) Operating System: _____ Total # of Devices: _____

Type of Anti-Virus Software Installed: ☐ Norton ☐ McAfee ☐ Other: _____

Virus Scan Last Updated: _____ Date Security Updates Last Performed: _____ Date

With execution of this document the Customer hereby attests that Customer provided equipment, which will be connected to Smart City's network(s) at the above noted Facility and Show / Event has been properly protected, contains anti-virus software, and the latest patches and security updates have been installed. Customer(s) also accepts the responsibility for the performance of Customer's equipment and understands the conditions placed on service delivery by this document as well as the potential that additional charges may be incurred should Customer's equipment be found to adversely impact Smart City's network(s) performance. The Customer acknowledges that this Network Security Declaration is part of the Customer Contract allowing Smart City to provide requested service(s) and is subject to change without notice.

Signature _____

Date _____

Printed Name _____

Title _____

Wireless Performance Declaration

Center: Los Angeles CC (005) - CA
Show: _____

Company Name: _____
Booth / Room #: _____
Customer / Ref #: 2009 - 005 -

Overview

Smart City is the exclusive provider for wired and wireless services for the Facility and has in operation a wireless 802.11 a / b / g system. The wireless service offers Internet access at speeds up to 256K servicing Customers as well as attendees. The actual maximum bandwidth available depends on how many users are accessing the network simultaneously at any given time. Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with this connection. Smart City can engineer custom dedicated network(s) to accommodate such special requests. Please call for quote.

Wireless is an entry level service ideal for web surfing and checking web based email. Smart City's Wireless Network can be accessed throughout the Facility by using a Wi-Fi® compatible 802.11 a / b / g network card or one of our rental bridge units (limited quantity of bridge units, call for availability).

Wireless service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Smart City cannot guarantee that interference will not occur. Smart City does **NOT** recommend wireless service for mission critical services such as product presentation or demonstrations. For demonstrations or to present products and other mission critical activity, via the Internet, Smart City highly recommends Customer(s) purchase hardwired services such as Shared Ethernet, Shared EtherNAT or T-1 service.

If you are unsure which of our products will best suit your needs please call our Customer Service Department at (888) 446-6911 and one of our Customer Service Representatives will be happy to assist you.

Restrictions and Special Requests

Due to the extensive coverage Smart City provides for the Facility, **NO** Customer provided access points are authorized for use within the Facility without Smart City prior approval (wireless access points without adjustable power outputs can not be authorized under any circumstances). Customer(s) who attempt to set up their own wireless system can interfere with the Smart City Wireless Network. Smart City requires all Customers showcasing their wireless products to contact Smart City 21 days prior to the show move-in so that we may engineer a cohesive network operating without interference (all approvals will incur a site survey fee). Per our Terms and Conditions listed on Smart City's Customer Contract, misuse of any wireless service may result in service interruption to yourself or other Customers and can lead to disconnection of the Customer's equipment. **No service refunds will be given.**

ALL WIRELESS ACCESS POINTS NOT AUTHORIZED BY SMART CITY ARE PROHIBITED.

I hereby attest that I understand the limitations and vulnerabilities of the wireless service provided by Smart City. I also understand that if I use this service for any reason including, but not limited to, demonstrating, showcasing or presenting my product(s), Smart City will not be responsible for possible interference that I may experience. Refunds will not be given for service issues found not to be the fault of Smart City. Upon receipt of this form, Smart City Wireless Services and / or Customer(s) authorized wireless AP devices (with Smart City's approval) will be activated / available for your use.

Signature: _____ Date: _____
Printed Name: _____ Title: _____
Email: _____ Contact Phone #: _____



Floor Plan – Communications Cable

Center: Los Angeles CC (005) - CA
 Show: _____

Company Name: _____
 Booth / Room #: _____
 Customer / Ref #: 2009 - 005 -

Data and Network communications cabling. Smart City is the **exclusive installer** of Data communications cabling. Smart City provides cabling to booths, within booths (under carpet and flooring) and from booth-to-booth. Fiber Optic, twisted pair (Category 3, 5 and 6) and all other data cable fall under Smart City's area of expertise.

IMPORTANT!! Prior to installation of service, a complete floor plan is required. Please utilize this grid should you not have your own floor plan to send us. You may use a different floor plan for each service group (Internet, Wireless, etc.) or combine all services on one floor plan. For a floor plan to be considered complete it **must** include all the information listed below (Main Distribution Location "MDL", designated location of items within the booth, surrounding booths, scale-length and width).

Adjacent Booth or Aisle# _____

| | | | | | | | | | |
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Adjacent Booth or Aisle# _____

X = Main Distribution Location (**MDL**) – The originating line(s) for service, whether from overhead, a floor pocket or a column, will be delivered to a "**MDL**" before being distributed within your booth. Example: Storage area, back of booth, etc. (unless specified, the default for the "**MDL**" will be the back of the booth or at Smart City's discretion, the most convenient location). All distribution of services to their final destination within the booth will originate from the "**MDL**". A per line move fee will apply to relocate services within your booth after they have been engineered and / or installed.

T = Location of Telephones, Fax lines or other telecommunications equipment "**T**".

I / H / PC / C = Location of primary Internet Service "**I**", Hubs "**H**", Patch Cables "**PC**" and / or Computers "**C**". For Smart City to perform your floor work, you will need to indicate the location of each item you want cabled. Make sure to order your floor work, hubs, and patch cables early and in advance of the show moving in.

Orientation = The Booth or Aisle #'s surrounding your booth. A minimum of one surrounding Booth or Aisle # is required (two or more would be more helpful) for Smart City to accurately install your services.

Size = Booth dimensions (example 10x10) _____. **Scale** = 1 Box is equal to _____ ft.

Internet / Networking Overview

A – Z Introduction to Services

Important! Smart City offers a wide variety of bandwidth options; please review to assure that the services you have selected will provide the required functionality for the application(s) you will be utilizing. Smart City provisions services using 10 Base - T, half-duplex, Ethernet protocols. IP Addresses are statically assigned. Throughput is measured in megabits per second (Mbps) and kilobits per seconds (Kbps). Customer's computers must be configured to accept Ethernet. Customer must have their own Electrical Power, Network Interface Card (NIC), Web browser and all other necessary computer equipment / programs. While Smart City supports POP3 and SMTP mail protocols, Smart City does not offer / provide POP3 or SMTP mail server(s) / email account(s).

Shared Services, which includes but are not limited to the **Basic EtherNAT**, **Shared EtherNAT**, **Shared Ethernet** and **Shared Wireless** services, do not allow Routers, Streaming Applications, Voice over IP (VoIP), Dynamic Host Configuration Protocol (DHCP), Network Address Translation (NAT) or Proxy Servers with the connection. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for a quote.

Basic EtherNAT, **Shared EtherNAT** and **Shared Wireless** are entry level services that are good for surfing the web, showing and checking web based email. They use Static Private IP Addresses or Log-in and Password (with NAT addressing) to provide access to the Internet. The following is a partial list of the basic capabilities and limitations of these services:

Supported Services

- ☐ General web browsing: HTTP and HTTPS
- ☐ Outbound services originating from the center: FTP (file transfer), TFTP (file transfer), Telnet, POP3 mail and SMTP mail protocols
- ☐ Most outbound remote control applications such as PC Anywhere, Citrix, and Remote Desktop Protocol (RDP)
- ☐ Basic Instant Messaging

Limitations

- ☐ Any application or service that requires an outside Internet user to directly access an internal server or service such as a Web server or email server in the booth
- ☐ Virtual Private Networks (VPN) may not work and cannot be guaranteed or supported
- ☐ Inbound Simple Network Management Protocol (SNMP) connections will not work
- ☐ Inbound File Transfer Protocol (FTP) connections will not work
- ☐ Net Meeting will not work inbound or outbound
- ☐ Advanced features of Instant Messaging such as whiteboard sharing will not work
- ☐ Inbound remote access / control Applications such as PC Anywhere, Citrix, and Remote Desktop will not work
- ☐ No proxy servers or other NAT devices allowed. This includes Netgear and Linksys Cable / DSL routers. These devices will not function properly because the private IP addresses that we use will overlap with what are generally Linksys, Netgear and DLink

Basic EtherNAT – (up to 128 K Up / 512 K Down) (Private IP Address) (Limited Quantity) (100 Base - T) –

Provides a shared entry level rate limited service of up to 128 Kbps Upstream and 512 Kbps Downstream that is ideal for basic web surfing and checking web based email. It is up to 100 Mbps, full-duplex, Ethernet access to the backbone with shared Internet access of up to 1.54 Mbps or greater. The actual maximum bandwidth available is dependent upon how many users are accessing the backbone simultaneously at any given time. Access for the originating connection plus a maximum of two additional devices can be purchased with this service. Basic EtherNAT uses Log-in and Password (with NAT addressing) to provide access to the Internet. Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with this connection. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for a quote.

Custom Engineering

- **Dynamic Host Configuration Protocol (DHCP)** – Provides a mechanism for allocating IP addresses dynamically, so that addresses automatically can be reused when hosts no longer need them. This service requires special accommodation and configuration and must be arranged with Smart City in advance of the show.
- **LAN / WAN / VPN Construction** – Smart City can customize the network configuration you need to make your event a success. Networking booth-to-booth, to surrounding hotels, or to your home office Intranet? Call Smart City and let us design a network that fits your needs and your budget!
- **Network Address Translation (NAT)** – A method of connecting multiple computers to the Internet using one IP address. Allows customer(s) to have a private internal network separate from the Internet, but can receive information from it. NAT allows customer(s) to have multiple hosts on an internal network and use of the Internet via a single gateway connection. Automatically provides firewall style protection without any special setup by only allowing connections that originate on the inside of the network. This service requires special accommodation and configuration and must be arranged with Smart City in advance of the show.
- **Special Circuits** – Smart City can provision DS-3s, OC-3s, and larger circuits / bandwidth. Call for availability and pricing.
- **Virtual Local Area Network (VLAN)** – A means of configuring devices (PCs) so that they can communicate as if they were attached to the same wire, when in fact they are located on a number of different LAN segments. Because VLANs are based on logical instead of physical connections they are extremely flexible, provide security through utilizing virtual private networking, and can be used to connect remote locations.

Internet / Networking Overview

Custom Engineering (continued)

- **Web Casting** – Live video or recorded videos from the Facility event to the website of choice.

Cyber Café – Computers in one or more areas allowing attendees and Facility customer(s) to browse the Internet and access to email.

Dry Pair (Extended 3rd Party Circuits) – See “Special Line Services”.

Hub Rental – 8 Port or 24 Port (10 / 100 Base - T) – Allows a 100 Mbps, full-duplex, Ethernet connection to be distributed for up to 7 other users (8 port hub) or 23 other users (24 port hub). Deposit required for rental. Customer is responsible for the return of the equipment.

Patch Cable – Up to 50 foot Category 5 - Ethernet standard Category 5 cable terminated with the proper jacks on either end. The default termination is RJ45.

Shared EtherNAT – (Private IP Address) (100 Base - T) – Provides a shared entry level service that is ideal for basic web surfing and checking web based email. It is up to 100 Mbps, full-duplex, Ethernet access to the backbone with shared Internet access of up to 1.54 Mbps and greater. The actual maximum bandwidth available is dependent upon how many users are accessing the backbone simultaneously at any given time. EtherNAT uses private IP addresses. The private IP's all map to a single “real” public IP address. Connection comes with a single IP address. Additional IP addresses can be purchased and multiple computers can be connected to the network using this connection. Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with this connection. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for a quote.

Shared Ethernet – (Public IP Address) (100 Base - T) – Provides shared access to the Internet via a shared 100 Mbps, full-duplex, Ethernet access to the backbone with shared Internet access of up to 1.54 Mbps and greater. The actual maximum bandwidth available is dependent upon how many users are accessing the backbone simultaneously at any given time. Connection comes with a single IP address. Additional IP addresses can be purchased and multiple computers can be connected to the network using this connection. Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with this connection. Smart City can engineer a custom dedicated network(s) to accommodate such special requests. Please call for a quote.

Shared Wireless – See “Wireless Internet”.

Special Line Services (Dry Pair - Extended 3rd Party Circuits) – Extension of a Customer's service(s) ordered from the local Telephone Co. or other Provider (e.g. Sprint, Bell Telephone, AT&T etc). The 3rd party provider will bring the circuit to the Facility Demarc and Smart City will be responsible for extending services to the Customer's booth. Customer must order a Dry Pair Extension from Smart City. This includes T-1, DS-3, OC-3, or any other special circuit not provided by Smart City. If utilizing an outside carrier for T-1s or other special circuits we need to have an installation date, the carrier name and contact, and the circuit ID# so we can identify and extend the proper circuit. Consult the Order Form for extension prices.

T-1 RapidData® Internet (Dedicated) (100 Base - T) – Smart City's RapidData® T-1 provides up to 100 Mbps, full-duplex, Ethernet access to the backbone with dedicated Internet access of 1.54 Mbps. Connection programmed for 29 IP addresses / Devices. Additional IP addresses / Devices can be purchased. Best for Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers.

Wireless Internet (Shared Service) (Private IP Address) – Provides shared access to the Internet with up to 256 Kbps of throughput via a Wireless Local Area Network connection for a single connection to a single computer. This is an entry level service that is ideal for web surfing and checking web based email. Smart City's wireless network can be accessed throughout the Facility by using a Wi-Fi® compatible 802.11 a / b / g network card or one of our rental bridge units (limited quantity of bridge units, please call for availability). The actual maximum bandwidth available is dependent upon how many users are accessing the wireless network simultaneously at any given time. Customer(s) will be issued a unique User ID and Password for each wireless connection ordered. Customer(s) cannot utilize a hub, router, or data switch to distribute to multiple computers with this service.

Wireless service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Smart City cannot guarantee that interference will not occur. Smart City does NOT recommend wireless service for mission critical services such as product presentation or demonstrations. For demonstrations and product presentations we highly recommend Customers purchase hard wired services such as Shared Ethernet, Shared EtherNAT, Basic EtherNAT or T-1 service. Due to the extensive coverage Smart City provides for the Facility, **NO** Customer provided wireless access points are authorized for use within the Facility without Smart City approval (wireless access points without adjustable power outputs can not be authorized under any circumstances). Routers, Streaming Applications, VoIP, DHCP, NAT or Proxy Servers are not allowed with our Shared Wireless service. **Wireless Access Points Not Authorized By Smart City Are Prohibited.** Smart City can engineer a custom dedicated wireless network(s) to accommodate special requests (WEP Key with 40 or 128 bit encryption, authentication, DHCP, etc). Please call for a quote.



2009 TELECOMMUNICATIONS SERVICE ORDER

Events Held: January 1 - December 31, 2009

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
E-mail: exhibitorservices@lacclink.com

| | | | | | |
|--|--|--|-------------------------------------|-----------------|-----|
| NAME OF EVENT | | EVENT DATES | | BOOTH NUMBER(S) | |
| EXHIBITING FIRM/COMPANY | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | |
| ADDRESS | | CITY | | STATE | ZIP |
| TELEPHONE | | FAX | | E-MAIL | |
| ORDER ONLINE AT www.lacclink.com <small>click: Services Provided</small> <small>then</small> <small>click: Exhibitor Services</small> | | PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM NO. CCA MUST ACCOMPANY THIS ORDER. PAYMENT IN U.S. DOLLARS. <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> COMPANY CHECK <input type="checkbox"/> CERTIFIED CHECK <input type="checkbox"/> DINERS CLUB <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA <input type="checkbox"/> DISCOVER <div style="color: red; text-align: center; font-weight: bold;">MAKE CHECK PAYABLE TO: LOS ANGELES CONVENTION CENTER</div> | | | |
| PLEASE SEE BACK OF FORM FOR RATE DEFINITION AND INFORMATION AND CONDITIONS FOR SERVICES PROVIDED | | | | | |

| (1) TYPE OF SERVICE | QTY | DISCOUNT | STANDARD | ON-SITE | AMOUNT |
|--|-----|----------|----------|---------|--------|
| A. Single Line (must Dial 9 then number) | | \$248 | \$310 | \$341 | |
| B. Multi Line (minimum 2 lines/1 phone) (rate listed is per line) | | \$248 | \$310 | \$341 | |
| C. Modem Line (Direct Dial) (credit card authorization required). | | \$320 | \$400 | \$440 | |
| D. Dedicated Line (Direct Dial) (credit card authorization required) | | \$320 | \$400 | \$440 | |
| E. Dry Pair | | \$320 | \$400 | \$440 | |
| Circuit No. _____ | | | | | |
| Local Calls include 213 Area Code <u>only</u> | | | | | |
| <input type="checkbox"/> For Toll Calls and Long Distance access, include Credit Card Authorizaion | | | | | |
| SUBTOTAL (1) | | | | | \$ |

| (2) SPECIAL SERVICES AVAILABLE (credit card authorization required) | QTY | DISCOUNT | STANDARD | ON-SITE | AMOUNT |
|---|-----|----------|----------|---------|--------|
| A. Broadcasting ISDN BRI Line (includes LACC connection and SBC ISDN line) . . . | | \$480 | \$600 | \$660 | |
| B. Broadcasting ISDN Connection (LACC connection only/user provides ISDN line) . . . | | \$336 | \$420 | \$462 | |
| For T-1 Service or Special Requirements contract LACC Client IT Service Division at (213) 765-4647. <u>no less than 30 days</u> prior to show for confirmation of service and installation coordination. | | | | | |
| SUBTOTAL (2) | | | | | \$ |

| (3) TELEPHONE INSTRUMENTS | QTY | DISCOUNT | STANDARD | ON-SITE | AMOUNT |
|--|-----|----------|----------|---------|--------|
| Single Line Touch Tone Phone (you keep at end of show) See 1A | | \$24 | \$30 | \$33 | |
| NOTE: Exhibitor must pick up phone at Exhibitor Services Desk | | | | | |
| SUBTOTAL (3) | | | | | \$ |

| | |
|---|----|
| ADD SUBTOTALS 1 - 3 FOR TOTAL AMOUNT DUE | \$ |
|---|----|

| | |
|---|---|
| <p>SERVICE LOCATION - For 10x10 in-line booths and peninsula booths, use the space below to indicate placement of service. Island booths must submit a floor plan that includes proper orientation and measurements in feet and inches.</p> <div style="margin-top: 20px;"> <div style="display: flex; justify-content: space-between;"> <div style="text-align: center;"> <p>Front of booth</p> <div style="border: 1px solid black; width: 50px; height: 50px; margin: 0 auto;"></div> </div> <div style="text-align: center;"> <p>Show location of service</p> </div> </div> <div style="margin-top: 20px;"> <p>Rear of booth</p> </div> </div> | <p>TELECOMMUNICATIONS LABOR RATES (1/2 HOUR INCREMENTS)</p> <p>Monday - Friday 8:00 a.m. - 4:30 p.m. \$ 70/Hr.</p> <p>All other times, Sat., Sun., Holidays \$140/Hr.</p> <p>Relocation charge per line \$70</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p style="text-align: center; margin: 0;">FOR OFFICE USE ONLY</p> <div style="display: flex; justify-content: space-between;"> <div>Form of Payment _____</div> <div>ORIGINAL (EXHIBITOR SERVICES)</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Amount \$ _____</div> <div>Date: _____</div> <div>YELLOW (EXHIBITOR)</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Received By _____</div> <div>ID # _____</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Date Entered _____</div> <div>Initial _____</div> </div> <div style="display: flex; justify-content: space-between;"> <div>Ext. # _____</div> <div style="border: 1px solid black; padding: 10px; text-align: center; width: 100px;"> NO. T9 </div> </div> </div> |
|---|---|

In submitting this order, the parties requesting service acknowledge that they have read and understand the Information and Conditions on the reverse side of this order form and agree to accept the terms therein.

INFORMATION AND CONDITIONS

The Los Angeles Convention Center (LACC) is the exclusive provider of telecommunication services within its facilities. This includes all exhibit halls, meeting rooms, public areas, exterior areas, and parking lots/garages. All requirements for telecommunication services, whether originating or terminating in the LACC, must be arranged and coordinated with the LACC Client IT Services Division.

In providing the services requested in this order, neither the City of Los Angeles, nor its officers, employees, agents, contractors nor subcontractors shall be liable to Exhibitor for any damages, including special, incidental or consequential damages for loss, damage, or expense, directly or indirectly arising from Exhibitor's use or inability to use the services herein requested, or for commercial loss of any kind (including loss of business or profits) whether or not the City of Los Angeles has been advised of the possibility of such damage or loss.

A. SERVICE ORDER REQUEST AND PAYMENT

1. This service order form MUST BE RECEIVED with full payment or credit card payment by the Discount Cut-Off Date established for the respective show. Discount dates are normally set twenty-one (21) days prior to first scheduled show day for the DISCOUNT to be applied. Check exhibitor manual for actual date.
2. Orders must be accurate and come with accurate floor plans denoting placement of services to be qualified for the discount. All changes in service will be charged at the standard rate. All additional services ordered on-site will be subject to the on-site rate (see No. 3 below).
3. All service orders received on or after the first move in day are subject to a 10% on-site charge.
4. Booth number and location of telephone connection must be identified for processing of order.
5. Credit card authorization must be on file for long distance access and toll calls.
6. Long distance access will be unrestricted unless requested otherwise.
7. Credit cannot be given for service or equipment installed and not used.
8. All long distance calls are subject to applicable local, State and Federal taxes.
9. A final summary statement detailing calls and charges, including taxes, will be sent to addressee listed on this form.
10. A show directory will be prepared and distributed prior to show opening.
11. **Refunds will not be granted for service installed and deemed inoperative due to faulty Exhibitor equipment or off site service problem.**
12. A \$35.00 service fee will be charged for returned checks.

B. SERVICE INSTALLATION AND EQUIPMENT USE

1. Single Line Phones. Exhibitor may supply their own single line touch tone telephone, or
2. Single line phones purchased from the LACC shall become the property of the Exhibitor upon issuance. Telephones may be purchased at the LACC Exhibitor Services Desk.
3. Multi-Line Phones require a deposit of \$350 (minimum) for each multi-line unit, must be paid prior to issuance. Open credit card draft will be required for deposit. The Exhibitor will be responsible for the LACC telephone equipment while in Exhibitor's possession. Multi-line telephone headsets must be returned at the close of the exposition.
4. Material and equipment supplied by the LACC shall remain the property of the LACC.
5. Unless otherwise directed, LACC installing personnel are authorized to cut booth floor covering when required for installation of service.
6. A labor charge will be assessed for re-locating after initial installation has been completed.
7. Testing or troubleshooting Exhibitor equipment when requested to determine reason for inoperative service shall be done on a time and material basis.

C. TYPE OF SERVICE

SINGLE LINE – Basis service includes one voice line. PBX must dial 9 then dial number. Telephone not included. See B1 above.

MULTI-LINE TELEPHONE REQUIREMENTS – A multi-button, touch tone telephone set, provided a main number and more than one line on a single phone instrument.

TELEPHONE SETS SUPPLIED BY EXHIBITORS MUST BE TOUCH TONE AND MEET FCC REGULATIONS.

DEDICATED LINES AND DRY PAIR are for circuits only – The LACC Client IT Services Division is able to provide access to services for data and voice transmission. For additional information or service requirements, call (213) 765-4647.

TO GUARANTEE SERVICE FOR T1, ISDN, OR CATEGORY 5 CABLE INSTALLATION REQUIREMENTS, ORDER MUST BE PLACED WITH LACC NO LESS THAN 30 DAYS PRIOR TO SHOW.



2009 ELECTRICAL SERVICE ORDER

Events Held: January 1 - December 31, 2009

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
E-mail: exhibitorservices@lacclink.com

| | | | | | | | | | | | | | | |
|--|-----|--|----------|-------------|---------------------|-------------------------------------|----------|-----------------|----------------------------------|----------|---------------------|---------|---|----|
| NAME OF EVENT | | | | EVENT DATES | | | | BOOTH NUMBER(S) | | | | | | |
| EXHIBITING FIRM/COMPANY | | | | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | | | | | | | |
| ADDRESS | | | | CITY | | | | STATE ZIP | | | | | | |
| TELEPHONE | | | | FAX | | | | E-MAIL | | | | | | |
| ORDER ONLINE AT www.lacclink.com PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM NO. CCA MUST ACCOMPANY THIS ORDER. PAYMENT IN U.S. DOLLARS. | | | | | | | | | | | | | | |
| <div style="display: flex; justify-content: space-between;"> <div style="width: 30%;"> <p><small>click: Services Provided then click: Exhibitor</small></p> </div> <div style="width: 70%;"> <p> <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> COMPANY CHECK <input type="checkbox"/> CERTIFIED CHECK <input type="checkbox"/> DINERS CLUB <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA <input type="checkbox"/> DISCOVER </p> <p style="text-align: center; color: red;">MAKE CHECK PAYABLE TO: LOS ANGELES CONVENTION CENTER</p> </div> </div> | | | | | | | | | | | | | | |
| PLEASE SEE BACK OF FORM FOR RATE DEFINITION AND INFORMATION AND CONDITIONS FOR SERVICES PROVIDED | | | | | | | | | | | | | | |
| (1) QTY 120 VOLT POWER & LIGHTING OUTLETS | | | | | | | | | | | | | | |
| | | Single Outlet up to 500 Watts | | \$88 | \$110 | \$121 | | | | | | | | |
| | | Single Outlet up to 1000 Watts | | \$124 | \$155 | \$171 | | | | | | | | |
| | | Single Outlet up to 1500 Watts | | \$172 | \$215 | \$237 | | | | | | | | |
| | | Single Outlet up to 2000 Watts | | \$196 | \$245 | \$270 | | | | | | | | |
| Additional labor charge required to install outlets other than at rear of booth or standard placement. See B5 on back of form. Please submit plan showing outlet locations and booth orientation. | | | | | | | | | | | SUBTOTAL (1) | \$ | | |
| (2) QTY FLOODLIGHTS & SPOTLIGHTS | | | | | | | | | | | | | | |
| | | 150 Watt (equivalent) Floodlight | | \$108 | \$135 | \$149 | | | | | | | | |
| | | 1000 Watt Par 64 Quartz Light (Halls ABGHJK Only) installed on catwalk railing | | \$216 | \$270 | \$297 | | | | | | | | |
| | | 1000 Watt Par 64 Quartz Light (Kentia Hall) installed on columns or unistrut | | \$256 | \$320 | \$352 | | | | | | | | |
| Additional labor may be required for non-standard installations. See LACC Lighting Policy for additional details. | | | | | | | | | | | SUBTOTAL (2) | \$ | | |
| (3) 208/480 VOLT POWER CONNECTIONS (INCLUDES LABOR & MATERIAL) SEE C REVERSE SIDE FOR INSTALLATION PROCEDURES | | | | | | | | | | | | | | |
| 208 VOLT, 1Ø | | | | | 208 VOLT, 3Ø | | | | 480 VOLT, 3Ø (NO NEUTRAL) | | | | AMOUNT | |
| AMPERAGE | QTY | DISCOUNT | STANDARD | ON-SITE | QTY | DISCOUNT | STANDARD | ON-SITE | QTY | DISCOUNT | STANDARD | ON-SITE | | |
| 10 AMP | | \$272 | \$340 | \$374 | | \$396 | \$495 | \$545 | | \$600 | \$750 | \$825 | | |
| 20 AMP | | \$408 | \$510 | \$561 | | \$520 | \$650 | \$715 | | \$720 | \$900 | \$990 | | |
| 30 AMP | | \$504 | \$630 | \$693 | | \$552 | \$690 | \$759 | | \$840 | \$1,050 | \$1,155 | | |
| 60 AMP | | \$636 | \$795 | \$875 | | \$836 | \$1,045 | \$1,150 | | \$1,596 | \$1,995 | \$2,195 | | |
| 100 AMP | | \$836 | \$1,045 | \$1,254 | | \$1,200 | \$1,500 | \$1,650 | | \$2,560 | \$3,200 | \$3,520 | | |
| 200 AMP | | \$1,400 | \$1,750 | \$1,925 | | \$2,200 | \$2,750 | \$3,025 | | \$4,780 | \$5,975 | \$6,573 | | |
| For amps above 200, please call LACC Exhibitor Services. 480V service is a 3-wire system with equipment ground (no neutral). | | | | | | | | | | | | | | |
| Submit floor plan indicating volts, amps, and phase of each piece of equipment to be hooked up. Also indicate desired location of main power drop, location of all equipment to be connected, and booth orientation. | | | | | | | | | | | | | SUBTOTAL (3) | \$ |
| 24 HOUR SERVICE50% OF SERVICE CHARGE | | | | | | | | | | | | | | |
| Indicate specifically which services require 24 hour service and add additional 50% for each service. | | | | | | | | | | | | | | |
| All 24 hour service must be identified on the floor plan. | | | | | | | | | | | | | SUBTOTAL (4) | \$ |
| SERVICE LOCATION - For 10x10 in-line booths and peninsula booths, use the space below to indicate placement of service. Island booths must submit a floor plan that includes proper orientation and measurements in feet and inches. | | | | | | | | | | | | | ADD ABOVE SUBTOTALS 1 - 4 \$ | |
| <div style="display: flex;"> <div style="width: 40%;"> <p>Front of booth</p> <div style="border: 1px solid black; width: 50px; height: 50px; margin: 10px 0;"></div> <p>Show location of service</p> <p>Rear of booth</p> </div> <div style="width: 40%; border: 1px solid black; padding: 5px;"> <p style="text-align: center; margin: 0;">FOR OFFICE USE ONLY</p> <p>Form of Payment _____</p> <p>Amount \$ _____ Date: _____</p> <p>Received By: _____ ID # _____</p> <p>Date Entered: _____ Initial _____</p> </div> <div style="width: 20%; border: 1px solid black; padding: 5px;"> <p>ORIGINAL (EXHIBITOR SERVICES)</p> <p>YELLOW (EXHIBITOR)</p> <p style="text-align: center; font-weight: bold; font-size: 1.2em;">NO. E9</p> </div> </div> | | | | | | | | | | | | | | |

In submitting this order, the parties requesting service acknowledge that they have read and understand the Information and Conditions on the reverse side of this order form and agree to accept the terms therein.

INFORMATION AND CONDITIONS

The Los Angeles Convention Center (LACC) is the exclusive provider of electrical services within its facilities. This includes all exhibit halls, meeting rooms, public areas, exterior areas, and parking lots/garages. All requirements to install, connect, repair, alter, or distribute power for electrical and lighting are to be completed by LACC electrical services personnel. Material and equipment provided by LACC shall remain the property of LACC.

In providing the services requested in this order, neither the City of Los Angeles, nor its officers, employees, agents, contractors nor subcontractors shall be liable to client, Exhibitor, and related vendors for special, incidental or consequential damages for loss, damage, or expense, directly or indirectly arising from the provision or non-provision of the services herein requested, for commercial loss of any kind (including loss of business or profits) whether or not the City of Los Angeles has been advised of the possibility of such damage or loss.

A. SERVICE ORDER REQUEST AND PAYMENT

1. This service order form MUST BE RECEIVED **with full payment or credit card payment** by the Discount Cut-Off Date established for the respective show. Discount dates are normally set twenty-one (21) days prior to first scheduled show day for the DISCOUNT to be applied. Check exhibitor manual for actual date.
2. Orders must be accurate and come with accurate floor plans denoting placement of services to be qualified for the discount. All changes in service will be charged at the standard rate. All additional services ordered on-site will be subject to the on-site rate (see No. 3 below).
3. **All service orders received on or after the first move in day are subject to a 10% on-site charge.**
4. Failure to provide all the necessary information requested on this form, and on required supplemental forms, may result in a delay of service installation.
5. Credit cannot be given for service or equipment installed and not used.
6. Refund will not be considered unless filed in writing by the Exhibitor **PRIOR** to the close of the exposition. Please allow thirty (30) days for processing.
7. LACC conducts an installation audit of power supplied to all exhibits. Exhibitors using power not ordered will be required to pay the on-site rate to continue service. Power may be disconnected pending receipt of full payment. If disconnection occurs, a reconnection fee of \$40.00 will be required.
8. A \$35.00 service fee will be charged for returned checks.
9. Checks are not accepted for on site orders or at the Exhibitor Services Desk.

B. SERVICE REQUIREMENTS AND RESTRICTIONS

1. Only LACC electricians are allowed to make electrical installations and connections.
2. Unless otherwise instructed by the Exhibitor, LACC personnel will cut floor coverings and walls to install service.
3. LACC is not responsible for voltage fluctuations or power failures. Exhibitors are encouraged to supply their own surge protection equipment.
4. All electrical equipment, components, fixtures, cabling, etc., must be listed by Underwriters Laboratory (UL), or approved by the City of Los Angeles' Testing Laboratory (Test Lab), and shall be labeled accordingly. All electrical work must be done in accordance with all local, state, and national electrical codes.
5. Electrical labor must be ordered when the service requested exceeds standard installation criteria or for requests to alter or repair exhibit equipment, or relocate service. Examples include: installing more than 3 outlets to locations other than "standard rear of booth" placement; installing electric cords and cables throughout the booth; relocating service(s) installed; installing power from overhead catwalks; installing service that exceeds standard cable lengths/runs; and installing exhibitor lighting. See LACC Labor Request Form for more details.
6. Neon signs, lights, or other equipment containing high voltage potential and/or other approved sources of heat, must be contained within an approved enclosure and adequately protected from possible damage, and mounted in an area of the exhibit where personnel and attendees cannot come in contact with the sign/equipment. All cabling, ballasts, and other components must be approved for high voltage application. NO fabric or combustible material can be near the heat source.
7. All equipment must be properly grounded. Extension cords must be 14 gauge/3-wire grounding type or larger. All splices and connections must be made in an approved enclosure. No open splices are allowed.
8. All 120-volt electrical equipment and devices within 6 feet of a water/liquid source must be protected by a Ground Fault Circuit Interrupter (GFI).

C. 120/208/480V HOOK-UP INSTALLATION PROCEDURE

1. All equipment must display complete information including: amperage, voltage, phase, cycle, KVA, etc. If **no information** is available, electrical charges shall be computed at 70% of the main breaker or main fuse size of equipment. Circuit ampacity/KVA must be sized to allow for start-up current and long continuous loads.
2. Notify LACC Exhibitor Services Desk when **equipment is in exhibit position.**
3. LACC electrician will audit power requirements and adjust requirements if necessary. Exhibitor shall return to Exhibitor Services Desk for payment of service due to changes or adjustment to original service request.
4. An installer will be dispatched based on receipt of order and proceed with hook-up.
5. **In the event the installer's time is not compatible with Exhibitor's schedule:**
 - (a) Exhibitors may leave after audit and adjustments have been made. Installation will be completed as audited; however, equipment will not be energized unless exhibitor is present.
 - (b) **Electrical equipment power rotation will be done only when Exhibitor is present.**



2009 ELECTRICAL LABOR REQUEST

Events Held: January 1 - December 31, 2009

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
E-mail: exhibitorservices@lacclink.com

| | | | | | |
|--|--|--|-------------------------------------|-----------------|-----|
| NAME OF EVENT | | EVENT DATES | | BOOTH NUMBER(S) | |
| EXHIBITING FIRM/COMPANY | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | |
| ADDRESS | | CITY | | STATE | ZIP |
| TELEPHONE | | FAX | | E-MAIL | |
| ORDER ON LINE AT www.lacclink.com | | PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM NO. CCA MUST ACCOMPANY THIS ORDER. PAYMENT IN U.S. DOLLARS. | | | |
| <small>click:</small> Services Provided <small>then</small> <small>click:</small> Exhibitor Services | | <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> COMPANY CHECK <input type="checkbox"/> CERTIFIED CHECK <input type="checkbox"/> DINERS CLUB <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA <input type="checkbox"/> DISCOVER <p style="text-align: center; color: red; margin-top: 10px;">MAKE CHECK PAYABLE TO: LOS ANGELES CONVENTION CENTER</p> | | | |

1. Please submit labor request form with credit card authorization no less than twenty (20) days prior to the first scheduled show day. Labor ordered after this time will be scheduled based on availability and on a first come, first serve basis.
2. Electrical labor must be ordered when the type of service requested exceeds standard installation criteria, when a request is made to alter or repair exhibit equipment or when lighting is installed. Examples in which additional labor is required include: installing more than three (3) outlets to specific locations on the floor other than "standard rear of booth" placement; installing electrical cords and cables throughout the booth; relocating service(s) once installed; installing, wiring, adjusting, and removing Exhibitor/Contractor owned light fixtures and related equipment; installing power from overhead (catwalks, etc.), and installing services that exceed standard cable lengths/runs.
3. Once floor power has been installed, Exhibitors may mount and plug-in their own standard (non-theatrical) lights providing the installation can be completed by one (1) person in fifteen (15) minutes. Installations exceeding fifteen (15) minutes must be done by LACC Electrical staff. For theatrical style lighting, see LACC Lighting Policy.
4. Requests for modifications to the schedule (including cancellations) must be received no less than 48 hours prior to the beginning of the respective work shift. Modifications and/or cancellations made without prior notification will be subject to corresponding labor charges and staff availability.
5. Please fill-in the required information below. Be sure to include schedule for move-in and move-out (if required). Labor is ordered in half-hour increments. Total charges will be calculated according to actual hours worked.

| SCHEDULE | | | # OF HRS. | QUANTITY | | | RATE | \$ TOTALS |
|----------|---------|---------|-----------|----------|-----|---------|------|-----------|
| DATE(S) | START | END | | ELECT. | JLG | SCISSOR | | |
| | AM / PM | AM / PM | | | | | HR | |
| | AM / PM | AM / PM | | | | | HR | |
| | AM / PM | AM / PM | | | | | HR | |
| | AM / PM | AM / PM | | | | | HR | |
| | AM / PM | AM / PM | | | | | HR | |
| | AM / PM | AM / PM | | | | | HR | |

Labor and Material are not subject to discount.

TOTAL AMOUNT DUE = \$ _____

Straight Time (ST) hours are Monday through Friday (excluding holidays) 8:00 A.M. to 4:30 P.M. Overtime (OT) hours are 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 10:30 P.M. (Monday through Friday), and 6:00 A.M. to 10:30 P.M. on weekends and holidays. Night Rate (NR) hours are 10:30 P.M. to 6:00 A.M., 7 days a week.

Electrical Labor and Equipment Rates:

| | <u>ST</u> | <u>OT</u> | <u>NR</u> |
|-----------------------------------|-------------|-------------|-------------|
| Electrician: | \$70.00/hr | \$140.00/hr | \$210.00/hr |
| Scissor lift with Operator: | \$200.00/hr | \$270.00/hr | \$395.00/hr |
| Boom Lift/JLG lift with Operator: | \$250.00/hr | \$320.00/hr | \$445.00/hr |

NO. ELR9



PAYMENT & CREDIT CARD CHARGE AUTHORIZATION

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080

| | | | | | | | | | |
|--|--|---|------------------------------|------|--|-------------------------------------|------|----------------|-----|
| NAME OF EVENT | | | EVENT DATES | | | BOOTH NUMBER | | | |
| EXHIBITING FIRM/COMPANY | | | | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | | |
| ADDRESS | | | | CITY | | STATE | | ZIP | |
| TELEPHONE | | | FAX | | | E-MAIL | | | |
| CREDIT CARD CHARGE AUTHORIZATION | | | | | | | | | |
| <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> DISCOVER <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA | | | | | | | | | |
| ACCOUNT NUMBER | | <div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div><div></div></div> | | | | | | EXP. DATE / | |
| MO. / YEAR | | | | | | | | STATE | ZIP |
| Card Holder's Billing Address - IF DIFFERENT FROM ABOVE | | | | | | | | | |
| CITY | | | | | | | | | |
| PRINT CARD HOLDER'S NAME | | | CARD HOLDERS' SIGNATURE X | | | | DATE | | |

DO NOT SEND EMAILS CONTAINING SENSITIVE, PERSONAL INFORMATION LIKE CREDIT CARD NUMBERS, CHECK NUMBERS, ETC

Please complete the information requested and return this form with your service orders. You may choose to pay by credit card, or check; however, **we require your credit card authorization to be on file with LACC.** Full payment or credit card authorization must be received 21 days prior to the first show day to qualify for the discount on pre-show orders. Payment or credit card authorization received after cut-off date will be charged at the on-site order rate. **LACC will use this authorization to charge your credit card for any additional charges incurred as a result of on-site orders placed by your representative(s).**

TOTAL FROM EACH ORDER FORM

| | | |
|--|----|------------------------------------|
| ELECTRICAL | \$ | |
| ELECTRICAL LABOR (Move-in & Move-out) | \$ | |
| (Electrical Labor invoices will be calculated according to actual hours worked.) | | |
| TELECOMMUNICATIONS | \$ | |
| TELECOMMUNICATIONS LABOR | \$ | |
| TOLL AND LONG DISTANCE CHARGES | \$ | (Billed at the close of the event) |
| PLUMBING | \$ | |
| PLUMBING LABOR | \$ | |
| BUILDING PERMIT FEE | \$ | |
| OTHER (specify) _____ | \$ | |
| OTHER (specify) _____ | \$ | |
| OTHER (specify) _____ | \$ | |
| | | |

Los Angeles Convention Center Federal Tax ID #95-6000-735

TOTAL AMOUNT DUE

Make check payable to the **LOS ANGELES CONVENTION CENTER** or indicate the amount to be charged to the credit card on pre-show orders.

1. No. _____ Date _____ Amount \$ _____

Checks must be drawn on U.S. Bank and in U.S. currency.

OR

2. Charge credit card for pre-show orders in the amount of \$ _____

FOR OFFICE USE ONLY

Date received _____

Discount Cut-off Date _____

ORIGINAL (Exhibitor Services)

YELLOW (Exhibitor)



2009
AUTHORIZATION TO DISTRIBUTE
SAMPLE FOOD AND BEVERAGE

Events Held: January 1 - December 31, 2009

ARAMARK
FOOD SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 765-4512
FAX: (213) 765-4552
TDD: (213) 763-5080

| | | | | | |
|---|-----|-------------|-------------------------------------|-----------------|--|
| NAME OF EVENT | | EVENT DATES | | BOOTH NUMBER(S) | |
| EXHIBITING FIRM/COMPANY | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | |
| ADDRESS | | CITY | STATE | ZIP | |
| TELEPHONE | FAX | | E-MAIL | | |
| PLEASE SEE BACK OF FORM FOR INFORMATION AND CONDITIONS FOR SERVICES PROVIDED | | | | | |

GENERAL CONDITIONS

- 1) **INSURANCE REQUIREMENTS** - Product liability insurance is required when sample food is distributed in the LACC.

- 2) Samples distributed are limited to products manufactured, processed, distributed by and germane to the business of the exhibiting firm.

- 3) Items be given away are limited to the following samples sizes:

ALCOHOLIC BEVERAGES - Distribution of alcoholic beverages is prohibited unless the required approvals and permits have been obtained from the LACC. Please see item #8 on the back of this form.

NON-ALCOHOLIC BEVERAGES - Maximum of 2 oz. per serving.

FOOD ITEMS - "BITE SIZE" samples not to exceed 2 oz. per sample.

- 4) Items requiring preparation such as heating, cooling, and refrigeration, must meet the requirements of the LACC and obtain from the county of Los Angeles Health Department a permit to sell food.

- 5) Disposal of food items must be arranged and disposed in the proper manner established by the LACC.

- 6) **Exhibitors may not sell food or beverage in the LACC.**

PRODUCT INFORMATION

| | |
|---|--------------------|
| Product To Be Dispensed _____ | Portion Size _____ |
| Proposed Method of Dispensing _____ | |
| Food samples may be subject to display protection such as sneeze guard or other Health Department requirements. | |
| How will product be prepared ? _____ | |
| Please explain purpose of offering sample. _____ | |

Please return **all** copies no less than thirty (30) days prior to show date to:

LOS ANGELES CONVENTION CENTER
c/o ARAMARK
1201 South Figueroa Street
Los Angeles, CA 90015

LACC USE ONLY

| | | | |
|-------------|---|------------|--------------------|
| DISPOSITION | <input type="checkbox"/> Forwarded to Food Service For Review | Date _____ | ORIGINAL (ARAMARK) |
| | <input type="checkbox"/> LACC Approved _____ | Date _____ | YELLOW (EXHIBITOR) |

In submitting this order, the parties requesting service acknowledge that they have read and understand the Terms and Conditions on the reverse side of this order form and agree to accept the terms therein.

TERMS AND CONDITIONS

1. Please provide the information requested on this form to ensure a timely response to this request.
2. Return **all** copies to the LACC **not less than thirty (30) days** prior to scheduled show.
3. If further description of food/beverage samples is necessary, please attach explanation to form.
4. Food and beverage items **NOT** manufactured, processed, or germane to the business of the exhibiting firm **MUST** be purchased from the LACC.
5. Please notify Food Services (ARAMARK) if any changes are made to original request.
6. Method of trash disposal, perishable food items, and cooking material from the exhibit booths will be subject to review and approval of the LACC.
7. Dispensing, storage, and disposal of food/beverage product is the responsibility of the exhibitor and must meet all provisions required by the LACC and local public health agencies.
8. Companies approved for dispensing food or beverage must provide liability insurance **prior** to dispensing of product.

The following endorsements must be included:

- a. **COMPREHENSIVE GENERAL LIABILITY** with a minimum limit of \$1,000,000 for each occurrence. Insurance must include product and vendor liability, blanket contract liability, water damage legal liability and independent contractor's liability.
 - b. **WORKER'S COMPENSATION AND EMPLOYEE LIABILITY** with a minimum limit of \$1,000,000 for each occurrence.
 - c. The coverage must include the City of Los Angeles, the Los Angeles Convention Center, and ARAMARK Sports and Entertainment Services, LLC.
 - d. Insurance provided shall be in form and issued by companies authorized to do business in the State of California.
9. **ALCOHOLIC BEVERAGES**

Distribution of alcoholic beverages in pre-approved sample portions requires the following:

- a. Additional insurance coverage for liquor and host liability in the amount **not less than** \$1 million.
- b. Sample portions restricted to 1 ounce for beer; 1 ounce for wine; and ¼ ounce for liquor.
- c. Purchase and handling of alcoholic beverages required through appropriate agencies.

Please direct all inquiries to : ARAMARK
Los Angeles Convention Center
1201 South Figueroa Street
Los Angeles, CA 90015
(213) 741-1151, X4512

THE LOS ANGELES CONVENTION CENTER IS A NON-SMOKING FACILITY



Los Angeles Convention Center

FOOD SAMPLING GUIDELINES

Effective January 1, 2009

The Los Angeles Convention Center (LACC) is the exclusive concessionaire of food and beverage items within the LACC. The LACC waives its right for the purpose of allowing exhibitors to sample food and beverage product considered germane to their area of business.

Please note the following guidelines with respect to food sampling at the LACC.

Food Sampling Form:

LACC's **Authorization to Distribute Sample Food and Beverage Form (ADSFB)** outlines conditions of waivers. Exhibitors wishing to sample within the confines of their booth must submit the ADSFB form thirty (30) days prior to the first show day (for consideration and approval). Strict adherence to sampling portions; product liability insurance, and Los Angeles County Department of Health (LACDH) requirements will be enforced.

Further it must be noted that the LACC prohibits the selling of food and beverage items for public consumption.

Product Liability Insurance:

Product liability insurance is required from all exhibitors wishing to sample food and beverage products within their exhibit booth. Insurance is required for pre-packaged food and beverage items as well as products produced on premises. Insurance certificates should list the City of Los Angeles, LACC, as well as Aramark Corporation as a blanketed additional insured. Exhibitors who fail to provide said insurance will be precluded from sampling until compliance has been fulfilled (please refer to ADSFB).

Los Angeles County Health Department (LADOH) Permit:

The LADOH requires all exhibitors wishing to sample food and beverage products obtain a LADOH permit. Permits are obtained by submitting the applicable form and fee to the LADOH (address located below).

Note: It is imperative that you communicate these regulations to prospective exhibitors well in advance as the LADOH will audit the event for compliance. Exhibitors failing to meet the permit requirements will be subject to a violation notice and termination of the service.

For additional information, please peruse the food sampling guidelines located on page 8 of "The Event Planners' Guide". Further clarification of guidelines should be directed to your Event Manager.

For Reference:

Los Angeles County Department of Health Services
Environmental Health
Northeast District Office
3530 Wilshire Blvd., 9th Floor
Los Angeles, CA 90010
(213) 351-7892

ARAMARK(LACC Food Services)
Los Angeles Convention Center
1201 South Figueroa Street
Los Angeles, CA 90015
(213)-741-1151, Ext. 4512

**NO ALCOHOLIC
BEVERAGES OF ANY KIND
ARE PERMITTED ON THE
SHOW FLOOR AT ANY
TIME!**

**THANK YOU FOR YOUR
COOPERATION!**

SHOW MANAGEMENT

Erotica LA 2009

June 12-14, 2009
Los Angeles Convention Center
Los Angeles, CA

OFFICIAL CONTRACTOR

Official Computer & Audio Visual Rental
Order Form

Rentsys®
800.955.5171
979.690.5826 fax
www.rentsys.com

| LCD Displays | Show Rate | Qty. | Total |
|---|---|------|-------|
| 19" LCD FLAT PANEL DISPLAY | \$125.00 | | |
| 20" LCD FLAT PANEL DISPLAY | \$195.00 | | |
| 23"/24" LCD FLAT PANEL DISPLAY | \$295.00 | | |
| 26"/27" LCD FLAT PANEL DISPLAY | \$345.00 | | |
| 30" LCD FLAT PANEL DISPLAY | \$545.00 | | |
| 40" LCD FLAT PANEL DISPLAY | \$895.00 | | |
| 42" LCD FLAT PANEL DISPLAY (1080p) | \$995.00 | | |
| 46" LCD FLAT PANEL DISPLAY | \$1,395.00 | | |
| Plasma Displays | Show Rate | Qty. | Total |
| 42" PLASMA DISPLAY | \$695.00 | | |
| 50" PLASMA DISPLAY | \$795.00 | | |
| 37" HITACHI PLASMA DISPLAY 4:3 | \$995.00 | | |
| 61" PLASMA DISPLAY | \$1,595.00 | | |
| 65" PLASMA DISPLAY | Call For Availability | | |
| LCD & Plasma Accessories (only available when renting one of the above displays) | Show Rate | Qty. | Total |
| FLOOR STAND - DUAL POST <input type="checkbox"/> COBRA <input type="checkbox"/> (CHECK ONE) | \$95.00 | | |
| SIDE MOUNT SPEAKERS FOR FLAT PANEL 30" OR LARGER | \$75.00 | | |
| SOUNDBAR FOR FLAT PANEL 20" OR SMALLER | \$25.00 | | |
| WALL MOUNT FOR FLAT PANEL LESS THAN 30" - TILT <input type="checkbox"/> FLAT <input type="checkbox"/> (CHECK ONE) | No Charge | | |
| WALL MOUNT FOR FLAT PANEL 30" OR LARGER - TILT <input type="checkbox"/> FLAT <input type="checkbox"/> (CHECK ONE) | \$25.00 | | |
| Special Items | Show Rate | Qty. | Total |
| INTERACTIVE KIOSK | Call For Availability | | |
| Desktop Computers | Show Rate | Qty. | Total |
| HP EVO D530, PENTIUM IV, 2.8 GHz, 512MB, 40GB | \$175.00 | | |
| DELL OPTIPLEX GX270, PENTIUM IV, 3.0 GHz, 512MB, 40GB | \$225.00 | | |
| HP7800, CORE 2 DUO, 2.33 GHz, 2GB, 80GB, DVD/CDRW | \$285.00 | | |
| DELL OPTIPLEX GX745, CORE 2 DUO, 2.4 GHz, 2GB, 160GB | \$295.00 | | |
| Notebook Computers | Show Rate | Qty. | Total |
| DELL D600, PENTIUM IVM, 2.0 GHz, 512MB, 40GB, DVD/CDR, WIRELESS NIC | \$195.00 | | |
| DELL D630, CORE 2 DUO, 2 GHz, 2GB, 80 GB, WIRELESS NIC | \$325.00 | | |
| HP NC8430, CORE 2 DUO, 2 GHz, 2GB, 80GB, DVDRW, WIRELESS NIC | \$325.00 | | |
| Computer Operating Systems | Show Rate | Qty. | Total |
| WINDOWS 2000 <input type="checkbox"/> WINDOWS XP <input type="checkbox"/> WINDOWS VISTA <input type="checkbox"/> (CHECK ONE) | No Charge | | |
| OFFICE 2000 <input type="checkbox"/> OFFICE XP <input type="checkbox"/> OFFICE 2003 <input type="checkbox"/> OFFICE 2007 <input type="checkbox"/> (CHECK ONE) | \$45.00 | | |
| Audio & Video Equipment | Show Rate | Qty. | Total |
| DATA PROJECTOR (2400 LUMENS) PROXIMA 6860 | \$595.00 | | |
| DATA PROJECTOR (3000 LUMENS) NEC VT770 | \$795.00 | | |
| DATA PROJECTOR (5000 LUMENS) SANYO PLC-XP56 | \$1,295.00 | | |
| DVD PLAYER WITH S-VIDEO OUTPUT | \$75.00 | | |
| WIRED MICROPHONE: HANDHELD <input type="checkbox"/> LAVALIER <input type="checkbox"/> (CHECK ONE) | \$75.00 | | |
| UHF WIRELESS MICROPHONE: HEADSET <input type="checkbox"/> LAVALIER <input type="checkbox"/> (CHECK ONE) | \$175.00 | | |
| SOUND SYSTEMS WITH (2) SPEAKERS/STANDS, (1) 4 CHANNEL MIXER | \$275.00 | | |
| Printers & Computer Accessories | Show Rate | Qty. | Total |
| HP 4300 LASERJET PRINTER (45 PPM) | \$185.00 | | |
| HP 4600 COLOR LASERJET PRINTER (16 PPM) | \$495.00 | | |
| YAMAHA STEREO COMPUTER SPEAKERS (for PC) | \$15.00 | | |
| Additional Item(s): | | | |
| Notes: | Subtotal | | |
| | *Show rate is for entire length of show | | |
| | PLEASE COMPLETE BOTH PAGES | | |

| |
|---|
| Show Name: Erotica LA 2009 |
| Location: Los Angeles, CA |
| Exhibitor Information |
| Company Name: _____ |
| Address: _____ |
| Phone: () - _____ |
| Ordered By: _____ |
| On-site Contact: _____ |
| On-site Contact Cell Phone: () - _____ |
| Show Information |
| Booth Number: _____ |
| Delivery Date: _____ |
| Delivery Time: 8-10 <input type="checkbox"/> 10-12 <input type="checkbox"/> 1-3 <input type="checkbox"/> 3-5 <input type="checkbox"/> |
| <p>- Equipment cannot be delivered to an empty booth. An authorized representative must sign for all equipment at the time of delivery. If the authorized representative is not available at the specified time indicated above, then the additional delivery charges will apply.</p> <p>- Equipment will be picked up from your booth after the show closes. You are responsible for equipment until picked up by Rentsys personnel.</p> |
| Payment Information |
| <p>For your convenience, we will use this authorization to charge your credit card account for your advance order, and any additional amount incurred as a result of show site orders placed by your representative. These charges may include applicable sales tax, labor, material handling, freight and/or delivery. Please complete the requested information below.</p> |
| <p>Check One: MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> VISA <input type="checkbox"/></p> |
| Account Number: _____ |
| Customer Code (Purchasing Card Only) _____ |
| Expiration Date: _____ |
| Card Holder's Name _____ |
| Signature: _____ |
| Printed Name: _____ |
| Email Address: _____ |
| Charge Summary |
| Subtotal Previous Page: \$ _____ |
| Delivery Charge: +\$ _____ |
| (1 to 3 items; \$125.00, 4 items and above ask sales associate)* |
| Sales Tax (8.25%): +\$ _____ |
| Total Charges: \$ _____ |
| *Items ordered after the deadlines are subject to availability and additional charges/delivery fees. E1 |

Freight & Drayage Charges

In the event that freight and drayage charges are incurred, all expenses will be billed directly to your account.

Terms and Conditions

Full payment, including applicable sales tax is due in advance. Purchase orders are not considered payment unless otherwise approved and accepted in advance by Rentsys.

Rentals

All equipment rentals are based on a "per show" rental unless otherwise specified. Rental prices do not include labor, delivery and removal of equipment from your booth unless otherwise specified. Rentsys reserves the right to substitute like equipment.

Rental Agreement

It is understood and agreed that the customer is renting Rentsys equipment for a specified period of time and is responsible for its safe return. Customer agrees to be billed for any damages or loss of the equipment other than caused by normal operation.

Credits

It is your responsibility to advise our service center representative of any problems with your rental equipment, and to check your invoice for accuracy prior to the close of the exhibition.

Cancellations

1. Cancellations of equipment and services must be received 2 weeks prior to show start.
2. If equipment and services have already been provided at the time of cancellation, original charges will apply.

Unpaid Balances

Should there be any unpaid balances at the close of the show, terms will be net, due and payable in Houston, Texas upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will accrue a finance charge of 1.5% per month, which is an interest rate of 18%, and future orders will be on a pre-payment 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 shall either be applied to reduce the principal unpaid balance or refunded to the payer. This terms and condition agreement shall be governed and construed with the laws of the State of Texas.

Rental Rate

The rental rate charge is valid for the entire show.

| |
|---|
| Authorized Signature |
| I have read and understand the above policies. Authorized Signature: _____ |
| <p>Fax Back 979.690.5826 Questions? 800.955.5171 E-mail: sales@rentsys.com</p> |
| <p>If paying by check, please mail to: Rentsys Tradeshow Division 200 Quality Circle College Station, TX 77845</p> |



Los Angeles Convention Center, Los Angeles, California

June 12 - 14, 2009

(Coverage dates: June 11 - 15, 2009 to include set-up and tear down)

E: insurance@shahinian.com

W: shahinianinsurance.com

Agency License # OC30554

EXHIBITOR INSURANCE PROGRAM COVERAGE HIGHLIGHTS

| GENERAL LIABILITY COVERAGE FEATURES | | |
|---|-------------|--|
| COVERAGE DESCRIPTION | | NOTABLE EXCLUSIONS |
| This coverage defends and indemnifies you for alleged negligence resulting in a covered claim while acting in your capacity as an exhibitor. Coverage applies during set-up, while exhibition is in progress, and during tear down. | | <ul style="list-style-type: none"> • Nuclear Energy • Asbestos • Employment Related Practices • Product Liability (except for food and beverage vendors) |
| COVERAGE TERRITORY | | NON-ADMITTED CARRIER |
| The United States | | Penn-Star Insurance Company Rated "A" Excellent by AM Best |
| LIMIT OF LIABILITY | | Insured exhibitors will receive a Certificate of Insurance AVN Media Network, Inc. will automatically be listed as an additional insured. |
| General Aggregate | \$2,000,000 | |
| Products/Completed Operations* | 1,000,000 | |
| Each Occurrence Limit | 1,000,000 | |
| Defense costs in addition to the limit of liability | | |
| *coverage required for food and beverage vendors | | |
| DEDUCTABLE | | |
| \$0 | | |



This is only a brief description. Please refer to your policies for complete details of Terms, Conditions and Exclusions.



202 Fashion Lane
Suite 101
Tustin, California
92780-3319

TEL: 714.544.3963
800.457.2231
FAX: 714.544.4370

Los Angeles Convention Center, Los Angeles, California

June 12 - 14, 2009

(Coverage dates: June 11 - 15, 2009 to include set-up and tear down)

E: insurance@shahinian.com

W: shahinianinsurance.com

Agency License # OC30554

EXHIBITOR INSURANCE PROGRAM ENROLLMENT FORM

| EXHIBITOR INFORMATION | EXHIBITOR INFORMATION (Description of products sold) |
|--|---|
| Owners Name: _____ Business Name: _____ Address: _____ City: _____ State: _____ Zip: _____ Contact Person: _____ Phone: _____ Fax: _____ Email: _____ | _____ _____ _____ _____ _____ _____ |
| | SHOW INFORMATION |
| | Move-In Date: _____ Move-Out Date: _____ |
| PREMIUM AND FEE * | PAYMENT INFORMATION |
| Commercial General Liability Coverage (coverage dates required: 6/11/09 to 6/15/09) \$1,000,000 Limit Per Occurrence <u>\$165.00</u> (including C.A.R.T) Total Payment Due \$165.00 <i>* Premiums are non-refundable and non-transferable</i> | Check or money order payable to S.I.S. or Credit Card Payment Mastercard/Visa/Discover/American Express Account #: _____ Expiration Month: _____ Year: _____ Signature: _____ |



Fax completed form to: 714.544.4370 or 714.505.1449



2009
EXHIBIT STRUCTURE
BUILDING PERMIT APPLICATION
Events Held: January 1 - December 31, 2009

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
E-mail: exhibitorservices@lacclink.com

| | | | | | |
|--|--|-------------|-------------------------------------|--------------|-----|
| NAME OF EVENT | | EVENT DATES | | BOOTH NUMBER | |
| EXHIBITING FIRM/COMPANY | | | ON SITE SHOW CONTACT (PLEASE PRINT) | | |
| ADDRESS | | CITY | | STATE | ZIP |
| TELEPHONE | | FAX | | E-MAIL | |
| PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM NO. CCA MUST ACCOMPANY THIS ORDER. PAYMENT IN U.S. DOLLARS. | | | | | |
| <input type="checkbox"/> AMERICAN EXPRESS <input type="checkbox"/> COMPANY CHECK <input type="checkbox"/> CERTIFIED CHECK <input type="checkbox"/> DISCOVER <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA | | | | | |
| MAKE CHECK PAYABLE TO: LOS ANGELES CONVENTION CENTER | | | | | |

EXHIBIT STRUCTURE PERMIT INFORMATION

All structures and related sub-assemblies must be designed, assembled, and configured so that the entire exhibit project, and all related components, are "structurally sound" and "seismically stable". Furthermore, all said structures must be designed and built as per all applicable national, state, and local building and fire codes. In the Uniform Building Code (UBC), Los Angeles is listed in seismic zone #4.

Structures that meet the following criteria require an on site structural/seismic inspection and approval by the Department of Building and Safety, followed by the issuance of a building permit. If your exhibit contains structures that fall into either category listed below, please complete this form and send it **with payment** to the Los Angeles Convention Center Exhibitor Services Division. Approved building permits are required for "each" booth containing category I or II structures.

Exhibits are classified in two (2) categories.

Category I

- _____ Standard structures that exceed 12 feet in height.
- _____ Stairs/steps over 30 inches tall, but not exceeding 48 inches tall.

Category II

- _____ Platforms and stages exceeding 30 inches in height above the floor intended to carry live loads, or stairs/steps exceeding 48 inches in height above the floor intended to carry live loads.
- _____ 2-story structures
- _____ Expansive 1-story structures containing: overhead beams; signage; truss; cantilevers; etc., of considerable weight and/or span.

Additional Information

When exhibit structures meet certain criteria, additional information must be sent to the Los Angeles Convention Center Building Superintendent-Show Operations, to determine if the design meets minimum building standards. Please be sure to read the "Los Angeles Convention Center Exhibit Structure and Building Permit Information" sheet for important and detailed information regarding your exhibit structures.

Building and Safety Permit

@

\$145.00

=

TOTAL AMOUNT DUE

| FOR OFFICE USE ONLY | |
|------------------------|----------------|
| Form of payment: _____ | |
| Amount: \$ _____ | Date: _____ |
| Rec'd By: _____ | ID#: _____ |
| Date Entered: _____ | Initial: _____ |

In submitting this order, the parties requesting a building permit service acknowledge that they have read and understand the Information and Conditions stated from and in the "Los Angeles Convention Center Exhibit Structure and Building Permit Information" sheet, and agree to accept the terms therein.

NO. ESBPA

TAB 5 – SPONSORSHIP & ADVERTISING

- Advertising/Show Guide Alerts
- Advertising/Show Guide Rates & Deadlines
- Advertising/Show Guide Mechanicals
- Getting Artwork to Erotica-LA Information
- Sponsorship, Advertising & Promotional Opportunities
- Online Show Guide Directory Listing Instructions

EroticaLA

OFFICIAL SHOW GUIDE

JUNE 12-14, 2009 • LOS ANGELES CONVENTION CENTER • LOS ANGELES, CALIFORNIA

REACH ALL THE ATTENDEES AT EROTICA LA!

The Official Show Guide contains all the information that attendees need to navigate the convention: seminar schedule, floor plan, exhibitor directory listing and more!

**DON'T MISS OUT!
RESERVE YOUR SPACE TODAY**

RESERVATION DEADLINE:

May 1, 2009

ARTWORK DEADLINE:

May 8, 2009

**PRIORITY SPACE IS LIMITED TO COMPANIES
EXHIBITING AT THE SHOW!**

Contact Your Account Executive at 818.718.5788

Please note: The Erotica LA Official Show Guide is published in conjunction with the convention and is not to be confused with the show issue of AVN magazine.

EroticaLA

JUNE 12 - 14, 2009 • LOS ANGELES CONVENTION CENTER • LOS ANGELES • CALIFORNIA

OFFICIAL SHOW GUIDE

RATES • GUIDELINES • DEADLINES

RATES

| | |
|--------------------------|---------|
| 1/4 PAGE (Coupon)..... | \$500 |
| 1/2 PAGE | \$600 |
| FULL PAGE | \$800 |
| FULL PAGE (Premium)..... | \$1,500 |
| SPREAD | \$1,500 |

GUIDELINES

- **No Sexual Connotation.**

No persons engaged in any type of sexual activity, including oral and intercourse, real or simulated, alone or with a partner.

- **No Nudity of Any Kind.**

No nipples (including areolas), or genitalia, etc.

- **No Profanity**

- **No Slang / Vulgar Copy or Wording Over 36 pt.**

When designing ads, keep in mind that implication has always outsold exploitation.

Show management reserves the right to censor and/or edit any and all advertising.

DEADLINES

SPACE DEADLINE:

MAY 1, 2009

ARTWORK DEADLINE:

MAY 8, 2009

To reserve space,
contact your Account Executive at
818.718.5788

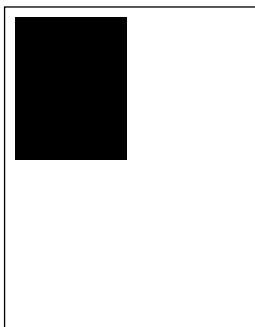
Steven Komarnitsky
Ext. 114

EroticaLA

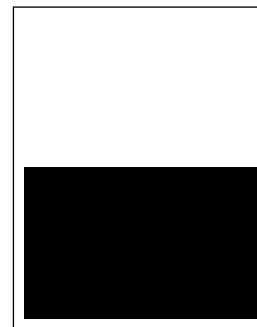
JUNE 12 - 14, 2009 • LOS ANGELES CONVENTION CENTER • LOS ANGELES CALIFORNIA

OFFICIAL SHOW GUIDE

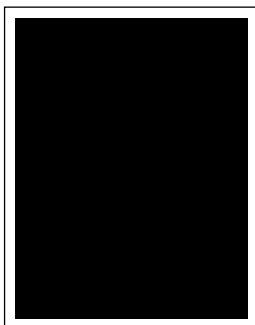
MECHANICALS



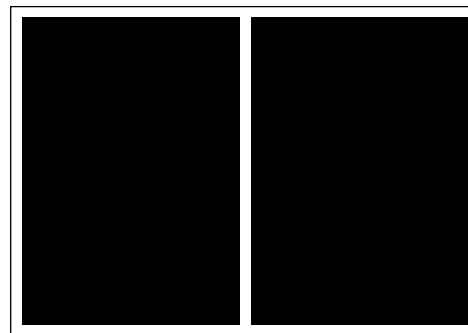
**1/4 Page Coupon
(with Perforation)**
Live Area:
3.875" x 5.187"
***Please allow 1/8"**
safety zone



1/2 Page
Live Area:
7.875" x 4.95"
Bleed:
8.625" x 5.3"
***Trim Size:**
8.375" x 10.875"



Full Page
Live Area:
7.875" x 10.375"
Bleed:
8.625" x 11.125"
***Trim Size:**
8.375" x 10.875"



Spread
Live Area
15.75" x 10.375"
Bleed (2 pages)
17.25" x 11.125"
***Trim Size**
16.75" x 10.875"

***Trim size refers to the actual Show Guide size**

The Show Guide will be printed on an offset web press.

Preferred line screen is 150 lines per inch.

The Show Guide will be saddle-stitched. Please leave 1/4" safety margin all the way around edge of page for imagery lost in gutters. For two-page spread ads, each page should be output separately with minimum 1/8" bleed all the way around the edges.

Best to send artwork using the upload function at <http://upload.avn.com/> Click on Erotica LA Show Guide and enter required information.

EroticaLA

GETTING ARTWORK TO EROTICA-LA

To get your artwork to Erotica LA you may provide us with a link to download your files or upload your files to Erotica LA's web-based FTP server; or mail us a CD or Zip disc. If submitting art on a Zip or CD, be sure to include a color proof.

Erotica LA can accept artwork in PDFs, TIFF, EPS, JPG or PSD files. File specifications and our upload function can be found at www.erotica-la.com for your convenience.

Erotica LA's incoming e-mail is limited to a 2mb file size, so this method is not suitable for sending ads.

By Mail: **AVN Media Network Inc./EROTICA-LA**
9414 Eton Avenue
Chatsworth, CA 91311 USA

By Uploading (preferred):

STEP 1 - Open your web browser and go to <http://upload.avn.com/> and click on Erotica LA Show Guide and enter required information.

STEP 2 - Read and follow guidelines. Fill out ALL information requested to upload your file, this is very important to assure your artwork is directed to the correct location.

STEP 3 - Use the Browse button to locate the file on your hard drive.

Multiple files - should be zipped or stuffed together and uploaded
Fonts - upload font files with advertising artwork

STEP 4 - Click Submit. Depending upon file size, this may take several minutes.

The artwork deadline for the Erotica LA Show Guide is May 8, 2009. We must receive your artwork and proof sheet by then.

If you have any questions please email Megan at megan.sheehan@erotica-la.com

Thank you,

Show Management
Erotica LA 2009

Erotica LA – 9414 Eton Avenue – Chatsworth – California – 91311 – USA



Erotica LA sponsorships offer your company the extra exposure necessary to increase brand awareness and capture the attention of tens of thousands of consumers. Erotica LA offers various sponsorship options to fit your marketing needs, from affordable to extravagant.

The **Ultimate** Sponsorship

Make a statement by showcasing your company in the biggest possible way. This premium sponsorship is available to only three sponsors and gives your company maximum exposure at Erotica LA. Erotica LA happens once a year, so take advantage of this exceptional opportunity today.

| | |
|--|---------------|
| •Full page advertorial in the Official Show Guide. | Value \$3,000 |
| •10x20 exhibit space (or equal credit applied toward larger space). | Value \$2,370 |
| •Logo on Erotica LA website home page. | Value \$4,500 |
| •Logo on scrolling banner on the official Erotica LA website. | Value \$ 500 |
| Displays your company's logo and a link to your company's website. | |
| •Logo on print ads. | Value \$9,500 |
| Your logo will appear on all print ads in the LA Weekly and other print publications (time permitting). | |
| •Logo on targeted consumer email blasts. | Value \$2,500 |
| Your logo will appear on select consumer email blasts (time permitting). (Available only for premiere sponsorship opportunities; not available a la carte). | |
| •Logo on select show site signage. | Value \$3,500 |
| Value: \$25,870 | |
| Cost: \$17,900 | |

The **Get Noticed** Sponsorship

This sponsorship is designed for exhibitors who want to "own" a strong presence at Erotica LA. With only four available, this sponsorship is one of the best ways to get consumers' attention both before and during the three days of the show.

| | |
|---|---------------|
| •Full-page ad in the Official Show Guide. | Value \$ 800 |
| •10x20 exhibit space (or equal credit applied toward larger space). | Value \$2,370 |
| •Logo on Erotica LA website home page. | Value \$4,500 |
| •Logo on scrolling banner on the official Erotica LA website. | Value \$ 500 |
| Displays your company's logo and a link to your company's website. | |
| •Logo on targeted consumer email blasts. | Value \$2,500 |
| Your logo will appear on all consumer email blasts (time permitting). (Available only for premiere sponsorship opportunities; not available a la Carte). | |
| •Logo on print ads. | Value \$9,500 |
| Your logo will appear on all print ads in the LA Weekly and other print publications (time permitting). | |
| Value: \$20,170 | |
| Cost: \$12,900 | |





Erotica LA 2009



Thousands of consumers attended Erotica 2008 – with record numbers of single women and couples, all wanting to shop and be entertained. They came to buy the latest sex toys, hottest fashions, most provocative DVDs, and hundreds of other sexy products. Plus, the press coverage was phenomenal including coverage by The Los Angeles Times, Fox 11 News, TV Guide News, KCAL News, KTLA News, 944 Magazine, and the list goes on.

*Promote your **sexy products** to LA's most **extravagant consumers***

The **Extend Your Brand Sponsorship**

If your company wants extraordinary presence but your product is better displayed in a smaller booth, then this sponsorship is for you. Only five available.

- Full-page ad in the Official Show Guide. Value \$ 800
- 10x10 exhibit space (or equal credit applied toward larger space). Value \$1,185
- Logo on scrolling banner on the official Erotica LA website. Value \$ 500
Displays your company's logo and a link to your company's website.
- Logo on targeted consumer email blasts. Value \$2,500
Your logo will appear on all consumer email blasts (time permitting).

Value: \$4,985
Cost: \$4,500

The **In Print and Online Sponsorship**

The sponsorship gives your company additional presence in print and online. Take advantage of Erotica LA's Show Guide and website to help you reach your target audience. Only five available.

- 1/2 page ad in the Official Show Guide. Value \$ 600
- 10x10 exhibit space (or equal credit applied toward larger space). Value \$1,185
- Logo on scrolling banner on the official Erotica LA website. Value \$ 500
Displays your company's logo and a link to your company's website.

Value: \$2,285
Cost: \$1,985

WEBSITE ADVERTISING

Banner on **Erotica LA** Homepage

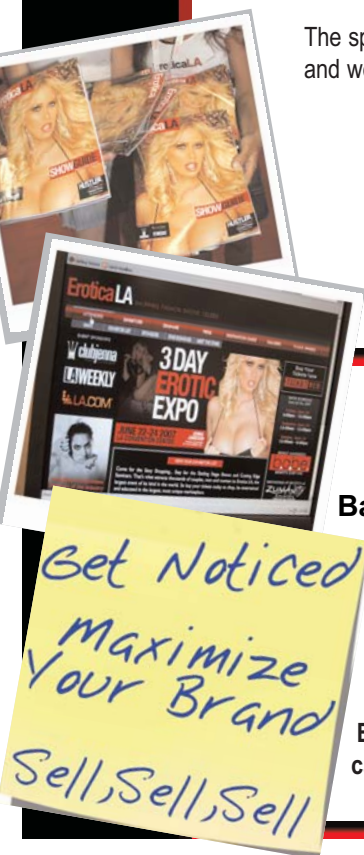
Logo on scrolling banner on the official Erotica LA website. Displays your company's logo and a link to your company's website.

Number Available: 25

Cost: \$500

Exhibitor Spotlight Preview: Banner/Photo on Preview page and 25 word description of product to be showcased at ELA. Also includes hyperlink.

Cost: \$500





**Erotica LA
2009**



No matter what sponsorship level or advertising opportunities your company selects, Erotica LA will ensure maximum press coverage and exceptional exposure to your target audience. Just let us know in advance what naughty or nice products you'll be selling. We'll work hard to communicate your sales message to our loyal consumer base and our friends in the media.

*What's your hook? **Provocative? Alluring? Naughty? or just plain sexy?***

PRINT ADVERTISING

Official **Show** Guide

Distributed to thousands of consumers at the event, this guide lists our exhibitors, showcases advertisers and serves as a helpful reference to all that goes on at the show. Because of all the innovative products sold at Erotica LA, many attendees keep the Show Guide and use it as a resource throughout the year. Advertising rates and opportunities for exhibitors and non-exhibitors vary; please note the pricing variances listed below.

Advertisement Exhibitor Cost:

| | |
|---------------------------------------|---------|
| ½ page color ads: | \$600 |
| Full page color ads: | \$800 |
| 2 page spread: | \$1,500 |
| Premium placement inside front cover: | \$1,500 |
| Premium placement inside back cover: | \$1,500 |
| Premium placement outside back cover: | \$1,500 |
| Full page advertorial: | \$3,000 |

Advertisement Non-Exhibitor Cost:

| | |
|------------------|---------|
| Full color page: | \$1,500 |
|------------------|---------|

Exhibitor Enhanced Listing:

| | |
|-------------------------------|-------|
| Logo and company name in bold | \$200 |
|-------------------------------|-------|

Exhibitor Product Review:

| | |
|---|-------|
| Photo of product, company logo, booth # and product description | \$500 |
|---|-------|

STAGE SHOW ADVERTISING

Video Screens

Capture the attention of attendees as they gather for the entertainment on the Main Stage. Commercials and trailers run between stage shows and may be up to :90 seconds in length.

(SOLD OUT) Number Available: Inquire about waiting list

Product Giveaways

Sponsor a product giveaway between Erotica LA fashion and entertainment shows. Supply us with a desirable item to give away on the Main Stage. The MC will mention your company name and drive traffic to your booth.

Number Available: 10

Cost: \$500





**Erotica LA
2009**



ON-SITE ADVERTISING

Reinforce your brand. Generate immediate sales. Capture the consumer eye.

Carry-all Official Show Bags

Reach thousands of consumers and nearly 300 exhibitors! Each consumer will receive a bag as they enter the show and will take it back home. This exclusive sponsorship also includes placement of your logo on the sponsor page of the Erotica LA official website and credits in the Official Erotica LA Show Guide. Please note that the sponsor is to provide show bags.

(SOLD OUT) Number Available: 1
Cost: \$6,500

Consumer Info Booth

Many consumers refer to the information booth. Be the sponsor that attendees see first as they walk into the show. Erotica LA Information Booth for Consumers (signage on the booth will display your company's logo).

Number Available: 1
Cost: \$5,000

Attention Grabbing Carpet Stickers

Consumers will constantly be reminded of your presence as your logo and message will repeatedly appear under their feet. Carpet stickers are highly visible and offer your company a cost effective way of grabbing the attention of each attendee.

Number Available: 3 separate areas
Cost: To be quoted

Sensual and X Zone Aisle Signs

Aisle sign sponsorship opportunity offers your company mass exposure and prominence on the show floor.

Number Available: 16
(sold separately or exclusive banners - price to be quoted based on size)

Cost: \$500 ea.

VIP Pens

Capture the immediate and ongoing attention of VIP Guests, Exhibitors and Press at the numerous registration counters during and after the show. Pens are souvenir items that travel from the show floor to the home and to the office. As an added value, the pressroom has been added to this exclusive sponsorship. Erotica LA continues to receive immense press exposure from LA Times to MSNBC to the Oxygen Network to ABC national news – this is an optimum opportunity to get your company recognized by the mainstream, as well as the adult media.

Number Available: Exclusive
Cost: \$3,500

Food Court Table Tents

Table tents on all food court tables directing attendees to your booth. Approximately 30 table tents will display your company's logo & message. Food Court Table Tents will be displayed in both the food court areas in the X Zone and the Sensual Zone, giving your company maximum visibility.

Number Available: Exclusive
Cost: \$900 - \$2,000

VIP Lanyards (Registration)

Capture the attention of VIP Guests, Exhibitors and Press. These lanyards must be presented upon entry of the show and must be displayed at all times during show hours. Your company's logo will appear as the exclusive Lanyard Sponsor.

(PENDING) Number Available: Exclusive
Cost: \$10,000 (Item is pending. Talk to account exec about wait list)

Photo Booth Sponsorship

Your company logo will be displayed on the instant photo that attendees will take home as a keepsake. Photos are FREE to consumers and booth will be located in a high traffic area, which guarantees lots of fun-filled attention for your company.

Number Available: Exclusive
Cost: To be quoted





ON-SITE ADVERTISING

Reinforce your brand. Generate immediate sales. Capture the consumer eye.

Discount Coupons

Get the attention of 100,000 consumers with a mini-ad on one side of the Erotica LA discount tickets. Tickets are distributed at major adult retail outlets including the Pleasure Chest, Babeland, Con Rev and Romantix stores, and via radio station street teams including KROQ & Power 106. Ticket size is at least 2 1/4" h x 5 3/4" w.

Number Available: Exclusive

Cost: \$5,000

Badge Insert (Exhibitor & Guest)

Gain additional exposure at the show by purchasing the exclusive badge insert opportunity. Your company ad will appear on an insert placed in the badge holder of each exhibitor and special guest badge holder. As attendees walk up to the booths of vendors, they can't help but notice your company. These mini-billboards are a unique and cost-effective way to capture attention.

(PENDING) Number Available: Exclusive

Cost: \$1,500

Premium Banners

Drive traffic to your booth by emphasizing your presence at the show - available throughout the show floor, including exhibit hall and stage show areas.

Number Available: Contact Show Management

Cost: \$1,200 - \$12,000

Hotline

The Erotica LA Hotline runs from Spring through the show. This toll-free hotline number is printed on all marketing collateral, and provides consumers with need-to-know information about the event. Your company name will be mentioned on the hotline outgoing message for eager consumers to hear. Plus your company url will be mentioned at the end of the message.

Number Available: Exclusive

Cost: \$3,500

Erotica Bucks

Reinforce your brand by attracting the immediate attention of every attendee that visits the show. Each attendee receives a \$5 chip known as the Erotica Bucks which can be used to purchase items at all participating vendor booths. The Erotica Bucks program was first introduced in 2007 and due to the program's immense success, we're bringing it back! Be the first to take advantage of this exclusive opportunity.

Number Available: Exclusive

Cost: \$8,500

Attendee Hand Stamps

Reinforce your brand by attracting the immediate attention of every attendee that visits the show. Hand stamps allow attendees to re-enter the show.

Number Available: Exclusive

Cost: \$900

Let our vast sponsorship and advertising opportunities assist you in meeting your optimum show objectives before, during and after the event.

Contact us at **818.718.5788** to discuss exciting opportunities to reach your target audience, or email us directly!

Steven Komarnitsky, Account Executive
steven.komarnitsky@erotica-la.com

EroticaLA

JUNE 6 - 8, 2008 • LOS ANGELES CONVENTION CENTER • LOS ANGELES, CALIFORNIA

SHOW DIRECTORY LISTING FORM

This form is available online for your convenience to ensure accuracy in your listing.

Please visit our listing page at

www.erotica-la.com/listing

to fill out your free directory listing

Submission Deadline
MAY 1, 2009

For additional information about the show directory listing form please contact Megan at

(818) 718-5788 ext. 160

or email

megan.sheehan@erotica-la.com