INSTRUCTIONS

• Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
• All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
• All electric hanging signs must be assembled and installed by SES. Please refer to the SES Hanging Sign Services Order Form.
• All non-electric overhead hanging signs must be assembled, installed by FREEMAN. Exhibitors, display company and/or I&D representatives may supervise, but will not be allowed to assemble or install the hanging sign. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
• Set up instructions must be provided for signs needing assembly.
• Hanging anchor points must be pre-fabricated and ready for use.
• Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed Hanging Sign Labels. This container MUST be received by the warehouse shipping deadline in order to receive Advance prices.
• Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed SES Electrical Service Order Form.
• If any hang point supports over 200 lbs., please use the SES Hanging Sign Services Order Form.

SIGN DESCRIPTION, SIZE & WEIGHT

• For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points can be determined.

Type: Cloth Banner ___________Metal or Wood_______ Other ________
Shape: Square_________ Triangle _____ Rectangle ______ Other_____
Size: Height ______________Length ___________ Width ____________
Weight of Sign: _______________________________________________
Does Your Sign Require Electricity _______________ Assembly ________
Is Your Sign Designed to Rotate? ____________ Yes  ____________ No
(initial in the applicable box above)

PLACEMENT DIAGRAM

• Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
• The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.

Number of feet from floor to TOP of sign: ____________________

STRUCTURAL INTEGRITY STATEMENT MUST ACCOMPANY ORDER

NAME OF SHOW: ISC West 2019 / April 10-12, 2019
COMPANY NAME: ________________________________
CONTACT NAME: ________________________________
PHONE #: _____________________________________
E-MAIL ADDRESS: ________________________________

For Assistance, please call 702-579-1700 to speak with one of our experts.

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Equipment With Crew

• Standard prices will apply to all labor orders placed after the deadline date.
• Standard prices will apply if the hanging sign is not received by the warehouse shipping deadline date.
• Rates are per lift and crew per hour
• Condor and Crew consists of condor, operator and rigger.
• Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.
• Assembly and Ground Labor is an additional charge.
• One hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
• Freeman components (cable, clamps, etc) will be used to install all hanging signs and charged accordingly

Labor Rates

<table>
<thead>
<tr>
<th>Service</th>
<th>Advance Price</th>
<th>Standard Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Condor with crew</td>
<td>$679.00</td>
<td>$950.75</td>
</tr>
<tr>
<td>Sign Assembly/Ground Labor</td>
<td>$138.25</td>
<td>$193.75</td>
</tr>
</tbody>
</table>

• Rates are blended to include any overtime to accomplish the hanging of all signs in a timely manner prior to the opening of the show.

Installation Estimate

<table>
<thead>
<tr>
<th>Approx Hours</th>
<th>Hourly Rate</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>@</td>
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</tbody>
</table>

Dismantle Estimate

<table>
<thead>
<tr>
<th>Approx Hours</th>
<th>Hourly Rate</th>
<th>Total Estimated Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>@</td>
<td></td>
</tr>
</tbody>
</table>

Please Note:

• Freeman will begin to assemble and hang the signs as soon as the hall is accessible as long as the order and the sign are received by the appropriate deadline dates.
• In the event the order and sign are not received by the deadline date, Standard prices will apply and the sign will be hung when the equipment and labor become available.

6555 West Sunset Road
Las Vegas, NV 89118
(702) 579-1700  •  Fax: (469) 621-5604

INCLUDE THE FREEMAN METHOD OF PAYMENT FORM WITH YOUR ORDER
STRUCTURAL INTEGRITY STATEMENT
THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

___________________________________________________, the contracted exhibitor at the ISC West 2019 and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

We hereby release, indemnify and forever hold harmless REED EXHIBITIONS, SANDS EXPO CENTER, FREEMAN, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor’s expense.

Exhibiting Company: ____________________________ Booth #: _______

Authorized Signature: ____________________________

Authorized Name: ____________________________ Date: _______

E-Mail: ______________________________________

Display House/Builder (if applicable): ____________________________

Authorized Signature: ____________________________

Authorized Name: ____________________________ Date: _______

E-Mail: ______________________________________

Please complete and return form to:
FREEMAN
6555 West Sunset Road
Las Vegas, NV 89118
Fax: 469-621-5604