SHOW INFORMATION Page 1 of 2

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025

Exhibitor Services Phone: (888) CSI-EXPO



Welcome to the NBOA Annual Meeting and Business Solutions Showcase. The Annual Meeting takes place from Sunday, February 23 – Wednesday, February 26th. The Business Solutions Showcase take place from Monday, February 24 – Tuesday, February 25, 2025.

We are pleased that CSI has been selected as your Official General Contractor. Our goal is to help make sure your show participation is a success.

As the Official Service Contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use. In addition to the CSI Worldwide forms, you may find forms enclosed for services performed by the Venue or other suppliers. Please give special attention to see that forms and payments are directed to the address indicated on each order form. Some services may NOT be provided by CSI Worldwide.

Please review our payment policy carefully. As a reminder, CSI requires payment in full at the time you place your order, along with a credit card charge authorization. This may be used to cover items such as labor and freight handling not included with your initial payment.

Take advantage of our substantial price discounts! Just return your order with payment by the discount price deadline(s) on the order forms and use the lower price.

Please contact us at CSI with questions. If you have a special request, just call! We will do our best to provide you with all your show needs and appreciate the opportunity to serve you.

Official General Contractor Phone: (888) CSI - EXPO (274-3976)

CSI Worldwide Fax: (610) 558-9459

40 Regency Plaza Email: exhibitorservices@csiworldwide.net

Glen Mills, PA 19342 Order Online at orders.csiworldwide.net

Exhibit Booth Package

Booth Size: 8'x10'
8' High Back Wall Drape: Blue
3' High Side Rail Drape: Blue
1 - 6'x30" Decorated Table Blue

2 - Upholestered Side Chairs

1 - Wastebasket Booth Identification Sign

Production Timeline	Be sure to check all o	order forms for additional deadlines.
Discount Deadline	Mon, Feb 10, 2025	Orders received with payment
Advance Shipments	Mon, Jan 20, 2025 Mon, Feb 10, 2025	May begin arriving at Warehouse at CSI Warehouse Must arrive to CSI Warehouse to avoid surcharges Deliveries accepted Monday - Friday between 8:00 AM - 3:30 PM
Direct Shipments	Mon, Feb 24, 2025	Must Arrive at Exhibit Site Drivers Must Check in by 6 AM
Exhibitor Move-In	Mon, Feb 24, 2025	7 AM - 11 AM
Show Hours	Mon, Feb 24, 2025 Tues, Feb 25, 2025	11:30 AM - 5 PM 7:30 AM - 1 PM
Dismantle	Tues, Feb 25, 2025	1 PM - 3 PM

Drivers Must Check-In by 1:30 PM

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NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025



Exhibitor Services Phone: (888) CSI-EXPO

Shipping Addresses

Advance Shipments to Warehouse

NBOA Annual Meeting and Business Solutions Showcase

Exhibitor (Company) Name and Booth Number

c/o CSI Worldwide 60 Broad Street Carlstadt, NJ 07072

Direct Shipments to Exhibit Site

NBOA Annual Meeting and Business Solutions Showcase

(Company) Name and Booth Number

New York Marriott Marquis

c/o CSI Worldwide 1535 Broadway New York, NY 10036

Service Center

CSI is here to take care of your on-site needs. All contractors and production personnel will be

available, along with any services you might desire such as Furniture and Freight Handling.

Service Desk Hours

Monday Feb 24, 2025 7 AM - 5 PM Tuesday Feb 25, 2025 7:30 AM - 3 PM

Union Information

To assist you in planning your participation in your New York area show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling.

Teamsters, Hilo Operators, Helper/Checkers

Teamsters handle freight at the exhibit hall. They unload trucks or vehicles and deliver freight to exhibitor's booths. They also provide rigging of machinery, moving services and spotting machinery in booths. Customarily, this service must me ordered as needed at the exhibitor's expense.

Journeymen and Apprentice

Journeymen and Apprentice handle the erection and dismantling of all display and exhibit booths. This includes all display work as well as crating and uncrating of machinery and equipment. Journeymen handle installation of drape background, table skirting and other items of a decorative nature. Journeymen install all carpeting and floor coverings, either rental and/or exhibitor owned. Apprentice deliver furniture and floor covering.

Electrical Union

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to outlets and installing signs or headers that are lighted, unless they are permanently a part of the exhibit backwall. Exhibitors and their full time personnel will be able to screw their own light bulbs in any of the fixtures in their booths, with the exception of neon. Exhibitors and their full-time personnel will be able to assemble and install lights in their exhibits, as long as they are products made by their company, and as long as those fixtures will not be energized.

What Can Exhibitors Do Without Union Personnel?

Contrary to popular belief, exibitors are allowed to do some work within the privacy of their own booths. This guide should help:

Any exhibitor or his full time employees may set up and take down "pop-up" displays, provided they are no longer than 10 feet, and can be handled by one person using no tools and completing the job within 1/2 hour. Exhibitors are allowed to unpack and repack their own product (if in cartons, not cases or crates). They can carry into their booth merchandise that one person can hand carry in. This does not mean that if an exhibitor has 50 cartons in a truck, he can make 50 trips to his booth. Exhibitors are allowed to do the technical work to their machines, such as balancing, programming, cleaning of machines, etc.

Flameproofing

Table coverings as well as booth equipment must be made of non-flammable material. All decorative materials must be fire resistant and in accord with the standards established by the National Board of Fire Underwriters. Certificates attesting to the fact that all materials referred to above have been flameproofed in accordance with Section C-19-161.1 must be notarized and submitted upon request. Flameproofing which is not in accordance with the New York City Administrative Code is a violation and unacceptable.

Gratuities

Our work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts of any kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

PAYMENT POLICY

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025



Payment for Services

CSI Worldwide requires payment in full at the time services are ordered. Further, CSI requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor and freight handling, not covered by your initial payment.

Discount Prices

To qualify for discount pricing, orders must be received with payment on or before the discount price deadline(s).

Method of Payment

CSI Worldwide accepts MasterCard, Visa, American Express, check and bank wire transfer. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank.*

Third Party Billing

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. CSI Worldwide reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See *Third Party Billing Request* form.

Tax Exempt

If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information to the CSI office for this show. CSI must receive your certificate by the deadline date on the order forms; otherwise tax will appear on your invoice.

Adjustments and Cancellations

Adjustments to your invoice will not be made after the close of the show. Some items, services and labor are subject to cancellation fees. Refer to each order form for details.

Bank wire transfer information:

Account Name:

CSI Worldwide

40 Regency Plaza Glen Mills, PA 19342 **To properly credit your account,** send the following information to the CSI address listed on the order forms:

- exhibiting company name, show name, and booth number
- date and amount of transfer
- bank and country where transfer originated

Bank:

Fulton Bank N.A.

One Penn Square

Lancaster, PA 17602 USA Contact Name: Kaye Jordan

Account # 0089378489 Routing # 031301422

SWIFT Code: FLBKUS33 (International Wires ONLY)

Telephone: (610) 995-0040 Fax: (610) 995-0043

CSI Worldwide Contact Names:

Dorothy Navera Phone: (610) 558-4500 Ext. 101
Mary Rostovich Phone: (610) 558-4500 Ext. 103

Email: dorothy.navera@csiworldwide.net Email: mary.rostovich@csiworldwide.net

If you have any questions regarding our payment policy, please call CSI Worldwide at (888) CSI-EXPO (274-3976) or visit our Service Center at the show.

*Exhibitors will be charged a \$25.00 fee for returned NSF checks.

PAYMENT & CREDIT CARD CHARGE AUTHORIZATION NBOA Annual Meeting and Business

Solutions Showcase

New York Marriott Marquis February 24-25, 2025

Discount Deadline Date February 10, 2025



Order Online at orders.csiworldwide.net

RETURN TO: (CSI Worldwide • 60 Broad Street • Carlst	adt, NJ 07072 • Phone (888) CSI - EXPO (2	74-3976) • Fax (610)	558-9459 • E	mail: exhibitors	ervices@csiworldwide.ne
COMPANY		EMAIL ADDRESS				BOOTH NUMBER
ADDRESS	street	city		state	zip	country
PHONE		FAX			PURCHA	SE ORDER NUMBER
UTHORIZED CONT	FACT SIGNATURE	AUTHORIZED CONTACT - PLEAS	SE PRINT			DATE
X						
	CREDITCARDCHARG	EAUTHORIZATION				
PROVIDE	EXPIRATION DATE:	ASTERCARD □ VISA □ AMERIC	AN EXPRESS			
EXPIRATION DATE		*Include Security Code	(3 Digit on reverse	side of Card	d) (4 Digits or	n front of AMEX only)
	Account Number:					
	CARDHOLDER'S BILLING ADDRESS -			STATE	ZIP	COUNTRY
	CARDIOLDER & BILLING ADDRESS -	T DITTERENT TROIN ABOVE CITY		JIAIL	ZIF	COUNTRY
PLEASE SIGN	CARDHOLDER'S SIGNATURE	CARDHOLD	DER'S NAME - PRINT			
Numbers will orders received	be accepted in lieu of payment. Fixed at the Service Desk will be ch	ed to the CSI Worldwide in order for us ull payment of rental charges must acco narged at Standard Rates. A \$20.00 s eturned. TERMS: Due upon receipt.	ompany your order surcharge will be a	to qualify fo	r the discoun	ted rates. ALL if any credit charges
a service cha Exhibitors w	arge of 0.0575% per day, annual i ill be responsible for all fees co	nterest rate 21%. nnected with the collection of their a	•	aitei 14 ua	ys nom mve	once date will accide
	and Equipment Ordered					
If someone o		o be invoiced for items/services on this fo	orm, YOU MUST co	omplete the "		
	Shipping Information and	Freight Service Order Form				\$
	Standard / Custom Carp	et Order Form			:	\$
	Furniture & Accessories	Order Form			;	\$
	Sign and Art Work Orde	r Form			;	\$
	Display Labor Rental O	der Form			;	\$
	Specialty Furniture Ord	er Form			:	\$
	EIII DAVMENT:	U.S. funds drawn on a U.S. Ba	nk		Г	<u>•</u>
	FULL PATIVIENT IN	o.s. iulius urawii oli a o.s. Ba	IIIK		L	\$

CANCELLATION: Cancellation after deadline will be charged at 50% of prevailing rate.

LATE REQUEST: Request after deadline will be filled as available at the standard rate.

OFFICIAL CONTRACTORS & EXHIBITOR APPOINTED CONTRACTORS

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025



Show Management, acting on behalf of all exhibitors and in the best interest of the exposition, has appointed an Official Service Contractor to perform and provide necessary services and equipment.

The Official Service Contractor is appointed to:

- a. Insure the orderly and efficient installation and removal of the overall exposition.
- b. Assure the distribution of labor to all Exhibitors according to need.
- c. Provide sufficient labor to satisfy the requirements of Exhibitors, and the exposition itself.
- d. See that the proper type and limits of insurance are in force.
- e. Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractor will provide all usual trade show services, including labor. Exceptions are:

- f. Supervision may be provided by the Exhibitor.
- g. The Exhibitor may appoint an outside independent contractor for installation and dismantle only of the Exhibitor's display.

Exhibitors may employ the service of independent contractors to supervise the installation and dismantlement of their displays, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

- 1. The Exhibitor, in writing, must notify Show Management and CSI Worldwide LLC of their intention to utilize an independent contractor no later than 25 days prior to the first move-in day, furnishing the name, address and telephone number of the firm. Letters as such from independent contractors are neither valid nor acceptable.
- 2. Only the Exhibitor-named indepedent contractor's employees will be authorized on the show floor. Employees of third parties named or subcontracted by the Exhibitor-named independent contractor will not be authorized admittance on the show floor unless those employees are named and badged as specified in the following article.
- 3. The indepedent contractor must furnish Show Management and CSI Worldwide LLC with the names of all on-site employees who will be working on the exposition floor prior to the first move-in day and see that they have and wear at all times identification badges supplied by the independent contractor containing the independent contractor name, employee name and Exhibitor Company name, plus wear and exhibitor work pass supplied by Show Management.
- 4. The independent contractor must have all business licenses, permits and Workman's Compensation insurance required by the State and City governments and the Venue prior to commencing work, and shall provide Show Management and CSI Worldwide LLC with evidence of compliance.
- 5. The independent contractor must carry a minimum of \$1,000,000 in Public Liability Insurance and shall provide Show Management and CSI Worldwide LLC with a certificate of insurance showing the coverages and amounts, and naming the sponsor, CSI Worldwide LLC and the Venue as co-insured.
- 6. The independent contractor must follow the scheduled work times or pay any additional cost incurred because of extended work hours.
- 7. The independent contractor may not solicit business on the exhibit floor.
- 8. The independent contractor must confine their operations to the exhibit area of their clients. No service desks, storage areas or other work facilities will be located anywhere else in the building. The show aisles and public spaces are not part of the Exhibitor's booth space.
- The independent contractor must comply with all labor agreements and practices and must commit or allow to be committed by persons in their employment any acts that could lead to work stoppages, strikes or labor problems.
- 10. The exposition floor, aisles, loading docks, service and storage areas will be under control of CSI Worldwide LLC.
- 11. For services such as electrical, plumbing, telephone,floral, booth cleaning and drayage, no contractor or support other than the Official Service Contractor/Supplier will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitors. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.

THIRD PARTY BILLING REQUEST

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025 Discount Deadline Date February 10, 2025



RETURN TO: CSI Worldwide • 60 Broad Street • Carlstadt, NJ 07072 • Phone (888) CSI - EXPO (274-3976) • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net FMAIL ADDRESS AUTHORIZED CONTACT SIGNATURE X The exhibiting firm is primarily responsible for the payment of charges. In the event you have arranged for an exhibit house or other party to handle your display and be billed for services, we will agree to this third party billing if they supply the appropriate credit card information below. Advance payment in full must accompany your order including estimated labor and drayage charges. Additionally, both firms must sign the following statement: WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE PRIMARILY RESPONSIBLE FOR PAYMENT OF CHARGES. IN THE EVENT THE NAMED THIRD PARTY FAILS TO PAY ALL CHARGES, SUCH CHARGES WILL BE PAID BY THE EXHIBITING FIRM ON DEMAND, INCLUDING ANY AND ALL FEES CONNECTED WITH THE COLLECTION OF THIS ACCOUNT. (Display House/3rd Party) (Exhibiting Firm) (Authorized Signatures) **Third Party Exhibiting Firm** EXHIBITING FIRM EXHIBITING FIRM ADDRESS ADDRESS PHONE PHONE AUTHORIZED SIGNATURE TITLE AUTHORIZED SIGNATURE AUTHORIZED NAME (PRINT) AUTHORIZED NAME (PRINT) **Credit Card Charge Authorization**

Corporate **Credit Card Charge Authorization** \square *Corporate* (Information Must Be Provided) □ Personal (Information Must Be Provided) ☐ Personal □ MasterCard ☐ MasterCard EXPIRATION DATE EXPIRATION DATE ☐ VISA ☐ VISA ☐ American Express ☐ American Express cvv code* cvv code* *Include Security Code (3 Digit on reverse side of Card) (4 Digits on front of AMEX only) *Include Security Code (3 Digit on reverse side of Card) (4 Digits on front of AMEX only) Account Number Account Number CARDHOLDER'S NAME CARDHOLDER'S NAME PLEASE PRINT CARDHOLDER'S BILLING ADDRESS CITY CARDHOLDER'S BILLING ADDRESS STATE COUNTRY The items checked below are to be invoiced to The items checked below are to be invoiced to the Third Party: the Exhibiting Company: ☐ All Services □ Booth Cleaning □ All Services □ Booth Cleaning ☐ I & D Labor ☐ Rental Furniture □ I & D Labor □ Rental Furniture ☐ Signs ☐ Material Handling In & Out ☐ Signs ☐ Material Handling In & Out ☐ Other (Please Specify) _ ☐ Other (Please Specify) CARDHOLDER'S SIGNATURE CARDHOLDER'S SIGNATURE

EXHIBITOR APPOINTED CONTRACTOR FORM

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025 Discount Deadline Date February 10, 2025



RETURN TO: CSI Worldwide • 60 Broad Street • Carlstadt, NJ 07072 • Phone (888) CSI - EXPO (274-3976) • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net EMAIL ADDRESS BOOTH NUMBER AUTHORIZED CONTACT SIGNATURE AUTHORIZED CONTACT - PLEASE PRINT X Please complete and return this form by the Deadline above only if you are planning to use any company other than CSI Worldwide for the installation or dismantling of your exhibit. **EXHIBITOR APPOINTED CONTRACTOR** Yes, we will be using an independent display house/contractor to install and/or dismantle our display at New York Marriott Marquis, New York, NY and have completed the following questions. Exhibiting Company Name:_ Booth Number:_____ Phone Number:_ Exhibiting Contact Person:__ Contractor Company to be utilized: Address: _Contractor Phone Number:_ Contractor Contact Name: INDICATE WHAT SERVICES ARE TO BE CHARGED TO THIRD PARTY *Look at each individual order form to confirm what company is providing services ordered on that specific form. The third part billing information above and below is for use by CSI Worldwide only, therefore if a service that you have ordered is being provided by someone other that CSI Worldwide, you need **NOT** indicate that particular service below: EXHIBIT FURNITURE RENTAL CUSTOM FURNITURE RENTAL EXHIBIT/CUSTOM CARPET RENTAL IN-BOOTH FORKLIFT DISPLAY RENTAL PACKAGE **DISPLAY LABOR** DRAYAGE SERVICES SIGN AND ART WORK MISC. - PLEASE LIST: Some order forms for furnishings and/or services listed above may be enclosed if a specific service or item is not offered NOTE: for this Event. If you have any questions, please contact CSI Worldwide. *Exhibiting company clearly understands that exhibiting company is ultimately responsible for payment of any and all services invoiced to third party which remain unpaid at close of show. I have notified our independent display house/contractor of the rules and regulations requiring them to submit a Certificate of Insurance to CSI Worldwide by the above deadline date. **Authorized Contact Signature** Date Authorized Contact (Print)

LIMITS OF LIABILITY & RESPONSIBILITY

The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of CSI in its sole discretion. Upon participation of any CSI show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once CSI has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to CSI or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.

- 1. CSI Worldwide LLC and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage as determined by CSI.
- 2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by CSI or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pickup of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that CSI and its subcontractors shall not be liable for the loss of, disappearance of, or damage of any items left in the booth unattended at any time. Consequently, all bills of lading covering outgoing shipment(s) submitted to CSI or its subcontractors by the Exhibitor will be checked at the time of pickup from the booth and corrected where discrepancies exist.
- 3. CSI and its subcontractors shall not be liable for any damage incurred during the handling of materials or equipment requiring special devices to properly load, place, or reload unless 14 days advance notice has been given to CSI in time to obtain the proper equipment.
- 4. CSI and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.
- 5. CSI and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.
- 6. CSI and its subcontractors are not insurers; i.e., CSI does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by CSI under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or nonperformance of services by CSI, or from the negligence of CSI, its subcontractors or their respective employees. If such loss or damage occurs, the liability of CSI and its subcontractors shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.

- 7. CSI and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.
- 8. CSI will not be bound to honor any claim or action brought against CSI or its subcontractors more than 60 days after the date of incident.
- 9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its freight, that CSI and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of CSI or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that CSI or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.
- 10. CSI and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.
- 11. Empty container labels will be available at the CSI Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and CSI and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.
- 12. In order to expedite removal of freight from the show site, CSI shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where no disposition is made by the Exhibitor, freight will be taken to a warehouse and forced shipped on a carrier determined by CSI and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. CSI assumes no liability as a result of rerouting or handling.
- **13.** Dry and Cold Storage Exhibitor stores products at its own risk. CSI assumes no liability or responsibility for dry of cold storage.
- 14. The Exhibitor agrees, in the event of a dispute with CSI or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to CSI for freight handling services or any other services provided by CSI or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay CSI prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against CSI or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.

SAFETY FIRST

SAFETY IS VERY IMPORTANT FOR EVERYONE WORKING IN THE EXHIBIT HALL - ESPECIALLY YOU!

CSI Worldwide is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention of a CSI Worldwide supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Attached you will find a list of Loss Prevention Guidelines that we request you follow while at showsite. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees and other exhibitors. Enjoy the show and do it safely.

THANK YOU FOR YOUR COOPERATION!

EXHIBITOR LOSS PREVENTION GUIDELINES AT SHOWSITE

- Smoking is prohibited except in designated areas. Please be sure all cigarettes are fully extinguished.
- Standing on chairs, tables and other furniture is PROHIBITED. The furniture is not designed to support your standing weight. Please use your ladder.
- Forklifts and carts are to be used by authorized personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please steer clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and around the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Secure or remove any cords where you or others are going to be walking.
- Report any fires immediately or pull the nearest fire alarm. Please keep fire exits clear.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.
- Use good housekeeping. Dispose of waste properly and keep materials stacked securely.
 Please keep in mind the safety of your employees and those attending the show.

SHIPPING GUIDELINES

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025



Shipping Guidelines

We recommend you use a carrier specializing in trade shows. Exhibit freight is time-sensitive, and experience counts. If you are in doubt, call! CSI Worldwide can assist you in planning your shipments.

Please read the "CSI Limits of Liability and Responsibility" for important information on shipping.

Shipping Charges Please prepay all shipping charges. CSI cannot accept or be responsible for collect shipments.

Bill of Lading All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise. Upon shipping, immediately send copies of bills of lading to CSI and your on-site representative.

Handling charges are based on the weight of the freight. Certified weight receipts are required for all shipments. CSI will estimate weight for private vehicles without certified weight receipts. Charges will be based on this estimation and no adjustments can be made.

Separate mixed van shipments between crated and uncrated and clearly identify the weights of each on the bill of lading. Otherwise, CSI will invoice the entire load at the *Uncrated* rate and will be unable to adjust charges later.

Consignment All shipments must be consigned c/o CSI Worldwide to enable us to accept them for handling. Convention centers and hotels will not accept direct shipments consigned to them, as they have no facilities for receiving or storing freight.

Inbound Shipping Labels Please use the shipping labels provided to expedite handling. For more labels, write, or call CSI Worldwide at (888) CSI-EXPO (274-3976).

Outbound Shipping Labels Please see a CSI Representative at the service desk for outbound shipping labels and Material Handling Agreement.

Certified Weight Receipts The weights of your vehicle empty and loaded must be documented with certified weight receipts for billing purposes. CSI will unload all shipments after your driver submits certified weight receipts at the receiving site.

Labor and Equipment Labor and equipment for unloading and loading are included with CSI freight handling rates for services. Labor and equipment will be available for uncrating, unskidding, assembling, positioning, leveling, dismantling, recrating, and reskidding machinery and/or equipment of exhibitors. Place your order for this labor using the *In-Booth Forklift & Labor Order Form*.

If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Empty Labels Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for *empty storage only*.

Outgoing Shipments Shipping information, bills of lading and labels will be available at the CSI Worldwide Service Desk. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup.

SHIPPING INFORMATION

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025



Freight Handling Services

CSI Worldwide is prepared to receive your shipment either in advance at our local warehouse or directly to the exhibit site. You may ship via the carrier of your choice.

Rates are based on the incoming weight of shipments. For rates and arrival information, see the *Material Handling Order Form*. CSI Worldwide must have payment before forwarding freight.

Advance Shipments to CSI Worldwide Warehouse

Crates, Cartons, Fiber Cases Only

As a courtesy to our exhibitors, CSI will receive uncrated carpet and pad at the warehouse. A special handling charge will apply on these shipments.

Rates Include: Unloading crated freight. The warehouse cannot receive uncrated shipments.

Storing at the warehouse for up to 30 days.

Reloading onto trucks and delivery to the exhibit site.

Unloading freight and delivery to your booth.

Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

Monday, February 10, 2025

Last day for shipments to arrive at the advance warehouse without surcharge.

NAME OF EXHIBITING COMPANY
NBOA ANNUAL MEETING AND BUSINESS SOTUIONS SHOWCASE
YOUR BOOTH NUMBER
C/O CSI WORLDWIDE
60 BROAD STREET

Direct Shipments to Exhibit Site

Rates Include: Unloading freight and delivery to your booth.

CARLSTADT. NJ 07072

Picking up, storing, and returning empty shipping containers. Reloading freight for return to your specified destination.

Make out the bill of lading and consign as follows:

Monday, February 24, 2025

First day for shipments to arrive at the exhibit site.

NAME OF EXHIBITING COMPANY
NBOA ANNUAL MEETING AND BUSINESS SOLUTIONS SHOWCASE
YOUR BOOTH NUMBER

C/O CSI WORLDWIDE

NEW YORK MARRIOTT MARQUIS
1535 BROADWAY

NEW YORK, NY 10036

Return to Warehouse (optional)

After the show, CSI can: Deliver freight to the warehouse.

Store freight.

Reload freight on outbound carriers to ship to your specified destination.

Call CSI Exhibitor Services at (888) CSI-EXPO (274-3976), or stop in during the show at the CSI Service Desk for price quotes.

Please read the "CSI Limits of Liabilities and Responsibility" for important information on freight handling.

MATERIAL HANDLING ORDER FORM

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025 Discount Deadline Date February 10, 2025



RETURN TO: CSI Worldwide • 60 Broad Street • Carlstadt, NJ 07072 • Phone (888) CSI - EXPO (274-3976) • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net

AUTHORIZED CONTACT SIGNATURE AUTHORIZED CONTACT - PLEASE PRINT PHONE: DATE

- <u>X</u>
- 1. All shipments must be sent prepaid. Collect shipments will not be accepted. Certified weight packets required for unloading.
- 2. The Advance Warehouse will ONLY accept packaged shipments, including crates, boxes and skids. No loose shipment will be accepted unless the delivering carrier cannot deliver the shipment to the exhibit facility, in which case a 50% surcharge will be added to the warehouse rate.
- 3. Loose, uncrated, or specialized carrier shipments should be sent DIRECTLY to the Convention Facility to arrive AFTER 2:00 PM on the first day of exhibit installation.
- 4. Consignment or delivery of a shipment to CSI Worldwide or its subcontractors by an Exhibitor or Shipper on behalf of the Exhibitor will be considered as an acceptance by the Exhibitor of the Freight Terms and Conditions on the front of this page.
- 5. Outbound Bills of Lading must be filled out and turned into the Exhibitor Service Desk if designated carriers are to be used. The Exhibitor must make those arrangements directly with the carrier. If the designated carrier fails to show up in the required time frame, the shipment will be reconsigned to the house carrier. If no return information is provided, freight will be returned to the warehouse and storage charges will be applied.

ADVANCE AND DIRECT SHIPMENTS TO CSI WORLDWIDE WAREHOUSE AND EXHIBIT SITE

ADVANCE WAREHOUSE Rates Include: unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. **DIRECT Rates Include:** unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. The rates for this service are:

Advance or Direct Late to Warehouse \$ 4.49 per pound \$ 6.05 per pound

The Tradeshow Shipping Process

Inbound Shipping

Ship your freight to the venue, advance shipping warehouse or marshalling yard with your carrier of choice.

Shipment arrives at the destination and is passed on to the General Contractor

Material Handling

General Contractor delivers freight to your booth location and back to the loading dock at the end of the show for outbound shipping

Outbound Shipping

Outbound Carrier of your choice picks up shipment for your next destination



CALCULATION OF MATERIAL HANDLING CHARGES

We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

We will be shipping:	os. @ per lb		\$
We will be shipping approximately	number of pieces.		
Our shipment will be sent to E	xhibit Site	via:	
		1. Total Estimated Charges	\$
All orders are subject to	the terms and conditions as	2. 30% Late Arrival Surcharge	\$
outlined on th	he payment form.	3. Excess Declared Value	\$
		4. Payment Enclosed	\$



FROM:



ADVANCE SHIPMENT

EXHIBITION FREIGH

TO:	
	EXHIBITING COMPANY
	NBOA Annual Meeting and Buiness Solutions Showcase

BOOTH NUMBER

C/O CSI WORLDWIDE 60 Broad Street Carlstadt, NJ 07072

NAME OF EXHIBITION

FROM:

SHIPMENT SHOULD ARRIVE ON OR BEFORE: Monday, February 10, 2025

Number	of	pieces



ADVANCE SHIPMENT

TO: EXHIBITING COMPANY NBOA Annual Meeting and Business Solutions Showcase NAME OF EXHIBITION

C/O **CSI WORLDWIDE** 60 Broad Street Carlstadt, NJ 07072

BOOTH NUMBER

SHIPMENT SHOULD ARRIVE ON OR BEFORE: Monday, February 10, 2025

Number _____ of ____ pieces



EXHIBITION FREIGHT

FROM:

Carrier _

Carrier ____

EXHIBITION FREIGHT

FROM:

Carrier _

ADVANCESHIPMENT

TO: **EXHIBITING COMPANY**

> NBOA Annual Meeting and Business Solutions Showcase NAME OF EXHIBITION

BOOTH NUMBER

C/O **CSI WORLDWIDE** 60 Broad Street Carlstadt, NJ 07072

> SHIPMENT SHOULD ARRIVE ON OR BEFORE: Monday, February 10, 2025

Number _____ of ____ pieces



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-			F. F.		\odot II		1.4	

10:	
	EXHIBITING COMPANY
	NBOA Annual Meeting and Business Solutions Showcase
	NAME OF EXHIBITION

BOOTH NUMBER

C/O CSI WORLDWIDE 60 Broad Street Carlstadt, NJ 07072

> SHIPMENT SHOULD ARRIVE ON OR BEFORE: Monday, February 10, 2025

Carrier	







FROM:

RUSH!

FROM:

DIRECT SHIPMENT

TO: ___

EXHIBITING COMPANY

NBOA Annual Meeting and Business Solutions Showcase

NAME OF EXHIBITION

BOOTH NUMBER

C/O CSI WORLDWIDE

New York Marriott Marquis

1535 Broadway New York, NY 10036

> SHIPMENTS MUST ARRIVE ON: Monday, February 24, 2025

Carrier ____

Number _____ of ____ pieces



DIRECT SHIPMENT

TO:

EXHIBITING COMPANY

NBOA Annual Meeting and Business Solutions Showcase

NAME OF EXHIBITION

BOOTH NUMBER

C/O CSI WORLDWIDE

New York Marriott Marquis

1535 Broadway

New York, NY 10036

SHIPMENTS MUST ARRIVE ON: Monday, February 24, 2025

Carrier ____

Number _____ of ____ pieces



RUSH!

FROM:

DIRECT SHIPMENT

TO:

EXHIBITING COMPANY

NBOA Annual Meeting and Business Solutions Showcase

NAME OF EXHIBITION

BOOTH NUMBER

C/O CSI WORLDWIDE New York Marriott Marquis 1535 Broadway New York, NY 10036

> SHIPMENTS MUST ARRIVE ON: Monday, February 25, 2025

Carrier

Number _____ of ____ pieces



RUSH!

FROM:

DID	- 64	FNT

TO:

EXHIBITING COMPANY

NBOA Annual Meeting and Business Solutions Showcase

NAME OF EXHIBITION

BOOTH NUMBER

C/O CSI WORLDWIDE New York Marriott Marquis 1535 Broadway New York, NY 10036

> SHIPMENTS MUST ARRIVE ON: Monday, February 24, 2025

Carrier

Number ____ of ___ pieces



CARPET RENTAL ORDER FORM

Late Request: Requests after deadline will be filled as available at the standard rate.

NBOA Annual Meeting and Business Solutions Showcase

Custom Carpet Deadline Date January 20, 2025

Discount Deadline Date February 10, 2025



New York Marriott Marquis February 24-25, 2025

Order Online at orders.csiworldwide.net

RETURN TO: CS/	Worldwide • 60 Broad Str	eet • Carlstadt, NJ 07072	2 • Phone (888) CSI -	EXPO (274-3	976) • Fax (610) 558	3-9459 • Email: exhibitor	services@csiworldwide.net
COMPANY			EMAIL ADDRESS				BOOTH NUMBER
AUTHORIZED CONTACT	SIGNATURE	ΔΙΙ	THORIZED CONTACT - PLEA	ASE PRINT		PHONE	DATE
X	GIGIATURE		THORIZED CONTACT - 7 EE	NOE / TAIV		THONE	DAIL
HALL IS CA	ARPETED	STAND	ARD EXHIBI	T BOOT	H CARPET		
	Standard 16	oz exhibit booth car	pet includes renta	al, installati	on, removal and	front edge taping of	nly.
Standard bo	oth carnot is design	ad for use in stands	ard ciza avhibit b	oothe Thi	s carnot IS NOT	E designed to sove	er complete booth areas
since the renta		ude seaming and th	ne carpets are no	ot guarante	ed to be a color	match. If comple	te area carpet is desired,
DESCRIPTION	/TCM #	DISCOUNT PRICE	STANDARD PRICE	STAI	NDARD EXHIBIT	BOOTH CARPE	COLORS (Please Choose)
10'x10'	# 124	\$ 361.2		_	- DI I (0.1)	- DI (00)	- 0 (00)
10'x20'	125	\$ 722.5			☐ Black (04)	□ Blue (06)	□ Gray (09)
10'x30'	126	\$ 1,083.8			⊐Tuxedo (18)	, ,	□ Latte (10)
10'x40'	127	\$ 1,408.9	9 \$ 1,902.14			□ Midnight E	3lue (11)
		COM	PLETE EXHIE	BIT AREA	CARPET		
Complete e	xhibit area and cust	om carpet price incl	udes laying, trim	ming, sear	ning, wastage, e	edge taping, rental	and removal for carpet
			ically cut to your				
	Color/Size	Selection: Choices NOT	indicated will be sel	lected by CSI	Worldwide to coord	linate with show colors	and size of exhibit.
DESCRIPTION	ITEM#	DISCOUNT PRICE	STANDARD PRICE	COMP	LETE EXHIBIT	AREA CARPET C	OLORS (Please Choose)
O lata Fall	'l-'t A (400)			7 .	□ Black (04)	☐ Blue (06)	☐ Gray (09)
Complete Exh	nibit Area (128)	\$7.79 Sq Ft	\$10.13 Sq Ft		□Tuxedo (18)	` ,	□ Latte (10)
					= 1 axeae (10)	☐ Midnight E	` ,
							(11)
		CUST	OM DECORAT	TORS PL	USH CARPE	T	
	Custom	carpet is an upgrad	led 28 oz., 150 lk	o. ~ Swato	ches will be sent	t to you upon requ	est.
ORDE	RS MUST BE RECE	IVED IN OUR OFFI	CE 4 WEEKS PR	RIOR TO TI	HE SHOW. Mini	mum order for cust	om carpet is 100 sq. ft.
DESCRIPTION		DISCOUNT PRICE	STANDARD PRICE	CUSTON	DECORATORS	S PLUSH CARPET	COLORS (Please Choose)
		-		☐ Cardi	nal (45) □	Cream (47)	☐ Grey (43)
Custom Carpe	et - 28 oz.	\$9.35 Sq F	t \$12.16 Sq Ft	☐ Pearl	(48)] White (41)	
	PAI	DDING - VISQUE	EN (PLASTIC	C COVE	RING) AND C	ARPET TAPE	
			tes include Instal			7	
DESCRIPTION			ITEM #		DISCOUNT PRICE		STANDARD PRICE
Padding 1/2"		,	(33a)		\$ 2.24/Sq Ft		.91/Sq Ft
Padding 1"	(' O'\	,	133c)		\$ 3.52/Sq Ft		.58/Sq Ft
Additional Car	astic Covering)	(1	149)		\$.80/Sq Ft		.20/Sq Ft .20/Ln Ft
Additional Cal	трет таре				\$.90/Ln Ft	ψı	.20/LITFt
			PLACE OR	DER HERE			
Item#	Description		Price		Quant	tity	Total Price
124	10'x10' Standa						\$
125 126	10'X20' Stand						\$ \$
127	10'x30' Standa 10'x40' Standa						\$
121	TO X40 Otalida	ard Garpet					Ψ
Item#	Description		Total Sq F	t	x Price/	Sq Ft =	Total Price
							\$
							\$
							\$
					1 Total All Itams	Ordorod	\$
Cancellation Po	olicy: Cancellation after			ling rate.	1. Total All Items		
	Cancellation after	installation will be 100°	% of prevailing rate.	•	2. 8.875% NY S		\$

FURNITURE & ACCESSORIES ORDER FORM

NBOA Annual Meeting and

Business Solutions Showcase

New York Marriott Marquis

Discount Deadline Date February 10, 2025

February 24-25, 2025

Order Online at orders.csiworldwide.net

RETURN	TO: CSI Worldwide • 60 Broad Street • Carlst	adt, NJ	07072 •	Pho	ne (888) CS	1 - EXPO (2	274-3976) • Fax	(610) 558-9459 • Email: ext	ibitorse	rvices@csiwo	orldw	vide.net
COMPANY				EM	AILADDRESS					BOOTH N	UMBER	₹
ALITUODIZE	D CONTACT SIGNATURE		ALITUOE	11750	CONTACT DU	TAGE DOWN		PHONE		DATE		
	J CONTACT SIGNATURE		AUTHOR	KIZED	CONTACT - PLE	EASE PRINT		PHONE		DATE		
Χ												
					PRIC	CE LIST						
ITEM #	DESCRIPTION	PRI	OUNT		REGULAR PRICE	ITEM#	DESCRIPTION	ON	D	ISCOUNT PRICE	F	REGULAR PRICE
		PRI	ICE		PRICE							
	DECORATED TABLES (30" H	IIGH X	(24" WI	IDE)	l	JNDECOR#	ATED TABLES (30'	'HIGH	1 X 24" WI	DE)	
Skirti	ng for Tables - White Vinyl Top and					118	4' Table	,	\$			226.75
						_						
114	Skirted 4' Table (Skirted 4 Sides)		348.83		453.48	119	6' Table		\$		\$	226.75
115	Skirted 6' Table	\$ 3	348.83	\$	453.48	120	8' Table		\$	174.42	\$	226.75
116	Skirted 8', Table	\$ 3	348.83	\$	453.48							
117S	4th Side Skirted, Optional	\$	87.21	\$	113.37	UND	ECORATE	DISPLAY COUN	TERS	(42" HIGI	HX	24" WIDE)
	in old oliniou, opilolia.	•		Ψ		404	417.11		_	400.05	_	00405
	DECORATED COUNTERS (42	" LICI	ロ V つ イ"	1///	וחבו	121	4' Table		\$		\$	234.85
	DECORATED COUNTERS (42	TIIGI	11 / 24	VVI	DL)	122	6'Table		\$	180.65	\$	234.85
Skir	ting for Counters - White Vinyl Top and	Pleated	d Skirt o	n 3	Sides	123	8' Table		\$	180.65	\$	234.85
139	Skirted 4' Counter (Skirted 4 Sides)		361.29	\$	469.68			BOOTH ACCESS	ODJE	-0		
140	Skirted 4' Counter		361.29		469.68			BOOTH ACCESS	ORIE	:8		
				\$		107	Chrome Si	an Holder	\$	90.32	\$	117.42
141	Skirted 8' Counter	\$ 3	361.29	\$	469.68	110	Aluminum	0	\$	90.32		117.42
117T	4th Side Skirted, Optional	\$	90.32	\$	117.42				Þ			
	•					111	Clothes Tre	ee	\$	90.32	\$	117.42
	ROUND PEDESTAL TA	ABLE	S			142	Garment R	tack	\$	180.65	\$	234.85
						112	Bag Stand		\$	180.65	\$	234.85
147	Round Pedestal Table 30" x 30" H	\$ 3	348.83	\$	453.48	143	Literature F	Pools	¢		\$	234.85
		•		*		1				180.65	*	
148	Round Pedestal Table 30" x 42" H	\$ 3	348.83	\$	453.48	144	Stanchion	with 8' Retractable Be	lt \$	90.32	\$	117.42
						145	Black Fabr	ic Bulletin Board	\$	340.10	\$	459.14
	SEATING						"Select Pl	acement Below"				
						146	Wastebasl		\$	30.00	Ф	39.00
100	Padded Side Chair	•	174 40	Φ	226.75	140	vvasiebasi	Kei	Ф	30.00	Φ	39.00
102		*	174.42	Ф	226.75			CUSTOM DRA	PF			
103	Upholstered Stool with Back	\$ 1	180.65	\$	234.85			33313III 310				
						8,11	Back Drane a	nd 3' Side Drape — 4	lingar	foot minim	ai im	order
						1	,	,				
						001		of Back Drape per ft.	\$	34.88		45.34
						002	Linear Ft. o	of Side Drape per ft.	\$	34.88	\$	45.34
							□Bla	ack (04) 🗆 White (1	6) 🗆	Blue (06))	
								` ,	•	` '	•	
				Р	LACE (ORDER	HERE					
	Table / Counter Skirt (indicated	d will be	selected by (CSI to coordinate wit	th sho	ow colors)):	
	☐ Black (04) ☐ Blue(06	S) 🗆 '	White(1	6)								
	Optional 4th Side TAE	RIFS	kirt· 🗆	16'	□8'	Ontional	4th Side CC	OUNTER Skirt: 6'	⊓ a'			
SELECT	Optional 4th Olde TAL	LL O	MII C	_ 0		Optional	411 Olde OC	ONI EN OMITE.				
							_					
	Black Fabric Bulletin I	Board	l Placer	ner	nt: 🖂 H	orizontal	Vertical					
ITEM #	!	DESC	CRIPTION	I				PRICE	QUAN	TITY T	OTA	L PRICE
										\$		
										Ψ		
										•		
										\$		
										\$		
-												
										\$		
										\$		
										Ψ		
										•		
										\$		
Drices	include delivery installation restal as	nd rom	nova!					4 T-4-1 A !! !!		^		
	s include delivery, installation, rental, a							1. Total All Items O	aere	d \$		
Çance	ellation Policy: Items cancelled will be o gins and 100% of original price after in	charge	d 50% c	of o	riginal price	e after mo	ve-					
ın beg	gins and 100% of original price after in	stallatio	on.					2. 8.875% NY Sales	Tax	\$		
Order	s received after the discount deadline of	date ai	re subje	ct to	o availabilit	ty				-		
	r substitutions.		,			-		3. Payment Enclo	sed	\$		



Standard Furniture & Accessories

______ C h a i r s _____







Tall Stool

Decorated, Undecorated & Pedestal Tables









' |

Black Top Pedestal Tables available in 30" and 42" High

Decorated / Undecorated Tables available in a variety of colors and the following sizes: 4', 6', 8' Wide, 2' Deep, 30" and 42" High





Clothes Tree



Bag Rack



Chrome Sign Holder



4' x 8' Display Boards (vertical or horizontal)



Aluminum Easel



Retractable Stanchion



Wastebasket

SIGNAGE AND ARTWORK ORDER FORM

NBOA Annual Meeting and Business Solutions Showcase

Discount Deadline Date February 10, 2025



New York Marriott Marquis February 24-25, 2025

Order Online at orders.csiworldwide.ne

RETURN TO	2: CSI Worldwide • 60 Broad Street • Carlstadt, NJ 07072 • Phone (888) C	SI - EXPO	(274-3976) • Fax	(610) 558	3-9459 • Email: e	exhibitorservices	@csiworldwide.net
COMPANY	EMAIL ADDRESS	;				I	BOOTH NUMBER
AUTHORIZED CO	ONTACT SIGNATURE AUTHORIZED CONTACT -	PLEASE PRINT	-		PHONE		DATE
	dard signs are digitally produced on foamcore. Id sign include up to 10 words and a selection of colo	ors.					
ITEM#	DESCRIPTION	DIS	COUNT PRICE	RE	GULAR PRICE	QUANTITY	TOTAL PRICE
600	22"x28" Single Sided	\$	80.00	\$	120.00		
601	22" x 28" Double Sided	\$	110.00	\$	165.00		
602	Meter Panel Single Sided	\$	400.00	\$	600.00		
603	Meter Panel Double Sided	\$	600.00	\$	900.00		
604	1/2 Meter Panel Single Sided	\$	205.00	\$	307.50		
605	1/2 Meter Panel Double Sided	\$	305.00	\$	457.50		
606	Vinyl Banner (per sq ft)	\$	14.05	\$	21.80		
607	SEG with Standard Metal Frame (per sq ft)	\$	24.40	\$	36.60		
608	Wallnoodle Clings (per sq ft)	\$	10.60	\$	15.90		
609	Foamcore (per sq ft)	\$	12.00	\$	18.00		
	Additional Words Cost per Word	\$	2.08	\$	3.12		
	Easel Back	\$	5.95	\$	8.92		
	Background Color:			1. Tot	al All Items (Ordered	\$
	(White will be provided if no color is chosen below			2. 8.87	75% NY Sale	s Tax	\$
SELECT COLORS	☐ White ☐ Black ☐ Red ☐ Blue ☐ Green ☐ Yo			3. Pa	yment Encl	losed	\$
	Copy Color:(Black will be provided if no color is □ White □ Black □ Red □ Blue □ Green □ Yo		below)				
	☐ White ☐ Black ☐ Red ☐ Blue ☐ Green ☐ Yo	*Ilow					
OMPLETE							
OPY	Please print. Attach a layout to this form if	necessa	ry.				



Graphic Design • Large Format Printing • Desktop Publishing • POP Displays • Backlit Graphics Lamination • Vinyl Graphics • Logo Reproduction • Graphics Presentation • Vinyl Banners



CORPORATE HQ 40 REGENCY PLAZA GLEN MILLS, PA 19342 WWW.CSIWORLDWIDE.NET

> (888) CS I-EXPO (274 - 3976)

Rental Exhibits Made Easy

Stress-Free and Functional Exhibit Rentals to help you engage with prospective clients without breaking the bank



EASY EXHIBIT RENTAL PACKAGES

10x10 RENTAL EXHIBITS

Rental Includes:

- Custom SEG fabric graphic Backwall
- Rental Frame
- 2 Booth Light Fixtures (Additional fixtures available for rent)
- Exhibit installation and Dismantle
- Exhibit material handling
- 16 oz Standard Booth Carpeting

A stress-free, functional exhibit solution to help you engage with prospective customers without requiring a costly investment

Package # 1 <u>8'H x 10'W</u>



(REGULAR PRICE: \$4,435)
DISCOUNT PRICE: \$3,627

Carpet Color Options:



BLACK







BLUE

GREY

RED

10x10 RENTAL EXHIBITS (UPGRADE)

Rental Includes:

- Custom SEG Fabric Graphic Backwall
- Rental Frame
- Side Walls
- 2 Booth Light Fixtures (Additional fixtures available for rent)
- Branded Reception Counter
- Exhibit installation and Dismantle
- Exhibit material Handling
- 16 oz Plus Booth Carpeting

Carpet Color Options:









BLACK

PEARL GRAY

CHARCOAL

RED

Rentals **Do-Not** Include:

Enhance your exhibit with our upgrade option

Package # 2 8'H x 10'W (upgrade)



*Tables and chairs shown for illustrative purpose only

(REGULAR PRICE: \$7,490)
DISCOUNT PRICE: \$5,977

- Power Supply
- Electrical Labor
- Tables and Chairs



EASY EXHIBIT RENTAL PACKAGES

10x20 RENTAL EXHIBITS

Rental Includes:

- Custom SEG fabric graphic Backwall
- Rental Frame
- 6 Booth Light Fixtures (Additional fixtures available for rent)
- Exhibit installation and Dismantle
- Exhibit material handling
- 16 oz Standard Booth Carpeting

Carpet Color Options:









BLACK BLUE

GREY

RED

Package # 3 8'H x 20'W



(REGULAR PRICE: \$9,781)
DISCOUNT PR CE: \$7,954

10x20 RENTAL EXHIBITS (UPGRADE)

Enhance your exhibit with our upgrade option

Rental Includes:

- Custom SEG Fabric Graphic Backwall
- Rental Frame
- Side Walls
- 6 Booth Light Fixtures (Additional fixtures available for rent)
- Branded Reception Counter
- Exhibit installation and Dismantle
- Exhibit material Handling
- 16 oz Plus Booth Carpeting <u>Carpet Color Options:</u>









BLACK PEARL GRAY

CHARCOAL

RED

Package # 4 8'H x 20'W (upgrade)



*Tables and chairs shown for illustrative purpose only

(REGULAR PRICE: \$11,471)
DISSCOUNT PRICE: \$9,254

Rentals Do-Not Include:

- Power Supply
- Electrical Labor
- Tables and Chairs



STANDARD IM COUNTER AND KIOSK

STANDARD 1M COUNTER

Features:

- 1 Storage Shelf
- Enhance your counter with a company logo
 - ☐ Graphic can be insert or overlay type
 - ☐ Graphic Price

> (Regular: \$585)

Discount: \$450

Dimension: 40"L x 20"W x 42"H

Countertop Height: 42"



(REGULAR PRICE: \$696)
DISCOUNT PRICE: \$547

STANDARD 1M KIOSK

Features:

- 1 Storage Shelf
- Enhance your counter with a company logo
 - ☐ Graphic can be insert or overlay type
 - ☐ Graphic price

(Regular: \$585)Discount: \$450

- Monitor (Optional/Additional Fee)
- Dimension: 40"L x 20"W x 80"H
- Countertop Height: 42"



(REGULAR PRICE: \$1, 282)
DISCOUNT PRICE: \$950

Standard 2m Counter and Kiosk are Available. Contact as for pricing

DISPLAY SHELVING OPTIONS

GONDOLA

Features:

- 4' High
- Back-to-Back 4 Layer Shelf
- · Adjustable and removable Shelf



(REGULAR PRICE: \$1,825)
DISCOUNT PRICE: \$1,350

SHELVES

Features:

- Include a Mounting Bracket attached to the frame
- Material: Wood or Glass



(REGULAR PRICE: \$240)
DISCOUNT PRICE: \$180





High - quality graphics will have a significant impact on your visual presence! We offer state-of-the-art design and printing. CSI Worldwide will bring your banners, signage and graphics to LIFE!!

Our graphic products redefine "High Definition".

We offer a variety of materials to print on which include: honeycomb, foam board, polyfoam, PVC, acrylic, SEG fabrics, vinyl, mesh as well as hanging signs in multiple shapes and sizes.

Our wide range of resources ensures that any repairs or replacements that maybe needed will be handled in a timely fashion no matter where your event is located.



HANGING SIGNS & CUSTOM GRAPHIC PRINTS

CIRCLE HANGING SIGN



SQUARE SHAPE SIGN



HANGING CONE SHAPE



FABRIC SPHERE



TAPERED CIRCLE



HANGING TRIANGLE SIGN



PINWHEEL FABRIC



HANGING PYRAMID



CURVED TRIANGLE



FOOTBALL SHAPE





BOOTH SAMPLES

10 " X 20" CUSTOM BOOTH



10 " X 30" CUSTOM BOOTH



20 " X 20" CUSTOM BOOTH







DISPLAY LABOR ORDER FORM Page 1 of 2

NBOA Annual Meeting and Business Solutions Showcase

Discount Deadline Date February 10, 2025



New York Marriott Marquis February 24-25, 2025

Order Online at orders.csiworldwide.net

RETURN TO: CSI Worldwide • 60 Broad Street • Carlstadt, NJ 07072 • Phone (888) CSI - EXPO (274-3976) • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net

AUTHORIZED CONTACT SIGNATURE AUTHORIZED CONTACT - PLEASE PRINT PHONE: DATE

X

PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED. TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.

- 1. Display Labor is required for all installation and dismantling of exhibits, including signs and floor covering installation.
- 2. Exhibitor may unpack and place merchandise.
- 3. Exhibitor may set up exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools.

RATES AND INFORMATION

Starting time can be guaranteed only when labor is requested for the start of the working day at 8 AM. All exhibit labor for 8 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (1/2) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "No Show" charge per worker will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (1/2) hour increments. **GRATUITIES IN ANY FORM, INCLUDING CASH, GIFTS, OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY CSI.**CSI requires the highest standards of integrity from all employees. All rates are subject to change if necessitated by increased labor and material costs.

ADVANCE DISPLAY LABOR RATES IF ORDERED BY THE ABOVE DEADLINE DATE: JOURNEYMEN

Straight Time Monday through Friday - 1st 8 Hours \$ 249.17 per hour \$ 315.81 per hour Overtime All other times Monday through Friday, All day Saturday & Sunday \$ 312.13 per hour \$ 476.60 per hour

Double Time All day on Holidays \$ 376.67 per hour \$ 678.50 per hour

PLEASE INDICATE SERVICE NEEDED

- □ CSI SUPERVISED LABOR (Please complete the Display Labor Information Form Page 2 of 2)

 CSI will provide the following service:
 - 1. Unpack and install display before exhibitor arrival at show site
 - 2. Dismantle, pack and arrange to ship display after show closing

A 30% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision.

☐ EXHIBITOR SUPERVISED LABOR

NOTE: If exhibitor fails to pick up men at time ordered, a one (1) hour no-show charge will be assessed.

Exhibitor will supervise.

1. Indicate workers needed for installation and dismantling.

PLACE ORDER HERE								
Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total		
						\$		
						\$		
						\$		
						\$		
Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked. 1. Total Labor Ordered						\$		
IMPORTANT NOTICE 2. 30% (\$50.00) CSI Supervision						\$		
Your Company is encouraged to carry insurance covering potential injury, damage or loss associated with your display. CSI Worldwide will NOT be responsible for injury to display personnel and damage or loss of display materials. In any case, the liability of					es Tax	\$		
CSI Worldwide is limited to a max of 50% of total labor not to exceed \$1000.00. 4. Total Payment Enclosed						\$		

DISPLAY LABOR INFORMATION FORM Page 2 of 2

NBOA Annual Meeting and Business Solutions Showcase

New York Marriott Marquis February 24-25, 2025

Discount Deadline Date February 10, 2025



Order Online at orders.csiworldwide.net

COMPANY						
UTHORIZED CONTACT SIGNATURE AUTHORIZED CON		Γ - PLEASE PRINT	PHONE:	DATE		
Inbound Freight Inf			Data			
Carrier Shipped By Number of Pieces Weight						
	_					
_	Loose Display Warehouse Showsite		Crated Display			
Shipped 10. (Check One)	□ wateriouse □ Showsite					
Satur Information	for CSI Installation					
Set-up Information ☐ Set Up Drawings Attack		☐ Rental Ca	arnet Color			
☐ Set Up Drawings With E		Own Carpet Color				
	ed for set up					
•	·					
L FOIKIIIL OTGETEG TIS	Time	Special Equip	ment Required			
Did You Order —						
Electrical	☐ Yes ☐ No	Electrical Und	der Carpet] No		
Electrical Drawings	☐ Attached ☐ Sent to the C	Official Electrical C	ontractor With the Exhib	oit		
Booth Cleaning	☐ Yes ☐ No	Other Items				
Furniture	☐ Yes ☐ No					
A/V Furniture	☐ Yes ☐ No					
Telephone	☐ Yes ☐ No					
Outbound Freight I	nformation					
•		Consigned To				
☐ Prepaid ☐ Collect		Address				
☐ Bill To		City/State/Zip				
		Second Consignee				
		Address				
☐ CSI Storage		City/State/Zip				
Method Common Carrie	er AirFreight Vanline	Other				
Carrier (if known)						
Contact		Phone				
Emergency Contac	t Information / Showsi	te Contact				
•			_ Title			
Telephone						
Other Means of Contacting Th	is Person					



BLANC



Blanc SofaBright White Leather
75"W x 35"D x 35"H



Blanc Loveseat
Bright White Leather
54"W x 35"D x 35"H



Blanc ChairBright White Leather
33"W x 35"D x 35"H



Blanc Bench Ottoman
Bright White Leather
48"W x 24"D x 18"H



Blanc Cube Ottoman

Bright White Leather

17"Square x 17"H

FUNCTION

Modular Seating Collection



Function Armless Chair - White White Vinyl 28"Square x 29"H



Function Corner - White White Vinyl 28"Square x 29"H

Function Corner - Black

Black Vinyl

28"Square x 29"H



Function Armless Chair - Black

Black Vinyl

28"Square x 29"H



CONTINENTAL

Modular Seating Collection



Continental Curved Loveseat

Bright White Leather 82"W x 34"D x 31"H



Continental Reverse Curved Loveseat

Bright White Leather 72"W x 34"D x 31"H



Continental Wedge Ottoman

Bright White Leather 30"W x 34"D x 19"H



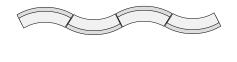
Continental Curved Bench

Bright White Leather 70"W x 26"D x 19"H



Continental Half Moon Ottoman

Bright White Leather 33"W x 19"D x 19"H





BOCAModular Seating Collection



Boca Corner

Black Leather 22"W x 27"D x 30"H



Boca Armless

Black Leather 27"Square x 30"H



METRO



Metro SofaBlack Leather
85"W x 35"D x 35"H



Metro Loveseat

Black Leather

60"W x 35"D x 35"H



Metro Chair Black Leather 35"Square x 35"H



Metro Square Ottoman

Black Leather
40"Square x 17"H



Metro Bench Ottoman

Black Leather

60"W x 24"D x 17"H

GRAMMERCY

Modular Seating Collection



Grammercy Sofa
Charcoal Leather
82"W x 36"D x 36"H



Grammercy Loveseat

Charcoal Leather

57"W x 36"D x 36"H



Grammercy Chair
Charcoal Leather
28"W x 36"D x 36"H

GRAMMERCY



Grammercy Corner
Charcoal Leather

36"Square x 36"H



Grammercy Round Ottoman

Charcoal Leather 46"Round x 17"H



Grammercy Square Ottoman

Charcoal Leather 40"Square x 17"H

AUBREY



Aubrey Sofa

Light Beige Faux Linen Fabric 90"W x 35"D x 35"H



Aubrey Chair

Light Beige Faux Linen Fabric 37"W x 35"D x 35"H



Aubrey Bench Ottoman

Light Beige Faux Linen Fabric 48"W x 24"D x 18"H

CHANDLER



Chandler Sofa

Red Leather 76"W x 37"D x 35"H



Chandler Loveseat

Red Leather 53"W x 37"D x 35"H



Chandler Chair

Red Leather 31"W x 37"D x 35"H

CHANDLER



Chandler Bench Ottoman

Red Leather 60"W x 24"D x 17"H

EVOKE



Evoke Sofa

Coffee Resin Frame With Tan Cushions $81^{\prime\prime}\text{W} \times 35^{\prime\prime}\text{D} \times 27^{\prime\prime}\text{H}$



Evoke End Table

Coffee Resin Frame 24"W x 28"D x 25"H



Evoke Chair

Coffee Resin Frame With Tan Cushions $33''W \times 35''D \times 27''H$



Evoke Cube Table

Coffee Resin Frame 18"Square x 18"H



Evoke Cocktail Table

Coffee Resin Frame 48"W x 24"D x 18"H





Latitude Sofa

Beige Olefin Fabric 91"W x 42"D x 33"H



Latitude Loveseat

Beige Olefin Fabric 91"W x 42"D x 33"H



Latitude Chair

Beige Olefin Fabric 42"W x 36"D x 33"H

VERONA



Verona SofaGranite Frame With Light Grey Cushions 74"W x 38"D x 25"H



Verona ChairGranite Frame With Light Grey Cushions 28"W x 38"D x 25"H



Verona OttomanGranite Frame With Light Grey Cushions 26"W x 21"D x 18"H

JASPER



Jasper Sofa
Boca Bright White
64"W x 28"D x 33"H



Jasper Chair
Boca Bright White
30"W x 28"D x 33"H

NIKO



Niko SofaGrey Microfiber
81"W x 30"D x 38"H



Niko Loveseat
Grey Microfiber
58"W x 30"D x 38"H



Niko Chair Grey Microfiber 31"W x 30"D x 38"H

CROMWELL



Cromwell Sofa
Royal Blue Velvet
78"W x 32"D x 29"H



Cromwell Chair
Royal Blue Velvet
32"W x 32"D x 29"H

STAGE CHAIRS



Bianca Stage Chair - Frost
Bright White Leather
26"Square x 37"H



Bianca Stage Chair - Onyx
Onyx Microfiber
26"Square x 37"H



Bianca Stage Chair - Sand
Sand Microfiber
26"Square x 37"H



Empire Chair

Black Leather
White Leather
28"W x 32"D x 32"H



Monarch Chair Bright White Leather 28"Square x 30"H



Royce Chair - Mink

Mink Microfiber

29"W x 30"D x 33"H



Royce Chair - Oyster
Oyster Microfiber
29"W x 30"D x 33"H

OTTOMANS & BENCHES



Curved Bench

Continental Bright White Leather 70"W x 26"D x 19"H



Encore Bench

Black Mango Wood 68"W x 15"D x 18"H



Square Ottoman

■ Metro Black Leather ■ Grammercy Charcoal Leather 40"Square x 17"H



Bench Ottoman

■ Metro Black Leather
Chandler Red Leather
Grammercy Charcoal Leather
60"W x 24"D x 17"H



Essentials Storage Ottoman

White Leather With Locking Mechanism 48"W x 24"D x 20"H Lock Not Included



Grammercy Round Ottoman

Charcoal Leather 46"Round x 17"H

BANQUETTES & TURNING BEDS



Essentials Banquette

White Leather 60"Round x 48"H (2 Pieces)



Grammercy Banquette

Charcoal Leather 59"Round x 38"H (2 Pieces)



Essentials Turning Bed

White Leather 96"W x 48"D x 36"H

CUBE OTTOMANS













Rubix Cube Ottomans

Cherry Lemon Cromwell Lime Grape Mango

18"Square x 18"H



Blanc Cube Ottoman

Bright White Leather 17"Square x 17"H



Metro Cube Ottoman

Black Leather 18"Square x 18"H

CHARGED



Essentials Turning Bed - Charged

White Leather 96"W x 48"D x 25"H

*White slip cover available for black charging unit. *Maximum of 1 bed per power source.



Aspen Bar Table - Charged

White/Brushed Steel 72"W x 26"D x 42"H

*Maximum of 1 table per power source.



Boca Corner - Charged

Bright White Leather 27"Square x 30"H

*Maximum of 4 daisy linked together per power source.



Boca Chair - Charged

Bright White Leather 22"W x 27"D x 30"H

*Maximum of 4 daisy linked together per power source.



Aspen Cocktail Table -Charged

White/Brushed Steel 48"W x 24"D x 18"H

*Maximum of 1 table per power source.



Patrice Table Chair - Charged

Bright White Leather 28″W x 31″D x 31″H

*Maximum of 6 daisy linked together per power source.



Lincoln Bench - Charged

Bright White Leather 59"W x 39"D x 17"H

*Maximum of 3 daisy linked together per power source.



Command 8' Conference Table - White Charged

96"W x 48"D x 31"H

*Maximum of 1 table per power source.

OCCASIONAL TABLES



Aria Tables - Red

End Table Red/Brushed Steel 24"W x 20"D x 22"H Cocktail Table Red/Brushed Steel 44"W x 20"D x 18"H



Aria Tables - Green

End Table Green/Brushed Steel 24"W x 20"D x 22"H Cocktail Table Green/Brushed Steel 44"W x 20"D x 18"H



Aria Tables - Blue

End Table Blue/Brushed Steel 24"W x 20"D x 22"H Cocktail Table Blue/Brushed Steel 44"W x 20"D x 18"H



Aria Tables - Purple

End Table Purple/Brushed Steel 24"W x 20"D x 22"H Cocktail Table Purple/Brushed Steel 44"W x 20"D x 18"H



Aria Tables - White

End Table White/Brushed Steel 24"W x 20"D x 22"H

Console Table White/Brushed Steel 44"W x 20"D x 30"H

Cocktail Table White/Brushed Steel 44"W x 20"D x 18"H



Aria Tables - Charcoal

End Table Storm Grey/Brushed Steel 24"W x 20"H x 22"H

Console Table Storm Grey/Brushed Steel 44"W x 20"D x 30"H

Cocktail Table Storm Grey/Brushed Steel 44"W x 20"D x 18"H



Novel Tables

End Table Satin Steel 15"Square x 16"H Cocktail Table Satin Steel 46"W x 15"D x 16"H



Fuze Tables

End Table Zebrawood Laminate/Chrome 24"Square x 23"H

Console Table Zebrawood Laminate/Chrome 60"W x 16"D x 34"H

Cocktail Table Zebrawood Laminate/Chrome 40"Square x 16"H



London Tables

End Table Marble/Chrome 24"Square x 23"H

Console Table Marble/Chrome 60"W x 16"D x 34"H

Cocktail Table Marble/Chrome 40"Square x 16"H

OCCASIONAL TABLES



Hylton Tablet Table

White/Brushed Steel 18"W x 12"D x 28"H



Gemma Accent Table - Blue Agate Gemma Accent Table - Citrine

Blue Agate Top/Brass Base 14"Round x 20"H



Rose Quartz Top/Brass Base 14"Round x 20"H



Gemma Accent Table - Moonstone Gemma Accent Table - Obsidian

Grey Agate Top/Brass Base 14"Round x 20"H



Obsidian Top/Brass Base 14"Round x 20"H



Brooklyn Tables

End Table Square Chrome 22"Square x 20"H End Table Round Chrome 20"Round x 20"H Cocktail Table Rectangle Chrome 42"W x 24"D x 16"H Cocktail Table Round Chrome

30"Round x 16"H



Cube Tables

Black □ White Cocktail Table 24"Square x 16"H End Table 24"Square x 21"H



Sirona Accent Table

Grey Top/Black Metal Base 18"W x 12"D x 28"H



Orbit End Table

White/Powder-Coated Aluminum 16"Round x 19"H

BARS & BAR BACKS



VIP Glow Bar 6'

Frosted Plexi With Built-in Wireless LED Kit 72"W x 24"D x 42"H (Bar) 13"D x 18"H (Shelf) Includes Remote Control



VIP Glow Bar 4'

Frosted Plexi With Built-in Wireless LED Kit 48"W x 24"D x 42"H (Bar) 13"D x 18"H (Shelf) Includes Remote Control



Bar

■ Black
□ White

48″W x 16″D x 42″H
2 Shelves In Back



Blox Bar Back

Walnut/Brushed Metal 30"W x 16"D x 86"H Please Inquire About Shelf Dimensions



Piazza Bar Back



Elara Bar

Black Powder-Coated Steel
Frosted Plexi With Built-in Wireless LED Kit
72"W x 25"D x 44"H (Bar)
Includes Remote Control



Razor Bar

Gold Powder-Coated Steel
Frosted Plexi With Built-in Wireless LED Kit
72"W x 25"D x 44"H (Bar)
Includes Remote Control

STOOLS



Criss Cross Bar Stool

Espresso Leather
White Leather
15"W x 19"D x 41"H



Colin Stool

Natural Maple 20"W x 19"D x 46"H



Euro Bar Stool

Black 22"W x 24"D x 42"H



Milo Bar Stool

Black
California Wine
Chartreuse

Jade
Victory Blue
White

■ Chocolate

20"W x 21"D x 41"H



Hourglass Bar Stool

Black
White

18"W x 20"D x 43"H



Equino Stool

Black
White
15"W x 13"D x 35"H



Clara Stool

White 17"W x 21"D x 41"H

STOOLS



Marcus Bar Stool Steel 17"Square (at footbase) x 29"H



Caprice Stool

Black Fabric

25"W x 26"D x 44"H



Sonic Stool

Black
22"W x 23"D x 42"H



Nexus Stool
White
19"W x 20"D x 44"H

CAFÉ CHAIRS





CAFÉ CHAIRS



Clara Chair
White
18"W x 21"D x 35"H



Leslie Chair
White
17"W x 21"D x 31"H



Criss Cross Chair
■ Espresso Leather
□ White Leather
17"W x 21"D x 35"H



Elio Chair Steel 17"Square x 33"H



Caprice Chair

Black
25"W x 24"D x 32"H



Comet Chair

Black
23"W x 22"D x 32"H (With Arms)
19"W x 22"D x 32"H (Without Arms)



Sonic Chair

Black
20"W x 21"D x 32"H



Nexus Chair
White
19"W x 22"D x 32"H



Colin Chair Natural Maple 22"W x 19"D x 33"H

BAR TABLES



24" Square Bar Table - Cosmo

Available in Black or Chrome Base 24"Square x 42"H



24" Square Bar Table -Emerald Tide

Available in Black or Chrome Base 24"Square x 42"H



24" Square Bar Table - Icebreaker

Available in Black or Chrome Base 24"Square x 42"H



24" Square Bar Table - Sirona

Available in Black or Chrome Base 24"Square x 42"H



32" Round Bar Table - Cement

Available in Black or Chrome Base 32"Round x 42"H



32" Round Bar Table -Yukon Gold

Available in Black or Chrome Base 32"Round x 42"H



32" Round Bar Table - Smoke

Available in Black or Chrome Base 32"Round x 42"H



Euro Bar Table

Black/Black 30" 30"Round x 42"H Black/Black 36" 36"Round x 42"H



Silk Bar Table

Black/Chrome 30" 30"Round x 42"H Black/Chrome 36" 36"Round x 42"H

BAR TABLES



City Bar Table

Maple/Black 30" 30"Round x 42"H Maple/Black 36" 36"Round x 42"H



Blanco Bar Table

White/Chrome 30" 30"Round x 42"H White/Chrome 36" 36"Round x 42"H



Blanco Rectangle Bar Table

White/Chrome 72"W x 24"D x 42"H



Park Ave Bar Table

Maple/Chrome 30" 30"Round x 42"H Maple/Chrome 36" 36"Round x 42"H



Fuze Bar Table

Zebrawood Laminate/Chrome 36"Square x 42"H



Spectrum Bar Table - Red

Red/Chrome 24"Square x 42"H



Summit Bar Table

White/Black 30" 30"Round x 42"H White/Black 36" 36"Round x 42"H



Blanco Square Bar Table

White/Chrome 24"Square x 42"H



Spectrum Bar Table - Blue

Blue/Chrome 24"Square x 42"H

BAR TABLES



Spectrum Bar Table - Purple

Purple/Chrome 24"Square x 42"H



Spectrum Bar Table - Green

Green/Chrome 24"Square x 42"H



Aspen Bar Table

White/Brushed Steel 72"W x 26"D x 42"H

CAFÉ TABLES



24" Square Café Table -Cosmo

Available in Black or Chrome Base 24"Square x 30"H



24" Square Café Table -Emerald Tide

Available in Black or Chrome Base 24"Square x 30"H



24" Square Café Table - Icebreaker

Available in Black or Chrome Base 24"Square x 30"H



24" Square Café Table -Sirona

Available in Black or Chrome Base 24"Square x 30"H



32" Round Café Table -Cement

Available in Black or Chrome Base 32"Round x 30"H



32" Round Café Table -Yukon Gold

Available in Black or Chrome Base 32"Round x 30"H

CAFÉ TABLES



32" Round Café Table - Smoke

Available in Black or Chrome Base 32"Round x 30"H



Euro Café Table

Black/Black 30" 30"Round x 30"H Black/Black 36" 36"Round x 30"H



Silk Café Table

Black/Chrome 30" 30"Round x 30"H Black/Chrome 36" 36"Round x 30"H



Park Ave Café Table

Maple/Chrome 30" 30"Round x 30"H Maple/Chrome 36" 36"Round x 30"H



City Café Table

Maple/Black 30" 30"Round x 30"H Maple/Black 36" 36"Round x 30"H



Blanco Café Table

White/Chrome 30" 30"Round x 30"H White/Chrome 36" 36"Round x 30"H



Summit Café Table

White/Black 30" 30"Round x 30"H White/Black 36" 36"Round x 30"H



Fuze Café Table

Zebrawood Laminate/Chrome 36"Square x 30"H



Blanco Square Café Table

White/Chrome 24"Square x 30"H

CAFÉ TABLES



Blanco Rectangle Café Table

White/Chrome 72"W x 24"D x 30"H



Spectrum Café Table - Red

Red/Chrome 24"Square x 30"H



Spectrum Café Table - Blue

Blue/Chrome 24"Square x 30"H



Spectrum Café Table - Purple

Purple/Chrome 24"Square x 30"H



Spectrum Café Table - Green

Green/Chrome 24"Square x 30"H



Aspen Dining Table

White/Brushed Steel 72"W x 30"D x 30"H



Encore Dining Table

Black Mango Wood 80"W x 40"D x 30"H



Madera Dining Table

Walnut Veneer 92"W x 39"D x 30"H

OFFICE SEATING



Tamiri High Back Chair

Black Leather 25"W x 27"D x 45"H

Accord Chair

Black

☐ White

25"Square x 44"H



Tamiri Mid Back Chair

Black Leather 25"W x 27"D x 39"H



Tamiri Guest Chair

Black Leather 25"W x 27"D x 37"H



Goal Task Chair

Black 25"W x 24"D x 39"H



Goal Task Chair - Armless

Black 21"W x 24"D x 39"H



Goal Drafting Stool

25"W x 24"D x 48"H



Goal Drafting Stool - Armless

21"W x 24"D x 48"H



Rimati Hi-Back Chair - White

Black ☐ White 30"W x 28"D x 47-50"H



Rimati Guest Chair - Black

Black ☐ White 27"W x 25"D x 40"H

CONFERENCE TABLES



Conference Table Round

Black ■ Mahogany 42"Round x 29"H



Command 6' **Conference Table**

■ Black Sirona White

72"W x 36"D x 31"H



Command 8' **Conference Table**

■ Black Sirona ☐ White

96"W x 48"D x 31"H



Command 10' **Conference Table**

■ Black Sirona

White

120"W x 48"D x 31"H



OFFICE FURNITURE



Computer Kiosk

■ Black ☐ White

24"Square x 42"H



Storage Credenza

Black Mahogany

2 Filing Cabinets/2 Drawers/Inside Shelves 66"W x 20"D x 29"H



Jr Executive Desk

Black Mahogany

Double Pedestal/Locking Drawers 60"W x 30"D x 29"H

OFFICE FURNITURE



Executive Desk

■ Black
■ Mahogany
Double Pedestal/Locking Drawers
72"W x 36"D x 29"H



5-Shelf Bookcase

■ Black ■ Mahogany 36"W x 12"D x 72"H



Brooklyn Rectangle Dining Table

Clear Glass/Chrome 60"W x 36"D x 30"H



Brooklyn Round Dining Table

Clear Glass/Chrome 42"Round x 30"H



Aspen Dining TableWhite/Brushed Steel

White/Brushed Steel 72"W x 30"D x 30"H

METAL FILE & STORAGE CABINETS



2-Drawer FileBlack Letter

15"W x 25"D x 29"H

Black Legal

18"W x 25"D x 29"H



4-Drawer FileBlack Letter

15"W x 25"D x 52"H

Black Legal

18"W x 25"D x 52"H



2-Drawer Lateral FileBlack

36"W x 18"D x 27"H



4-Drawer Lateral FileBlack

36"W x 18"D x 54"H



Storage Cabinet

Black

36"W x 18"D x 72"H

PEDESTALS



42" Display Pedestals

Black

14"Square x 42"H

Black

24"Square x 42"H

■ Black

18"Square x 42"H

☐ White

14"Square x 42"H



36" Display Pedestals

Black 14"Square x 36"H

■ Black

24"Square x 36"H

☐ White

14"Square x 36"H

☐ White

24"Square x 36"H



30" Display Pedestals

■ Black

14"Square x 30"H

Black

24"Square x 30"H

■ Black

18"Square x 30"H

☐ White

14"Square x 30"H



Locking Pedestal

■ Black

☐ White

24"Square x 42"H



Fuze Pedestal

Zebrawood Laminate/Chrome 16"Square x 44"H



London Pedestal

Marble/Chrome 16"Square x 44"H

MISCELLANEOUS ITEMS



Stanchion

Chrome 41"H

Stanchion Rope

Red Velour 6'L



Nero Literature Rack

Black 14.75"W x 12"D x 53.5"H



Argento Literature Rack

14.75"W x 12"D x 53.5"H



Alto Literature Rack

Black/Metal 10.5"W x 9.5"D x 57"H



Compact Refrigerator

Black 4 Cubic Feet 21"W x 22"D x 32"H

LIGHTING



Silo Grey Lamps

Table Lamp 25"H Floor Lamp 70"H



Silo White Lamps

Table Lamp 25"H Floor Lamp 70"H



Neutrino Floor Lamp

Steel 67"H

STANDING OUT IN **SMALL SPACES**

10 X 10



Cement

Vienna Stool – Smoke Grey 32" Round Cement Bar Table – Tulip Base White Bar



Nexus

Bianca Chair Brooklyn Round End Table Nexus Stool 30" Round Bar Table Argento Literature Rack



Blanco

VIP Glow Bar 4' Milo Stool – White 30" Round Bar Table Alto Literature Rack



Fuze

Caprice Chair 36" Square Fuze Café Table Black Bar Nero Literature Rack



Milo

Milo Stool – Black 30" Round Bar Table – Tulip Base Alto Literature Rack

ELEVATED IMPACT

10 X 20



Monarch

Monarch Chair
Aspen Charged Cocktail Table • Aspen Bar Table – Charged
Equino White Stool
VIP Glow Bar 6'



Metro

Metro Sofa • Metro Loveseat Brooklyn Round End Table Hourglass Bar Stool — Black 36" Round Black Bar Table — Chrome Base Alto Literature Rack



Niko

Niko Loveseat Novel Cocktail Table Milo Chair – Black 36"Round Café Table



Blanc

Blanc Sofa • Blanc Chair
Aria End Table - White • Aria Cocktail Table – White
Clara Stool
Aspen Bar Table – Charged
Argento Literature Rack

THE IMMERSIVE EXPERIENCE 20 X 20



Boca Charged

Boca Corner – Charged • Boca Armless Chair - Charged Spectrum Bar Table – Red • Clara Stool Aria Cocktail Table – Charged • Argento Literature Rack



Function Black

Function Armless Chair - Black • Function Corner - Black Fuze Cocktail Table • 32" Round Café Table - Chrome Base Sonic Chair • Alto Literature Rack



Jasper

Jasper Sofa • Jasper Chair Brooklyn Round Cocktail Table • Brooklyn Round End Table • Clara Stool Aspen Bar Table – Charged • VIP Glow Bar 6'



Services	Price	QTY	
<u>WATTAGE</u> (Non-dedicated Circuits - 120 VOLT SERVICE)			
0 -500 WATTS	\$185.00	IZU VOLI .	SLKVICL)
501-1000 WATTS	\$205.00		
1001- 1500 WATTS	\$220.00		
1501 - 2000 WATTS	\$320.00		
120 VOI	T (Dedicate ing & Office	ed Circuits) nt
20 AMPS	\$320.00	Lquipine	
	TENSION C		
Power Not Included. above (Only 2 pow	Must order er strips or (at least on quad boxes	e circuit from per circuit)
QUAD BOX	\$45.00		
POWER STRIP	\$45.00		
	OLT (SINGL cialty Equip		
208V 20AMPS		JITIETIL	,
208V 30 AMPS	\$550.00		
_	EEDER SER		
(CANNOT B	E USED FOR	R DISTRIBL	JTION)
60 AMPS - 3 PHASE	\$1,470.00		
100 AMPS - 3 PHASE	. ,		
200 AMPS - 3 PHASE	\$4,560.00		
(Please er	Miscellane		ng)
	all for Cable	Kull pricii	18)
Chausing Station	\$222.00		
Charging Station	\$320.00		
LATE CHARGE	\$60.00		
	SUBTOTAL		
8	.875% TAX		
GRA	ND TOTAL		

SPECIAL NOTES

NYC CODE REQUIRES THAT NO ELECTRICAL EQUIPMENT OR APPARATUS CAN BE CONNECTED UNLESS IT CONFORMS TO ITS ELECTRICAL CODE. UPON REQUEST, THE HOTEL WILL SUPPLY A COPY OF THE NYC ELECTRICAL CODE. THE HOTEL WILL SUPPLY QUALIFIED ELECTRICIANS TO CORRECT ANY INFRACTIONS AT PREVAILING COSTS. WIRING REGULATIONS BASED ON THE NYC ELECTRICAL CODE ALL ELECTRICAL APPARATUS AND SPLICES MUST BE INSTALLED IN A METAL ENCLOSURE TO PREVENT EMISSION OF SPARKS. ALL METAL RACEWAYS, METAL LIGHTING FIXTURES, AND METAL HOUSINGS OF ELECTRICALLY POWERED FOLLIPMENT SHALL BE GROUNDED ALL CARLES SHALL BE 3 WIRE ST CORD OR OTHER APPROVED TYPE. THE GREEN COLORED WIRE IS TO BE USED AS THE GROUND. THE CABLE MUST BE LARGE ENOUGH FOR THE LOAD AND HAVE A GROUND MALE PLUG. FLEXIBLE CORDS AND CABLES LESS THAN #14 GAUGE WIRE SHALL NOT BE PERMITTED. PLUG IN STRIPS SHALL BE MOUNTED NOT LESS THAN 2FT 6IN ABOVE THE FLOOR AND SHALL BE SECURLEY FASTENED. NY MARRIOTT MARQUIS WILL NOT BE RESPONSIBLE FOR ANY VOLTAGE FLUCTUATIONS OR POWER FAILURES BEYOND OUR CONTROL

Expires 12/31/2025

NEW YORK MARRIOTT MARQUIS

ELECTRICAL DEPARTMENT

1535 BROADWAY NEW YORK, NY 10036 TEL: (212)704-8799 FAX (212)704-8896 TRADESHOWS@AmpriteNYC.com

- ELECTRICAL ORDERS WITH VALID PAYMENT MUST BE SUBMITTED 10 DAYS PRIOR TO THE EVENT OR A LATE CHARGE WILL AUTOMATICALLY BE APPLIED.
- WALL OUTLETS ARE FOR HOTEL USE ONLY, NOT FOR AV/GUEST EQUIPMENT.
- INFRACTIONS WILL BE CORRECTED AND CHARGES WILL BE APPLIED.
- EXHIBITORS AND A/V PROVIDERS MUST SUBMIT A SEPARATE ORDER FOR EACH EVENT.
- IT IS NOT PERMITTED FOR ANYONE OTHER THEN NYMM ELECTRICAL DEPT. TO PROVIDE OR INSTALL POWER DISTRIBUTIONS.
- RENTAL RATES QUOTED ARE PER EVENT AND COVER A 5 DAY PERIOD.
- CIRCUITS WILL ONLY BE PLACED IN ONE LOCATION AND CANNOT BE SHARED OR SPLIT.
- ADDITIONAL CHARGES WILL APPLY TO: EVENTS OVER 5 DAYS, ROOM RELOCATIONS, RESETTING ANY ELECTRICAL AND SAME DAY ORDERS.
- NO REFUNDS AFTER APPROVAL AND/OR START OF THE SETUP.

PRICES SUBJECT TO AN A	AUTOWATIC 3	70 TEARET INCRE	ASE.		
Event Name: NBOA Annual Meeti	ng and Busi	ness Solutions	Show	case	
Company:					
Address:					
City:		State:	Zip	:	
Phone:		Fax:			
Mobile:		E-Mail:			
Representative Name:					
Room Name: Westside Ballroom		Booth:			
Setup Date:		Time:			
Monday, Feb 24 by 9a	m	by 9am			
Start Date:		Time:			
Monday, Feb 24		11:30am			
Removal Date: Tuesday, Feb 25		Time: after 4pm			
	EPARTMENT	MAIL <u>COMPLET</u> * NEW YORK N Y * NEW YORK,	1ARRIC	TT MARQUIS	<u>ск</u> то:
		BY CREDIT CA		704 - 8896	
PLEASE SEN	TRADESHOW	/S@AmpriteNY	C.com		
PLEASE SEN	TRADESHOW -	/S@AmpriteNY _	C.com	_	
	TRADESHOW -	/S@AmpriteNY _ sv:	C.com	EXP DATE:	
CREDIT CARD NUMBER:	TRADESHOW -	/S@AmpriteNY _	C.com	EXP DATE:	

Date:

I approve the above electrical charges from the Marriott Marquis New York		
OTEL USE ONLY	PMS#/	
EVENTS/AV MANAGER & EXTENSION	Folio#	

Signature:



MARRIOTT MARQUIS NEW YORK

Conference Name: NBOA Annual Conf- 2025

EXHIBIT SERVICES REQUEST

AUDIO VISUAL & INTERNET SERVICES 1535 Broadway	Exhibit Load IN Day & Date:
New York, NY 10036	Exhibit Load OUT Day & Date:
Exhibiting Firm:	Booth # & Location:
Contact Name & Phone:	Onsite Representative:
E-mail:	Onsite Contact Phone:
Company Address:	

PLEASE COMPLETE THIS FORM and return to: 182ExhibitForm@CarlsonAV.com

Monitor Rentals - Carlson Audio Visual & Production Upon receipt of this request, a CAV Representative will contact you for an order review and approval of all services. Written confirmation and receipts will be provided. **QUANTITY EQUIPMENT RENTAL** DAILY RATE 32" LED Monitor Table Set \$520 55" LED Monitor w/floor stand \$995 70" LED Monitor w/floor stand \$1500 Laptop Computer | Windows based \$395 Labor and Handling - (per monitor) \$350 INTERNET **SHOW RATE** Wireless Internet Access for (1) device \$395 Wireless device(s) | Each Additional \$150 Wired Internet Access (up to 5Mbps) \$785 Wired Line Installation | Each Additional \$150

All services subject to 25% administrative charge and 8.875% sales tax Orders received less than 10 business days to load-in subject to short order fee of \$195++ Orders received on-site will be subject to rush fee of \$250++

POWER Services are additional and provided by -- Amp-Rite Electrical

TEL: (212)704-8799 -- TRADESHOWS@AmpriteNYC.com

For questions, advance services, and to enquire about equipment not listed here, please call (212) 704.8879 or e-mail 182ExhibitForm@Carlsonav.com



Name on Card:		ORDER # (for internal use):	
Card #:	Exp: _	CVV# _	·····
Signature:		Date:	

ADDITIONAL IMPORTANT INFORMATION:

TERMS AND CONDITIONS

Note: Carlson Audio Visual (CAV) will confirm all order requests including any fees for late and rush service, changes and/or cancellations by email.

Changes: Order changes must be emailed 7 business days prior to installation date or may be subject to additional charges.

Late Order Fee/Services:

Orders received less than 10 business days prior to load in will incur a \$195++ late charge and will be fulfilled based on equipment availability.

Rush Fee/Services:

Orders received during show dates will incur a \$250++ rush charge and will be fulfilled based on equipment availability.

<u>CANCELLATIONS</u>: Customer must inform CAV of any cancellation in writing. Cancellations received during non-business hours/days shall be considered received upon the first business day after receipt. Cancellation of any order less than 7 business days of the scheduled installation will be billed at 100% of contracted price. Cancellation of any order less than 21 business days will be subject to a 50% of contracted price. Any nonrefundable deposits paid to suppliers or expenses incurred on behalf of the client will be billed to the client in full regardless of cancellation of this contract.

PRICES & AVAILABILITY: All prices and availability are subject to change without notice until this proposal is signed and required deposit is received. All equipment reservations and the scheduling of required technical personnel will be done on a tentative basis only until this proposal has been signed and required payment received.

EQUIPMENT: All equipment rental rates are daily unless otherwise stated. All proposals are subject to equipment availability upon confirmation. Any damage to equipment due to the negligence of the Customer, his staff or guests will be the responsibility of the undersigned (the Customer), who will be required to reimburse Carlson AV (CAV) for reasonable costs for repair or replacement. CAV guarantees all equipment is in good working order upon delivery. If a problem should occur, CAV must be notified as soon as possible, to correct the situation. CAV is not responsible for any problems reported after equipment rental period. Discounts are contingent upon adherence to payment terms. If payment in full is not received at least 72 hours prior to load in date, the discount is no longer valid. Non discountable items will be displayed with an (*) asterisk.

VENUE CHARGES: The following charges are beyond CAV control and may be applied by the venue: Electrical / Power, In-House Rigging, Security, Shadow Staff, Fire Marshal, and Fogger / Hazer Use Charges. CAV is not responsible for the above charges or any other venue imposed charges, unless stated in this proposal. These items if applicable will be billed separately by the venue or its agents.

ON-SITE ADDITIONS/CHANGES: Should additional equipment be required on show site which was not originally specified, all costs related to these additions or changes will be the responsibility of the Customer. These additions will not be subject to any applicable discount.

LIABILITY: CAV will use due care in processing and scheduling the work of the Customer, but it will be responsible only to the extent of correcting any errors which are due to the equipment operators and / or equipment of CAV. The liability of CAV with respect to this Agreement shall in any event be limited to the total compensation for the services provided under this Agreement and shall not include any contingent liability. The Customer further agrees that CAV will not be liable for any lost profits, or for any claim of demand against the Customer by any other party. In no event shall CAV be liable for consequential damages even if CAV has been advised of the possibilities of such damages.

OTHER: These prices do not include electrical orders from AmpRite Electrical Services Department.

WAIVER: No waiver of any provision of this agreement shall constitute a waiver of any provision hereof, nor shall any other waiver constitute a continuing waiver.

PAYMENT TERMS: All audio-visual and internet charges will be billed to the credit card provided. Should collection procedures become necessary, the Customer agrees to pay attorney fees, court and all other reasonable costs of collection.

Entire Agreement. This Agreement represents the complete agreement and understanding of the parties with respect to be subject matter Here in, and super- sedes any other agreement or understanding, written or oral. The Agreement may only be modified by a writing, signed by both parties.

Authorized Signatu	re:
Company Name:	
Date:	