



service contractors--conventions & expositions

STL, Ltd.
950 Richards Blvd.
Sacramento, CA 95811
(916) 447-5000
FAX (916) 447-1133
expo@stlltd.com

STL, Ltd. is pleased to serve as the official service contractor for the

SACRAMENTO BOAT SHOW & OFF ROAD EXPOSITION
March 7 – 10, 2019 at Cal Expo

DEALER “BULK” SPACES ARE PROVIDED WITH THE FOLLOWING

- One 2-sided hanging sign with dealer name prominently displayed
- **Pavilion and Tent** exhibit spaces are fully carpeted, including aisles.
- **In Building C** only the aisles will be carpeted, *exhibit spaces are not carpeted.*
- One 1000w/120v duplex electrical outlet per numbered exhibit space

DISPLAY BOOTHS ARE PROVIDED WITH THE FOLLOWING

- 8' high backwall and 3' high side draping
- ID sign including name and booth number
- Each space is fully carpeted, including aisles
- One 500 watt/120 volt duplex electrical outlet

ELECTRICAL SERVICE

- Each booth is provided with limited electrical service as part of your contracted space. This power is adequate for items such as calculators, video monitors, illuminated signs, and low wattage spotlighting.
- *Please research you power requirements for lights and other items and be sure to order additional electrical service as required.*
- We are pleased to offer a selection of special overhead lighting packages again this year, please refer to the Lighting Order Form included in this kit.
- Orders received, with payment; by February 24 qualify for the discounted rates on additional electrical service and overhead lighting.

MATERIAL HANDLING AND BANNER HANGING

- STL, Ltd. can receive your shipment at either our advance warehouse or directly at Cal Expo during exhibitor move in. Please call an Exhibitor Services Representative at our office for more information on this service.
- Hourly forklift service is also available to unload your product or demonstration materials from your company or personal vehicle. Refer to the Forklift Service Order Form in this kit for more information.
- STL, Ltd. will provide a personnel lift, with a two man crew, to install exhibitor banners overhead. A one hour minimum applies to all installation orders, however removal charges will be waived on all orders that require less than one hour to install.

PAYMENT

- Payment in full must be submitted with all orders. Emailed or faxed orders must be accompanied by the completed credit card charge authorization form.
- **Any orders received, with payment, by February 24, are entitled to the discount prices on booth furnishings, additional electrical service, and overhead lighting.**

*Please contact an Exhibitor Services Representative at our office if you have any questions.
We are dedicated to assisting you in creating a successful show experience.*



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CREDIT CARD AUTHORIZATION & PAYMENT POLICY

THIS FORM MUST BE COMPLETED

Event Name: _____ Booth Number(s): _____
 Exhibiting Company Name: _____ Telephone: _____
 Exhibitor Address: _____ Email: _____
 City/State/Zip: _____

| | |
|--|---|
| <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express | |
| Account #: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> | Exp. Date: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> |
| Security Code: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (3 digit code on the back of Visa / MCard, 4 digit code on the front of AmEx) | |
| Cardholder's Name (Please Print): _____ | |
| Cardholder's Address: _____ | Cardholder's Phone # _____ |
| City/State/Zip: _____ | Email: _____ |
| Cardholder's Signature*: _____ | |
| <i>This form must be signed here in order to process payment to your card.</i> | |

PAYMENT TERMS

Full payment must accompany all orders (purchase orders are not considered payment). In order to obtain "Discount Prices" we must receive your order, *with payment*, no later than 14 days prior to show opening. A completed credit card authorization must be submitted with your orders, even if you are paying by check. This authorization will be used to cover any outstanding balances, which may include on-site additions, labor and material handling, at the conclusion of the event. **NOTE: A \$35.00 fee will be charged for declined credit cards and returned checks.**

THIRD PARTY BILLING

If your company contracts work to a display house (EAC), and requires services from STL, Ltd., the above terms also apply. Each exhibiting company is ultimately responsible for any charges incurred on its behalf. Your EAC should submit a separate Credit Card Authorization indicating the services for which they should be charged.

ELECTRONIC SIGNATURE

Completion and electronic submission of this form represents an acceptance of the following policy. Any and all charges incurred on behalf of the exhibiting company will be applied to the credit card provided above. It is understood that the electronic signature and email time and date stamp will stand in place of a physical signature on all forms.

ADJUSTMENTS

Any questions or concerns regarding items or services ordered must be reported to STL, Ltd. prior to show closing. Some items are subject to cancellation fees; refer to each order form for more information.

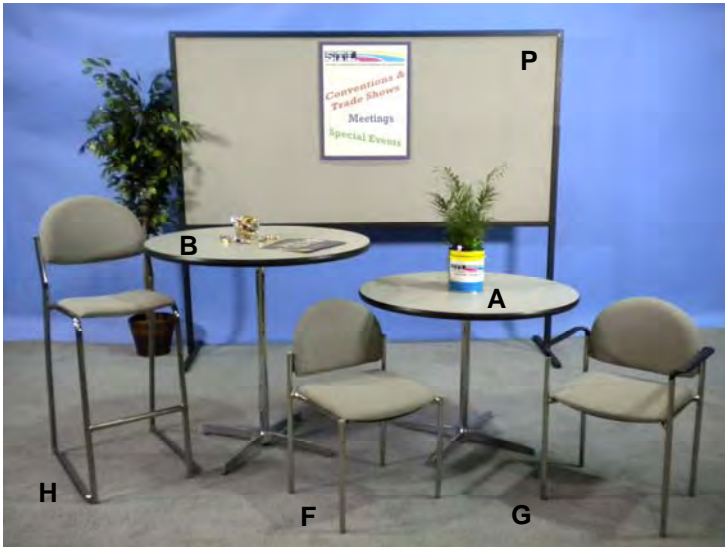
| FOR OFFICE USE ONLY – DO NOT WRITE HERE | | | | | |
|--|--------|----------------------|--------|----------------------|--------|
| DATE: | AMOUNT | DATE: | AMOUNT | DATE: | AMOUNT |
| Standard Furn (210) | | Standard Furn (210) | | Standard Furn (210) | |
| Specialty Furn (212) | | Specialty Furn (212) | | Specialty Furn (212) | |
| Carpet (211) | | Carpet (211) | | Carpet (211) | |
| Electrical (213) | | Electrical (213) | | Electrical (213) | |
| Elec Labor (214) | | Elec Labor (214) | | Elec Labor (214) | |
| I&D Labor (214) | | I&D Labor (214) | | I&D Labor (214) | |
| Rigging (214) | | Rigging (214) | | Rigging (214) | |
| Cleaning (215) | | Cleaning (215) | | Cleaning (215) | |
| Graphics (216) | | Graphics (216) | | Graphics (216) | |
| Mat Handling (217) | | Mat Handling (217) | | Mat Handling (217) | |
| Other (218) | | Other (218) | | Other (218) | |
| TOTAL | | TOTAL | | TOTAL | |



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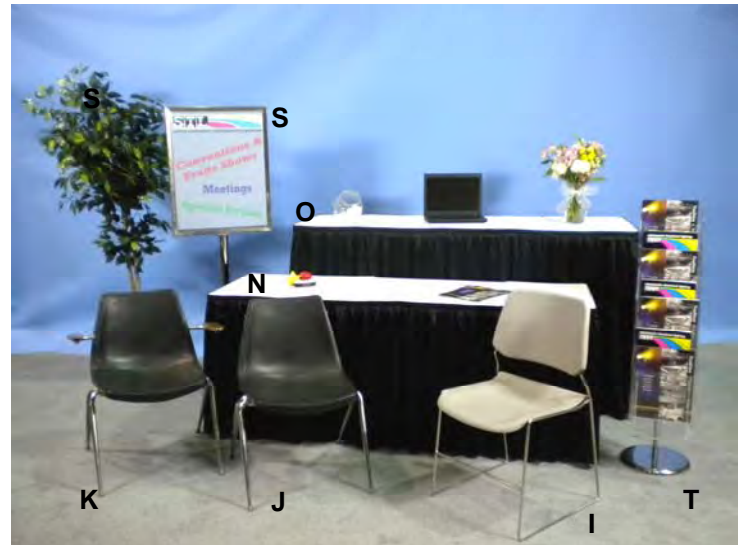
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- A** 40" diameter x 30" high starbase table
- B** 40" diameter x 40" high starbase table
- F** Upholstered side chair
- G** Upholstered arm chair
- H** Upholstered counter stool
- P** 4'x8' bulletin board

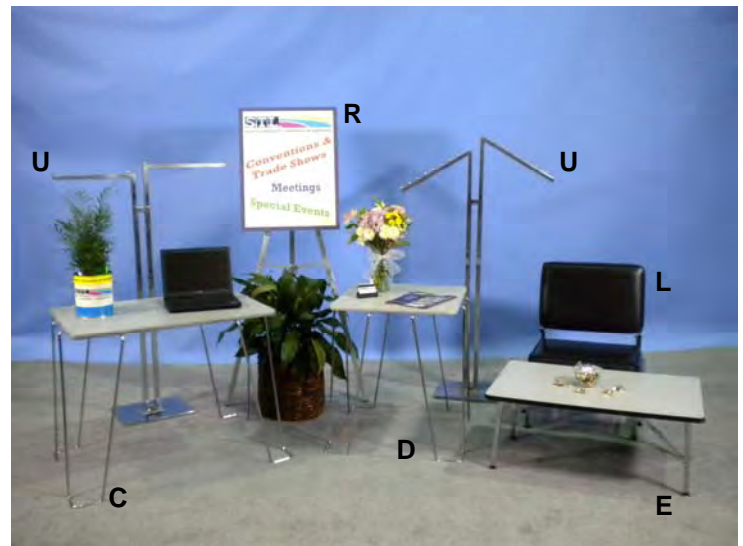
- I** Grey contour chair
- J** Black plastic side chair
- K** Black plastic arm chair
- N** Skirted display table
- O** Skirted display counter
- S** 22"x28" vertical sign stand
- T** Literature rack (7 slots)



- M** Padded counter stool
- Q** 30" dia. x 40" high cocktail round w/ linen
- V** 30" dia. x 30" high wood bistro table
- W** Black bistro chair



- C** 24"x36"x30" side table
- D** 24"x24"x30" side table
- E** 24"x36"x17" cocktail table
- L** Black padded lounge chair
- R** Easel
- U** Bag holder/Coat tree





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Furniture Order Form

9dX

| Description | Qty | Discount Price | Regular Price | Amount | Description | Qty | Discount Price | Regular Price | Amount |
|--|-----|----------------|---------------|--------|--|-----|----------------|---------------|--------|
| SKIRTED DISPLAY TABLES 24" WIDE X 30" HIGH | | | | | CHAIRS AND STOOLS | | | | |
| If no color is selected, we will match the show colors | | | | | Upholstered side chair | | | | |
| Select Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Silver <input type="checkbox"/> Green <input type="checkbox"/> Purple | | | | | Grey plastic contour chair | | | | |
| 4' table, Skirted 4 sides | | | | | Black plastic side chair | | | | |
| 6' table, Skirted 3 sides | | | | | Black bistro chair | | | | |
| 8' table, Skirted 3 sides | | | | | Upholstered arm chair | | | | |
| 4th side skirting (<input type="checkbox"/> 6' or <input type="checkbox"/> 8') | | | | | Black padded lounge chair | | | | |
| Deduct 25% for UNKSIRTED table: < > | | | | | Upholstered counter stool | | | | |
| SKIRTED DISPLAY COUNTERS 24" WIDE X 40" HIGH | | | | | ACCESSORIES | | | | |
| If no color is selected, we will match the show colors | | | | | Literature rack | | | | |
| Select Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Silver <input type="checkbox"/> Green <input type="checkbox"/> Purple | | | | | Bag/Coat Stand <input type="checkbox"/> Slant <input type="checkbox"/> Straight | | | | |
| 4' counter, Skirted 4 sides | | | | | Retractable stanchion w/ 7' belt | | | | |
| 6' counter, Skirted 3 sides | | | | | Wastebasket | | | | |
| 8' counter, Skirted 3 sides | | | | | DISPLAY STANDS & BOARDS | | | | |
| 4th side skirting (<input type="checkbox"/> 6' or <input type="checkbox"/> 8') | | | | | Easel | | | | |
| Deduct 25% for UNSKIRTED counter: < > | | | | | Chrome sign stand, 22"x28" vertical | | | | |
| TABLETOP RISERS 12" WIDE X 12" HIGH | | | | | 4'X8' bulletin board | | | | |
| 4' Riser, with white cover | | | | | Double faced, Velcro receptive, Grey <input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical | | | | |
| 6' Riser, with white cover | | | | | 4'x8' pegboard | | | | |
| 8' Riser, with white cover | | | | | Single faced, woodgrain <input type="checkbox"/> Horizontal <input type="checkbox"/> Vertical | | | | |
| MEETING & ACCENT TABLES | | | | | 1m wide x 8' high display board | | | | |
| 40" dia. x 30" high starbase table | | | | | Double faced, Velcro receptive, Grey, Accommodates graphics up to 36"w x 84"h | | | | |
| 40" dia. X 40" high starbase table | | | | | 24" sq x 36"h powered locking pedestal | | | | |
| Optional linen for starbase table | | | | | 24" sq x 42"h powered locking pedestal | | | | |
| Linen Selection: <input type="checkbox"/> 30" high table <input type="checkbox"/> 40" high table <input type="checkbox"/> Black <input type="checkbox"/> White | | | | | Select pedestal color <input type="checkbox"/> Black <input type="checkbox"/> White | | | | |
| 30" dia. X 40" tall hiboy with linen | | | | | CUSTOM BOOTH DRAPING & BARE PIPE FRAMES | | | | |
| Linen Color: <input type="checkbox"/> Black <input type="checkbox"/> White | | | | | Select Color: <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Gold <input type="checkbox"/> Black <input type="checkbox"/> White <input type="checkbox"/> Burgundy <input type="checkbox"/> Teal <input type="checkbox"/> Silver <input type="checkbox"/> Green | | | | |
| Daily linen change for any of the above | | | | | 8' high drapes (per linear foot) | | | | |
| Linen Selection: <input type="checkbox"/> 30" high table <input type="checkbox"/> 40" high table <input type="checkbox"/> Black <input type="checkbox"/> White | | | | | 3' high drapes (per linear foot) | | | | |
| 30" dia. x 30" high bistro table | | | | | 8' high bare pipe frame (per linear foot) | | | | |
| 24"x36"x30" side table | | | | | 3' high bare pipe frame (per linear foot) | | | | |
| 24"x24"x30" side table | | | | | PAYMENT POLICY: To obtain the discount price we must receive your order, with payment, no later than fourteen (14) days prior to the first show day. | | | | |
| 24"x36"x17" cocktail table | | | | | Qualified Discount Total _____ Regular Total _____ | | | | |
| 17"x17"x17" cocktail table | | | | | | | | | |
| MISCELLANEOUS SPECIAL REQUESTS (Call for availability / rates) | | | | | | | | | |
| | | | | | | | | | |
| | | | | | | | | | |

EXHIBITOR _____ SHOW _____ BOOTH# _____
 PHONE _____ E-MAIL _____
 CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Items ordered and delivered to booth but subsequently cancelled are subject to a 100% cancellation fee.



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Sac Boat Indoor Electrical Order Form YL

120 VOLT ELECTRICAL OUTLETS

| Power Required | Qty | Discount Price | Regular Price | Amt |
|---|-----|----------------|---------------|-----|
| Duplex Outlet up to 500 watts or 5 amps | | \$85.00 | \$107.00 | |
| Duplex Outlet up to 1000 watts or 10 amps | | \$118.00 | \$146.50 | |
| Duplex Outlet up to 1500 watts or 15 amps | | \$150.00 | \$182.00 | |
| Duplex Outlet up to 2000 watts or 20 amps | | \$182.00 | \$227.00 | |

ELECTRICAL PLACEMENT

Island Booths: Undraped island booths must submit a distribution diagram indicating outlet placement. If your distribution diagram is not received prior to show move-in STL will install one drop at our discretion. Relocation of service after initial installation will be subject to additional labor charges.

Inline / Peninsula Booths: Service is installed on the floor near the center backwall for all inline and peninsula booths.

If you require distribution somewhere other than the standard placement described above you must provide a distribution diagram with your order (additional labor charges apply).

Special Distribution / Under Carpet Installation Required?

YES NO

SUPPLEMENTAL LIGHTING

| Description | Qty | Discount Price | Regular Price | Amt |
|--------------------------------------|-----|----------------|---------------|-----|
| 150 watt floodlight on stanchion* | | \$50.50 | \$67.50 | |
| Double 150w floodlight on stanchion* | | \$72.00 | \$95.00 | |

Refer to separate order for overhead lighting options.

MATERIALS

| Description | Qty | Discount Price | Regular Price | Amt |
|---------------------------|-----|----------------|---------------|-----|
| 25' Edison extension cord | | \$16.00 | \$21.50 | |
| Power strip | | \$32.00 | \$43.00 | |

* In-line booths only

The following service will require labor & materials for final connection to exhibitor's equipment.

208 VOLT POWER & MOTOR ELECTRICAL SERVICE

| Power Required | Qty | 208v / 1Ø | | 208v / 3Ø | | Amount |
|-------------------|-----|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------|
| | | Disc Price | Reg Price | Disc Price | Reg Price | |
| 10 amps or ½ H.P. | | <input type="checkbox"/> \$160.50 | <input type="checkbox"/> \$192.50 | <input type="checkbox"/> \$209.00 | <input type="checkbox"/> \$250.50 | |
| 20 amps or 2 H.P. | | <input type="checkbox"/> \$246.00 | <input type="checkbox"/> \$295.50 | <input type="checkbox"/> \$321.00 | <input type="checkbox"/> \$385.00 | |
| 30 amps or 3 H.P. | | <input type="checkbox"/> \$294.00 | <input type="checkbox"/> \$353.00 | <input type="checkbox"/> \$385.00 | <input type="checkbox"/> \$462.00 | |
| amps (see below) | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Additional service and voltage options are available by quote.

Double electric rates for outlets requiring 24-hour service.

Exhibitors may not use outlets unless ordered or provided by show management as part of your booth package. Exhibitors found utilizing power without an order will be charged the regular rates based on the maximum wattage in use at the time of inventory. Sharing power or use of facility outlets is prohibited.

ELECTRICAL LABOR RATES

| | |
|-------------------------|---------------------------|
| Standard / Ground Labor | Labor with Personnel Lift |
| \$70.00/hr. ST | \$185.00/hr. ST |
| \$105.00/hr. OT | \$277.50/hr. OT |

| | |
|----------------------------------|----------|
| Electrical Service | \$ _____ |
| Standard Labor | \$ _____ |
| Labor with Lift (where required) | \$ _____ |
| Materials (if required) | \$ _____ |

PAYMENT POLICY: To obtain the discount price we must receive your order, with payment, by February 24.

ORDER TOTAL \$ _____

NOTE: ALL PRICES INCLUDE POWER USAGE AND SURCHARGE PAID TO THE FACILITIES

EXHIBITOR _____ SHOW Sac Boat BOOTH _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Items ordered and installed are subject to a 100% cancellation fee.

Electrical Conditions and Regulations

- 1. Exhibitors may not use outlets unless ordered or provided by show management as part of your booth package. Exhibitors found utilizing power without an order will be charged the regular rates based on the maximum wattage in use at the time of inventory. Sharing power is prohibited,**
- 2. Building utility outlets are not part of booth space and are not to be used by the exhibitors unless specifically designated by STL, Ltd.**
- 3. Unauthorized use of power not paid for will result in shut-down of electrical service.**
- 4. The charge for 24 hour service is double the normal rate.**
- 5. The minimum outlet for dedicated electrical line for computers is 2000 watts or 20 amps.**
6. All exhibitors' equipment shall meet N.E.C. and be clearly labeled as to type of current, voltage, phase, cycle, horsepower, etc. We are not responsible for problems arising from unlabeled or mislabeled equipment, or the use of non-standard wiring practices on exhibitor's equipment.
7. All equipment, regardless of source of power, must comply with all federal, state, and city safety codes.
8. The use of open clip sockets, latex or lamp cord wire is prohibited.
9. Under no circumstances shall anyone other than the "house electrician" make special or direct wiring electrical connections.
10. All material and equipment furnished by STL, Ltd. for this service order shall remain the property of STL, Ltd. and shall be removed only by STL, Ltd. at the close of the show.
11. All exhibitors' cords must be of the 3 wire grounded type. All electrical service over 120 volts or 20 amps must have a disconnect switch furnished by the exhibitor or provided by STL. Local ordinances prohibit more than two (2) connections per disconnect.
12. Claims/complaints will not be considered unless filed by exhibitor prior to close of exposition.
13. STL, Ltd. is not responsible for voltage fluctuations or power failure because of temporary conditions.



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Sac Boat Outdoor Electrical Order Form YL

120 VOLT ELECTRICAL OUTLETS

| Power Required | Qty | Discount Price | Regular Price | Amt |
|---|-----|----------------|---------------|-----|
| Duplex Outlet up to 500 watts or 5 amps | | \$85.00 | \$107.00 | |
| Duplex Outlet up to 1000 watts or 10 amps | | \$118.00 | \$146.50 | |
| Duplex Outlet up to 1500 watts or 15 amps | | \$150.00 | \$182.00 | |
| Duplex Outlet up to 2000 watts or 20 amps | | \$182.00 | \$227.00 | |

LABOR

A labor charge will be assessed on all additional *outdoor electrical* orders, based on your location, with a one hour minimum charge. Some locations require additional labor and will be subject to additional charges.

MATERIALS

| Description | Qty | Discount Price | Regular Price | Amt |
|---------------------------|-----|----------------|---------------|-----|
| 25' Edison extension cord | | \$16.00 | \$21.50 | |
| Power strip | | \$32.00 | \$43.00 | |

LABOR RATES

\$70.00/hour ST
\$105.00/hour OT

The following service will require labor & materials for final connection to exhibitor's equipment.

208 VOLT POWER & MOTOR ELECTRICAL SERVICE

| Power Required | Qty | 208v / 1Ø | | 208v / 3Ø | | Amount |
|-------------------|-----|-----------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|--------|
| | | Disc Price | Reg Price | Disc Price | Reg Price | |
| 10 amps or ½ H.P. | | <input type="checkbox"/> \$160.50 | <input type="checkbox"/> \$192.50 | <input type="checkbox"/> \$209.00 | <input type="checkbox"/> \$250.50 | |
| 20 amps or 2 H.P. | | <input type="checkbox"/> \$246.00 | <input type="checkbox"/> \$295.50 | <input type="checkbox"/> \$321.00 | <input type="checkbox"/> \$385.00 | |
| 30 amps or 3 H.P. | | <input type="checkbox"/> \$294.00 | <input type="checkbox"/> \$353.00 | <input type="checkbox"/> \$385.00 | <input type="checkbox"/> \$462.00 | |
| amps (see below) | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |

Additional service and voltage options are available by quote.

Double electric rates for outlets requiring 24-hour service.

Exhibitors may not use outlets unless ordered or provided by show management as part of your booth package. Exhibitors found utilizing power without an order will be charged the regular rates based on the maximum wattage in use at the time of inventory. Sharing power or use of facility outlets is prohibited.

ELECTRICAL LABOR RATES

| | |
|--------------------------------|----------------------------------|
| Standard / Ground Labor | Labor with Personnel Lift |
| \$70.00/hr. ST | \$185.00/hr. ST |
| \$105.00/hr. OT | \$277.50/hr. OT |

Electrical Service \$ _____

Standard Labor \$ _____

Labor with Lift (where required) \$ _____

Materials (if required) \$ _____

PAYMENT POLICY: To obtain the discount price we must receive your order, with payment, by February 24.

ORDER TOTAL \$ _____

NOTE: ALL PRICES INCLUDE POWER USAGE AND SURCHARGE PAID TO THE FACILITIES

EXHIBITOR _____ SHOW _____ Sac Boat _____ BOOTH _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Items ordered and installed are subject to a 100% cancellation fee.

Electrical Conditions and Regulations

1. Exhibitors may not use outlets unless ordered or provided by show management as part of your booth package. Exhibitors found utilizing power without an order will be charged the regular rates based on the maximum wattage in use at the time of inventory. Sharing power is prohibited,
2. Building utility outlets are not part of booth space and are not to be used by the exhibitors unless specifically designated by STL, Ltd.
3. Unauthorized use of power not paid for will result in shut-down of electrical service.
4. The charge for 24 hour service is double the normal rate.
5. The minimum outlet for dedicated electrical line for computers is 2000 watts or 20 amps.
6. All exhibitors' equipment shall meet N.E.C. and be clearly labeled as to type of current, voltage, phase, cycle, horsepower, etc. We are not responsible for problems arising from unlabeled or mislabeled equipment, or the use of non-standard wiring practices on exhibitor's equipment.
7. All equipment, regardless of source of power, must comply with all federal, state, and city safety codes.
8. The use of open clip sockets, latex or lamp cord wire is prohibited.
9. Under no circumstances shall anyone other than the "house electrician" make special or direct wiring electrical connections.
10. All material and equipment furnished by STL, Ltd. for this service order shall remain the property of STL, Ltd. and shall be removed only by STL, Ltd. at the close of the show.
11. All exhibitors' cords must be of the 3 wire grounded type. All electrical service over 120 volts or 20 amps must have a disconnect switch furnished by the exhibitor or provided by STL. Local ordinances prohibit more than two (2) connections per disconnect.
12. Claims/complaints will not be considered unless filed by exhibitor prior to close of exposition.
13. STL, Ltd. is not responsible for voltage fluctuations or power failure because of temporary conditions.



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Lighting Package Order Form

**STL, LTD. IS PLEASED TO OFFER
SACRAMENTO BOAT SHOW & OFF ROAD EXPOSITON
EXHIBITORS A CHOICE OF OVERHEAD LIGHTING PACKAGES,
AT A SIGNIFICANT SAVINGS.**

1000 WATT OVERHEAD LIGHTS

**Includes fixtures, electrical service, and labor to install and remove.
All rigging charges, including personnel lift will be waived.**

QTY

_____ Order two at \$137.50 each and get two free (four total) = \$275.00
(\$325.00 after February 24)

_____ Order four at \$137.50 each and get four free (eight total) = \$550.00
(\$650.00 after February 24)

_____ Additional 1000 watt lights @ \$75.00 (must be ordered with one of the above packages)
(\$81.25 after February 24)

| | |
|---|---|
| <p>PAYMENT POLICY To obtain the discount price we must receive your order, with payment, no later than February 24.</p> | TOTAL # OF 1000w PACKAGES: _____ \$ _____ |
| | ADDITIONAL 1000w LIGHTS: _____ \$ _____ |
| | TOTAL AMOUNT PAID: _____ \$ _____ |

| | | |
|--------------------|----------------------|--------------|
| EXHIBITOR _____ | SHOW <u>Sac Boat</u> | BOOTH# _____ |
| PHONE _____ | E-MAIL _____ | |
| CONTACT NAME _____ | ORDER DATE _____ | |

CANCELLATION CHARGE: Items ordered and delivered to booth but subsequently cancelled are subject to a 100% cancellation fee.



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Sign Hanging Order Form

CE70 (Page 1 of 2)

HOURLY RATES

Crew includes two riggers and lift, One hour minimum install and removal, materials extra.

Straight Time: \$185.00/hr.
(8:00 a.m. – 5:00 p.m. Monday – Friday)

Overtime: \$277.50/hr.
(Before 8:00 a.m., after 5:00 p.m., weekends, and holidays)

SIGN HANGING LABOR REQUIRED

| | | | |
|---------------------|------|------|-------------------|
| INSTALLATION | Date | Time | Estimated # Hours |
| REMOVAL | Date | Time | Estimated # Hours |

On site supervisor: _____ Phone _____

** Please complete the Hanging Sign Specifications and Placement Diagram on page 2.*

ADDITIONAL SERVICES

SIGN ASSEMBLY / DISASSEMBLY

If you require assistance assembling or disassembling your signage the following rates apply. One hour minimum per worker.

STL Supervised: \$91.00/hr. ST, \$136.50/hr. OT

Exhibitor Supervised: \$70.00/hr. ST, \$105.00/hr. OT

| | | | |
|---|------------------|--|------------------|
| # of workers | Hours per worker | # of workers | Hours per worker |
| <input checked="" type="checkbox"/> Exhibitor representative need not be present <input checked="" type="checkbox"/> Provide emergency contact name & number: _____ | | Date _____ Time _____ <input checked="" type="checkbox"/> Exhibitor must be present during all work hours <input checked="" type="checkbox"/> Provide on site supervisor name & number: _____ | |

Signs assembled by exhibitor or EAC personnel, without assistance from STL, are subject to inspection by the STL Rigging Foreman prior to hanging. One hour minimum labor rate will apply for this pre-rigging evaluation.

FORKLIFT RIGGING / SPOTTER

In the event a forklift or additional spotter is required, due to sign size and/or weight, additional charges will apply at the following rates. One hour minimum per worker.

Forklift and Operator: \$110.00/hr. ST, \$165.00/hr. OT

Additional Ground Spotter: \$70.00/hr. ST, \$105.00/hr. OT

PAYMENT POLICY / TERMS

A completed Credit Card Authorization must accompany all orders.

Starting time can only be guaranteed when workers are requested to start at 8:00 a.m. We will make every effort to accommodate later starting times.

The minimum labor charge is one hour per crew or worker, additional time required will be charged in ½ hour increments.

ORDER TOTALS

| | |
|---|----------|
| SIGN HANGING INSTALL SUBTOTAL: | \$ _____ |
| SIGN HANGING REMOVAL SUBTOTAL: | \$ _____ |
| SIGN ASSEMBLY/FOREMAN INSPECTION SUBTOTAL: | \$ _____ |
| SIGN DISASSEMBLY SUBTOTAL: | \$ _____ |
| FORKLIFT RIGGING/SPOTTER SUBTOTAL: | \$ _____ |
| MATERIALS SUBTOTAL: | \$ _____ |
| ORDER TOTAL: | \$ _____ |

EXHIBITOR _____ SHOW _____ BOOTH# _____

PHONE _____ E-MAIL _____

CONTACT NAME _____ ORDER DATE _____

CANCELLATION CHARGE: Labor cancelled without 24 hour notice, or failure to call for workers at the requested time will result in a one hour "No Show" charge per worker.



DO NOT WRITE IN THIS SPACE
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STL, Ltd. ♦ 950 RICHARDS BLVD ♦ SACRAMENTO, CA 95811 ♦ (916) 447-5000 ♦ FAX (916) 447-1133 ♦ expo@stlltd.com

Sign Hanging/Rigging Order Form

CE70 (Page 2 of 2)

HANGING SIGN DESCRIPTION

Describe work to be done: _____

Type: Banner Structural Signage Moss Other _____

Shape: Square Rectangle Triangle Circle Other _____

Dimensions: _____ high x _____ wide x _____ deep Weight: _____

Number of hanging points: _____ Type of hanging points: _____

PLACEMENT DIAGRAM

Use the diagram below to indicate placement of your sign. Please complete a separate diagram for each hanging sign. Indicate how far in from each boundary you would like your sign placed.

The ceiling structure and support beams may require your sign to be moved from the specified location.

BACK OF BOOTH

Adjacent booth or aisle # _____ / # feet in from this side _____

LEFT OF BOOTH

Adjacent booth or aisle # _____

feet in from this side _____



RIGHT OF BOOTH

Adjacent booth or aisle # _____

feet in from this side _____

FRONT OF BOOTH

Adjacent booth or aisle # _____ / # feet in from this side _____

Preferred # feet from bottom of sign to floor _____

- All signs must conform to Show Management rules and regulations, as well as facility limitations.
- Hanging sign anchor points must be pre-fabricated and ready for use.
- Overhead signs *should be shipped in advance* and clearly labeled "HANGING SIGN". Refer to the Material Handling information in this kit for shipping instructions.
- Installation of signs received on site will be done on a "first-come, first-serve" basis.
- For any sign requiring electrical service or separate power source, electrical labor and materials must be ordered, in advance. Refer to the enclosed Electrical order form for more information.

EXHIBITOR _____ SHOW _____ BOOTH# _____

ON SITE SUPERVISOR _____ PHONE _____



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Forklift Service Order Form



STL, Ltd. is pleased to offer Sacramento Boat Show & Off Road Exposition exhibitors hourly forklift service to unload and reload your product or demonstration materials, provided they are transported in exhibitor company trucks. (Commercial carrier shipments are not eligible for this discounted rate.)

\$110.00/hour straight time (8:00 a.m. – 5:00 p.m. Monday - Friday)

\$165.00/hour overtime (Before 8:00 a.m., after 5:00 p.m., weekends & holidays)

One hour minimum per lift, per day.

Service includes 4,000# capacity forklift and operator.
If a second man is required additional handling rates will also apply.

One hour minimum charge may be split into two separate services,
provided that both occur on the same day.

If more than two services per day are required additional charges will apply,
in half-hour increments, based on the actual time required.

Please call an Exhibitor Services Representative at (916) 447-5000 if you need additional information.

| | |
|---|---|
| Every effort is made to accommodate requested start times for forklift service, however service is provided on a first come, first served basis and availability is based on completion of previously scheduled jobs. | _____ hrs. Forklift and Operator – In <input type="checkbox"/> \$110.00/hr – ST <input type="checkbox"/> \$165.00/hr. – OT \$ _____ |
| | Date / Time Requested _____ |
| Failure to call for service at the requested time may result in additional wait time charges. | _____ hrs. Forklift and Operator – Out <input type="checkbox"/> \$110.00/hr – ST <input type="checkbox"/> \$165.00/hr. – OT \$ _____ |
| | Date / Time Requested _____ |
| PAYMENT POLICY A completed Payment Policy/ Credit Card Authorization must accompany all orders. Final charges will be based on the actual time required. | _____ hrs. Additional Handler – In <input type="checkbox"/> \$70.00/hr – ST <input type="checkbox"/> \$105.00/hr. – OT \$ _____ |
| | _____ hrs. Additional Handler – Out <input type="checkbox"/> \$70.00/hr – ST <input type="checkbox"/> \$105.00/hr. – OT \$ _____ |
| ORDER TOTAL: \$ _____ | |

| | |
|---------------------------|-------------------------|
| EXHIBITOR _____ | BOOTH # _____ |
| PHONE _____ | E-MAIL _____ |
| CONTACT NAME _____ | ORDER DATE _____ |