

HEALTH AND SAFETY

Stay informed on Products, Services and Resources that will help you plan for a safe return to your next event. [Click Here](#) for our Health and Safety Resources.

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high black back drape, 3' high black side dividers. Booths 300 sqft or less will receive an identification sign. Booths larger than 300 sqft may receive an identification sign upon request.

Please note that electrical service is not included but to accommodate possible power requirements, electrical outlets will be installed in every inline booth. An audit will be conducted by electricians and onsite charges will apply if the electrical service is utilized without an order on file.

EXHIBIT HALL CARPET

The exhibit area is not carpeted. Exhibitors may install carpet.

DISCOUNT PRICE DEADLINE DATE

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by July 13, 2022.

EXHIBITOR FREQUENTLY ASKED QUESTIONS

For more information and helpful hints on products and services, ordering and invoicing, shipping your freight, and other top questions, please visit [FreemanOnline's FAQ page](#).

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Wednesday	August 3, 2022	8:00 a.m. - 4:30 p.m.
Thursday	August 4, 2022	8:00 a.m. - 4:30 p.m.

All exhibits must be fully installed by 4:30 p.m. Thursday August 4, 2022.

DURING EXHIBITOR MOVE-IN / SET-UP

Exhibitors may continue to work on their booths until 9:00 PM however, they must stay within the exhibit hall. Once an individual leaves the Hall, re-entry will NOT be permitted.

EXHIBIT HOURS

Friday	August 5, 2022	10:00 a.m. - 7:00 p.m.
Saturday	August 6, 2022	10:00 a.m. - 7:00 p.m.
Sunday	August 7, 2022	10:00 a.m. - 5:00 p.m.

EXHIBITOR MOVE-OUT

Sunday	August 7, 2022	5:00 p.m. - 9:00 p.m.
Monday	August 8, 2022	8:00 a.m. - 12:00 p.m.

NOTE: Double time rates will apply after 5:00 p.m. on Sunday August 7, 2022.

DISMANTLE AND MOVE-OUT INFORMATION

- All exhibitor materials must be removed from the exhibit facility by Monday, August 8, 2022 at 12:00 p. m.
- To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Monday, August 8, 2022 at 10:00 a. m. In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

EXHIBITOR SERVICE HOURS

Our Exhibitor Support team will be available from 8 a.m. - 5 p.m. from the first day of Exhibitor Move-in to the last day of Exhibitor Move-out. Hours may be extended the day before show open and the day of show close to assist with additional exhibitor needs.

POST SHOW PAPERWORK AND LABELS

Exhibitor Support will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

EXCESSIVE TRASH AND BOOTH ABANDONMENT

Any excessive trash which consists of display materials, carpet, padding, crates and/or pallets will be disposed of and charged both a handling fee and disposal fee during exhibitor move-in. Excessive booth materials and/or literature left in the booth at the end of the published exhibitor move-out that is not labeled for an outbound shipment will be considered abandoned and deemed as trash. The exhibitor will be charged for the removal and disposal of these items. Charges may include Installation & Dismantle Labor, Forklift & Rigging Labor, and/or Dumpster Fee.

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

[Contact Us](#)

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 US & Canada or +1(512) 982-4187 Outside the US or +1(817) 607-5183

International Shipping Services or fax (469) 621-5810 or

Exhibit.Transportation@freeman.com

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at [FreemanOnline](#) by July 13, 2022. Using the enhanced FreemanOnline, you will enjoy easy access to added features and functions as well as the high caliber of Freeman services you've come to expect — **before, during** and **after** your show.

To place online orders, you will be required to enter your unique Username and Password. If this is your first time to use FreemanOnline, click on the "Create an Account" link. To access Freeman Online without using the email link, visit [FreemanOnline](#).

If you need assistance with Freeman Online, please call Exhibitor Support at (888) 508-5054 Toll Free US and Canada.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth #

Chicago Comic & Entertainment Expo C2E2 2022

C/O Freeman

2500 West 35th Street

Chicago, IL 60632

Freeman will accept crated, boxed or skidded material beginning Tuesday, July 5, 2022 at the above address. Material arriving after July 27, 2022 will be received at the warehouse with an additional after deadline charge. Please note that the Freeman Warehouse does not accept uncrated freight (loose, pad-wrapped material and/or unskidded machinery), COD shipments, hazardous materials, freight requiring refrigerated or frozen storage, a single piece of freight weighing more than 5,000 pounds or a single piece of freight beyond the dimensions of 108" H x 93" W. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Show Site Shipping Address:

Exhibiting Company Name / Booth #

Chicago Comic & Entertainment Expo C2E2 2022

C/O Freeman

McCormick Place

2301 S. Lake Shore Drive

Chicago, IL 60616

Please note that all vehicles delivering materials to McCormick Place must report to the Marshalling Yard at 3050 S. Moe Drive, Chicago, IL 60616, to obtain a dock pass.

This includes privately owned vehicles (cars, trucks, vans, etc.) who choose to unload their own materials at the established unloading area (see enclosed map).

No vehicle will be allowed to the dock area without a pass.

NOTE: All trucks should check-in at the McCormick Place Marshalling Yard on Moe Drive (See enclosed map.)

Freeman will receive shipments at the exhibit facility beginning August 3, 2022. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor. Certified weight tickets must accompany all shipments. If required, provide your carrier with this phone number: (888) 508-5054.

Please be aware that disposal of exhibit properties is not included as part of your material handling charges. Please contact Freeman for your quoted rates and rules applicable to disposal of your exhibit properties.

MARSHALLING YARD

McCormick Place requires payment of a fee of \$25.00 for all trucks to enter the McCormick Place Marshalling Yard. This fee must be paid by the driver at the entrance to the Marshalling Yard, which is staffed by McCormick Place Security personnel. The fee can be paid in cash or with a major credit card. Checks are not accepted, and this fee cannot be paid in advance. Please be sure to alert your non-courier freight transportation provider. Fee is subject to change. Call (312) 808-3023 with any questions or for directions.

The Marshalling Yard closes around 2:30 p.m. daily. Please note these hours are subject to change. Contact our Exhibitor Support Department at 888-508-5054 if you have any questions or concerns.

PURCHASE TERMS

Freeman's Terms & Conditions apply to all orders submitted to Freeman for any goods or services, and may be amended without notice. To review the current Terms & Conditions, [click here](#).

LABOR INFORMATION

Union Labor may be required for your exhibit installation and dismantle. Please carefully read the UNION RULES AND REGULATIONS to determine your needs. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Freeman Service Center. Straight Time, Overtime and Double Time Labor invoicing will be in compliance with MPEA Legislation. Refer to the order form under Display Labor for Straight time and Overtime hours.

CLEANING SERVICE

FREEMAN is the exclusive contractor. No other cleaning service, including exhibitor-appointed contractors or installation and dismantle companies, will be allowed to perform this service.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call Exhibitor Support at (888) 508-5054.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Exhibitor Support at (888) 508-5054 US & Canada or +1(512) 982-4186 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by July 13, 2022.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EACs). Thank you for your cooperation.

Call Exhibitor Support at (888) 508-5054 with any questions or needs you may have.

Interested in going green and saving money?

Follow these tips to make sure your sustainable booth strategies are cost-neutral or even cost-saving! Leave an impact on the show floor, not the environment.



1 *booth structure*

Option 1 Multiple Use

Use **Forest Sustainable Certified (FSC)** wood to build your booth and crates.

Get creative! Design your booth with a **small shipping footprint** to minimize carbon emissions. Freeman's eye-catching stretch-fabric booth designs pack up small (and light!) for shipping.

Option 2 One-time Use

Rent locally from nearby Freeman offices to reduce both shipping costs and carbon emissions.

2 *carpet*

Option 1 Rent

Rent rather than buy carpet to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

Option 2 Color

Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.



3 *shipping*



Online + before deadline = better bottom line. Take advantage of early-bird pricing and consolidate shipping when ordering supplies.



Choose reusable shipping padding. Avoid packing peanuts and foam plastic materials that never decompose.



Ship early. Use the 30-day policy to ship materials to the Freeman advance warehouse.

4 *graphics*

Option 1 Multiple Use

Print on a durable substrate **without dates, event names, or locations.**

Option 2 One-time Use

Print on 100 percent recyclable materials like Freeman Honeycomb and Smartbuild Eco, which are just as cost-effective as PVC.

5 *printing*



Reduce printing and **go digital** with your booth literature.



Print locally. Supporting local businesses while reducing shipping? It's a win-win.



Print on at least **50 percent post-consumer recycled paper.**

6

ON SITE

save energy



Use Energy
Star-rated equipment
for audio-visual
equipment and
monitors.



Power down. Turn off
equipment at the end
of each day.



Light up your booth
with CFLs, LEDs, or
other energy-
efficient lighting.



MOVE OUT

train your team

Educate your installation
and dismantling teams
about **recycling and
donation processes.**



8

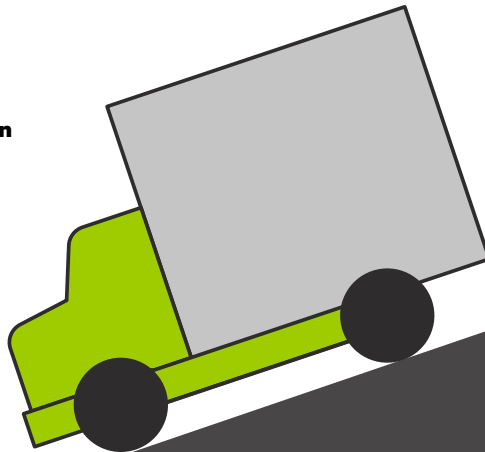
shipping out

Pack in, pack out.

Leave no traces on show site.

Join a caravan.

If you're shipping directly to another
show, ask **Freeman Transportation**
about joining a caravan to your
next show.



leftover materials

Remember to label.

Clearly **label recyclable leftover
material** for disposal.

Donate the rest.

Ask the Freeman Exhibitors Services
desk about local donation programs.

TYPICALLY* DONATE-ABLE

Furniture: Purchased items
Home furnishing: Décor
staging materials

Unused raw materials: Plywood,
subflooring, non-laminate wood

Flooring: 100 square feet of
flooring. Excludes carpet.

Left over giveaways: Pens, pads
of paper, sunglasses, USBs, etc., left
over in your promotional giveaway

TYPICALLY* RECYCLABLE

Cardboard: Used for signs or
shipping boxes

Glass: Green, brown, clear

Plastics: Shrink-wrap or plastic
banding used to secure shipments;
water/soda bottles; plexiglass
(acrylics) clear, smoked, or tinted;
Visqueen used to protect flooring

Metal: Aluminum cans/
steel banding

Paper: Fliers, brochures, programs,
tickets, office paper, newspaper,
magazines, paperboard

Wood: Non-laminate wood

FREEMAN

FREEMAN.COM

PAYMENT INFORMATION

Freeman only accepts payment information electronically. Place your order on [FreemanOnline](#) or follow the steps below to provide your payment information electronically and submit your order forms.

Freeman will no longer accept cash payments for any Freeman services.

1. Submit your payment information

Proceed to our electronic Freeman Pay site to securely submit your payment information

<https://www.freemanpay.com/512629>

2. Submit your order

Upload your order forms through the same link used to submit your payment information

- Both your order and your payment must be received by the discount price deadline date to guarantee discount pricing.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Freeman Service Center prior to show closing.

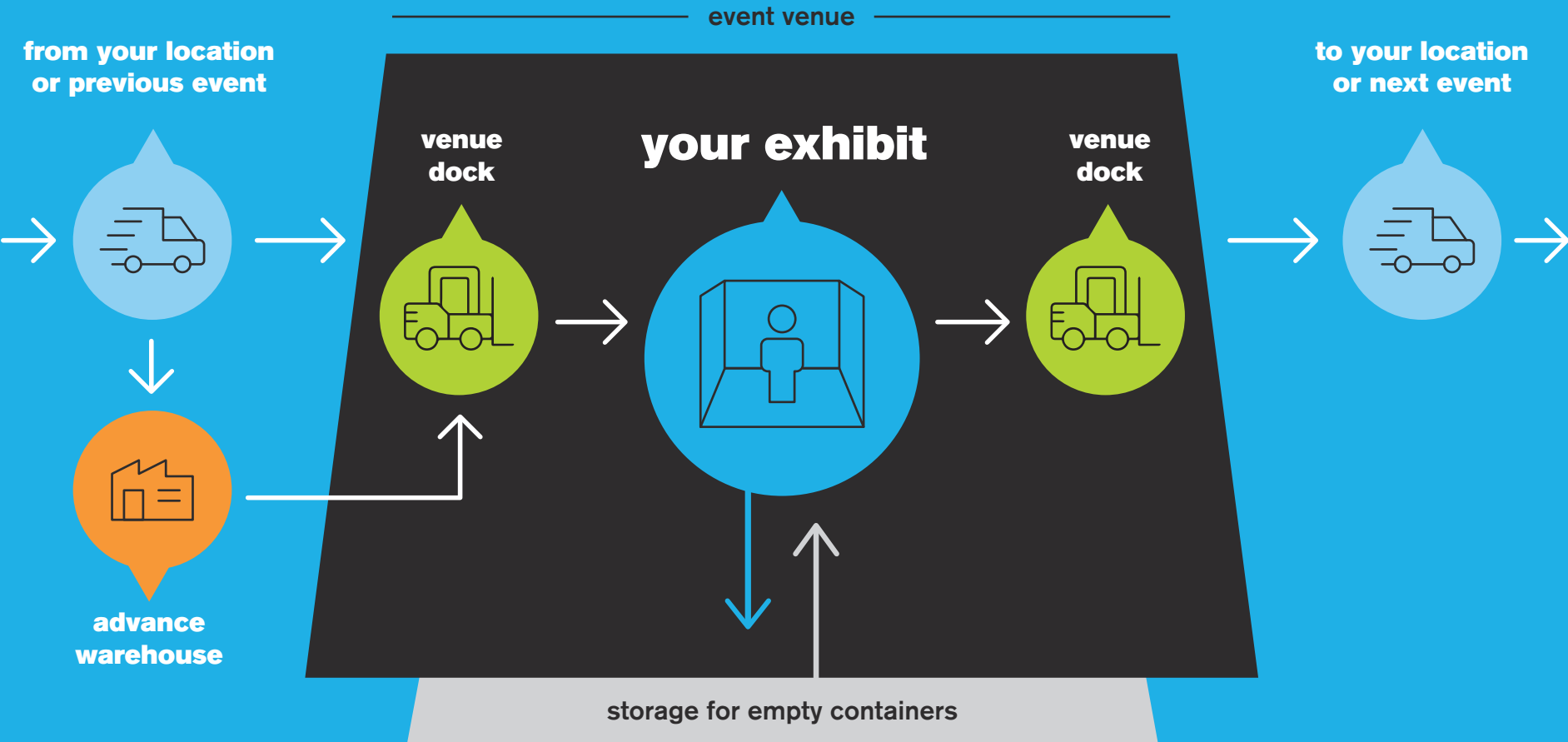
before event

during the event

after event

from your location
or previous event

to your location
or next event



advance warehouse

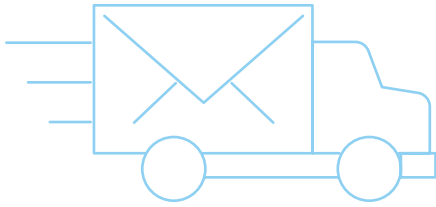
where exhibit materials are
stored before an event

shipping

transport to the venue's shipping
dock then from the shipping dock to
the next event or customer location

material handling

move items from the dock, to the
exhibit, back to the dock after the show



TRANSPORTATION SERVICE, FULLY LOADED.

Our convenient, affordable package puts productivity in overdrive.

Turn to Freeman for one-stop transportation services. Our all-inclusive round trip standard ground shipping and material handling package means transporting materials to any exhibit location has never been easier or more affordable. Plus, Freeman works directly with you and show site decision makers to streamline the process, so it's faster than ever to get on the road to success.

The Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- PICK-UP AND TRANSPORTATION FROM POINT OF ORIGIN TO YOUR CHOICE OF EITHER ADVANCE WAREHOUSE OR SHOW SITE
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION
- PRE-PRINTED SHIPPING LABELS AND OUTBOUND PAPERWORK

Benefits:

- TURNKEY PRICING ENSURES PRECISE BUDGETING
- NO ADDITIONAL HANDLING, PICK-UP OR DELIVERY FEES
- NO ADDITIONAL FUEL SURCHARGES OR OVERTIME SURCHARGES
- NO CARRIER WAITING TIME FEES
- EXPERIENCED ON-SITE TRANSPORTATION REPS FROM MOVE-IN THROUGH MOVE-OUT
- LTL (LESS THAN TRUCK LOAD) SHIPPING

*Services apply to destinations anywhere in the Continental U.S.



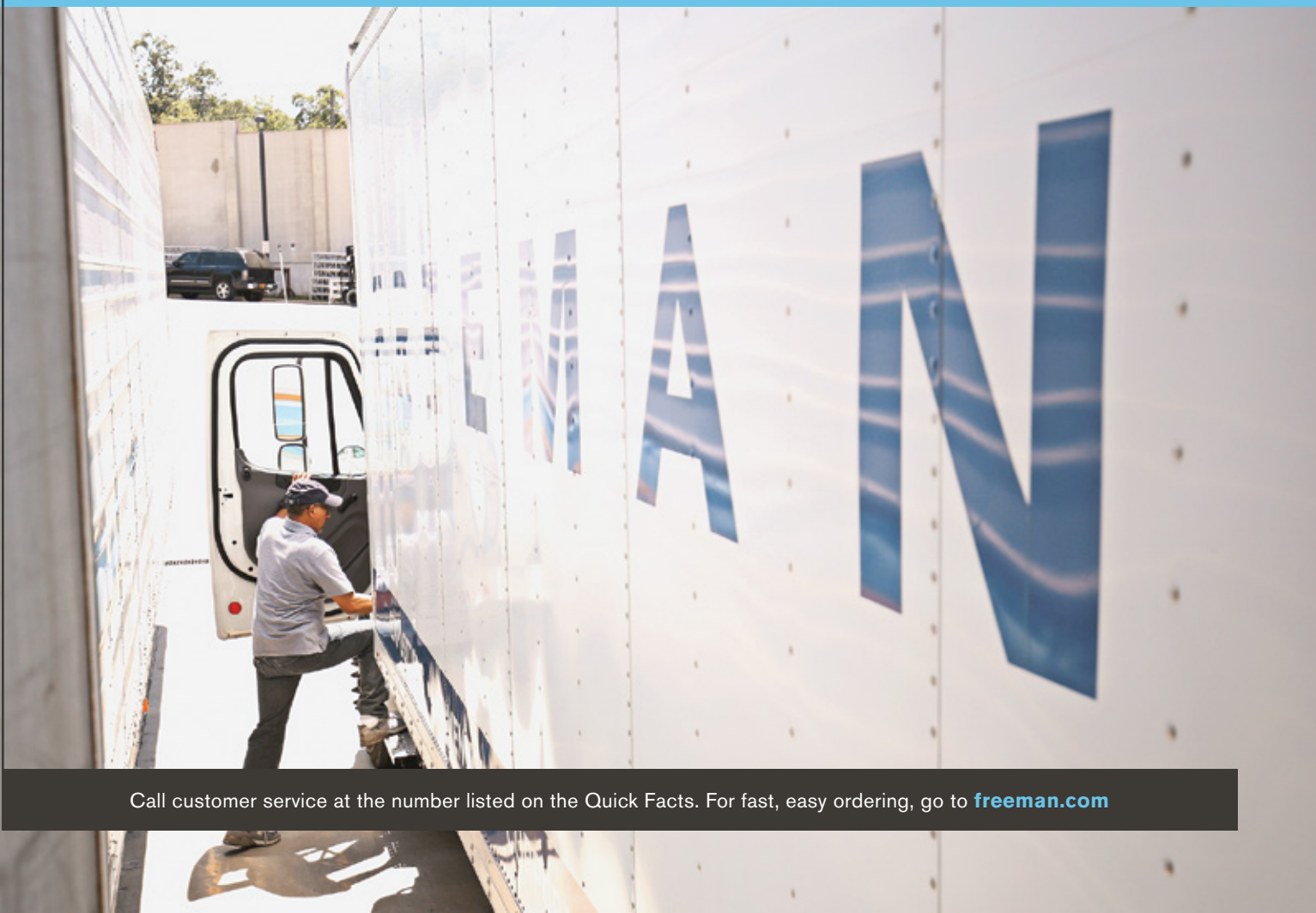
To take advantage, call **1-800-995-3579** or email **exhibit.transportation@freeman.com** for a quote.

RESULTS, DELIVERED

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With more than 90 years of experience in the events industry, no one understands exhibit transportation better than Freeman. Our transportation services are a seamless extension of the premium products that exhibitors around the world rely on time and time again.

Between our all-inclusive pricing and superior customer service, Freeman Exhibit Transportation is the most reliable, convenient and cost-effective solution available. Our team of experts has the ability to quickly respond to changes when necessary, remaining entirely responsive to all of your show requirements, whenever and wherever they arise.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

EXHIBIT TRANSPORTATION SERVICES

Freeman Exhibit Transportation is an EPA Smartway Partner and is dedicated to reducing carbon emissions related to the transportation of goods. Renting or shipping items locally saves on carbon emissions and your shipping footprint.

Freeman Exhibit Transportation promise:

- ALL-INCLUSIVE PRICING WITH NO ADDITIONAL FEES FOR PICKUPS AND DELIVERIES, INCLUDING WEEKEND AND NIGHT SERVICE
- ONE CONVENIENT INVOICE ENCOMPASSING ALL FREEMAN SHOW SERVICES
- ON-SITE TRANSPORTATION EXPERTS ARE AVAILABLE BEFORE, DURING AND AFTER THE SHOW
- RELIABLE CUSTOMER SERVICE SEVEN DAYS A WEEK, OFFERING COMPLETE SHIPMENT VISIBILITY AND EXPERT SUPERVISION

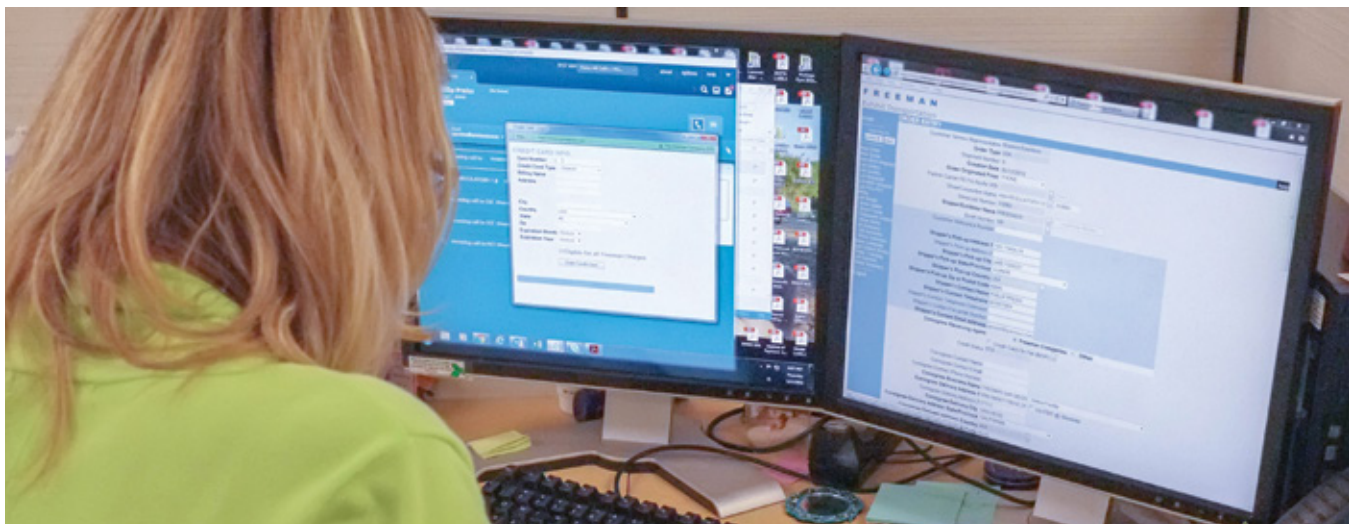
Questions?

For more information regarding our services, rates, shipment deadlines, documentation requirements, ordering and the terms and conditions of our service offerings, please visit **freeman.com**

Continental U.S. Exhibitors: Contact our exhibit transportation experts at **800.995.3579** or via email at **exhibit.transportation@freeman.com**

International Exhibitors: Contact our exhibit transportation experts at **+1.817.607.5183** or via email at **international.freight@freeman.com**

DON'T FORGET ABOUT INBOUND SHIPPING! COMPLETE AND SEND THE ORDER FORM





(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International

COMPLETE THIS FORM ONLY IF YOU ARE
SHIPPING YOUR EXHIBIT MATERIALS BY
FREEMAN EXHIBIT TRANSPORTATION

exhibit transportation

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME:

BOOTH #:

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

For fast, easy ordering, go to www.freeman.com/store.

EXHIBIT TRANSPORTATION

TIPS FOR EASY ORDERING

- Credit card information must be on file prior to pick up, as charges will be included on your show services invoice.
- International Exhibitors remember - Shipments originating from countries other than the US must be cleared through customs. Please call for additional information:
(800) 995-3579 Toll Free US & Canada
(817) 607-5183 Local & International

COMPLETE THE FOLLOWING ITEMS ON THIS FORM:

PICK UP INFORMATION

Requested Pick Up Date:

SHIPPER NAME

SHIPPER ADDRESS

(City)

(State)

(Zip Code)

DESTINATION

- ☐ I will be shipping to the **WAREHOUSE**

FREEMAN / Exhibiting Company Name / Booth #

Chicago Comic & Entertainment Expo C2E2 2022

C/O: Freeman

2500 W 35th St

Chicago, IL 60632

MUST BE DELIVERED BY JULY 27, 2022

- ☐ I will be shipping to **SHOW SITE**

FREEMAN / Exhibiting Company Name / Booth #

Chicago Comic & Entertainment Expo C2E2 2022

C/O: Freeman

McCormick Place - South

2301 S Lake Shore Dr

Chicago, IL 60616

CANNOT BE DELIVERED BEFORE AUGUST 03, 2022

TYPE OF SERVICE

- ☐ Next Day Air: Delivery next business day by 5:00 PM
- ☐ Second Day Air: Delivery second business day by 5:00 PM
- ☐ 3-5 Day Service: Delivery within 3 - 5 business days
- ☐ Declared Value \$ _____

Air Transportation charges are billed by Dimensional or Actual Weight, whichever is greater.

- ☐ Standard Ground: Dependent on distance
- ☐ Expedited Ground: Tailored to specific requirements
- ☐ Specialized: Pad wrapped, uncrated, truck load

SHIPPING INFORMATION

Items to be shipped

Number of Pieces _____ Est. Weight _____

____ Crates (wooden) _____

____ Cartons (cardboard) _____

____ Cases/Trunks (fiber) (color _____) _____

____ Skids/Pallets _____

____ Carpet (color _____) _____

____ Other (_____) _____

____ Total _____

Size of largest piece: (H) _____ (W) _____ (L) _____

NOTE: Shipments will be weighed and measured prior to delivery.

OUTBOUND SHIPPING

- ☐ I would like to schedule outbound Freeman Exhibit Transportation. Please provide me with a Material Handling Agreement at show site for my shipping instructions and signature. So we may print your Outbound Material Handling Agreement and labels, please complete the following information **if different from pick up address:**

Ship to address:

Number of Labels : _____

FAX THIS COMPLETED FORM VIA:

E-mail:

exhibit.transportation@freeman.com

or

Fax: (469) 621-5810

**A TRANSPORTATION SPECIALIST
WILL CALL YOU TO CONFIRM
RECEIPT OF SHIPMENT REQUEST
AND FINALIZE DETAILS.**

SHOW # (512629) _____

INBOUND FREIGHT PROCEDURES

ALL FREIGHT MUST BE ACCOMPANIED BY A CERTIFIED SCALE TICKET

All drivers must provide the following information on their bills of lading:

1. Booth number
2. Exhibitor's name
3. Shipper's name
4. Piece summary
5. Actual heavy & light weight certified scale tickets
6. Net, gross and tare weight

Piece summaries must be broken into the following categories:

1. Crates(Wooden boxes)
2. Cartons(Cardboard boxes)
3. Carpets(Rugs and pads)
4. Skids(Pallets)
5. Bundles
6. Machines
7. Miscellaneous(Loose or unpacked items)

All bills must contain this information before the freight clerk can accept them. We require two copies of your bills of lading. If you cannot provide any of the requested information, please contact your dispatch or check with your freight clerk. Please keep your C.B. radio tuned to channel 35 while in the mccormick place complex

OUTBOUND FREIGHT PROCEDURES

All drivers must provide the following information to pick up their freight from a show:

1. Booth number
2. Exhibitor's name
3. Destination of the freight
4. Carrier's Name (or Broker's Name)
5. Area where vehicle is parked

If the load has been brokered out to your company, you must have the exhibitor or the broker fax the freeman company a release on their letterhead.

The fax number for the marshalling yard is 1-312-674-0748.

We must receive the release before we can issue the hardcard to pick up the freight.

There may be a waiting period before the freight is ready to be picked up please wait in the marshalling yard until you are issued a bill from the freight clerk.

Please keep your C.B. radio tuned to channel 35 while in the mccormick place complex.

If you do not have any of the requested information please contact your dispatch for assistance.

DIRECTIONS & ADDRESS TO:
McCORMICK PLACE MARSHALLING AREA
(3050 Moe Drive, Chicago, IL 60616)

EXHIBITOR notes

North of Chicago to McCormick Place: Interstate 90 (Kennedy Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

West of Chicago to McCormick Place: Interstate 290 (Eisenhower Expressway) east to Interstate 94 (Dan Ryan Expressway). South on Interstate 94 (Dan Ryan Expressway) to Interstate 55 North. Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

Southwest of Chicago to McCormick Place: Interstate 55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

South of Chicago to McCormick Place: Interstate 94 (Dan Ryan Expressway) to Interstate 55 North (Stevenson Expressway). Take I-55 North until it ends. Bear right and EXIT at Lake Shore Drive South (41 south). Proceed approximately ½ mile and exit at 31st Street. Proceed up the exit ramp and bear right. Turn right at U-TURN BEFORE the stop light onto Moe Drive. If you went to the light you went too far. After making U-Turn go approximately ¼ of a mile to the first stop sign. Turn left at the Stop sign and, YOU ARE THERE!!!

SCALE LOCATIONS

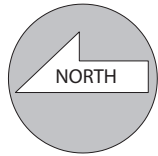
1. **SOUTHSIDE FUEL CENTER**
Truck Wash & Scale
970 W. Pershing Road (39th Street)
Chicago, IL 60609
+1(773) 523-1362

2. **TRAVEL CENTERS OF AMERICA**
A. 76 AUTO/TRUCK
Intersection of Interstate 55 & Interstate 53
+1(630) 739-7006

B. Elgin West, Hampshire, IL
Intersection of Interstate 90 & Route 20
+1(847) 683-4550

3. **PETRO/Monee**
Monee Manhattan road (Right off Interstate 57 at Milemarker 335)
+1(708) 534-0400

PLEASE GIVE YOUR CARRIER THESE DIRECTIONS



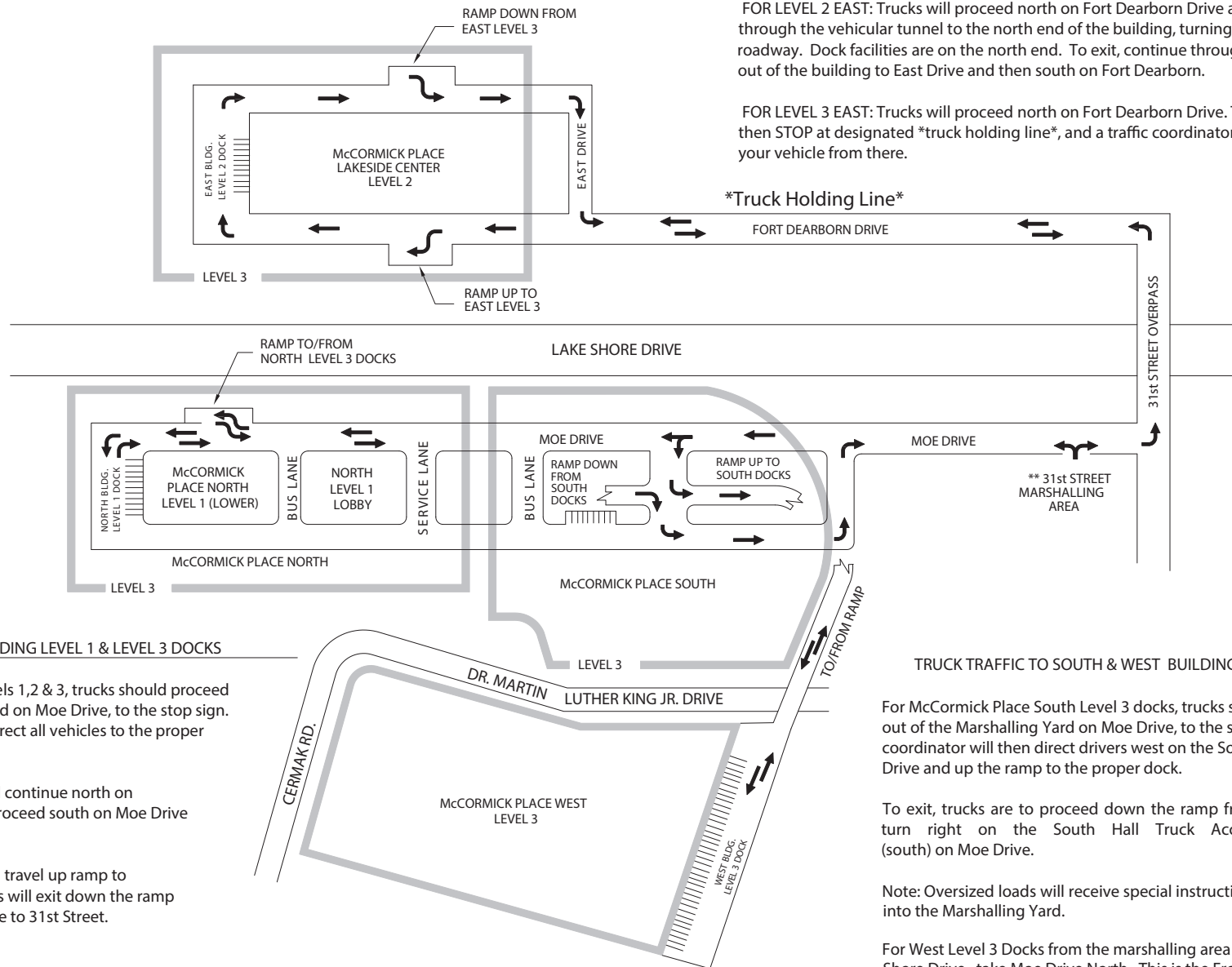
TRUCK TRAFFIC TO LAKESIDE CENTER LEVEL 2 & LEVEL 3 DOCKS

To reach the Lakeside Center (East Building) trucks will leave the Marshalling Yard and travel over the 31st Street Overpass to Fort Dearborn Drive.

FOR LEVEL 2 EAST: Trucks will proceed north on Fort Dearborn Drive and continue through the vehicular tunnel to the north end of the building, turning east on inside roadway. Dock facilities are on the north end. To exit, continue through tunnel south out of the building to East Drive and then south on Fort Dearborn.

FOR LEVEL 3 EAST: Trucks will proceed north on Fort Dearborn Drive. They will then STOP at designated *truck holding line*, and a traffic coordinator will direct your vehicle from there.

Truck Holding Line



TRUCK TRAFFIC TO NORTH BUILDING LEVEL 1 & LEVEL 3 DOCKS

For McCormick Place North Levels 1,2 & 3, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct all vehicles to the proper loading/unloading area.

FOR LEVEL 1 NORTH: Trucks will continue north on Moe Drive. To exit, trucks will proceed south on Moe Drive to 31st Street.

FOR LEVEL 3 NORTH: Trucks will travel up ramp to Level 3 dock area. To exit, trucks will exit down the ramp and proceed south on Moe Drive to 31st Street.

TRUCK TRAFFIC TO SOUTH & WEST BUILDING LEVEL 3 DOCKS

For McCormick Place South Level 3 docks, trucks should proceed north out of the Marshalling Yard on Moe Drive, to the stop sign. A traffic coordinator will then direct drivers west on the South Hall Truck Access Drive and up the ramp to the proper dock.

To exit, trucks are to proceed down the ramp from the Level 3 docks; turn right on the South Hall Truck Access Drive and left (south) on Moe Drive.

Note: Oversized loads will receive special instructions upon checking into the Marshalling Yard.

For West Level 3 Docks from the marshalling area at 31st St. and Lake Shore Drive, take Moe Drive North. This is the Frontage Road, West of Lake Shore Drive. Follow S3 and W3 directional signs.

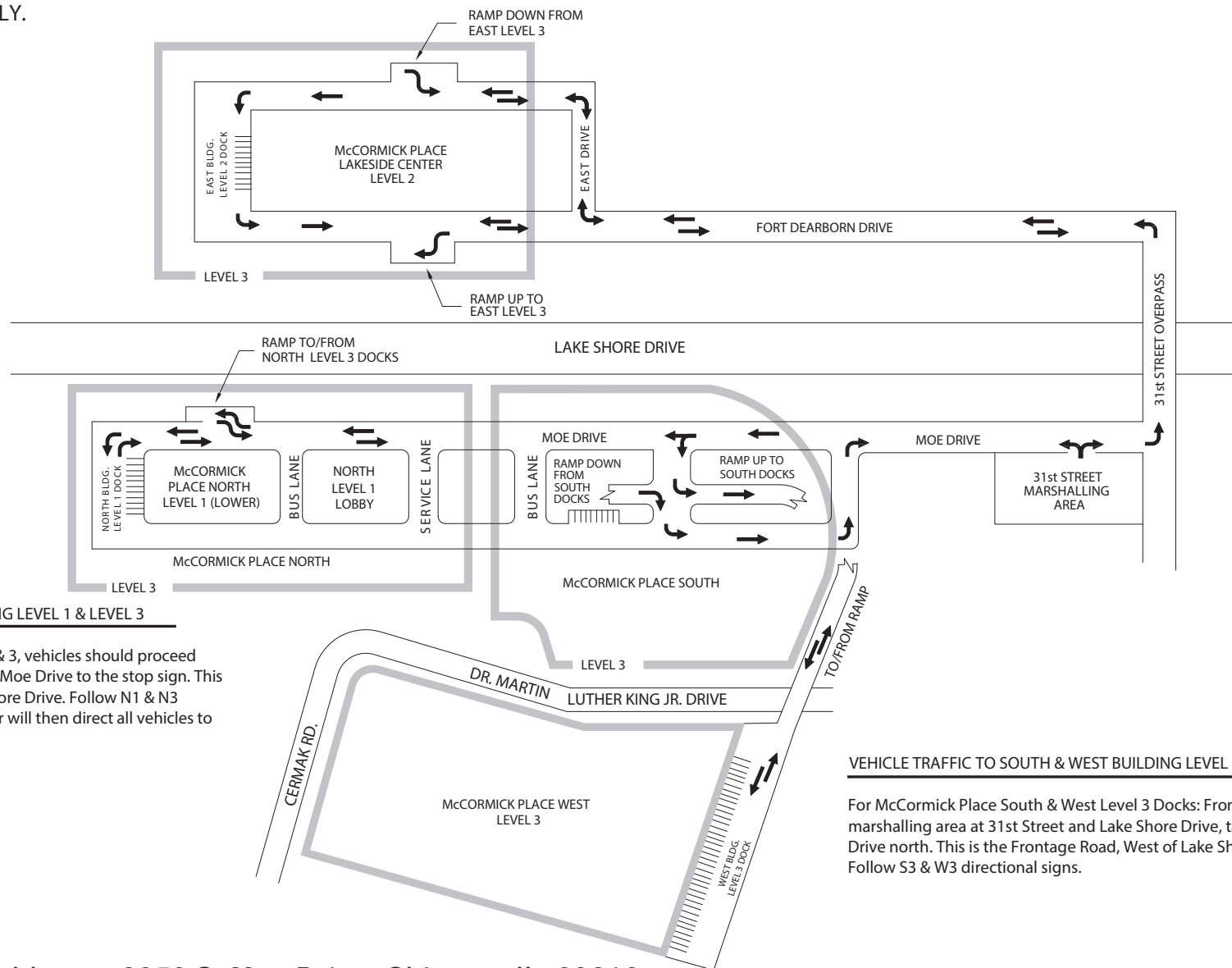
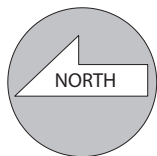
****Marshalling Yard Address: 3050 S. Moe Drive, Chicago, IL 60616**

F R E E M A N

**McCORMICK PLACE
TRUCK TRAFFIC ROUTES**

AUTOMOBILES & SMALL UTILITY VEHICLES LOADING AND UNLOADING

VEHICLES NEED NOT ENTER MARSHALLING YARD. THIS IS A REFERENCE POINT ONLY.



VEHICLE TRAFFIC TO LAKESIDE CENTER LEVEL 2 & LEVEL 3

To reach the Lakeside Center (East Building), vehicles will leave the Marshalling Yard and travel over the 31st Street Overpass to Fort Dearborn Drive. This is the Frontage Road, East of Lake Shore Drive. Follow E2 & E3 directional signs.

VEHICLE TRAFFIC TO NORTH BUILDING LEVEL 1 & LEVEL 3

For McCormick Place North Levels 1 & 3, vehicles should proceed north out of the Marshalling Yard on Moe Drive to the stop sign. This is the Frontage Road, West of Lakeshore Drive. Follow N1 & N3 directional signs. A traffic coordinator will then direct all vehicles to the proper loading/unloading area.

VEHICLE TRAFFIC TO SOUTH & WEST BUILDING LEVEL 3 DOCKS

For McCormick Place South & West Level 3 Docks: From the marshalling area at 31st Street and Lake Shore Drive, take Moe Drive north. This is the Frontage Road, West of Lake Shore Drive. Follow S3 & W3 directional signs.

Marshalling Yard Address: 3050 S. Moe Drive, Chicago, IL 60616

McCORMICK PLACE VEHICLE TRAFFIC ROUTES



(888) 508-5054

Fax: (469) 621-5603

Place your order online at
www.freeman.com/store

Submit order forms [here](#)

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME : _____ PHONE #: _____

E-MAIL ADDRESS : _____

EVERY OUTBOUND SHIPMENT WILL REQUIRE A MATERIAL HANDLING AGREEMENT AND SHIPPING LABELS. WE WOULD BE HAPPY TO PREPARE THESE FOR YOU AND DELIVER THEM TO YOUR BOOTH PRIOR TO SHOW CLOSE. TO TAKE ADVANTAGE OF THIS SERVICE, PLEASE COMPLETE AND RETURN THIS FORM TO THE FREEMAN SERVICE CENTER.

SHIPPING INFORMATION

SHIP TO: COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

PHONE#: _____ ATTN: _____

SPECIAL INSTRUCTIONS: _____

BILL TO: ☐ Same as Ship to:

COMPANY NAME: _____

DELIVERY ADDRESS: _____

CITY: _____ STATE/ PROVINCE: _____ ZIP/ POSTAL CODE: _____

METHOD OF SHIPMENT

Select a Carrier:

☐ Freeman Exhibit Transportation

☐ Other Carrier

No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.

Carrier Name: _____

Carrier Phone: _____

Freeman will make arrangements for all Freeman Exhibit Transportation shipments.
Arrangements for pick-up by other carriers is the responsibility of the exhibitor.

Select a Level of Service:

☐ 1 Day: Delivery next business day

☐ Standard Ground

☐ 2 Day: Delivery by 5:00 PM second business day

☐ Specialized: Pad wrapped, uncrated, or truckload

☐ Deferred: Delivery within 3-5 business days

Select Shipment Options (if applicable)

☐ Have loading dock

☐ Lift gate required

☐ Inside delivery

☐ Air ride required

☐ Pad wrap required

☐ Residential

☐ Do not stack

Select Desired Number of Labels: _____

Once your shipment is packed and ready to be picked up from your booth, please return completed the Material Handling Agreement to the Freeman Service Center. If no outbound information is submitted, Freeman reserves the right to return the freight back to the company address on file at the exhibitor's expense.

Freeman¹

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: JULY 05, 2022

DEADLINE DATE IS: JULY 27, 2022

TO: _____

EXHIBITOR NAME

C/O: Freeman

2500 W 35th St

Chicago, IL 60632

WAREHOUSE

(512629)

Chicago Comic & Entertainment Expo

EVENT: C2E2 2022

BOOTH NO: _____ NO. _____ OF _____ PCS

Freeman¹

R U S H

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TO: _____

EXHIBITOR NAME

C/O: Freeman

2500 W 35th St

Chicago, IL 60632

WAREHOUSE

(512629)

Chicago Comic & Entertainment Expo

EVENT: C2E2 2022

BOOTH NO: _____ NO. _____ OF _____ PCS

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

Freeman⁷

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE AUGUST 03, 2022

TO:

EXHIBITOR NAME

C/O: Freeman

McCormick Place - South

2301 S Lake Shore Dr

Chicago, IL 60616

SHOW SITE

(512629)

Chicago Comic & Entertainment Expo

EVENT: **C2E2 2022**

BOOTH NO: _____ NO. _____ OF _____ PCS

Freeman⁷

R U S H

DO NOT DELAY

CANNOT DELIVER BEFORE AUGUST 03, 2022

TO:

EXHIBITOR NAME

C/O: Freeman

McCormick Place - South

2301 S Lake Shore Dr

Chicago, IL 60616

SHOW SITE

(512629)

Chicago Comic & Entertainment Expo

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Freeman⁷

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DO NOT DELAY

RECEIVING DATE BEGINS: JULY 05, 2022

DEADLINE DATE IS: JULY 27, 2022

TO: _____

EXHIBITOR NAME

C/O: Freeman

2500 W 35th St

Chicago, IL 60632

HANGING SIGN

(512629)

Chicago Comic & Entertainment Expo

EVENT: C2E2 2022

BOOTH NO: _____ NO. _____ OF _____ PCS

Freeman⁷

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: JULY 05, 2022

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TO: _____

EXHIBITOR NAME

C/O: Freeman

2500 W 35th St

Chicago, IL 60632

HANGING SIGN

(512629)

Chicago Comic & Entertainment Expo

EVENT: C2E2 2022

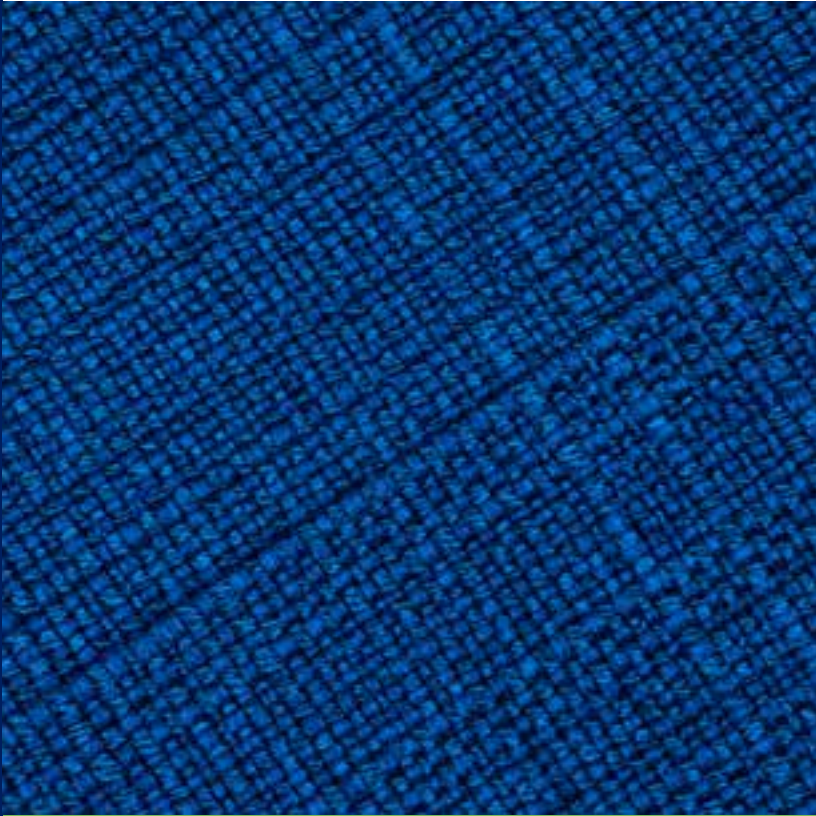
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IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

Exhibitor support

Visit us at freeman.com or call 1.888.508.5054 to speak to our award winning exhibitor support team.

Freeman® Trade Show Furnishings are proud to offer this collection of the highest quality, design-oriented furnishings. Our nationwide distribution and professional staff is dedicated to the success of your exhibit. Make Freeman® Trade Show Furnishings your furniture solution.



Furnishings Brochure



Comfortable and Safe Networking

Meaningful engagement doesn't have to be complicated.

Networking and connecting with peers face-to-face is a key objective of attending in-person events. Delivering environments which facilitate both ad-hoc and in-depth networking is important in accommodating attendee needs and will allow attendees to connect with peers effectively, comfortably, and safely.

To help you feel confident as you begin to plan your in-person and hybrid events, we have developed **Freeman SafeConnect**. This program includes standards, protocols, and service offerings that reflect our values and commitment to safety and wellbeing — for our people, our customers, and our attendees.

Learn more about Freeman SafeConnect at [Freeman.com](https://freeman.com)



Bowery Swivel Chairs & Sedona C-Tables

Accent Chairs | pg 16
Side Tables | pg 28
Dividers | pg 57
Greenery | pg 48

Top Design Tips

for Tradeshow Booths.



Complete The Look Of Your Exhibit Space

Freeman makes it easy to furnish your next exhibit space with recommended booth packages available on FreemanOnline. To view all available booth packages for your event and order your favorite, visit freeman.com/store.



The Showcase 10'x10' booth package is designed for exhibitors with small, high value items to display. Multiple cabinets elevate your products and make it easy to catch the eye of attendees.

Shown here with Zoey Barstools

The Cinematic 10'x20' booth package is designed for exhibitors needing large monitors to display presentations, while hosting attendees in a comfortable and inviting environment.

Shown here with Banana Barstools



The Gather 10'x10' booth package turns your booth into a comfortable oasis from the bustle of the show floor. Ideal for comfortable one-on-one time with prospects.

Shown here with Baja Chairs and Sydney Power Cocktail Table

Power Up In Style.

Denotes Powered Products



Powered Seating

Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.



HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

NAPLES
830121
Naples Sofa, Powered
(black vinyl)
87"L 30"D 33.25"H



NAPLES
810120
Naples Chair, Powered
(black vinyl)
36"L 30"D 33.25"H



NAPLES
830122
Naples Loveseat, Powered
(black vinyl)
62"L 30"D 33.25"H



Powered Tables



Use
Ventura 6'
Bar or Cafe Tables
in your design to
facilitate conversations
while social
distancing.



Ventura Powered
Bar Tables
72.25"L 26.25"D 42"H
(silver frame)
A) 820950 (black top)
B) 820955 (white top)



POWERED
DETAIL




Ventura Powered
Café Tables
72.25"L 26.25"D 30"H
(silver frame)
C) 820964 (black top)
D) 820965 (white top)



POWERED
DETAIL


Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Take Charge.

Denotes Powered Products 

Powered Tables


Empower attendees at your next show with functional charging furniture and make searching for wall outlets history. From soft seating and tables to pedestals and lamps, our complete charging collection lets you Power Up the Possibilities.

SYDNEY 
Sydney Powered Cocktail Tables
48"L 26"D 18"H (brushed steel)
E) 82073 (white)
F) 82076 (black)



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Powered Pedestals

Denotes AC and USB charging outlets 



Powered Locking Pedestal
(white)
A) 85061 24"L 24"D 36"H
B) 85063 24"L 24"D 42"H (black)
C) 85060 24"L 24"D 36"H
D) 85062 24"L 24"D 42"H

(The flip top electrical units rotate 180 degrees, allowing devices to be charged from inside the locked cabinet or on the surface.)

Powered Tech Desk




A) 84083 Tech Desk, Powered w/ 3 Drawer File Cabinet
(black metal, laminate)
60"L 30"D 30"H

B) 84084 Tech Desk, Powered
(black metal, laminate)
60"L 30"D 30"H

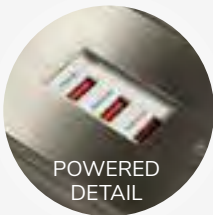
C) 84080 3 Drawer File Cabinet on Castors
(black metal, laminate)
16"L 20"D 28"H

Take Charge.

Denotes Powered Products 

Powered Tech Tablet Chair

Create an engaged learning environment at your next exhibit with the exclusive, powered Tech Tablet Chair. The soft dove gray vinyl chair features a removable white swivel tablet, an under-seat shelf for personal storage and an in-arm charging panel with three USB ports. An additional AC outlet is located at the base of the chair.




A) 81039 Tech Tablet Chair
(gray vinyl, white metal tablet, chrome base)
30.5"L 29"D 33.5"H
B) 81038 Tech Chair, No Tablet



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Powered Poducts

Denotes AC and USB charging outlets 

Wireless Charging Table



820710 Wireless Charging Table, Powered
(white, AC plug-in)
20"L 20"D 18"H
Mobile devices must have Qi wireless charging capability.



Village Charging Hub



8502 Village Charging Hub
(cream)
12"L 12"D 28.25"H



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Soft Seating

Create Engaging Booth Environments



VALENCIA
810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H

MARCHE
81540 Swivel Ottoman
(Forest Green Vinyl)
17"RND 18"H

Valencia Sofa & Chair 10'x10' Booth

Soft Seating Collections



BAJA
A) 83019 Sofa
(white vinyl)
86"L 28"D 30"H
B) 81050 Chair
(white vinyl)
36"L 30.5"D 28"H
C) 83020 Loveseat
(white vinyl)
61"L 30.5"D 28"H



STERLING
A) 8309 Sofa
(gray fabric)
82"L 33.5"D 32"H
B) 81037 Chair
(gray fabric)
33"L 33.5"D 32"H




KEY LARGO
A) 830951 Sofa
(black fabric)
79"L 35"D 34"H
B) 810950 Chair
(black fabric)
35"L 35"D 34"H
C) 830950 Loveseat
(black fabric)
57"L 35"D 34"H



VALENCIA
A) 810180 Chair
(spice orange velvet)
28"L 30.5"D 31"H
B) 83045 Sofa
(coffee brown velvet)
63"L 30.5"D 31"H

Soft Seating

Create Engaging Booth Environments

Denotes Powered Products 



PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

HEDGE
85035
4' Boxwood Hedge
46"L 9"D 47"H


SWANSON
810875 Swivel Chair
(white vinyl)
28"L 25"D 30"H

Palm Beach Sofa & Swanson Chairs 10'x10' Booth



PALM BEACH
83040 Sofa
(white vinyl, brushed metal)
69"L 29"D 33"H

Soft Seating Collections

Available in Power 



A.



B.

ALLEGRO
A) 81019 Chair
(blue fabric)
36"L 34.5"D 30"H
B) 83015 Sofa
(blue fabric)
73"L 34.5"D 30"H



A.



B.

FAIRFAX
A) 830949 Sofa
(white vinyl, brushed metal)
62"L 26"D 30"H
B) 810949 Chair
(white vinyl, brushed metal)
27"L 26"D 30"H



B.



A.



C.

NAPLES 
A) 810119 Chair
(black vinyl)
36"L 30"D 33.25"H
810120 (Powered)
B) 830119 Sofa
(black vinyl)
87"L 30"D 33.25"H
830121 (Powered)
C) 830120 Loveseat
(black vinyl)
62"L 30"D 33.25"H
830122 (Powered)

Accent Chairs

Create Space

Swivel chairs maximize functionality and allow you to engage safely with those all around. They're particularly helpful in smaller spaces!



81034
Bowery Swivel Chair
(ochre fabric, chrome)
29.75"L 31"D 27.25"H



810875
Swanson Swivel Chair
(white vinyl)
28"L 25"D 30"H



810874
La Brea Chair
(charcoal gray, fabric)
35"L 27"D 40"H



810145
Wentworth Chair
(brown vinyl)
32.1"L 26"D 31.5"H

Meeting & Stage Chairs



Marina Chair
17.5"L 19.5"D 35"H
A) 810164 (white vinyl)
B) 810160 (black vinyl)
C) 810161 (brown fabric)



810948
Meeting Chair
25.5"L 23.5"D 34"H
(white vinyl)

Accent Chairs

Accent Chair Styles



Madrid
810816 Chair
(white, chrome)
30"L 30"D 31"H



Montreal
81031 Chair
(blue, black metal)
30"L 23.25"D 30"H



Accent Tables | pg 26



Lena
81036 Chair
(moss green leather, bronze)
27"L 25"D 31"H



810949
Fairfax Chair
(white vinyl, brushed metal)
27"L 26"D 30"H



A) 810151
Munich Armless Chair
(gray fabric)
22.5"L 27"D 28.5"H

B) 81035
Century Chair
(gray velvet)
30"L 30"D 31"H

C) 81024
Atherton Chair
(distressed brown leather, blackened steel)
27"L 31"D 30"H

D) 810947
Pro Executive Guest Chair
(black vinyl)
24"L 26"D 36"H

E) 81032
Pasadena Chair
(white molded plastic w/ chrome tower base)
27"L 25"D 26"H

F) 81037
Sterling Chair
(gray fabric)
33"L 33.5"D 32"H



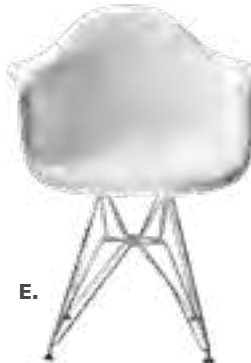
A.



B.



D.



E.



F.

Group Seating

Lounges

Carefully designed lounges deliver a safe and effective setting for casual and relaxed connections. The strategic placement of other furniture pieces—like coffee tables, room dividers, and large plants—helps to maintain order and preserve social distancing protocols while delivering comfortable and safe networking.

ZENITH

A) 810851 Chair

(white, chrome)

18.25"L 22"D 32"H

B) 820241 Madison Hydraulic Café Table

(chrome base, gray acajou top)

30"RND 29"H



LAGUNA

C) 810861 Chair

(maple, chrome)

18"L 19"D 34"H

D) 8201223 Round Café Table

(white laminate top, chrome hydraulic base)

30" RND 29"H



MALBA

20"L 20"D 32"H

A) 810131 Chair

(gray)

B) 810130 Chair

(green)



A.

MARINA

17.5"L 19.5"D 35"H

A) 810164

(white vinyl)

B) 810160

(black vinyl)

C) 810161

(brown fabric)

D) 810162

(ocean blue fabric)

E) 810163

(red fabric)



B.

C.

D.

E.



Styles & Shapes

A.

B.

C.



D.

E.

F.



- A) 810846 Christopher Chair

(white vinyl, chrome)

17"L 19"D 35"H
- B) 810841 Rustique Chair w/arms

(gunmetal)

20"L 18"D 31"H
- C) 81093 Lucent Chair

(frosted, acrylic)

19.5"L 19.75"D 32.5"H
- D) 71089 Diamond Side Chair

(black)

21"W X 23"L X 32"H
- E) 71090 Diamond Arm Chair

(black)

20"W X 21"L X 33"H
- F) 810837 Razor Armless Chair

(white)

15.38"L 15.5"D 30.5"H
- G) 81083 Blade Chair

(sky blue)

20.5"L 19"D 30.5"H
- H) 81082 Blade Chair

(red)

20.5"L 19"D 30.5"H

G.

H.



Mix & Match

Create the ultimate seating configuration. Choose from a variety of shapes and sizes to design the perfect look.

I) 210108 LIMERICK® Chair BY HERMAN MILLER™
(gray) 18"W X 17.75"L X 33"H

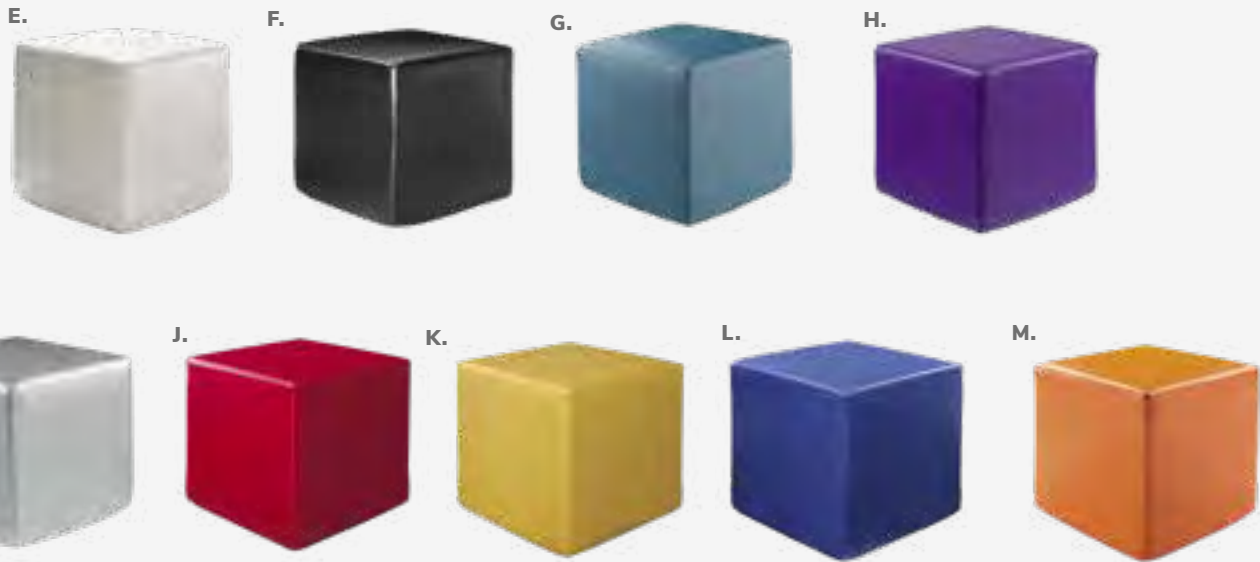


Ottomans

Vibe Cube

18"L 18"D 18"H

- A) 81535 (citrus green vinyl)
- B) 81537 (spice orange vinyl)
- C) 81538 (desert rose vinyl)
- D) 81536 (taupe vinyl)
- E) 81531 (white vinyl)
- F) 81530 (black vinyl)
- G) 81532 (steel blue vinyl)
- H) 81534 (purple vinyl)
- I) 81533 (silver vinyl)
- J) 81519 (red vinyl)
- K) 81517 (yellow vinyl)
- L) 81518 (blue vinyl)
- M) 81525 (orange vinyl)



Beverly Bench Ottomans



- Beverly Bench**
60"L 20"D 18"H
A) 81556 (white vinyl)
B) 81550 (black vinyl)
C) 81552 (gray fabric)
D) 81555 (red fabric)
E) 81554 (ocean blue fabric)
F) 81553 (linen fabric)
G) 81551 (brown fabric)

Styles & Shapes



- ENDLESS Square**
34"L 34"D 15"H
A) 815123 (black)
B) 815122 (white)
ENDLESS Curved
60.5"L 37.5"D 15"H
C) 815952 (black)
D) 815953 (white)



- E) 82074**
Regis Bench
(brushed metal)
47"L 15.5"D 16"H

Ottomans

Beverly Small Bench Ottomans

30"L 20"D 18"H

- A) 81567 (orange fabric)
- B) 81563 (olive green fabric)
- C) 81569 (white vinyl)
- D) 81560 (black vinyl)
- E) 81561 (ocean blue fabric)
- F) 81562 (brown fabric)
- G) 81564 (gray fabric)
- H) 81565 (linen fabric)
- I) 81566 (lavender fabric)
- J) 81568 (red fabric)
- K) 81570 (yellow fabric)



Marche Swivel Ottomans



Marche Swivel Ottomans

17" RND 18"H

- A) 815150 (white vinyl)
- B) 815154 (red fabric)
- C) 81539 (Ivory Faux Sheep Fur)
- D) 815158 (pear yellow fabric)
- E) 815156 (plum fabric)
- F) 815159 (blue fabric)
- G) 815151 (gray fabric)
- H) 815155 (rose quartz fabric)
- I) 815152 (linen fabric)
- J) 815153 (raspberry fabric)
- K) 815157 (meadow green fabric)
- L) 815160 (orange fabric)
- M) 81543 (black vinyl)
- N) 81540 (forest green vinyl)
- O) 81541 (teal velvet)
- P) 81542 (distressed brown vinyl)

Accent Tables

Tables and Meeting Rooms

When you want to facilitate more in-depth conversations and provide work surfaces, be sure to use appropriately-sized tables. As always, create generous aisleways between meetings spaces; this will help individuals feel comfortable networking.



MESA

- A) 820135 End Table**
20.5"RND 21.25"H (wood top, bronze)
- B) 820132 Cocktail Table**
32.25"RND 17.25"H (wood top, bronze)
- C) 820134 End Table**
24"RND 21.25"H (glass top, bronze)
- D) 820131 Cocktail Table**
36"RND 17.25"H (glass top, bronze)
- E) 820133 End Table**
20.5"RND 21.25"H (black top, bronze)
- F) 820130 Cocktail Table**
32.25"RND 17.25"H (black top, bronze)

Styles & Shapes



ALONDRA

- Cocktail Table**
47"L 24"D 16"H
- A) 820250** (glass, chrome)
- B) 820251** (wood, chrome)
- End Table**
20"L 20"D 20"H
- C) 820252** (glass, chrome)
- D) 820253** (wood, chrome)

GEO

- Cocktail Table**
50"L 22"D 16"H
- A) 82034** (glass, chrome)
- B) 82027** (wood, black)
- End Table**
26"L 26"D 20"H
- C) 82035** (glass, chrome)
- D) 82028** (wood, black)

Accent Tables

Tables and Meeting Rooms

TAOS SIDE TABLES

15.75"L 15.75"D 24"H
A) 820322
(white top, bronze)
B) 820320
(black top, bronze)
C) 820321
(wood top, bronze)



SEDONA SIDE TABLE

15.75"L 15.75"D 24"H
D) 820312
(white top, bronze)
E) 820310
(black top, bronze)
F) 820311
(wood top, bronze)



Styles & Shapes



Available in Power

SYDNEY

Cocktail Tables
(brushed steel)
48"L 26"D 18"H
A) 82053 (white)
82073 (powered)
B) 82052 (black)
82076 (powered)
C) 82077 (blue)
D) 82078 (wood)

End Tables
27"L 23"D 22"H
E) 82055 (white)
F) 82054 (black)
G) 82079 (blue)
H) 82080 (wood)

REGIS

(brushed metal)
I) 82074 Bench Table
47"L 15.5"D 16"H
J) 82075 End Table
16"L 15.5"D 16.5"H

SILVERADO

(glass, chrome)
K) 82015 End Table
24" RND 22"H
L) 82014 Cocktail Table
36" RND 17"H

WIRELESS

M) Charging Table, Powered
N) 820710
(white, AC plug-in)
20"L 20"D 18"H

AURA

Round Table
N) 820844
(white metal)
15" Round 22"H

Café Tables



A) 820940 Blue Hydraulic Café Table
(chrome base, blue top) 30" RND 29"H
B) 810131 Malba Chair
(gray) 20"L 20"D 32"H



A) 820241 Madison Hydraulic Café Table
(chrome base, gray acajou top) 30" RND 29"H
B) 810130 Malba Chair
(green) 20"L 20"D 32"H

85030 7' Boxwood Hedge
36.5"L 12"D 84"H



30" Round Café Table
A) 820941 Standard Black Base (blue top) 30" RND 29"H
B) 81093 Lucent Chair (frosted, acrylic) 19.5"L 19.75"D 32.5"H



A) 8201233 Hydraulic Cafe Table
(orange top, chrome) 30" RND 29"H
B) 810861 Laguna Chair
(maple, chrome) 18"L 19"D 34"H

Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



GRAPHITE NEBULA	MAPLE	RED
WHITE	MADISON/GRAY ACAJOU	BLUE
WOOD	BLACK	BRUSHED GUN-
ORANGE	BRUSHED YELLOW	GREEN

Café Tables

Standard Black Base
30" RND 29"H

A) 8201220 (white)
also available
820265 (Madison/gray acajou)
820941 (blue)
820943 (wood)
8201236 (black)
8201235 (brushed gunmetal)
8201239 (brushed yellow)
8201237 (green)
8201238 (orange)

36" RND 29"H
8201243 (black)

Café Tables

Hydraulic Chrome Base
30" RND 29"H

B) 820923 (graphite nebula)
also available
8201208 (maple)
820921 (red)
820940 (blue)
820942 (wood)
8201223 (white)
8201231 (black)
8201230 (brushed gunmetal)
8201234 (brushed yellow)
8201232 (green)
8201233 (orange)

36" RND 29"H
820126 (white)
8201209 (graphite nebula)
8201206 (maple)
8201242 (black)

Mix & Match

Create your look. Choose from a wide variety of tables and seating options.



C) 72063 Chelsea Butcher Block-Top Café Table
(oak) 30" RND 30"H
also available
72064 36" RND 30"H

D) 810164 Marina Chair
(white vinyl) 17.5"L 19.5"D 35"H

E) 72069 Soho Black-Top Café Table
(black) 24" RND 30"H
also available
72067 36" RND 30"H | **72066** 18" RND 18"H

F) 81082 Blade Chair
(red) 20.5"L 19"D 30.5"H



Bar Tables

A) 8201222 30" Round Bar Table
(white top, chrome hydraulic base) 30" RND 45"H
B) 81080 Blade Barstool (red) 20.5"L 20.125"D 40.5"H



C) 8201226 Rustique Square Metal Bar Table
(gunmetal) 23.75"L 23.75"D 41.25"H
D) 810839 Rustique Barstool
(gunmetal) 13"L 13"D 30"H



E) 820930 30" Round Bar Table
(blue top, chrome hydraulic base) 30" RND 45"H
F) 810860 Laguna Barstool (maple, chrome) 18"L 20"D 47"H



G) 820240 30" Round Bar Table w/ Hydraulic Chrome Base
(Madison/gray acajou) 30" RND 45"H
H) 810848 Christopher Barstool (white vinyl, chrome) 19"L 15"D 41"H



Customize and Create

Choose your base, black or chrome, then pick a color that suits your design.



GRAPHITE NEBULA	MAPLE	RED
WHITE	MADISON/GRAY ACAJOU	BLUE
WOOD	BLACK	BRUSHED GUN-
ORANGE	BRUSHED YELLOW	GREEN

Bar Tables Standard Black Base 30" RND 42"H

A) 8201221 (white)
B) 820919 (brushed yellow)
also available
820264
(Madison/gray acajou)
820915 (brushed gunmetal)
820916 (black)
820917 (green)
820918 (orange)
820931 (blue)
820933 (wood)

36" RND 42"H
8201241 (black)

Bar Tables Hydraulic Chrome Base 30" RND 45"H

C) 820920 (red)
also available
8201207 (maple)
820922
(graphite nebula)
820910 (brushed gunmetal)
820911 (black)
820912 (green)
820913 (orange)
820914 (brushed yellow)
820930 (blue)
820932 (wood)
8201236 (black)

36" RND 45"H
820125 (white)
8201211 (graphite nebula)
8201205 (maple)
8201240 (black)

Style & Design

Choose from a variety of table top colors and styles for the perfect look.



C) 720163 Chelsea Butcher Block-Top Bistro Table
(oak) 30" RND 42"H
also available
720164 36" RND 42"H

D) 81092 Lucent Barstool
(frosted, acrylic) 22"L 22.5"D 45.5"H

E) 72070 Soho Black-Top Bistro Table
(black) 24" RND 42"H
also available
72068 36" RND 42"H

F) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H



Barstools

LIFT Barstools

15" RND 23–33.5"H
A) 810870 (white vinyl)
B) 810873 (red vinyl)
C) 810871 (black vinyl)
D) 810872 (gray vinyl)



Marina Barstools



Marina Barstools
21"L17.5"D41.5"H

A) 81026 (ocean blue fabric)
B) 81028 (brown fabric)
C) 81029 (red fabric)
D) 81030 (white vinyl)
E) 81027 (black vinyl)

All frames brushed metal.

Barstools

Mix & Match

A) 810840
Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H

Banana Barstools
21"L 22"D 41.75"H
B) 810104 (black, chrome)
C) 810103 (white, chrome)

D) 810848
Christopher Barstool
(white vinyl, chrome)
19"L 15"D 41"H

E) 810202
Shark Barstool
(white, chrome)
22"L 19"D 34-44"H

F) 810850
Zenith Barstool
(white, chrome)
19"L 20"D 44"H

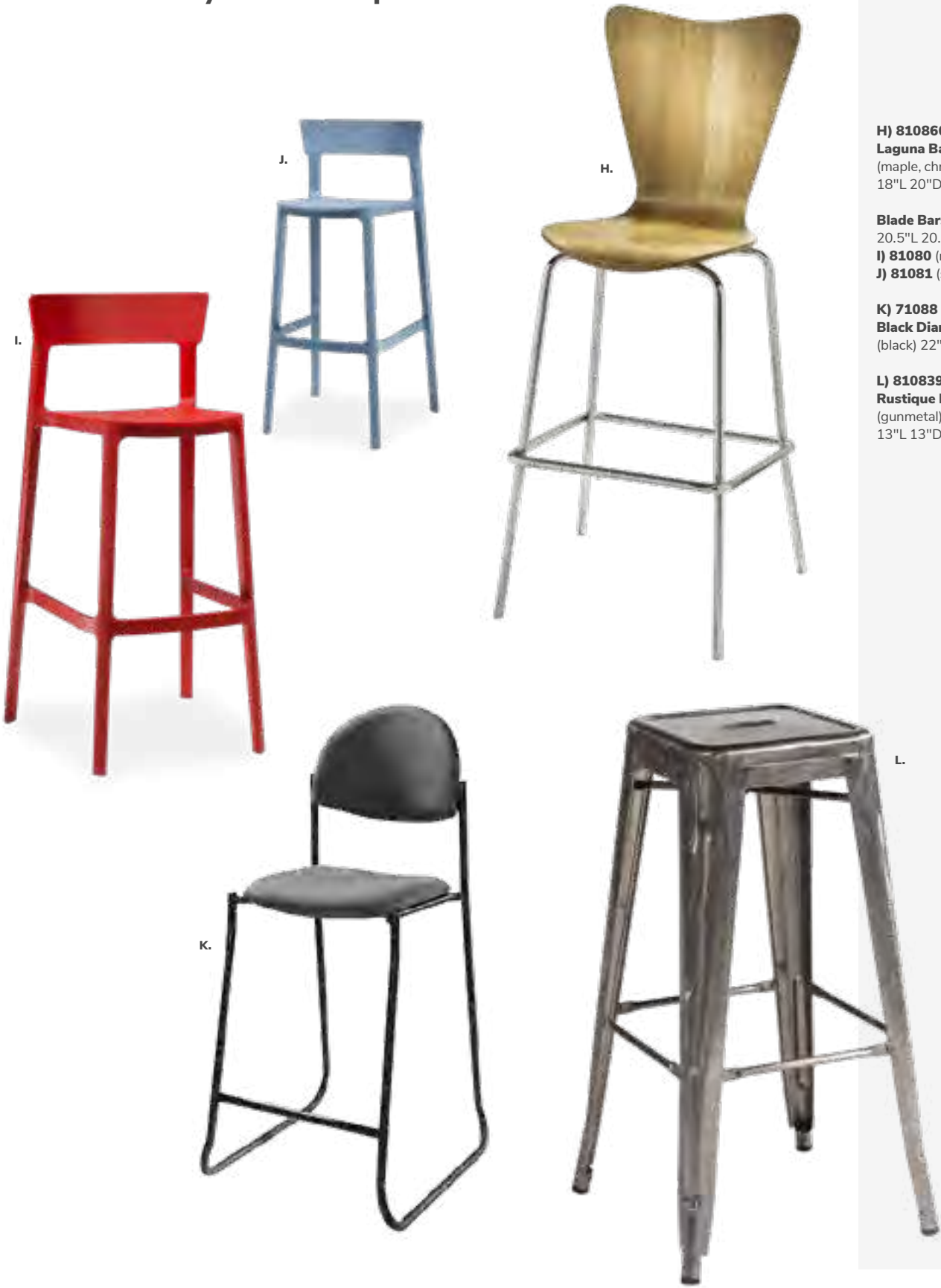
G) 81092
Lucent Barstool
(frosted, acrylic)
22"L 22.5"D 45.5"H

210109 LIMERICK®
Stool BY HERMAN MILLER™
(white) 18" X 17.75"L X 44"H

720163
Butcher Block-Top Bistro
(oak) 30"L RND 42"H
also available
720164 36" RND 42"H



Barstools Styles & Shapes



H) 810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Blade Barstool
20.5"L 20.125"D 40.5"H
I) 81080 (red)
J) 81081 (sky blue)

K) 71088
Black Diamond Stool
(black) 22"W X 18"L X 46"H

L) 810839
Rustique Barstool
(gunmetal)
13"L 13"D 30"H

Conference Tables

42" Round Conference Table

42"RND 29"H
A) 820708 (white laminate)
B) 820260 (Madison/gray acajou)
C) 8201244 (black top, black)



Atomic Round Tables
(glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H

Pro Executive Mid Back Chair
24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
Adjustable height



Geo Tables



Geo Rectangular Tables
60"L 36"D 29"H
E) 82041 (glass, black)
F) 82051 (glass, chrome)

Geo Rounded Square Tables
42"L 42"D 29"H
G) 82044 (glass, chrome)
H) 82043 (glass, black)

Work Space



I) 820706 Work Table
(white laminate, white)
48"L 24"D 30"H

Conference Tables

Madison

(Madison/gray acajou)
A) 820261 5' Table
60"L 48"D 29"H

B) 820262 8' Table
96"L 60"D 29"H

C) 820263 10' Table
120"L 48"D 29"H

A.



B.



C.



810175 Genesis Chair
(black fabric, black)
27.5"L 27.5"D 40-43.5"H Adjustable.

Black Rectangular Conference Table

A.



B.



C.



810170 Cupertino Mid Back Chair
(black vinyl, chrome)
27"L 30.5"D 40-43"H Adjustable.

Black Rectangular Conference Table
(black top, silver)

A) 8203 5' Table
60"L 48"D 29"H
8204 Powered

B) 8205 8' Table
96"L 48"D 29"H
8206 Powered

C) 8201 10' Table
120"L 48"D 29"H
8202 Powered

Executive Seating

Pro Executive High Back Chair
25"L 24"D 48"H
A) 810844 (white vinyl)
B) 810946 (black vinyl)
Adjustable height



Cupertino Mid Back Chair
A) 810170 (black vinyl, chrome) 27"L 30.5"D 40-43"H Adjustable.
Genesis Chair
B) 810175 (black fabric, black) 27.5"L 27.5"D 40-43.5"H Adjustable.

Pro Executive Mid Back Chair
24"L 22"D 40"H
A) 810945 (white vinyl)
B) 810944 (black vinyl)
Adjustable height



Pro Executive Guest Chair
24"L 22"D 36"H
810947 (black vinyl)



Task Stool
810135 (black fabric)
27.5"L 27.5"D 32.75"-40.25"H
Adjustable height



Communal and Powered Tables

Choose from a variety of powered, solid or grommet hole table tops.

Table Top Options



Colors not available in all table options. Please check options listed to the right.

Denotes AC and USB charging outlets



POWERED
DETAIL

Bar Tables



Ventura Powered Bar Tables
(silver frame)
72.25"L 26.25"D 42"H
A) 820950 (black top)
B) 820955 (white top)

Ventura Communal Bar Tables
(silver frame)
72.25"L 26.25"D 42"H
Maple Top
B) 820954 (solid)
820951 (grommets)
White Top
C) 820953 (grommets)
820956 (solid)
Black Top
820952 (solid)

Café Tables



Ventura Powered Café Tables
(silver frame)
72.25"L 26.25"D 30"H
A) 820964 (black top)
B) 820965 (white top)

Ventura Communal Café Tables (silver frame)
72.25"L 26.25"D 30"H
Maple Top
C) 820963 (solid)
820960 (grommets)
White Top
D) 820961 (grommets)
820966 (solid)
Black Top
E) 820962 (solid)

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

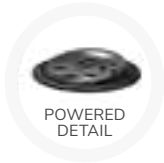
Office Essentials



MADISON

- A) 84075 Madison Executive Desk
(gray acajou) 60"L 30"D 29"H
- B) 810844 Pro Executive High Back Chair
(white classic vinyl) 25"L 24"D 48"H Adjustable

Tech Powered Desk



Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Denotes AC and USB charging outlets

- A) 84083 Tech Desk, Powered, w/ 3 Drawer File Cabinet
(black metal, laminate) 60"L 30"D 30"H

- B) 84084 Tech Desk, Powered
(black metal, laminate) 60"L 30"D 30"H

- C) 84080 3 Drawer File Cabinet on Castors
(black metal, laminate) 16"L 20"D 28"H

Lighting & Shelving



ACCENT LAMPS

- Mason Lamps
(brushed silver)
- A) 850708 Floor Lamp
18" RND 55"H
- B) 850707 Table Lamp
16" RND 26"H

SHELVING

- C) 85020 Posh Shelving
(chrome, acrylic) 36"L 18"D 72"H
- D) 84078 Madison Bookcase
(gray acajou) 36"L 12"D 72"H

Show Essentials

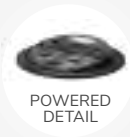
Denotes AC and USB charging outlets



Midtown Powered Counter

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

Midtown Powered Counter
60"L 18"D 42"H (pewter/glass)
850103 (unlighted)
850102 (lighted with plug-in)



85030
7' Boxwood Hedge
36.5"L 12"D 84"H



810860
Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Midtown Bar

Metallic pewter gray curved bar with taupe-colored glass top features locking cabinet for storage and two shelves.

Midtown Bar
60"L 18"D 42"H (pewter)
A) 850101 (unlighted)
B) 850100 (lighted with plug-in)

C) 810840 Zoey Barstools
(white, chrome)
15"L 16"D 30-34.75"H



(lit-blue)



(lit-red)



(lit-green)



(lit-white)

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Product Display Counter



A) 72056
Display Counter
(black)
24"W X 49"L X 42"H

B) 210109
LIMERICK® Stool
BY HERMAN MILLER™
(white)
18" X 17.75"L X 44"H

Please Note: Customer is responsible for providing labor and an electrical power source to the furniture. One 110V power source is required for each charging panel. Two charging units can be daisy chained together. 10A max per charging panel.

Show Essentials

Greenery and Dividers

Metallic pewter gray curved counter with taupe-colored glass top features two AC outlets, three USB charging outlets, locking storage cabinet and two shelves.

HEDGE

- A) 85030
7' Boxwood Hedge
36.5"L 12"D 84"H
- B) 85035
4' Boxwood Hedge
46"L 9"D 47"H



Miramar Dividers



Miramar Dividers
(molded plastic)
A) 85040 (white)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

B) 820930
30" Round Bar Table
(blue top, chrome hydraulic base)
30" RND 45"H
C) 810860 Laguna Barstool
(maple, chrome)
18"L 20"D 47"H

Miramar Dividers
(molded plastic)
D) 85043 (harvest yellow)
E) 85042 (burgundy)
F) 85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

Show Essentials

Product Kiosk & Display

A) 75032
Display Cube–Large
(black)
24"W X 24"L X 42"H

B) 75031
Display Cube–Medium
(black)
18"W X 18"L X 36"H

C) 75030
Display Cube–Small
(black)
12"W X 12"L X 42"H



Stanchions & Signage

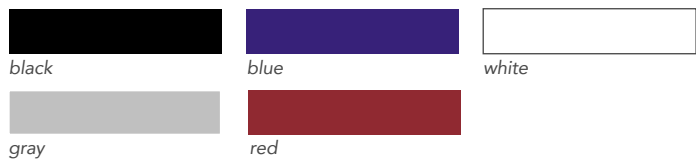
A) 220121
Chrome Stanchion
w/ 8' Retractable Belt
(black, belt) 42"H

B) 220118
Chrome Sign Holder
(sign holds)
22"W X 28"H



Draped or Undraped Tables & Counters

Table Drape Colors



Visit us at freeman.com/store to view full product line and place order.



Sizing Chart*

24"D X 30"H Tables Draped			24"D X 42"H Counter Draped		
124330	Tables Draped	3'L x 24"D x 30"H	124342	Counter Draped	3'L x 24"D x 42"H
124430	Tables Draped	4'L x 24"D x 30"H	124442	Counter Draped	4'L x 24"D x 42"H
124630	Tables Draped	6'L x 24"D x 30"H	124642	Counter Draped	6'L x 24"D x 42"H
124830	Tables Draped	8'L x 24"D x 30"H	124842	Counter Draped	8'L x 24"D x 42"H
24"D X 30"H Tables Undraped			24"D X 42"H Counter Undraped		
125330	Tables Undraped	3'L x 24"D x 30"H	125342	Counter Undraped	3'L x 24"D x 42"H
125430	Tables Undraped	4'L x 24"D x 30"H	125442	Counter Undraped	4'L x 24"D x 42"H
125630	Tables Undraped	6'L x 24"D x 30"H	125642	Counter Undraped	6'L x 24"D x 42"H
125830	Tables Undraped	8'L x 24"D x 30"H	125842	Counter Undraped	8'L x 24"D x 42"H
4th Side Table Draped 30"			4th Side Table Draped 42"		
12404630	Drape Table 4th Side	6' X 30"	12404642	Drape Table 4th Side	6' X 42"
12404830	Drape Table 4th Side	8' X 30"	12404842	Drape Table 4th Side	8' X 42"

Show Essentials

Storage



750135
Round Literature Rack
(black)
17"W X 17"L X 57"H



750136
Flat Literature Rack
(black)
10"W X 55"H

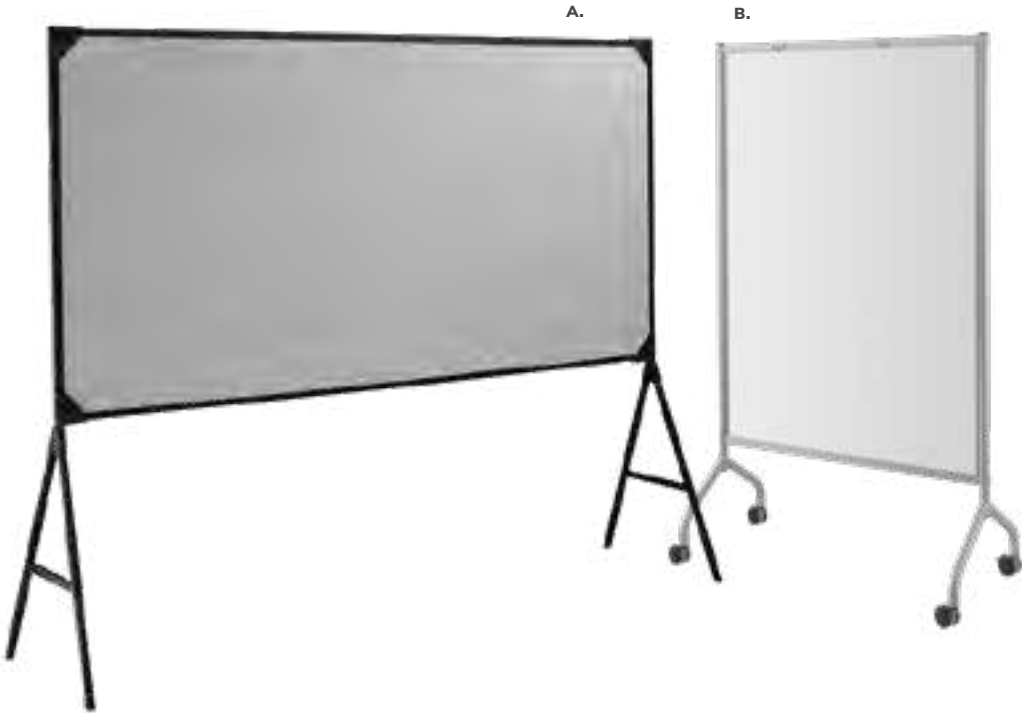


8503001
Large Refrigerator
(white) 14.0 cubic feet
28"W X 28"L X 64"H



84080
3 Drawer File Cabinet
on Castors
(black metal, laminate)
16"L 20"D 28"H

Office Accessories



A) 10201484
Floor Standing
Bulletin Board
(white laminate, black)
48"W X 96"L X 78"H

B) 84050
Mobile White Board
(white laminate, white)
48"L 24"D 30"H



C) 220110
Chrome Bag Rack
(3" at center)
1"W X 41"H X 26"W

D) 220109
Chrome Coat Tree
(21" w at the base)
8 1/4"W X 69 1/2"H

E) 220134
Brushed
Aluminum Easel
(open 5 1/4"W X 64 1/4"H)
26"W X 62"H

F) 220106
Corrugated
Wastebasket
(black)

Strategic planning with health & safety in mind

Health & Safety are the top priorities as we consider new designs and ways to connect. When those are clearly emphasized on the show floor, attendees will feel more confident re-engaging.

Together, let's imagine what this new experience will look like - based on both what is possible and realistic. Some recommendations may be new to you. Some, not. To get you started, our top five recommendations include

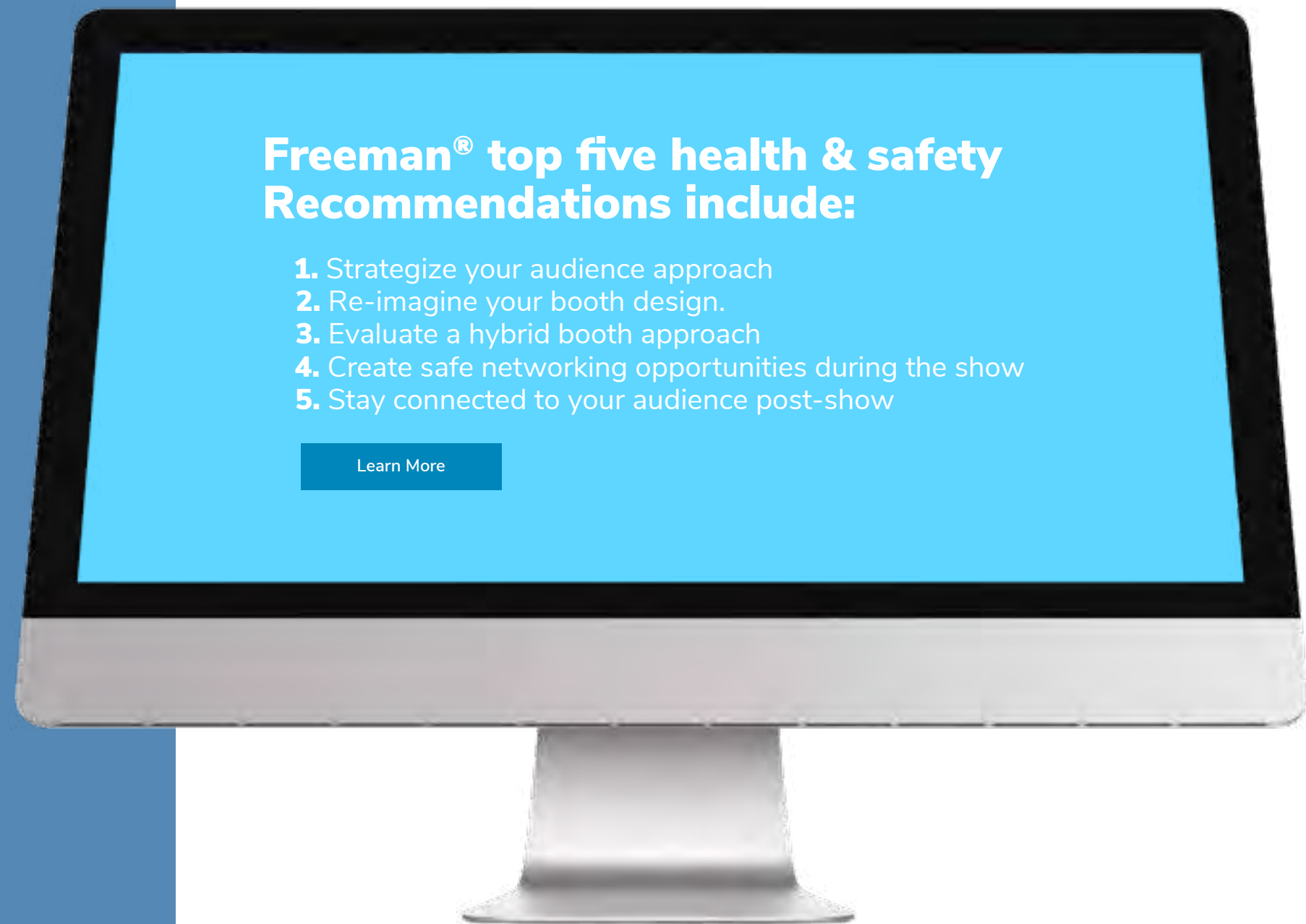
In all cases, we've put considerable thought into them.

[Click](#) to learn more detailed, interactive, printable checklist.

Freeman® top five health & safety Recommendations include:

1. Strategize your audience approach
2. Re-imagine your booth design.
3. Evaluate a hybrid booth approach
4. Create safe networking opportunities during the show
5. Stay connected to your audience post-show

[Learn More](#)



Health & Safety

Safety Dividers

Freeman, offers a complete collection of uniquely designed and safe selling environments that are clean, comfortable, and give your clients peace of mind.

Personalize here

85051 Freestanding Divider
(silver, clear) 39"L 9"D 72"H

Also available in opaque and personalization available.

- 85052 Divider Single Sided Graphic
- 85053 Divider Single-Sided Graphic
- 85090 Divider Double-Sided Graphic



85055 Freestanding Wall Plus
(silver, clear) 40"L 9"D 72"H
Also available in opaque and personalization available.
85056 Panel Single-Sided Graphic
85057 Panel Single-Sided Graphic
85058 Panel Double-Sided Graphic

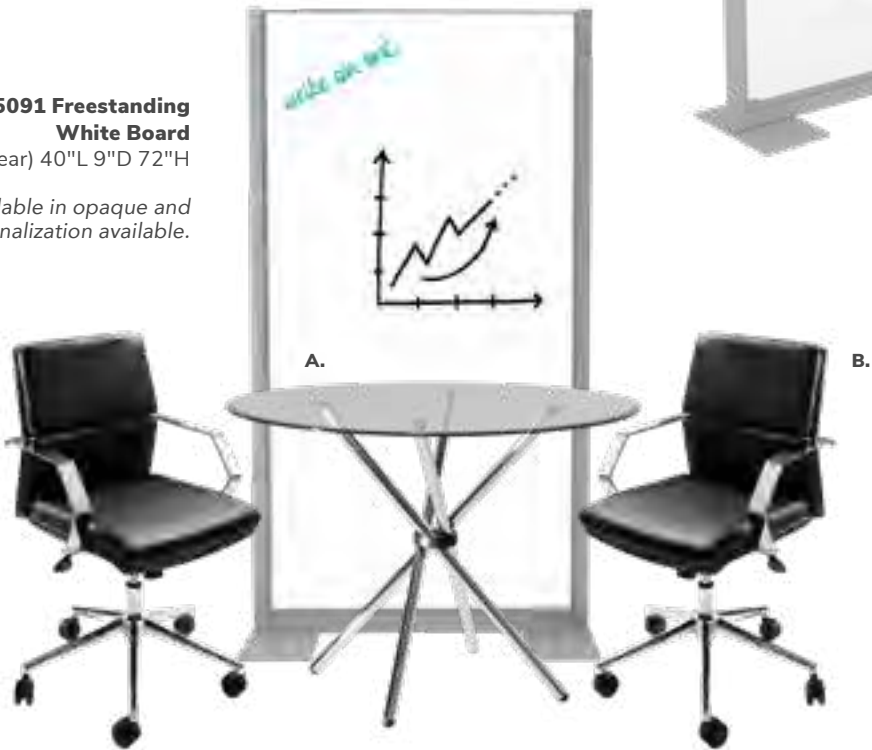


85054 Freestanding Corner
(silver, clear) 39"L 39"D 72"H
Also available in opaque and personalization available.



85064 Flag Pole Divider
(silver, clear) 34"L 11"W 47-74"H
Also available in opaque and personalization available.

85091 Freestanding White Board
(silver, clear) 40"L 9"D 72"H
Also available in opaque and personalization available.



A) Atomic Round Tables
(glass, chrome)
8201225 42" RND 30"H
8201224 36" RND 30"H
B) 810944 Pro Executive Mid Back Chair
(black vinyl)
24"L 22"D 40"H
Adjustable height

Please Note:
Safety dividers also available in opaque finish. Graphics and branding options also available.
View those options [here](#) and learn more about our SafeConnect Promise on [Freeman.com](#)

Health & Safety

Greenery and Dividers

Keep it Green. Life-like greenery is an easy yet sophisticated way to bridge the distance between seats for a warmer, organic environment.

20'x20' Midtown, Greenery Booth

Midtown Bar | pg 46
Dividers | pg 59
Accent Chair | pg 16
Bar Tables | pg 7
Barstools | pg 33
Greenery | pg 48



Please Note:
Safety dividers also available in opaque finish. Graphics and branding options also available.
View those options **Here** and learn more about our SafeConnect Promise on **Freeman.com**



85030
7' Boxwood Hedge
36.5"L 12"D 84"H

85035
4' Boxwood Hedge
46"L 9"D 47"H

85050 Clear Divider Bar Counter
(silver, clear) 48-70"L 12"W 31.5"H

Also available in opaque and personalization available.

85080 Divider with Header Graphic
85083 Divider with Front Panel Graphic
85081 Divider with Side Panel Graphic
85082 Divider with Header and Side Panel Graphic
85084 Divider with Front and Side Graphics



Personalize here



A.

B.

C.



Miramar Dividers
(molded plastic)
A) 85043 (white)
Also available in the following colors.
See page 47.
85043 (harvest yellow)
85042 (burgundy)
85041 (gray)
Vertical: 63"L 23"D 83"H
Horizontal: 83"L 23"D 63"H

B) 8201233
Hydraulic Cafe Table
(orange top, chrome)
30" RND 29"H

C) 810861
Laguna Chair
(maple, chrome)
18"L 19"D 34"H

Health & Safety

Stanchions & Booth Design



**10'x10' - Beverly
Demonstration Booth**
Greenery | pg 48
Safety Decals | pg 63
Bar Tables | pg 33
Barstools | pg 33
Side Tables | pg 29
Ottomans | pg 24

Stanchions & Booth Design

Design unique and safe selling environments using stanchions. Create stylish spaces that are comfortable and give your clients peace of mind.



10'x10' - Atherton Conversation Booth
Greenery | pg 48
Accent Chairs | pg 16
Side Tables | pg 29



**220121
Chrome Stanchion
w/ 8' Retractable Belt**
(black, belt) 42"H



**10'x20' - Wireless Charging
Engagement Booth**
Bar Tables | pg 32
Barstools | pg 33
Charging Tables | pg 11
Ottomans | pg 22

Health & Safety

Safety & Directional Signage

Please reach out to your Freeman contact to discuss suggested use and options. For additional questions please email healthandsafety@freeman.com Layout will include YOUR logo and basic background color.



220118
Chrome Sign Holder
(sign holds) 22"W X 28"H



10'x10' - Atherton
Conversation Booth
Greenery | pg 48
Accent Chairs | pg 16
Side Tables | pg 29

Safety & Directional Signage

Design your next booth with Freeman safety signage. Choose from select signage or customize with your brand to complete any size space.



A) Masks Required Sign
20303001 22"W X 28"H
20303002 8.5"W X 11"H

B) Temperature Check Station Sign
20303003 22"W X 28"H
20303004 8.5"W X 11"H

C) If You Are Experiencing Symptoms Sign
20303005 22"W X 28"H
20303006 8.5"W X 11"H

D) Practice Social Distancing Sign
20303007 22"W X 28"H
20303008 8.5"W X 11"H

E) Wash Your Hands Sign
20303009 22"W X 28"H
20303010 8.5"W X 11"H

F) 6' Apart Please Sign
20303011 22"W X 28"H
20303012 8.5"W X 11"H

G) Enter Here Sign
20303013 22"W X 28"H
20303014 8.5"W X 11"H

H) Exit Here Sign
20303015 22"W X 28"H
20303016 8.5"W X 11"H

I) Stand Here Floor Decal
20303017 12"W X 12"H

J) Directional Arrow Floor Decal
20303018 18"W X 24"H

Health & Safety

Sanitization Product & Services

Hand Sanitizing Stations

Using hand sanitizer reduces microbial counts and kills many harmful germs that could compromise the health of attendees with the COVID-19 and other viruses. Hand sanitizing stations provide convenient access to hand sanitizer after interactions where they happen.



1510103 Clear Barrier
(plexi, clear) 31.5"W x 36"H

Also available in opaque and personalization available.

1510100 Clear Barrier with graphic

[Personalize here](#)

Please Note:

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SOFT SEATING						
Naples Group - Black Vinyl						
	810119	Chair.....	394.10	433.50	551.75	
	830120	Loveseat.....	528.90	581.80	740.45	
	830119	Sofa.....	586.15	644.75	820.60	
Munich Group - Gray Fabric						
	810151	Armless Chair.....	419.85	461.85	587.80	
Baja Group - White Vinyl						
	81050	Chair.....	478.35	526.20	669.70	
	83020	Loveseat.....	508.80	559.70	712.30	
	83019	Sofa.....	655.60	721.15	917.85	
Valencia - Velvet						
	810180	Chair - Spice Orange.....	260.80	286.90	365.10	
	83045	Sofa - Coffee Brown.....	391.80	431.00	548.50	
Key Largo Group - Black Fabric						
	830950	Loveseat.....	409.10	450.00	572.75	
	830951	Sofa.....	454.50	499.95	636.30	
	810950	Chair.....	323.50	355.85	452.90	
Allegro Group - Blue Fabric						
	81019	Chair.....	398.40	438.25	557.75	
	83015	Sofa.....	635.35	698.90	889.50	
Fairfax Group - White Vinyl						
	810949	Chair.....	272.85	300.15	382.00	
	830949	Sofa.....	435.50	479.05	609.70	
Palm Beach - White Vinyl						
	83040	Sofa.....	518.05	569.85	725.25	
Sterling Group - Gray Fabric						
	81037	Chair.....	733.35	806.70	1,026.70	
	8309	Sofa.....	1,093.85	1,203.25	1,531.40	
Cordoba Group - Taupe/Black						
	81048	Chair.....	N/A	N/A	N/A	
	83013	Loveseat.....	N/A	N/A	N/A	

CASUAL SEATING

Ottomans						
	815122	Endless Square - White Vinyl.....	252.40	277.65	353.35	
	815123	Endless Square - Black Vinyl.....	252.40	277.65	353.35	
	815953	Endless Curve - White Vinyl.....	336.35	370.00	470.90	
	815952	Endless Curve - Black Vinyl.....	336.35	370.00	470.90	
	81518	Vibe Cube - Blue Vinyl.....	113.75	125.15	159.25	
	81519	Vibe Cube - Red Vinyl.....	113.75	125.15	159.25	
	81525	Vibe Cube - Orange Vinyl.....	113.75	125.15	159.25	
	81517	Vibe Cube - Yellow Vinyl.....	113.75	125.15	159.25	
	81530	Vibe Cube - Black Vinyl.....	100.75	110.85	141.05	
	81531	Vibe Cube - White Vinyl.....	100.75	110.85	141.05	

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Ottomans (continued)						
_____	81532	Vibe Cube - Steel Blue Vinyl.....	113.75	125.15	159.25	_____
_____	81533	Vibe Cube - Silver Vinyl.....	113.75	125.15	159.25	_____
_____	81534	Vibe Cube - Purple Vinyl.....	113.75	125.15	159.25	_____
_____	81535	Vibe Cube -Citrus Green Vinyl.....	114.90	126.40	160.85	_____
_____	81536	Vibe Cube - Taupe Vinyl.....	114.90	126.40	160.85	_____
_____	81537	Vibe Cube - Spice Orange Vinyl.....	114.90	126.40	160.85	_____
_____	81538	Vibe Cube - Desert Rose Vinyl.....	114.90	126.40	160.85	_____
_____	815151	Marche Swivel - Gray Fabric.....	178.00	195.80	249.20	_____
_____	815154	Marche Swivel - Red Fabric.....	178.00	195.80	249.20	_____
_____	815159	Marche Swivel - Blue Fabric.....	178.00	195.80	249.20	_____
_____	815152	Marche Swivel - Linen Fabric.....	178.00	195.80	249.20	_____
_____	815157	Marche Swivel - Meadow Green Fabric.....	178.00	195.80	249.20	_____
_____	815158	Marche Swivel - Pear Yellow Fabric.....	178.00	195.80	249.20	_____
_____	815156	Marche Swivel - Plum Fabric.....	178.00	195.80	249.20	_____
_____	815153	Marche Swivel - Raspberry Fabric.....	178.00	195.80	249.20	_____
_____	815155	Marche Swivel - Rose Quartz Fabric.....	178.00	195.80	249.20	_____
_____	815150	Marche Swivel - White Vinyl.....	178.00	195.80	249.20	_____
_____	815160	Marche Swivel - Orange Fabric.....	178.00	195.80	249.20	_____
_____	81540	Marche Swivel - Forest Green Vinyl.....	179.45	197.40	251.25	_____
_____	81541	Marche Swivel - Teal Velvet.....	179.45	197.40	251.25	_____
_____	81542	Marche Swivel - Distressed Brown Vinyl.....	179.45	197.40	251.25	_____
_____	81543	Marche Swivel - Black Vinyl.....	179.45	197.40	251.25	_____
_____	81539	Marche Swivel - Ivory Faux Sheep Fur.....	179.45	197.40	251.25	_____
Beverly Bench Ottomans						
_____	81550	Black Vinyl.....	357.10	392.80	499.95	_____
_____	81551	Brown Fabric.....	357.10	392.80	499.95	_____
_____	81552	Gray Fabric.....	357.10	392.80	499.95	_____
_____	81553	Linen Fabric.....	357.10	392.80	499.95	_____
_____	81554	Ocean Blue Fabric.....	357.10	392.80	499.95	_____
_____	81555	Red Fabric.....	357.10	392.80	499.95	_____
_____	81556	White Vinyl.....	357.10	392.80	499.95	_____
Beverly Small Bench Ottomans						
_____	81560	Black Vinyl.....	220.40	242.45	308.55	_____
_____	81561	Blue Fabric.....	220.40	242.45	308.55	_____
_____	81562	Brown Fabric.....	220.40	242.45	308.55	_____
_____	81563	Green Fabric.....	220.40	242.45	308.55	_____
_____	81565	Linen Fabric.....	220.40	242.45	308.55	_____
_____	81568	Red Fabric.....	220.40	242.45	308.55	_____
_____	81569	White Vinyl.....	220.40	242.45	308.55	_____
_____	81566	Lavender Fabric.....	220.40	242.45	308.55	_____
_____	81567	Orange Fabric.....	220.40	242.45	308.55	_____
_____	81564	Gray Fabric.....	220.40	242.45	308.55	_____
_____	81570	Yellow Fabric.....	220.40	242.45	308.55	_____
Accent Chairs						
_____	71089	Black Diamond Side Chair.....	182.25	200.50	255.15	_____
_____	71090	Black Diamond Arm Chair.....	230.55	253.60	322.75	_____
_____	810861	Laguna Chair - Maple/Chrome.....	110.55	121.60	154.75	_____

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Accent Chairs (continued)						
	210108	Limerick® Chair by Herman Miller.....	130.00	143.00	182.00	
	810816	Madrid Chair - White Vinyl/Chrome.....	600.45	660.50	840.65	
	810948	Meeting Chair - White Vinyl.....	188.95	207.85	264.55	
	810164	Marina Chair - White Vinyl.....	115.45	127.00	161.65	
	810160	Marina Chair - Black Vinyl.....	115.45	127.00	161.65	
	810161	Marina Chair - Brown Fabric.....	115.45	127.00	161.65	
	810162	Marina Chair - Ocean Blue Fabric.....	115.45	127.00	161.65	
	810163	Marina Chair - Red Fabric.....	115.45	127.00	161.65	
	810131	Malba Chair - Gray Molded Plastic.....	80.05	88.05	112.05	
	810130	Malba Chair - Green Molded Plastic.....	77.00	84.70	107.80	
	810846	Christopher Chair - White Vinyl/Chrome.....	96.95	106.65	135.75	
	810851	Zenith Chair - White/Chrome.....	124.55	137.00	174.35	
	810841	Rustique Chair - Gunmetal.....	77.35	85.10	108.30	
	810837	Razor Armless Chair - White High Density Plastic.....	45.45	50.00	63.65	
	810875	Swanson Swivel Chair - White Vinyl.....	274.80	302.30	384.70	
	81083	Blade Chair - Sky Blue.....	62.60	68.85	87.65	
	81082	Blade Chair - Red.....	62.60	68.85	87.65	
	81093	Lucent Chair - Frosted Acrylic.....	162.45	178.70	227.45	
	810145	Wentworth Chair - Brown Vinyl.....	264.20	290.60	369.90	
	81024	Atherton Chair - Brown Leather.....	426.40	469.05	596.95	
	81034	Bowery Chair - Yellow Fabric.....	399.65	439.60	559.50	
	81035	Century Chair - Gray Velvet.....	449.10	494.00	628.75	
	81036	Lena Chair - Green Leather.....	360.50	396.55	504.70	
	81031	Montreal Chair - Blue Fabric.....	512.95	564.25	718.15	
	81032	Pasadena Chair - White Plastic.....	288.40	317.25	403.75	
	81038	Tech Chair - Gray Vinyl.....	346.10	380.70	484.55	
	81039	Tech Tablet Chair - Gray Vinyl.....	356.40	392.05	498.95	
	81046	Brooklyn Swivel Meeting Chair - White/Oak.....	N/A	N/A	N/A	
	81047	Brooklyn Swivel Meeting Chair - White/Black.....	N/A	N/A	N/A	
Executive Seating						
	71045	Gray Gaslift Chair Without Arms.....	334.40	367.85	468.15	
	810874	La Brea Swivel Chair - Charcoal Gray Fabric.....	250.80	275.90	351.10	
	810175	Genesis Chair - Black.....	129.80	142.80	181.70	
	810844	Pro Executive High Back Chair - White Vinyl.....	220.10	242.10	308.15	
	810946	Pro Executive High Back Chair - Black Vinyl.....	220.10	242.10	308.15	
	810945	Pro Executive Mid Back Chair - White Vinyl.....	278.75	306.65	390.25	
	810944	Pro Executive Mid Back Chair - Black Vinyl.....	278.85	306.75	390.40	
	810947	Pro Executive Guest Chair - Black Vinyl.....	289.00	317.90	404.60	
	810170	Cupertino Mid Back Chair - Black Vinyl.....	208.35	229.20	291.70	
Barstools						
	71088	Black Diamond Stool.....	290.65	319.70	406.90	
	71047	Gray Gaslift Stool without Arms.....	429.25	472.20	600.95	
	810860	Laguna Barstool - Maple/Chrome.....	138.55	152.40	193.95	
	210109	Limerick® Stool by Herman Miller.....	182.10	200.30	254.95	
	810872	Lift Barstool - Gray Vinyl/Chrome.....	130.30	143.35	182.40	
	810873	Lift Barstool - Red Vinyl/Chrome.....	130.30	143.35	182.40	

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Barstools (continued)						
	810871	Lift Barstool - Black Vinyl/Chrome.....	130.30	143.35	182.40	
	810870	Lift Barstool - White Vinyl/Chrome.....	130.30	143.35	182.40	
	810103	Banana Barstool - White Vinyl/Chrome.....	152.75	168.05	213.85	
	810104	Banana Barstool - Black Vinyl/Chrome.....	152.75	168.05	213.85	
	810850	Zenith Barstool - White/Chrome.....	124.55	137.00	174.35	
	810840	Zoey Barstool - White Vinyl/Chrome.....	239.65	263.60	335.50	
	810848	Christopher Barstool - White Vinyl/Chrome.....	166.80	183.50	233.50	
	810202	Shark Swivel Barstool - White Plastic/Chrome.....	266.30	292.95	372.80	
	810839	Rustique Barstool - Gunmetal.....	85.50	94.05	119.70	
	81080	Blade Barstool - Red.....	127.20	139.90	178.10	
	81081	Blade Barstool - Sky Blue.....	127.20	139.90	178.10	
	81092	Lucent Barstool - Frosted Acrylic.....	172.20	189.40	241.10	
	810135	Task Stool - Black Fabric.....	138.95	152.85	194.55	
	81026	Marina Barstool - Ocean Blue.....	241.00	265.10	337.40	
	81027	Marina Barstool - Black Vinyl.....	241.00	265.10	337.40	
	81028	Marina Barstool - Brown Fabric.....	241.00	265.10	337.40	
	81029	Marina Barstool - Red Fabric.....	241.00	265.10	337.40	
	81030	Marina Barstool - White Vinyl.....	241.00	265.10	337.40	

Draped Tables & Counters

Draped Tables - Tables are 24" wide
☐ Black ☐ Blue ☐ White ☐ Gray ☐ Red

	124330	Draped Table 3'L x 30"H.....	131.15	144.25	183.60	
	124430	Draped Table 4'L x 30"H.....	168.45	185.30	235.85	
	124630	Draped Table 6'L x 30"H.....	216.25	237.90	302.75	
	124830	Draped Table 8'L x 30"H.....	261.90	288.10	366.65	
	12404630	4th Side Drape 6'L x 30"H.....	53.65	59.00	75.10	
	12404830	4th Side Drape 8'L x 30"H.....	53.65	59.00	75.10	
	124342	Draped Counter 3'L x 42"H.....	178.05	195.85	249.25	
	124442	Draped Counter 4'L x 42"H.....	210.55	231.60	294.75	
	124642	Draped Counter 6'L x 42"H.....	260.15	286.15	364.20	
	124842	Draped Counter 8'L x 42"H.....	301.40	331.55	421.95	
	12404642	4th Side Drape 6'L x 42"H.....	71.35	78.50	99.90	
	12404842	4th Side Drape 8'L x 42"H.....	71.35	78.50	99.90	

Undraped Tables & Counters

	125330	Undraped Table 3'L x 30"H.....	49.10	54.00	68.75	
	125430	Undraped Table 4'L x 30"H.....	56.70	62.35	79.40	
	125630	Undraped Table 6'L x 30"H.....	75.35	82.90	105.50	
	125830	Undraped Table 8'L x 30"H.....	89.30	98.25	125.00	
	125342	Undraped Counter 3'L x 42"H.....	89.30	98.25	125.00	
	125442	Undraped Counter 4'L x 42"H.....	96.30	105.95	134.80	
	125642	Undraped Counter 6'L x 42"H.....	113.60	124.95	159.05	
	125842	Undraped Counter 8'L x 42"H.....	128.85	141.75	180.40	

Table Top Risers - Risers are 8" wide

	1504100	Black 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	
	1504101	White 4'L x 7"H Corrugated Riser.....	30.15	33.15	42.20	
	1506100	Black 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	
	1506101	White 6'L x 7"H Corrugated Riser.....	35.30	38.85	49.40	

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Table Top Risers - Risers are 8" wide (continued)						
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	40.70	44.75	57.00	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	46.10	50.70	64.55	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	56.40	62.05	78.95	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	66.70	73.35	93.40	_____
Pedestal Tables - Soho Series						
_____	72069	Black Top Cafe Table - 30"H x 24"W.....	267.65	294.40	374.70	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	275.15	302.65	385.20	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	146.50	161.15	205.10	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	292.20	321.40	409.10	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	300.30	330.35	420.40	_____
Pedestal Tables - Chelsea Series						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	275.15	302.65	385.20	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	275.15	302.65	385.20	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	300.30	330.35	420.40	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	300.30	330.35	420.40	_____
Pedestal Tables						
_____	8201208	Hydraulic Base Cafe Table - Maple.....	277.55	305.30	388.55	_____
_____	8201207	Hydraulic Base Bar Table - Maple.....	288.95	317.85	404.55	_____
_____	8201209	Hydraulic Base Cafe Table - Graphite.....	309.45	340.40	433.25	_____
_____	8201211	Hydraulic Base Bar Table - Graphite.....	317.75	349.55	444.85	_____
_____	8201206	Hydraulic Base Cafe Table - Maple.....	315.70	347.25	442.00	_____
_____	8201205	Hydraulic Base Bar Table - Maple.....	311.55	342.70	436.15	_____
_____	820126	Hydraulic Base Cafe Table - White Laminate.....	315.70	347.25	442.00	_____
_____	820125	Hydraulic Base Bar Table - White Laminate.....	330.20	363.20	462.30	_____
_____	820241	Madison Hydraulic Base Cafe Table - Gray Acajou.....	247.05	271.75	345.85	_____
_____	820240	Madison Hydraulic Base Bar Table - Gray Acajou.....	247.05	271.75	345.85	_____
_____	820265	Madison Cafe Table - Gray Acajou.....	194.80	214.30	272.70	_____
_____	820264	Madison Bar Table - Gray Acajou.....	213.30	234.65	298.60	_____
_____	8201220	30" Cafe Table Black Base - White Laminate.....	207.10	227.80	289.95	_____
_____	8201221	30" Bar Table Black Base - White Laminate.....	222.80	245.10	311.90	_____
_____	8201222	30" Bar Table Chrome Base - White Laminate.....	319.05	350.95	446.65	_____
_____	8201223	30" Cafe Table Chrome Base - White Laminate.....	319.05	350.95	446.65	_____
_____	820920	30" Bar Table Chrome Hydraulic Base - Red.....	247.05	271.75	345.85	_____
_____	820921	30" Cafe Table Chrome Hydraulic Base - Red.....	247.05	271.75	345.85	_____
_____	820922	30" Bar Table Chrome Hydraulic Base - Graphite.....	247.05	271.75	345.85	_____
_____	820923	30" Cafe Table Chrome Hydraulic Base - Graphite.....	247.05	271.75	345.85	_____
_____	820930	30" Bar Table w/ Hydraulic Base - Blue.....	236.80	260.50	331.50	_____
_____	820931	30" Bar Table w/ Black Base - Blue.....	187.85	206.65	263.00	_____
_____	820932	30" Bar Table w/ Hydraulic Base - Wood.....	289.65	318.60	405.50	_____
_____	820933	30" Bar Table w/ Black Base - Wood.....	193.75	213.15	271.25	_____
_____	820940	30" Cafe Table w/ Hydraulic Base - Blue.....	236.80	260.50	331.50	_____
_____	820941	30" Cafe Table w/ Black Base - Blue.....	144.80	159.30	202.70	_____

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Pedestal Tables (continued)						
	820942	30" Cafe Table w/ Hydraulic Base - Wood.....	289.65	318.60	405.50	
	820943	30" Cafe Table w/ Black Base - Wood.....	183.95	202.35	257.55	
	820910	30" Bar Table w/ Hydraulic Base - Gunmetal.....	322.55	354.80	451.55	
	820911	30" Bar Table w/ Hydraulic Base - Black.....	322.55	354.80	451.55	
	820912	30" Bar Table w/ Hydraulic Base - Green.....	322.55	354.80	451.55	
	820913	30" Bar Table w/ Hydraulic Base - Orange.....	322.55	354.80	451.55	
	820268	30" Bar Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	
	820914	30" Bar Table w/ Hydraulic Base - Yellow.....	322.55	354.80	451.55	
	820915	30" Bar Table w/ Black Base - Gunmetal.....	225.80	248.40	316.10	
	820916	30" Bar Table w/ Black Base - Black.....	225.80	248.40	316.10	
	820917	30" Bar Table w/ Black Base - Green.....	225.80	248.40	316.10	
	820918	30" Bar Table w/ Black Base - Orange.....	225.80	248.40	316.10	
	820919	30" Bar Table w/ Black Base - Yellow.....	225.80	248.40	316.10	
	820269	30" Bar Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	
	8201230	30" Cafe Table w/ Hydraulic Base - Gunmetal.....	322.55	354.80	451.55	
	8201231	30" Cafe Table w/ Hydraulic Base - Black.....	322.55	354.80	451.55	
	8201232	30" Cafe Table w/ Hydraulic Base - Green.....	322.55	354.80	451.55	
	8201233	30" Cafe Table w/ Hydraulic Base - Orange.....	322.55	354.80	451.55	
	8201234	30" Cafe Table w/ Hydraulic Base - Yellow.....	322.55	354.80	451.55	
	820270	30" Cafe Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	
	8201235	30" Cafe Table w/ Black Base - Gunmetal.....	209.65	230.60	293.50	
	8201236	30" Cafe Table w/ Black Base - Black.....	209.65	230.60	293.50	
	8201237	30" Cafe Table w/ Black Base - Green.....	209.65	230.60	293.50	
	8201238	30" Cafe Table w/ Black Base - Orange.....	209.65	230.60	293.50	
	8201239	30" Cafe Table w/ Black Base - Yellow.....	209.65	230.60	293.50	
	820271	30" Cafe Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	
	8201240	36" Bar Table w/ Hydraulic Base - Black.....	332.65	365.90	465.70	
	8201241	36" Bar Table w/ Black Base - Black.....	227.80	250.60	318.90	
	8201242	36" Cafe Table w/ Hydraulic Base - Black.....	318.55	350.40	445.95	
	8201243	36" Cafe Table w/ Black Base - Black.....	245.95	270.55	344.35	
	820273	36" Bar Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	
	820272	36" Bar Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	
	820267	36" Cafe Table w/ Black Base - Whiteboard.....	N/A	N/A	N/A	
	820274	36" Cafe Table w/ Hydraulic Base - Whiteboard.....	N/A	N/A	N/A	

Accent Tables

	82015	Silverado End Table - Tempered Glass/Painted Steel.....	206.50	227.15	289.10	
	82014	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	219.20	241.10	306.90	
	820252	Alondra End Table - Glass/Chrome.....	180.50	198.55	252.70	
	820250	Alondra Cocktail Table - Glass/Chrome.....	250.50	275.55	350.70	
	820253	Alondra End Table - Wood/Chrome.....	180.50	198.55	252.70	
	820251	Alondra Cocktail Table - Wood/Chrome.....	250.50	275.55	350.70	
	8201224	Atomic 36" Round Table - Glass/Chrome.....	278.75	306.65	390.25	
	8201225	Atomic 42" Round Table - Glass/Chrome.....	278.75	306.65	390.25	
	82028	Geo End Table - Wood/Black Steel.....	213.85	235.25	299.40	
	82027	Geo Cocktail Table - Wood/Black Steel.....	218.25	240.10	305.55	

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

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Take advantage of the Online price by ordering at www.freeman.com/store by JULY 13, 2022.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	82035	Geo End Table - Glass/Chrome.....	158.10	173.90	221.35	
	82034	Geo Cocktail Table - Glass/Chrome.....	147.55	162.30	206.55	
	82054	Sydney End Table - Black Laminate/Brushed Steel..	191.80	211.00	268.50	
	82055	Sydney End Table - White Laminate/Brushed Steel..	191.80	211.00	268.50	
	82052	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	232.05	255.25	324.85	
	82053	Sydney Cocktail Table - White Laminate/Brushed Steel.....	232.05	255.25	324.85	
	82079	Sydney End Table - Blue Laminate/Brushed Steel....	183.95	202.35	257.55	
	82080	Sydney End Table - Wood Laminate/Brushed Steel..	183.95	202.35	257.55	
	82077	Sydney Cocktail Table - Blue Laminate/Brushed Steel.....	223.10	245.40	312.35	
	82078	Sydney Cocktail Table - Wood Laminate/Brushed Steel.....	223.10	245.40	312.35	
	82075	Regis End Table - Brushed Metal.....	189.20	208.10	264.90	
	82074	Regis Bench Table - Brushed Metal.....	267.55	294.30	374.55	
	820844	Aura Round Table - White Metal.....	104.45	114.90	146.25	
	82043	Geo Square-Round Table - Glass/Black Steel.....	252.85	278.15	354.00	
	82044	Geo Square-Round Table - Glass/Chrome.....	252.85	278.15	354.00	
	8201226	Rustique Square Metal Bar Table - Gray.....	245.20	269.70	343.30	
	820130	Mesa Cocktail Table - Black/Bronze.....	232.85	256.15	326.00	
	820131	Mesa Cocktail Table - Glass/Bronze.....	232.85	256.15	326.00	
	820132	Mesa Cocktail Table - Wood/Bronze.....	232.85	256.15	326.00	
	820133	Mesa End Table - Black/Bronze.....	206.25	226.90	288.75	
	820134	Mesa End Table - Glass/Bronze.....	206.25	226.90	288.75	
	820135	Mesa End Table - Wood/Bronze.....	206.25	226.90	288.75	
	820310	Sedona Side Table - Black/Bronze.....	111.40	122.55	155.95	
	820311	Sedona Side Table - Wood/Bronze.....	111.40	122.55	155.95	
	820312	Sedona Side Table - White/Bronze.....	111.40	122.55	155.95	
	820320	Taos Side Table - Black/Bronze.....	111.40	122.55	155.95	
	820321	Taos Side Table Wood/Bronze.....	111.40	122.55	155.95	
	820322	Taos Side Table - White/Bronze.....	111.40	122.55	155.95	
Conference Tables						
	82041	Geo Conference Table - Glass/Black Steel.....	315.50	347.05	441.70	
	82051	Geo Conference Table - Glass/Chrome.....	311.90	343.10	436.65	
	820260	Madison Conference Table - Gray Acajou.....	333.60	366.95	467.05	
	820708	42" Round Conference Table - White Laminate.....	328.40	361.25	459.75	
	820261	Madison 5' Conference Table - Gray Acajou.....	404.10	444.50	565.75	
	820262	Madison 8' Conference Table - Gray Acajou.....	807.10	887.80	1,129.95	
	820263	Madison 10' Conference Table - Gray Acajou.....	807.10	887.80	1,129.95	
	820951	Ventura Bar Table - Maple w/ Grommets.....	604.75	665.25	846.65	
	820952	Ventura Communal Bar Table - Black.....	592.30	651.55	829.20	
	820953	Ventura Bar Table - White w/ Grommets.....	604.75	665.25	846.65	
	820954	Ventura Communal Bar Table - Maple.....	604.75	665.25	846.65	
	820956	Ventura Communal Bar Table - White.....	604.75	665.25	846.65	
	820963	Ventura Communal Cafe Table - Maple.....	387.50	426.25	542.50	
	820960	Ventura Cafe Table - Maple w/ Grommets.....	581.25	639.40	813.75	
	820961	Ventura Cafe Table - White w/ Grommets.....	581.25	639.40	813.75	

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Take advantage of the Online price by ordering at www.freeman.com/store by JULY 13, 2022.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
	820966	Ventura Communal Cafe Table - White.....	387.50	426.25	542.50	
	820962	Ventura Communal Cafe Table - Black.....	387.50	426.25	542.50	
	8201244	42" Round Conference Table - Black Laminate.....	332.65	365.90	465.70	
	8201	10' Table - Black Laminate.....	737.50	811.25	1,032.50	
	8203	5' Table - Black Laminate.....	379.05	416.95	530.65	
	8205	8' Table - Black Laminate.....	556.20	611.80	778.70	

Office

	84075	Madison Desk - Gray Acajou.....	475.45	523.00	665.65	
	84078	Madison Bookcase - Gray Acajou.....	445.55	490.10	623.75	

Computer Desks/Tables

	820706	Work Desk - White Laminate.....	282.95	311.25	396.15	
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POWERED

Powered Seating

	810120	Naples Chair, Powered - Black Vinyl.....	559.60	615.55	783.45	
	830122	Naples Loveseat, Powered - Black Vinyl.....	751.35	826.50	1,051.90	
	830121	Naples Sofa, Powered - Black Vinyl.....	864.95	951.45	1,210.95	

Powered Tables

	820950	Ventura Communal Bar Table, Powered - Black.....	732.75	806.05	1,025.85	
	820955	Ventura Communal Bar Table, Powered - White.....	666.10	732.70	932.55	
	820964	Ventura Communal Cafe Table, Powered - Black.....	491.20	540.30	687.70	
	820965	Ventura Communal Cafe Table, Powered - White.....	491.20	540.30	687.70	
	84083	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	491.40	540.55	687.95	
	84084	Tech Desk, Powered - Black Metal.....	430.95	474.05	603.35	
	82076	Sydney Cocktail Table, Powered - Black.....	333.60	366.95	467.05	
	82073	Sydney Cocktail Table, Powered - White.....	333.60	366.95	467.05	
	8202	10' Table, Powered - Black Laminate.....	922.90	1,015.20	1,292.05	
	8204	5' Table, Powered - Black Laminate.....	477.90	525.70	669.05	
	8206	8' Table, Powered - Black Laminate.....	922.90	1,015.20	1,292.05	

Powered Pedestals

	85060	Powered Locking Pedestal 36" H, Black.....	399.25	439.20	558.95	
	85061	Powered Locking Pedestal 36" H, White.....	399.25	439.20	558.95	
	85062	Powered Locking Pedestal 42" H, Black.....	477.50	525.25	668.50	
	85063	Powered Locking Pedestal 42" H, White.....	477.50	525.25	668.50	
	820710	Wireless Charging Table, Powered.....	389.45	428.40	545.25	

Midtown Counters & Bars

	850103	Midtown Powered Counter Unlighted - Pewter.....	487.50	536.25	682.50	
	850102	Midtown Powered Counter Lighted w/ Plug-In - Pewter.....	487.50	536.25	682.50	
	850101	Midtown Bar Unlighted - Pewter.....	407.95	448.75	571.15	
	850100	Midtown Bar Lighted w/ Plug-In - Pewter.....	407.95	448.75	571.15	

DISPLAY & ACCESSORIES

Product Storage

	84080	3 Door File Cabinet on Castors - Black	150.05	165.05	210.05	
	85020	Posh Shelving w/ Chrome Frame - White.....	445.75	490.35	624.05	

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Refrigerator						
_____	8503001	Refrigerator - White.....	635.05	698.55	889.05	_____
_____	8983000	Small Refrigerator.....	337.60	371.35	472.65	_____
Lighting						
_____	850707	Mason Table Lamp - White/Brushed Silver.....	124.30	136.75	174.00	_____
_____	850708	Mason Floor Lamp - White/Brushed Silver.....	185.45	204.00	259.65	_____
Display						
_____	75030	Display Cube - Black - 12" Small.....	336.50	370.15	471.10	_____
_____	75031	Display Cube - Black - 18" Medium.....	360.40	396.45	504.55	_____
_____	75032	Display Cube - Black - 24" Large.....	408.30	449.15	571.60	_____
_____	72056	Display Counter - Black.....	332.25	365.50	465.15	_____
Boxwood Hedges						
_____	85030	7' Boxwood Hedge.....	568.00	624.80	795.20	_____
_____	85035	4' Boxwood Hedge.....	304.00	334.40	425.60	_____
Accessories						
_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	116.75	128.45	163.45	_____
_____	220118	Chrome Sign Holder.....	148.75	163.65	208.25	_____
_____	750135	Round Literature Rack.....	312.60	343.85	437.65	_____
_____	750136	Flat Literature Rack.....	276.45	304.10	387.05	_____
_____	220109	Chrome Coat Tree.....	55.40	60.95	77.55	_____
_____	220134	Aluminum Easel.....	60.05	66.05	84.05	_____
_____	220110	Chrome Bag Rack.....	148.75	163.65	208.25	_____
_____	10201484	Floor Standing Bulletin Board.....	324.75	357.25	454.65	_____
_____	220106	Corrugated Wastebasket.....	17.55	19.30	24.55	_____
_____	8502	Village Charging Hub.....	199.80	219.80	279.70	_____
Special Drape						
<input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> White <input type="checkbox"/> Gray <input type="checkbox"/> Red						
_____	12103	Special Drape 3'H (per ft.).....	27.30	30.05	38.20	_____
_____	12108	Special Drape 8'H (per ft.).....	37.15	40.85	52.00	_____

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

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Take advantage of the Online Price by ordering at www.freeman.com/store by July 13, 2022.

SHOWCASES



FULL VISION CASE



HALF VISION CASE



TOWER CASE



QUARTER VISION CASE



CORNER VISION CASE



WALLCASE

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
FULL VISION CASE						
1-8" & 1-10" Glass Shelf with Adjustable Brackets						
26" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101043	4'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101051	5'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101061	6'.....	\$806.95	\$887.65	\$1,129.75	\$ _____

HALF VISION CASE						
1-10" Glass Shelf with Adjustable Brackets						
18" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101042	4'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101050	5'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101060	6'.....	\$806.95	\$887.65	\$1,129.75	\$ _____

TOWER CASE						
Dimensions are 20"L x 20"D x 80"H						
3 Glass Shelves						
Lights						
Locks						
Available in 20 x 20 Square Only						
_____	1010200	20 x 20.....	\$1,058.10	\$1,163.90	\$1,481.35	\$ _____

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
QUARTER VISION CASE						
12" High Front Glass Display Section						
Case is 20" Deep						
Available in 4', 5' and 6' lengths						
_____	101044	4'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101052	5'.....	\$806.95	\$887.65	\$1,129.75	\$ _____
_____	101062	6'.....	\$806.95	\$887.65	\$1,129.75	\$ _____

CORNER VISION CASE						
Includes Rear Access and Glass Shelves						
Case is 20" Deep						
Available in Full, Half, and Quarter Sizes						
*Cases on the sides in picture above are not included						
_____	101090	Half.....	\$986.35	\$1,085.00	\$1,380.90	\$ _____
_____	101090	Half.....	\$986.35	\$1,085.00	\$1,380.90	\$ _____
_____	101092	Quarter.....	\$986.35	\$1,085.00	\$1,380.90	\$ _____

WALLCASE						
Dimensions are 48"L x 20"D x 72" H						
(4) 12" Glass Shelves						
Adjustable Brackets						
Lights						
Locks						
60" High Sliding Glass Doors						
Available in See-Thru (pictured above) and Solid						
_____	1010203	Solid.....	\$1,022.20	\$1,124.40	\$1,431.10	\$ _____
_____	1010204	See-Thru.....	\$1,022.20	\$1,124.40	\$1,431.10	\$ _____

- All showcases are 20"D x 38"H, have lights, locks, sliding mirror doors, gray exterior, and off-white interior aluminum frames.
- All keys must be left with the showcase or a charge of \$10.00 will be assessed.
- Electrical services are **NOT** included. Please order the electrical service from the electrical contractor.

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

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Flooring solutions

Stand out in style.

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Your exhibit's flooring should complement your brand

- The largest selection of exhibit flooring in the industry with a wide choice of colors and sizes
- New vinyl and turf solutions added to broaden your options and freshen your space
- Colorfast carpeting boasts a consistent shade every time
- All carpet and padding is manufactured with 100% recycled material
- Rental prices include delivery, installation, carpet removal and material handling fees

Most popular flooring options

Freeman offers the widest selection of flooring options, ensuring you can take your booth to the next level.

Choose from varying carpet weights to fit your level of comfort and durability or stand out with vinyl and turf.

Continue reading for more detail on each flooring option.

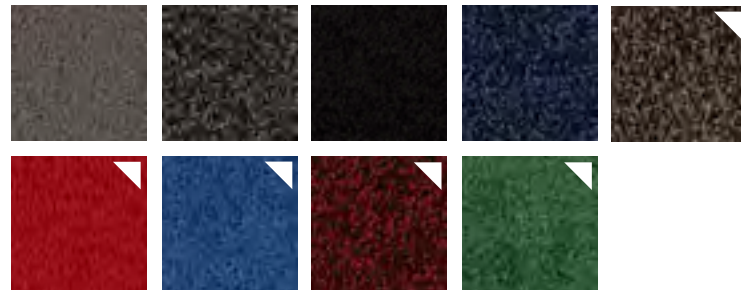
Be sure to order before the discount deadline!

Ordering early gives you access to a wider selection of products at discounted prices, saving you time and money so you can rest at ease.

▼ = Available only before the discount deadline

Classic Collection

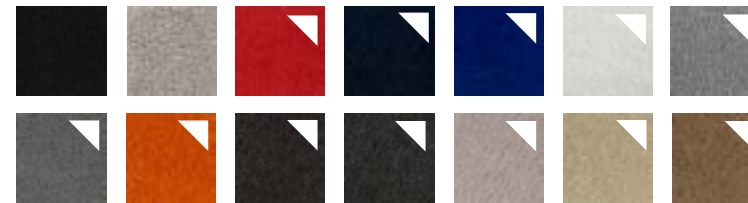
16oz carpet



Designer Plus Collection

30oz carpet

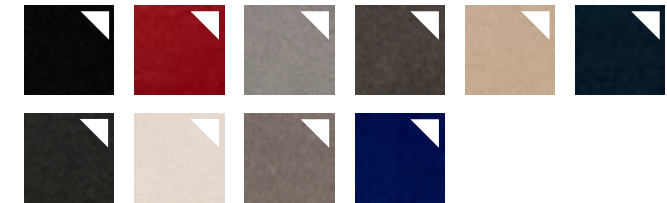
NEW



Supreme Collection

45oz carpet

NEW



Expo Flex Collection

10ft vinyl

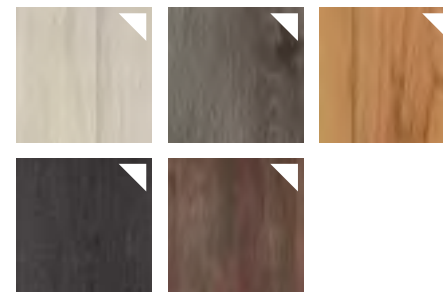
NEW



Event Flex Collection

12ft vinyl

NEW



Riviera + Parkside Collections

Turf

NEW



Classic Collection

16oz

- Best value and best seller
- Available in 10ft width and in the most common exhibit spaces including 10x10, 10x20, and 10x30
- 100% recyclable
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show



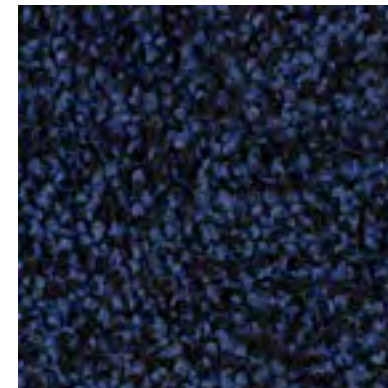
Gray



Tuxedo



Black



Midnight



Blue



Red

🔽 = Available only before the discount deadline

Custom Cut Classic Collection

16oz

- 10ft width and custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee

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Gray



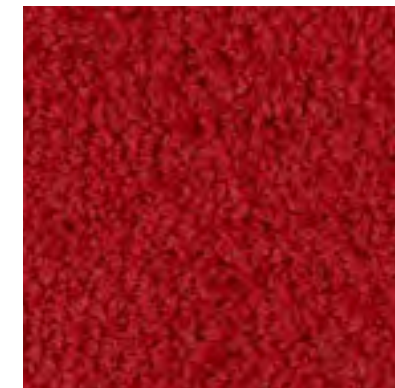
Tuxedo



Black



Midnight



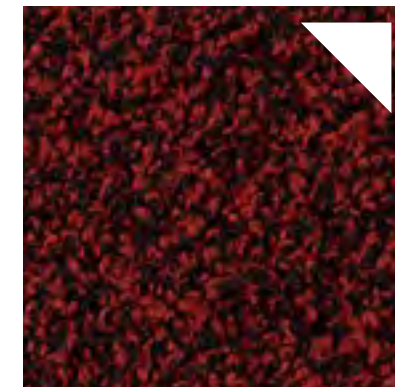
Red



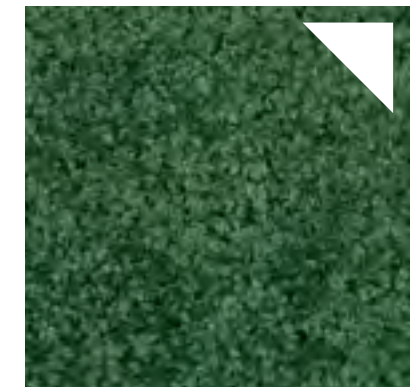
Blue



Latte



Red Pepper



Green

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NEW

Designer Plus Collection

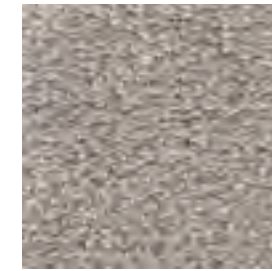
30oz

- Step up the comfort and durability with the Designer plus carpet
- 10ft width designed and cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee

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Black



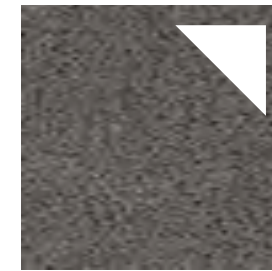
Grey Pearl



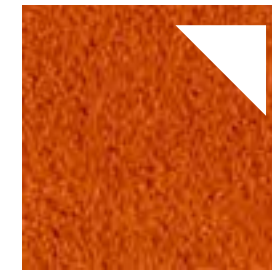
Red



Navy



Lava Rock



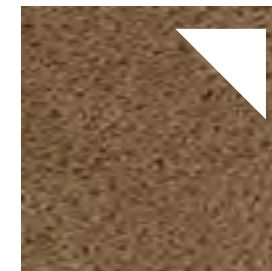
Paprika



Graphite



Royal Blue



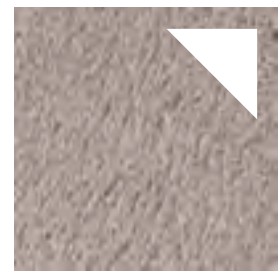
Silky Beige



Ivory



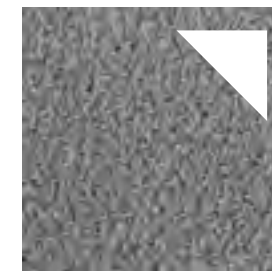
Smoke



Sword



White



Silver Cloud

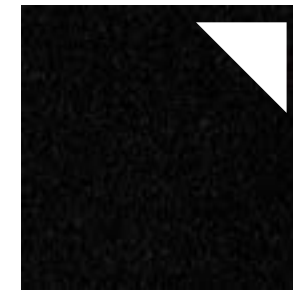
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NEW

Supreme Collection

45oz

- The most plush flooring option with added durability
- 10ft width designed and cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee



Black



Red



Silver Cloud



Navy



Charcoal



Reflex Blue



Cream



Silver Mist



Smoke



White

▼ = Available only before the discount deadline

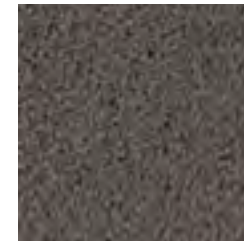
Ordering after the discount deadline? Don't fret.

You can select from these options.

For fast, easy ordering, visit us at freeman.com/find-show

Classic Collection

16oz



Gray



Tuxedo



Black



Midnight

Custom Cut Classic Collection

16oz



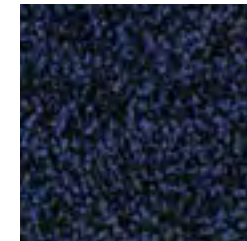
Gray



Tuxedo



Black



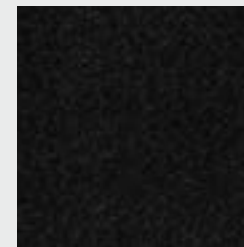
Midnight



Red

Designer Plus Collection

30oz



Black



Gray Pearl



Want to try something other than carpet? We have it!

Now offering vinyl and turf
flooring solutions.

NEW

Expo Vinyl Collection

- Get the upgraded appearance of wood or tile
- Standard 10ft width and can be custom cut to size
- Great for exhibit spaces in common sizes of 10x10, 10x20 and 10x30
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- For extra comfort, add padding for an additional fee



Birch



Light Maple



Dark Maple



Ash



Smoke

▼ = Available only before the discount deadline

NEW

Event Flex Collection

- Get the look of classic wood, tile, or laminate – with easier installation
- 12ft width designed and cut to size
- Great for island exhibit spaces or aisle flooring designs
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- For extra comfort, add padding for an additional fee

For fast, easy ordering, visit us at freeman.com/find-show



Whitewood



Silverwood



Dark Maple



Blackwood



Barnwood

▼ = Available only before the discount deadline

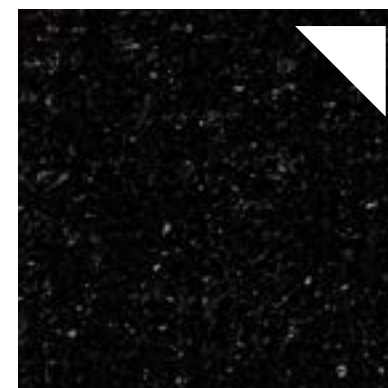
NEW

Turf

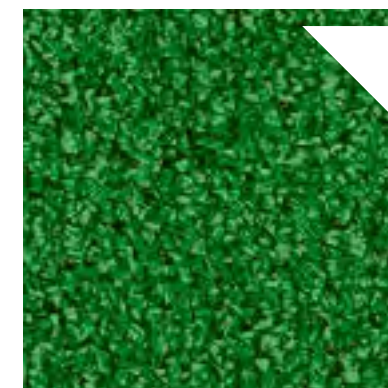
- Bring the outdoors to you with these synthetic grass flooring solutions
- Available in many shades of green and durable for both indoor and outdoor use
- Standard 12ft width and can be custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.

For fast, easy ordering, visit us at freeman.com/find-show

Riviera synthetic grass brings an outdoor feel to your event space. Optimized for durability and resistance that is ideal for indoor or outdoor use.

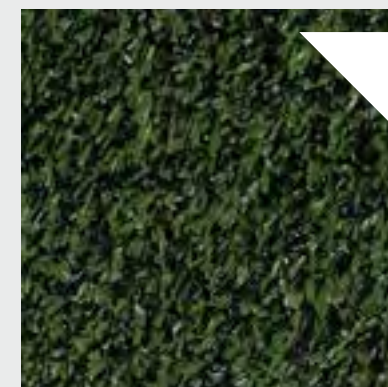


Riviera Black



Riviera Green

Parkside Parkside high-quality synthetic grass provides the real look and feel of your backyard. Colorfast and UV technology makes this the most durable turf solution for both indoor and outdoor use.



Parkside Green

▼ = Available only before the discount deadline

Want to take your flooring to the next level?

Custom flooring options can be ordered for borders, patterns, logos and specific sizes. Contact your Freeman Sales Team member for more information about specialty and custom flooring selections.

Contact solutions@freeman.com



Freeman⁷

Order before the discount deadline.

Ordering early gives you access to a wider selection of products at discounted prices, saving you time and money so you can rest at ease.

freeman.com/find-show

Visit us at freeman.com or contact us at freeman.com/contact



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NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME:

BOOTH #:

CONTACT NAME :

PHONE #:

E-MAIL ADDRESS :

Take advantage of the Online Price by ordering at www.freeman.com/store by JULY 13, 2022.

FLOORING

- Orders received after the deadline date or without payment will be charged the Standard Price and are subject to availability.
- Products or colors with limited availability after the discount deadline are denoted with an asterisk *
- All utility lines must be installed before carpet installation. Utilities should be ordered in advance.
- Pricing includes delivery, material handling, installation and removal.
- All carpets, padding and plastic covering contain recycled content and are recyclable.

10' Classic Carpet, Padding & Plastic Covering

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Blue* ☐ Gray ☐ Midnight Blue ☐ Red* ☐ Tuxedo

Qty	Description	Online Price	Discount Price	Standard Price	Total
	10' x 10' Classic Carpet	\$ 334.75	\$ 368.25	\$ 468.65	
	10' x 20' Classic Carpet	\$ 669.50	\$ 736.45	\$ 937.30	
	10' x 30' Classic Carpet	\$ 1,004.25	\$ 1,104.70	\$ 1,405.95	
	10' x 10' Carpet Padding - Single Layer.....	\$ 141.75	\$ 155.95	\$ 198.45	
	10' x 20' Carpet Padding - Single Layer.....	\$ 283.50	\$ 311.85	\$ 396.90	
	10' x 30' Carpet Padding - Single Layer.....	\$ 425.25	\$ 467.80	\$ 595.35	
	10' x 10' Carpet Padding - Double Layer.....	\$ 283.45	\$ 311.80	\$ 396.85	
	10' x 20' Carpet Padding - Double Layer.....	\$ 566.90	\$ 623.60	\$ 793.65	
	10' x 30' Carpet Padding - Double Layer.....	\$ 850.35	\$ 935.40	\$ 1,190.50	
	Plastic Covering (price per sqft).....	\$.70	\$.75	\$ 1.00	

Custom Cut Classic Carpet

- Order Custom Cut Classic Carpeting by the sqft if your size is not listed on the standard size order form.
- Pricing includes plastic covering, delivery, material handling, installation and removal.

CHOOSE YOUR CARPET COLOR:

☐ Black ☐ Blue* ☐ Gray ☐ Green* ☐ Latte* ☐ Midnight ☐ Red* ☐ Red pepper* ☐ Tuxedo

16 oz. Carpet Rental - Price per sqft (100 sqft minimum)

Per sqft	Booth Size: _____ X _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 5.70	\$ 6.25	\$ 8.00	

Vinyl*

- Pricing includes delivery, material handling, installation and removal.

10 ft Expo Event Vinyl, choose your flooring color:

☐ Ash ☐ Birch ☐ Dark Maple ☐ Light Maple ☐ Smoke

10 ft wide Vinyl - Price per sqft (100 sqft minimum)

Per sqft	Booth Size: _____ X _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 8.95	\$ 9.85	\$ 12.55	

12 ft Event Flex Vinyl, choose your flooring color:

☐ Barnwood ☐ Blackwood ☐ Dark Maple ☐ Silverwood ☐ Whitewood

12 ft wide Vinyl - Price per sqft (100 sqft minimum)

Per sqft	Booth Size: _____ X _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
		\$ 11.25	\$ 12.40	\$ 15.75	

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

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E-MAIL ADDRESS : _____



Upgraded Carpet*

- Pricing includes plastic covering, delivery, material handling, installation and removal.

30 oz Designer Plus Carpet, choose your carpet color:

☐ Black ☐ Graphite* ☐ Gray Pearl ☐ Ivory* ☐ Lava Rock* ☐ Navy* ☐ Paprika* ☐ Red* ☐ Royal Blue* ☐ Silky Beige*
☐ Silver Cloud ☐ Smoke* ☐ Sword* ☐ White*

30 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
1 - 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 6.95	\$ 7.65	\$ 9.75	_____
Over 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 6.30	\$ 6.95	\$ 8.80	_____

45 oz Supreme Carpet, choose your carpet color:

☐ Black* ☐ Charcoal* ☐ Cream* ☐ Navy* ☐ Red* ☐ Reflex Blue* ☐ Silver Cloud* ☐ Silver Mist* ☐ Smoke* ☐ White*

45 oz. Carpet Rental - Price per sq. ft. (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
1 - 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 8.15	\$ 8.95	\$ 11.40	_____
Over 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 7.30	\$ 8.05	\$ 10.20	_____



Carpet Padding

- Pricing includes delivery, material handling, installation and removal.
- Order padding by the sqft if your size is not listed on the standard size order form.

Carpet Padding- Price per sqft (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 1.50	\$ 1.65	\$ 2.10	_____
Over 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 1.25	\$ 1.40	\$ 1.75	_____

Double Carpet Padding- Price per sqft. (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
100 - 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 3.00	\$ 3.30	\$ 4.20	_____
Over 700 sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 2.45	\$ 2.70	\$ 3.45	_____

Vinyl Flooring Padding - Price per sqft (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 5.35	\$ 5.90	\$ 7.50	_____

Turf*

- Pricing includes delivery, material handling, installation and removal.

Riviera Turf, choose your color:

☐ Black ☐ Ivy Green

Riviera Turf - Price per sqft (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 6.30	\$ 6.95	\$ 8.80	_____

Parkside Turf, choose your color:

☐ Green

Parkside Landscape Turf - Price per sqft (100 sqft minimum)

					Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size:	_____	x _____	= _____ sqft	\$ 13.50	\$ 14.85	\$ 18.90	_____

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.



(888) 508-5054

Fax: (469) 621-5603

Place your order online at
www.freeman.com/store

Submit order forms [here](#).

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CLEANING SERVICES

- **Cleaning is an exclusive service. This includes all floor services and trash removal.**
- Prices are based on total square footage of booth regardless of area to be cleaned.
- **Show Site Prices will apply to all cleaning orders placed at show site.**

VACUUMING (per sqft - 100 sqft minimum)

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
------------	--------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) at the time of vacuuming.

_____	610100	Booth Vacuuming - One Time70	1.00	_____
_____	610200	Booth Vacuuming - 2 Days	1.40	1.95	_____
_____	610300	Booth Vacuuming - 3 Days	2.10	2.95	_____

SHAMPOOING (per sqft - 100 sqft minimum)

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
------------	--------	-------------	---------------	-----------------	-------

_____	630100	Shampoo Carpet - One Time	1.30	1.80	_____
_____	630200	Shampoo Carpet - 2 Days	2.60	3.65	_____
_____	630300	Shampoo Carpet - 3 Days	3.90	5.45	_____

FLOOR SURFACE CLEANING (per sqft - 100 sqft minimum)

Qty (sqft)	Part #	Description	Advance Price	Show Site Price	Total
------------	--------	-------------	---------------	-----------------	-------

_____	690100	Floor Surface Cleaning - One Time65	.90	_____
_____	690200	Floor Surface Cleaning - 2 Days	1.30	1.80	_____
_____	690300	Floor Surface Cleaning - 3 Days	1.95	2.75	_____

PORTER SERVICE (per day)

Qty (# days)	Part #	Description	Advance Price	Show Site Price	Total
--------------	--------	-------------	---------------	-----------------	-------

- Includes emptying of your booth's wastebasket(s) and policing of your exhibit area at two-hour intervals during show hours.

_____	620500	Exhibit Area / Under 500 sqft.	93.65	131.10	_____
_____	6201500	Exhibit Area / 501 - 1,500 sqft.....	134.30	188.00	_____
_____	6202500	Exhibit Area / 1,501 - 2,500 sqft.....	161.05	225.45	_____

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

SEEING IS BELIEVING

.....

Quality graphics contribute significantly to the impact of your exhibit. With state-of-the-art design and printing capabilities, Freeman brings your banners, signage, and exhibit graphics to life in a larger-than-life way. Our graphics products redefine "high definition," which means your brand has never been seen like this before.

- Photo-quality / high-resolution printing on a variety of rigid and rolled material including honeycomb, foam, Polyfoam, PVC, acrylic, fabric, vinyl and mesh materials
- Grand Format printers provide high-resolution digital printing of single and double-sided banners in virtually any size
- Electronic file transfer, in-house printing, and company-wide procedure standardization allow us to control quality, cost and scheduling on a nationwide basis
- Extensive resources ensure that last minute repairs and replacements are handled efficiently as needed, no matter where your event may be located



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to freeman.com

CREATING VISUAL EXCITEMENT

Quality graphics contribute significantly to the impact of your exhibit. Vivid colors and sharp images attract attention, build traffic, and communicate messages more effectively. Freeman has invested in the latest printing technology and has the skills to provide you with the finest high-resolution digital graphic reproduction available.

STATE-OF-THE-ART CAPABILITIES

Freeman can provide four-color, photo-quality, high-resolution digital printing in virtually any size for banners, signage, exhibit graphics, and more. Each Freeman location has stand-alone printing capabilities, along with two additional graphic locations for additional support and for special requirements.

SUPERIOR QUALITY CONTROL

Electronic file transfer, in-house printing, and company-wide standardization of procedures allow us to control quality, cost and scheduling for our customers on a nationwide basis. Last minute repairs and replacements are handled efficiently through our nationwide resources.

DEPTH OF RESOURCES

- 5M UV roll printers provide grand format, four-color, high-resolution digital printing of single and double-sided banners up to 16' wide and virtually any size with seams.
- 3M Dye Sublimation printers provide 10' fabric graphics that work perfectly in our SmartWall panel system.
- UV flatbeds print directly to a variety of ridged materials and offer a 100% recyclable graphic when using a cardboard substrate.
- Freeman offers 100% recyclable substrates that can save you money and the environment.
- Large format Eco-Solvent printers produce high quality graphics for wall, carpet and window applications.
- 3M high speed digital cutters allow for precise cutting of multiple panel applications and also custom router graphic panels.
- Computer-aided graphic design & layout available for your assistance.

REPRODUCTION AND INSTALLATION

- Suspended banners
- Accent graphic photo panels
- Large format signage and banners
- Logo reproduction
- Backlit displays and murals
- Four-color carpet image printing



NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

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Take advantage of the Discount Price by ordering at www.freeman.com/store by JULY 13, 2022.

GRAPHICS

To order your graphics, complete this order form and attach your sign copy or electronic file.
Please see artwork guidelines for electronic files on page 2 of this form.

DIGITAL GRAPHICS

Freeman has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities include four-color, photo-quality, high-resolution digital printing virtually any size for banners, signage, exhibit graphics and more.

_____ L X _____ W = _____ sqft
\$ 23.40 per sqft discount price
sqft _____ x or _____ = \$ _____
\$ 35.10 per sqft standard price

- Minimum order per graphic 9 sqft (1296 sqin)
- Double sqft for double-sided graphics
- Round sqft to next whole increment
- File conversion, retouching, cloning or color correcting may incur additional labor charges. (See reverse side for graphic guidelines.)

LARGE DIGITAL GRAPHICS

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sqft.

File Information:

Electronic File Name _____

Application _____

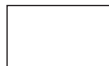
PMS Colors _____

Backing Material:

- | | |
|---|--|
| <input type="checkbox"/> Freeman Foam (Foamcore) | <input type="checkbox"/> Masonite |
| <input type="checkbox"/> Freeman PVC (PVC) | <input type="checkbox"/> Plexi |
| <input type="checkbox"/> Freeman HD Foam (Gatorfoam) | <input type="checkbox"/> Freeman Honeycomb (Eco-Board) |
| <input type="checkbox"/> Freeman Polyfoam (Ultra Board) | <input type="checkbox"/> Other |

The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.

Vertical Horizontal Use Your Judgment For Sign Layout



Special Instructions _____

STANDARD SIZES

CHOOSE YOUR SIZE:

QTY.	Discount Price	Standard Price	TOTAL
7" x 11"	43.20	64.80 =	_____
7" x 22"	43.20	64.80 =	_____
7" x 44"	60.65	91.00 =	_____
9" x 44"	78.35	117.55 =	_____
11" x 14"	43.20	64.80 =	_____
14" x 22"	60.65	91.00 =	_____
14" x 44"	121.35	182.05 =	_____
22" x 28"	121.35	182.05 =	_____
28" x 44"	244.95	367.45 =	_____
20" x 60"	244.95	367.45 =	_____

(white only)

Note: File conversion, retouching, cloning or color may incur additional labor charges. (See reverse side for graphic guidelines.)

INDICATE YOUR SIGN COPY HERE:

* Please feel free to attach additional sign copy on separate page.



Vertical

Horizontal

Use Your Judgment For Sign Layout



Background Color: _____

Lettering Color: _____

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

CUSTOMER GUIDELINES FOR SUBMITTING GRAPHICS ARTWORK

Our goal is to provide you with the best possible quality graphics for your event or exhibit. You can help us in that effort by providing digital art files using the following guidelines. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer or art department. Artwork must be submitted in the proper resolution and/or file size to produce quality images. Please provide proper color matching information and proofs to ensure accurate color reproduction.

PLEASE PROVIDE THE FOLLOWING WHEN SUBMITTING ART

RASTER ART (photos, logos containing any continuous tone images):

- Art submitted at 1:1 (100%), resolution should be no less than 60 dpi (100 dpi preferred)
- Art submitted at 2:1 (50%), resolution should be no less than 120 dpi (200 dpi preferred)
- Art submitted at 4:1 (25%), resolution should be no less than 240 dpi (400 dpi preferred)

VECTOR ART:

- Logos should be vector and have outlined fonts (if provided as bitmap, please use high-res images)

FONTS and LINKS

- Supply all fonts used in your design (zip Mac fonts). If unsure how to collect fonts, convert them to outlines
- Supply all links used in your document. Use packaging feature if available. If unsure how to collect links, embed them in the file when saving.

COLOR

- If PMS color matching is required, please use original Pantone + Solid Coated swatches in your artwork. Modifying Pantone names will result in printing default color (CMYK)
- CMYK artwork will be produced "As Is". Our color output is balanced and vibrant.
- Convert RGB art to CMYK if possible.
- If you are sending Certified Color Proofs (Gracol, Swop, Fogra), please provide ICC file information used to print your samples. Best option would be to include ICC chart on your prints.

ARTWORK IN THE STRUCTURE

- Please note that any panels going in the metal frame will hide 1/4" of your art all the way around. If you have a continuous wall where individual panels are divided by metal, use 1.25" spacing in between each panel to account for gaps and the natural flow of the graphics.

ACCEPTABLE FILE SOFTWARE

We are capable of working with both PC and MAC based software, and can accept art created with the ADOBE Creative Suite - Illustrator, InDesign, and Photoshop

Always provide the following:

- Native files with fonts and links (zipped)
- High-res PDF-X/4 exports of the files

ACCEPTABLE FILE TYPES and SUPPORT FILES

NATIVE FILES:

- AI CLOUD (CC) file with Packaged supporting links and fonts. You may keep images linked but Packaging feature must be used.
- AI (CS6, CS5, CS4...) file with embedded links and outlined fonts
- EPS file with embedded links and outlined fonts
- INDD file with Packaged supporting links and fonts

PRINT FILES:

- High-res PDF-X/4 (preferred)
- AI with PDF content (choose this option when saving file)
- EPS files with embedded links and outlined fonts

RASTER OR BITMAP ART:

- Photoshop EPS (preferred, use 8-bit preview, Max, Quality JPG compression)
- PSD (make sure font layers are rasterized)
- TIFF, JPG (quality 8 and higher)

Mac users: Use Zip or Stuffit programs when submitting fonts other than OTF (Open Type Fonts)

WAYS TO SEND ARTWORK

- When placing an order online, your order confirmation will include a link to our secure file sharing library so you may upload your graphic files. If your order is faxed in, or if you are working directly with a Freeman team member, a link will be emailed to you when your order is processed.

EXHIBITOR BOOTH SET-UP / DISMANTLE INFORMATION

There are two options available to exhibitors to have their displays set-up and taken down at McCormick Place. Exhibitors can either set-up / dismantle their display with their own employees, or the exhibitor can hire union labor. The guidelines for both options are detailed below. If you have any questions, please contact Freeman.

(1) Consistent with safety and the skills and training necessary to perform the task, as determined by the Authority, an exhibitor and exhibitor employees ("Exhibitor employee" means any person who has been employed by the exhibitor as a full-time employee for a minimum of 6 months before the show's opening date) are permitted in a booth of any size with the use of the exhibitor's ladders and hand tools to:

- (i) Set-up and dismantle exhibits displayed on Authority premises;
- (ii) Assemble and disassemble materials, machinery, or equipment on Authority premises; and
- (iii) Install all signs, graphics, props, balloons, other decorative items, and the exhibitor's own drapery, including the skirting of exhibitor tables, on the Authority's premises.

(2) An exhibitor and exhibitor employees are permitted in a booth of any size to deliver, set-up, plug in, interconnect, and operate an exhibitor's electrical equipment, computers, audio-visual devices, and other equipment.

(3) An exhibitor and exhibitor employees are permitted in a booth of any size to skid, position, and re-skid all exhibitor material, machinery, and equipment on Authority premises.

Please note: (4) An exhibitor and exhibitor employees are prohibited at any time from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on Authority premises.

UNION JURISDICTIONS AT McCORMICK PLACE

Should you choose to utilize a contractor for your labor, the following guidelines apply at McCormick Place. (see McCormick Place forms for jurisdictions pertaining to services provided by McCormick Place):

McCormick Place is a union building, and jurisdictions are clearly established. Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Above all, there should be no need for disputes. If there is a disagreement, contact your Floor Manager. They will contact the appropriate contractor, who will take up the matter with the appropriate union official. There are established procedures for settling disagreements and using them will prevent problems.

RIGGERS

Responsible for uncrating, unskidding, positioning and reskidding of all machinery.

TEAMSTERS

Responsible for the handling of all material (except machinery) in and out of the exhibit hall.

DISPLAY LABOR (Unified Labor Force Combining Carpenters and Decorators)

Responsible for uncrating of exhibits and display materials; installing and dismantling exhibits, including cabinets, fixtures, shelving units, furniture; laying of floor tile and carpets; hanging and installation of non-electric signs; rekrating of exhibits and machinery; installing and dismantling scaffolding, bleachers and ganging of chairs; installing of all drape, cloth and/or tacked fabric panels; and velcro signs.

HANGING SIGNS

Depending on the type of hanging sign, it will be assembled & installed by decorators or electricians. See Freeman hanging sign form and/or McCormick Place forms for jurisdictions.

CLEANING/PORTER SERVICE

Freeman is the exclusive cleaning contractor. No other cleaning services, including exhibitor appointed contractors are allowed to perform these services.

ELECTRICIANS

Labor must be ordered for the following: Distribution of electrical services overhead and under flooring, connection of all service to the building, connection of all services 208v and higher, assembly of truss, lighting, etc. that is suspended from the building structure.

SPECIAL NOTES: All labor is entitled to certain break times and lunch breaks. Below is an approximate schedule:

Morning Breaks (approximately):	9:30 a.m.	to	9:45 a.m.
Lunch Schedules (approximately):	12:00 Noon	to	12:30 p.m.
Afternoon Breaks (approximately):	2:30 p.m.	to	2:45 p.m.

LEGISLATIVE CHANGES AT McCORMICK PLACE, CHICAGO, IL

STRAIGHT TIME WINDOW - EFFECTIVE 11/30/11

The Illinois General Assembly, the contractors, MPEA and the unions have all agreed to enact changes to expand the straight time window available to exhibitors. These windows are as follows:

Teamsters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time for all time worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Riggers			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 hours worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time from midnight to 6:00 am		

Decorators			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day (8 total dates)
	Double Time from midnight to 6:00 am		

Carpenters			
Sunday	Monday - Friday	Saturday	Holidays
Double Time	Straight Time 8:00 am - 4:30 pm	Over Time 6:00 am - 6:30 pm	Double Time for all time worked
	Over Time after 4:30 pm and 8 consecutive hours worked until 8:30 pm • See below		New Years Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, Christmas Day
	Double Time after 8:30 pm		
<ul style="list-style-type: none"> • If less than 8 hours worked 4:30 pm to 6:30 pm Over Time. After 6:30 pm Double Time. • Example: Carpenter worked 12:30 pm through 4:30 pm Carpenter shall be paid Over Time until 6:30 pm and Double Time after 6:30 pm. 			

Carpenters (Break of Show)	
Monday - Friday	Saturday
Straight Time for all hours worked until 8:30 p.m.	6:00 a.m. - 6:30 p.m. Over Time for all hours worked
Over Time until Midnight (This does not alter Over Time after 8 hours worked)	

Electricians			
Sunday	Monday - Friday	Saturday	Holidays
Double Time until Monday 7:00 am start time	Straight Time 6:00 am - 10:00 pm for any consecutive 8 hour time period	7:00 am or 8:00 am start shall be 8 Over Time for the 8 consecutive hours	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 3:30 pm or 4:30 pm depending on start time	New Years Day Memorial Day Independence Day Labor Day, Thanksgiving Day, Christmas Day
	Double Time after midnight until 6:00 am		

LET US DO THE HEAVY LIFTING

.....

Freeman specialists are ready to assist you with all of your exhibit requests, from beginning to end. And when it comes to installing and dismantling exhibits, we make no exceptions. Whether it's shipping and storage, emergency on-site repairs, basic installation and dismantling or support service coordination, including electrical, furnishings and more, Freeman has the resources and capabilities to ensure the most successful show experience possible.



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

Freeman installation & dismantling experts work closely with you to coordinate every phase of your trade show participation, including:

- Pre-planning and budget consultation
- Skilled labor coupled with support services coordination - electrical, furnishings, floral, transportation, and audio visual
- On-site supervisors with dedicated floor managers
- Full, in-house carpentry for emergency repairs and refurbishing
- Post-show evaluations focused on incremental improvement to meet rapidly changing market conditions based upon customer feedback
- Post-show evaluations that help identify small changes that make big impacts

ON-SITE SUPERVISION

You may wish to supervise labor on your own, but if you need assistance, Freeman installation & dismantling experts will get the job done as an extension of your team.

If You Use Freeman Staff

Exhibits can be set up prior to your arrival under the direction of Freeman I&D supervisors.



NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

INSTALLATION & DISMANTLE LABOR

Description	Price
Straight Time: 8:00 AM to 4:30 PM Monday through Friday.....	\$177.00
Overtime: 4:30 PM to 8:30 PM Monday through Friday; 6:00 AM to 6:30 PM Saturday	\$265.50
If a Display Laborer has not worked eight (8) straight time hours on that day between 8:00 AM and 4:30 PM, Monday through Friday (Holidays excluded), Double Time rates will apply for that day during the hours of 6:30 p.m. to 8:30 p.m., Monday through Friday.	
Double Time: 8:30 PM - 8:00 AM Monday through Friday (unless noted above); Before 6:00 a.m. and after 6:30 p.m. Saturday; ALL DAY Sunday and Holidays.....	\$354.00

NOTE: On the break of a show occurring on Monday through Friday, work performed from: 12:00 Noon to 8:30 PM shall be charged at Straight Time; from 8:30 PM to Midnight shall be charged at Overtime (time and a half). (For shows that close prior to 12:00 Noon, Overtime charges will apply after 8 hours).

- **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**
- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour.
- Start time guaranteed only when labor is requested for the start of the working day (8AM), unless the official set up time begins later in the day.
- Half (1/2) hour minimum per man--labor thereafter is charged in half (1/2) hour increments.
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth.
- Freeman supervised jobs will be completed at our discretion prior to show opening and before the hall must be cleared. **Please include setup plan/photo, special instructions & inbound shipping information with this order.**

INSTALLATION LABOR

- ☐ **Freeman Supervised Labor - Please complete the reverse side of this form.**
- Installation of your exhibit will be completed at our discretion prior to show opening.
 - The charge for this service is 30% of the total installation labor bill, with a minimum of \$45.00.
- Emergency contact: _____ Phone Number: _____

- ☐ **Exhibitor Supervised Labor** (Supervisor must check in at the Freeman Service Center to pick up labor. Upon completion of work, supervisor must return to the Freeman Service Center to release laborers.)
- Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____	= _____	x _____	= \$ _____
_____	_____	_____	x _____	= _____	x _____	= \$ _____
Freeman Supervision (30%/\$45.00) = \$ _____						
Total Installation = \$ _____						

DISMANTLE LABOR

- ☐ **Freeman Supervised Labor - Please complete the reverse side of this form.**
- Freeman is not responsible for product or literature that is not properly packed and labeled by exhibitor.
 - The charge for this service is 30% of the total dismantle labor bill, with a minimum of \$45.00.
- Emergency contact: _____ Phone Number: _____

- ☐ **Exhibitor Supervised Labor** (Supervisor must check in at the Freeman Service Center to pick up labor. Upon completion of work, supervisor must return to the Freeman Service Center to release laborers.)
- Supervisor will be: _____ Phone Number: _____

Date	Start Time	No. of People	Approx. Hrs. per Person	Total Hrs.	Hourly Rate	Estimated Total Cost
_____	_____	_____	x _____	= _____	x _____	= \$ _____
_____	_____	_____	x _____	= _____	x _____	= \$ _____
Freeman Supervision (30%/\$45.00) = \$ _____						
Total Dismantle = \$ _____						

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

FREEMAN SUPERVISED LABOR

IN ORDER TO BETTER SERVE YOU - Please complete the following information if your display is to be set-up and/or dismantled by Freeman I&D and you will not be present to supervise the installation and/or dismantle.

INBOUND SHIPPING & SET-UP INFORMATION

Freight will be shipped to: Warehouse _____ Show Site _____ Date Shipped _____

Total No. of Pieces: Crates _____ Cartons _____ Fiber Cases _____

Setup Plan/Photo: Attached _____ To Be Sent With Exhibit _____ In Crate No. _____

Carpet: With Exhibit _____ Rented From Freeman _____ Color _____ Size _____

Electrical Placement: Drawing Attached _____ Drawing With Exhibit _____ Electrical Under Carpet _____

Comments: _____

Graphics: With Exhibit _____ Shipped Separately _____

Comments: _____

Special Tools/Hardware Required: _____

OUTBOUND SHIPPING INFORMATION

SHIP TO: _____

Select a Carrier:

☐ **Freeman Exhibit Transportation:**

No need to schedule your outbound shipment.
Charges will appear on your Freeman invoice.
Freeman will make arrangements for all
Freeman Exhibit Transportation shipments.

☐ **Other Carrier:**

Carrier Name: _____
Carrier Phone: _____
Arrangements for pick-up by other carriers is the responsibility of the
exhibitor.

Select Level of Service:

- | | |
|---|--|
| <input type="checkbox"/> 1 Day: Delivery next business day | <input type="checkbox"/> Standard Ground |
| <input type="checkbox"/> 2 Day: Delivery by 5:00 PM second business day | <input type="checkbox"/> Specialized: Pad wrapped, uncrated or truckload |
| <input type="checkbox"/> Deferred: Delivery within 3-5 business days | |

Freight Charges:

☐ Same as ship to

Bill To: _____

Select Shipment Options (if applicable)

- | | |
|--|---|
| <input type="checkbox"/> Have loading dock | <input type="checkbox"/> Lift gate required |
| <input type="checkbox"/> Inside delivery | <input type="checkbox"/> Air ride required |
| <input type="checkbox"/> Pad wrap required | <input type="checkbox"/> Residential |
| <input type="checkbox"/> Do not stack | |

In the event your selected carrier fails to show on final move-out day, Freeman reserves the right to re-route your freight onto another carrier.

PLEASE NOTE: Freeman is not responsible for product or literature that is not properly packed and labeled by the exhibitor.

NAME OF SHOW: Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022	
COMPANY NAME:	BOOTH #:
CONTACT NAME:	PHONE #:
E-MAIL ADDRESS:	

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LEGISLATIVE CHANGES AT McCORMICK PLACE, CHICAGO, IL STRAIGHT TIME WINDOW - EFFECTIVE 11/30/11

The Illinois General Assembly, the contractors, MPEA and the unions have all agreed to enact changes to expand the straight time window available to exhibitors. This window is as follows:

Straight Time, Overtime, Double Time Window			
Sunday	Monday - Friday	Saturday	Holidays
Double Time for all time worked	Straight time 6:00 am - 10:00 pm for any consecutive 8 hour period	Over Time 1st 8 hours worked	Double Time for all time worked
	After the first 8 hours worked, Overtime until midnight	Double Time after 8 consecutive hours worked	New Years Day Memorial Day Independence Day Labor Day Thanksgiving Day Christmas Day
	Double Time from midnight - 6:00 am	Double Time	

- Consistent with Safety and the skills and training necessary to perform the task, an exhibitor and exhibitor employees are permitted in a booth of any size in regards to set up and dismantle of machinery or equipment.
- An exhibitor and exhibitor employees are permitted in a booth of any size to skid, position and re-skid all exhibitor material, machinery, and equipment.
- An exhibitor and exhibitor employees are prohibited at any time from using scooters, forklifts, pallet jacks, condors, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment.
- It is understood that an "Exhibitor Employee" is defined as any person who has been employed by the exhibitor as a full-time employee for a minimum of six months before the show's opening date.

Your show manager has established parameters for the normal work day/straight time that is available to you the exhibitor. However, if you would like to utilize Straight Time on Monday through Friday, and Overtime on Saturday outside of your shows published hours, the following conditions must be met:

- You must receive permission from Show Management to work before or after established Exhibitor Installation and Dismantle times for the event.
- Labor orders must be placed in advance and confirmed 48 hours prior to your requested start date and time.
- *Labor orders may be subject to a 4-hour billable charge, and a prorated share of applicable foremen/steward costs. If this situation exists, Freeman will communicate this to you allowing you to decide whether you want to incur this additional cost.
- Cancellations must be received 24 hours in advance of the requested start date and time, or you will be subject to the charges as stated in *item #3 above. These charges would also be applicable to an exhibitor who fails to appear and begin work at the requested time.



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Fax: (469) 621-5603

Place your order online at
www.freeman.com/store

Submit order forms [here](#).

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For fast, easy ordering, go to www.freeman.com/store.

FORKLIFT & RIGGING LABOR

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day
- One half (1/2) hour minimum - labor thereafter is charged in half (1/2) hour increments
- Supervisor must check in at the Freeman Service Center to pickup labor
- When scheduling dismantle labor, be sure to allow sufficient time for empty containers to be returned to your booth
- **Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.**

Part #	Description	Price
FORKLIFT LABOR (Half Hour Minimum)		
3040520	Forklift w/2 Man Crew - up to 5,000 lbs - ST.....	\$491.75
3040521	Forklift w/2 Man Crew - up to 5,000 lbs - OT.....	\$665.25
3040522	Forklift w/2 Man Crew - up to 5,000 lbs - DT.....	\$840.25
30401520	Forklift w/2 Man Crew - up to 15,000 lbs - ST.....	\$537.25
30401521	Forklift w/2 Man Crew - up to 15,000 lbs - OT.....	\$711.75
30401522	Forklift w/2 Man Crew - up to 15,000 lbs - DT.....	\$885.75
3040420	Forklift w/2 Man Crew - 4-Stage (14' or higher) - ST.....	\$507.25
3040421	Forklift w/2 Man Crew - 4-Stage (14' or higher) - OT.....	\$681.75
3040422	Forklift w/2 Man Crew - 4-Stage (14' or higher) - DT.....	\$855.75
RIGGING LABOR (Half Hour Minimum)		
3020500	2 Man Rigging Crew - ST.....	\$348.50
3020501	2 Man Rigging Crew - OT.....	\$523.00
3020501	2 Man Rigging Crew - DT.....	\$697.00
EQUIPMENT		
3090600	Forklift Cage	\$85.00
3090700	Forklift Boom	\$113.25

PLEASE NOTE: There may be situations due to safety concerns or unusual circumstances where the contractor, at their discretion, may need to modify crew size.

INSTALLATION

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____ Total Installation \$ _____

DISMANTLE

Part #	Description	Start Date	Start Time	No. Equip/ People	Approx. Hrs. per Person	Total Hours	Hourly Rate	Estimated Total Cost

Describe work to be done: _____ Total Dismantle \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

(512629) FY23 CC

forklift & rigging labor

HANGING SIGN RULES & GUIDELINES

Hanging of signs, both electrical and non-electrical, is permitted in McCormick Place facilities with permission, under the following conditions and limitations. These conditions have been reviewed and provide absolute limits which cannot be exceeded under any conditions.

1. The top of the sign may not exceed the height limitation specific to your booth type and building. Please refer to the General Information Bulletin to determine your height limitation.
2. All hanging signs must be sent to the Freeman warehouse, 2500 West 35th Street, Chicago, IL 60632, and be received by July 27, 2022.
3. The weight of signs or materials is not to exceed 250 lbs. per hanging point. All signs will require a "structural integrity" form.
4. All signs, regardless of size, should be constructed of lightweight metals and plastics to allow greater flexibility and ease of installation.
5. The placement of all "hanging signs" shall be determined by Freeman prior to installation to insure minimum stress to the supporting framework.
6. No signs are to be hung from any electrical fixtures, raceways, any water, gas, air, fire protection piping, supports or hangers.
7. All electrical and neon signs must conform to electrical codes of the City of Chicago.
8. Freeman is responsible for all hanging signs. Freeman will pre-assemble all signs. No display house will be allowed to assemble or disassemble any hanging sign.
9. Set-up instructions must be included with the Order Form and with sign crates.
10. Because of the structure of the ceiling, and the location of exhibits, in relation to support beams, your sign may have to be moved from your original specifications.
11. Exhibitor personnel or your display house may supervise on your behalf. Exhibitors who do NOT provide supervision (either company personnel or display house) agree to accept the charges for time, materials and equipment as determined by Freeman and/or the Electrical Contractor.
12. YOU ARE REQUIRED TO MAKE ALL ARRANGEMENTS PRIOR TO MOVE-OUT FOR THE OUTBOUND DISMANTLING, PACKING AND SHIPPING OF YOUR HANGING SIGN. FREEMAN CANNOT BE HELD LIABLE FOR DAMAGES OR MISPLACEMENT OF SIGN(S) SHOULD OUTBOUND DISMANTLING ARRANGEMENTS NOT BE MADE. ALL PERTINENT INFORMATION AND ARRANGEMENTS MUST BE GIVEN TO THE FREEMAN SERVICE CENTER IN EACH FACILITY.

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

For fast, easy ordering, go to www.freeman.com/store.

HANGING SIGN LABOR

INSTRUCTIONS

- All ceiling rigging must conform to Show Management rules and regulations and facility limitations.
- All overhead hanging must be assembled, installed, and removed by Freeman.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Overhead hanging signs are to be sent in separate containers directly to advance warehouse using the enclosed [Hanging Sign Labels](#). This container MUST arrive by the warehouse shipping deadline. If these procedures are not followed, Freeman cannot guarantee the hanging of your sign.
- Electrical signs must be in working order and in accordance with the National Electrical Code and Local Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE Order Form.
- If any hang point supports over 250 lbs., notify Freeman immediately for special authorization.
- To Insure Freeman Installs, Hangs & Dismantle's your sign to your specification please fill out the next 2 pages and submit to Freeman.
- In order to accommodate your PREFERRED Installation & Dismantle requests please send us back the information on the next 2 pages as soon as possible.
- Scheduling is done on a first come, first served basis.
- If you have any questions or require further assistance, you may reach us at the email address below:
UnifiedRigging@Freeman.com.

LABOR RATES TO HANG SIGNS

Straight Time

8:00 A.M. to 4:30 P.M., Monday through Friday

Overtime

4:30 P.M. to Midnight, Monday through Friday

8:00 A.M. to 4:30 P.M. Saturday

Double Time

Midnight to 6:00 A.M. Monday through Friday

4:30 P.M. to Midnight Saturday

ALL DAY SUNDAY AND HOLIDAYS

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation

Crew Size

MINIMUM of two (2) people under normal circumstances.

However, at Freeman's discretion, based on the scope of work and safety, 3 or more men may be required.

Materials

Cable, clamps, etc. are additional and charged accordingly

Equipment With Crew

- Standard prices will apply to all orders placed after the deadline date.
- Rates are per lift and crew per hour
- Half hour minimum per lift/crew - lift/crew thereafter is charged in half (1/2) hour increments
- Straight time cannot be guaranteed

	Straight Time	Overtime	Double Time
--	---------------	----------	-------------

Boom Lift with 2 Man Crew (up to 500 lbs lift capacity)

Advance Price \$ 717.75 \$ 896.75 \$1075.75

Standard Price \$1005.00 \$1255.50 \$1506.25

Additional Crew Assembly Labor (Per person / Per hour)

Advance Price \$177.00 \$265.50 \$354.00

Standard Price \$248.00 \$371.75 \$495.75

Electrical Assembly Assembly Labor (Per person/Per hour)

Advance Price \$117.50 \$171.00 \$223.75

Standard Price \$164.50 \$239.50 \$313.25

Rotating Motors Labor is not included in prices below. See Electrical Labor order form for rates.

Small Rotator (Power and materials included) \$582.35 \$873.55

Large Rotator (Power and materials included) \$1121.80 \$1682.70

STRUCTURAL INTEGRITY STATEMENT MUST ACCOMPANY ORDER

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.



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NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**
COMPANY NAME: _____ BOOTH #: _____
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HANGING SIGN LABOR

SUPERVISION

Supervision for assembly/dismantle of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor. Please indicate method of supervision you require for assembly/dismantle below.

- ☐ **SUPERVISION BY FREEMAN** Please complete the information on the following page
• Installation of your Hanging Sign will be completed at our discretion prior to show opening.

- ☐ **SUPERVISION BY EXHIBITOR PERSONNEL or DISPLAY HOUSE**

Supervisor will be: _____ Phone Number: _____
Date: _____ Time: _____

Installation Condor/Crew Estimate

Preferred Installation Date(s): _____

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

Dismantle Condor/Crew Estimate

Preferred Dismantle Date(s): _____

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

Installation Assembly Estimate

Preferred Installation Date(s): _____

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

Dismantle Assembly Estimate

Preferred Dismantle Date(s): _____

Approx Hours	Hourly Rate	Total Estimated Cost
_____	@ _____	= _____

SIGN DESCRIPTION, SIZE & WEIGHT

For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined. Please complete the diagram on the following page.

Type: Cloth Banner _____ Metal or Wood _____ Other _____
Shape: _____ Weight of Sign: _____
Size: Height _____ Length _____ Width _____
Does Your Sign Require Electricity _____ Assembly Crew Size: _____
Is Your Sign Designed to Rotate? _____
Are You Shipping to the Adv. Warehouse? _____
Does your sign require a Chain Fall? (A Chain Fall is a manual Hoist) _____
Number of feet from floor to top of sign: _____
Location of sign within booth: _____
Tie off structure/wall? _____

FREEMAN HARD HAT POLICY

OSHA (Occupational Safety Health Administration) has clearly stated that head protection must be worn where hazard of objects falling from above exists. Where there is a risk of injury from overhead work, head protection must be worn. This is applicable to employees, contractors (including EAC's) exhibitors and visitors when working at or visiting locations while engaged in overhead operations where the hazard of falling objects exists. Appropriate signage will be displayed on the show floor indicating hard hat areas and if circumstances warrant, the area may be cordoned off with safety measures easily recognizable.

HANGING SIGN PLACEMENT DIAGRAM

The grid below may be printed to layout the placement of your Hanging Sign. Please complete as clearly as possible, indicating the following:

1. Booth orientation: Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.
2. Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed.
3. The ceiling structure and relation to the support beams may require your sign to be moved from your specified location.
4. Number of feet from the floor to top of sign: _____

Chicago Comic & Entertainment Expo C2E2 2022: _____ Dates: _____

Company Name: _____ Booth #: _____

_____ Feet in from the back Aisle # _____

_____ Feet in from the left Aisle # _____

_____ Feet in from the right Aisle # _____

_____ Feet in from the front Aisle # _____

A measurement scale can be applied as necessary to reflect the size of your booth.

10 x 10 use 1 square = ¼ foot

20 x 20 use 1 square = 1/2 foot

40 x 40 use 1 square = 1 foot



(888) 508-5054
Fax: (469) 621-5603

**PLEASE INCLUDE THIS FORM WITH
YOUR HANGING SIGN ORDER FORM**

Submit order forms [here](#).

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**
COMPANY NAME: _____ BOOTH #: _____
CONTACT NAME: _____ PHONE #: _____
E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

STRUCTURAL INTEGRITY STATEMENT

STRUCTURAL INTEGRITY STATEMENT THIS FORM MUST BE RETURNED FOR ALL SUSPENDED STRUCTURES

_____, the contracted exhibitor at the **Chicago Comic & Entertainment Expo C2E2 2022** and (if applicable), the display house or builder for the aforementioned exhibitor, do hereby certify and guarantee that the stress points for the hanging structure have been properly engineered and tested. We further certify that the structure can be hung safely and has been constructed to meet all applicable regulations and safety measures.

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

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Authorized Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Authorized Name: _____ Date: _____

E-Mail: _____

structural integrity statement

HANGING TRUSS & LIGHTING EQUIPMENT**IMPORTANT INFORMATION - PLEASE READ PRIOR TO ORDERING****OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees must operate all chain motors, including the final trim.
- Freeman personnel/employees only will be allowed in aerial lifts.
- Freeman personnel/employees only will be allowed to operate mechanized equipment.
- Freeman personnel/employees must assemble and disassemble any and all overhead rigging. This includes, but is not limited to:
 - * The assembly of all truss
 - * The attachment and disassembly of light fixtures to truss
 - * The installation and dismantle of power sources, programmable dimmable lighting packages, chain motors and span sets.
- The Electrical Contractor will run all initial power sources and Freeman personnel will make all connections to the dimmable power sources.
- Freeman Electricians install/dismantle all programmable dimmable lighting fixtures, video walls, audio, and projection.
- Electrical contractor will install chain hoist and attach sign to the hoist for signs over 250 lbs
- Power for chain hoist must be included with your order for electrical services.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- Complete the Electrical Order Form for chain hoist power
- Complete the Electrical Labor Order Form for chain hoist power
- Include Rigging Plot in a DWG format with the order forms - plot must reflect the following:
 1. Hang point locations
 2. Height above the floor of each hang point
 3. Elevation with dimensions from floor to all hanging properties and truss
 4. Exhibit plan showing the location of the hang points and the structure as it pertains to the exhibit plan and surrounding booths on the show floor
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- Send the above information to Freeman at the address on the order forms

GROUND SUPPORTED TRUSS AND LIGHTING EQUIPMENT**OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES**

- Freeman Electricians will provide installation and dismantle labor of self-climbing and/or mechanized truss systems.
- Freeman Electricians must install and dismantle any programmable dimmable lighting fixtures that are attached to any ground-supported truss.
- Freeman Electricians must assemble and disassemble as well as install and dismantle all electrical hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Truss & Chain Hoist Order Form
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- Send the above information to Freeman at the address on the order forms

ELECTRICAL HANGING SIGNS**OFFICIAL ELECTRICAL CONTRACTOR RESPONSIBILITIES**

- Electrical contractor will assemble and disassemble all electrical hanging signs.
- Electrical contractor will install and dismantle all electrical hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Hanging Sign Order Form
- Complete the Electrical Labor Order Form
- Complete the Electrical Services Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- Send the above information to electrical contractor at the address on the order forms
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided

ELECTRICAL HANGING SIGNS (OVER 250 POUNDS - CHAIN HOIST IS REQUIRED)**OFFICIAL CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- Send the above information to electrical contractor at the address on the order forms
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided

NON-ELECTRICAL HANGING SIGNS**OFFICIAL CONTRACTOR RESPONSIBILITIES**

- Freeman personnel/employees must assemble and disassemble, install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- Send the above information to Freeman at the address on the order forms
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided

NON-ELECTRICAL HANGING SIGNS (OVER 250 POUNDS - CHAIN HOIST IS REQUIRED)

**A CHAIN FALL IS A NON-ELECTRICAL HOIST. THEY COME IN 1/2 TON AND 1 TON OPTIONS.
NO ORDER FORM IS REQUIRED FOR A CHAIN FALL**

OFFICIAL CONTRACTOR RESPONSIBILITIES

- Freeman personnel/employees must assemble and disassemble all hanging signs.
- Freeman personnel/employees must install and dismantle all hanging signs.

PLACING YOUR ORDER (please include these items when placing your order)

- Complete the Method of Payment
- Complete the Hanging Sign Order Form
- Include Assembly Instructions
- **Complete the Structural Integrity Statement**
- **Complete the Grid on the Hanging Sign order form**
- **No order form is required for a Chain Fall**
- Send the above information to Freeman at the address on the order forms
- Ship sign to Freeman warehouse using the "Hanging Sign" shipping labels provided

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: BOOTH #:

CONTACT NAME: PHONE #:

E-MAIL ADDRESS:

HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR

- All rigging must comply with MPEA and Show Management rules and regulations and facility limitations.
- All overhead rigging and flown objects must be assembled and disassembled by FREEMAN. Exhibitor's display company and/or I & D representatives may supervise only and will not be allowed to assemble/disassemble or install and remove rigging or flown objects. No one other than Freeman employees will be permitted in lifts.
- FREEMAN requires an engineered print of all truss, lighting, and rigging including point loads per our facility agreement. Failure to provide a DWG file of the rigging plot with point loads and all hanging material weights by the discount deadline date will incur an additional Design Fee and may prohibit your rig from being hung during the requested time window.
- All electrical components provided by outside vendors are considered freight and may be subject to material handling charges.
- All hoists brought in by an outside vendor must adhere to ANSI E1.6-2 - 2018 or they will not be hung by Freeman. Yearly maintenance records with dates and serial numbers must be provided prior to arriving at show site.
- All Truss brought in by an outside vendor must adhere to ANSI E1.2 - 2012 or will not be hung by Freeman.
- Time will commence per exhibitors request. Failure to start at the requested time will result in a 4 hour minimum charge per labor person requested, unless 24-hour advance notice is provided in writing.
- Freeman labor installs/dismantles all programmable dimmable lighting fixtures, video walls, audio, and projection equipment.
- For Pre Rigging: Please contact FREEMAN for availability.
- A Freeman Rigging Supervisor will be added for every order with eight (8) motors or more.
- Motor power is required for every eight (8) motors ordered.

Straight Time: 8:00 A.M. to 4:30 P.M. Monday through Friday

Overtime: 4:30 P.M. to Midnight Monday through Friday; First (8) hours at work on Saturday up to 4:30 P.M.

Double Time: After (8) hours at work on Saturday, or after 4:30 P.M. on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays and Midnight to 6:00 a.m. Monday through Friday

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Description	Advance Price	Standard Price
ELECTRICAL RIGGING LABOR (Rates are per lift and crew, per hour)		
Condor crew consists of 1 Operator and 1 Ground Man		
Condor and Crew - ST.....	\$645.00	\$903.00
Condor and Crew - OT.....	754.75	1,056.75
Condor and Crew - DT.....	862.75	1,208.00
Scissor Lift consists of 1 Operator ONLY		
Scissor Lift and Operator - ST.....	\$427.25	\$598.25
Scissor Lift and Operator - OT.....	480.75	673.25
Scissor Lift and Operator - DT.....	533.50	747.00
Electrical Rigger - ST.....	\$117.50	\$164.50
Electrical Rigger - OT.....	171.00	239.50
Electrical Rigger - DT.....	223.75	313.25

OVERHEAD RIGGING EQUIPMENT

One Ton Hoist (30amp/3phase/208v not included - complete Electrical Order Form).....	\$753.00	\$1055.00
Half Ton Hoist (30amp/3phase/208v not included - complete Electrical Order Form).....	716.00	1002.50
20.5" Box Truss (per foot) - Silver.....	37.00	52.00
12" Silver Box Truss (per foot).....	31.50	44.00
12" Black Box Truss.....	39.50	59.25
12" Corner Blocks or Hinge Plate.....	\$154.50	\$216.50
20.5" Silver Corner Block or Hinge Plate.....	216.50	303.00
20.5" Black Corner Block or Hinge Plate.....	226.75	317.50
Design Fee.....	\$330.25	
(2nd design fee over 20 motors & additional fees may apply if design changes post discount deadline)		

Please attach a detailed production schedule that includes a daily list of labor and equipment needed for the duration of the show.

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

INSTALLATION LABOR

☐ **SUPERVISION BY FREEMAN ELECTRIC RIGGING LABOR**

Please complete the information below

- The charge for this service is the total installation labor bill, with **\$176.75 per hour charge**.

Emergency Contact: _____ Phone Number: _____

REMINDER: Please fill out the Hanging Sign Labor Form if Truss/Motors have a hanging sign attached.

☐ **SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate Estimated Cost	Total
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
				Freeman Supervision (\$155.75)	=	\$ _____
				Total Installation	=	\$ _____

DISMANTLE LABOR

☐ **SUPERVISION BY FREEMAN ELECTRIC RIGGING LABOR**

Please complete the information below

- The charge for this service is the total dismantle labor bill, with **\$176.75 per hour charge**.

Emergency Contact: _____ Phone Number: _____

☐ **SUPERVISION BY EXHIBITOR PERSONNEL**

Supervisor will be: _____ Phone Number: _____

Date	Time	No. of People	Approx. Hours	Total Hours	Hourly Rate Estimated Cost	Total
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
_____	_____	_____	x _____	= _____	@ \$ _____	= \$ _____
				Freeman Supervision (\$155.75)	=	\$ _____
				Total Dismantle	=	\$ _____

PLEASE NOTE:

IF EXHIBITOR APPOINTED CONTRACTOR (EAC) DOES NOT SHOW UP AT THE DESIGNATED TIME, THE CLIENT COULD BE RESPONSIBLE FOR THE ORDERED ELECTRICAL LABOR.

FREEMAN HARD HAT POLICY

OSHA (Occupational Safety Health Administration) has clearly stated that head protection must be worn where hazard of objects falling from above exists. Where there is a risk of injury from overhead work, head protection must be worn. This is applicable to employees, contractors (including EAC's) exhibitors and visitors when working at or visiting locations while engaged in overhead operations where the hazard of falling objects exists. Appropriate signage will be displayed on the show floor indicating hard hat areas and if circumstances warrant, the area may be cordoned off with safety measures easily recognizable.

hanging truss & chain hoist

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

HANGING TRUSS & THEATRICAL LIGHTING EQUIPMENT AND LABOR

If you have a sign hanging from the TRUSS/MOTORS please fill out the information below.

SUPERVISION

Supervision for assembly/dismantle of overhead hanging sign can be provided by Freeman, or by your company representative, display house, independent or lighting contractor. Please indicate method of supervision you require for assembly/dismantle below.

- ☐ **SUPERVISION BY FREEMAN** Please complete the information on the following page
- Installation of your Hanging Sign will be completed at Freeman's discretion prior to show opening.

- ☐ **SUPERVISION BY EXHIBITOR PERSONNEL or DISPLAY HOUSE**

Supervisor will be: _____ Phone Number: _____

Date: _____ Time: _____

Installation Assembly Estimate

Preferred Installation Date(s): _____

Approx Hours Hourly Rate Total Estimated Cost

_____ @ _____ = _____

Dismantle Assembly Estimate

Preferred Dismantle Date(s): _____

Approx Hours Hourly Rate Total Estimated Cost

_____ @ _____ = _____

SIGN DESCRIPTION, SIZE & WEIGHT

For signs other than banners, include blueprint or drawing with detailed information so hanging anchor points may be determined. All hardware must be drop forged, made in the USA and stamped and rated for the purpose intended. Hardware may be replaced, at an additional cost, if deemed unsafe.

Type: Cloth Banner _____ Metal or Wood _____ Other _____

Shape: _____ Weight of Sign: _____

Size: Height _____ Length _____ Width _____

Are You Shipping to the Adv. Warehouse? _____

Number of feet from floor to top of sign: _____

Location of sign on TRUSS/MOTORS in booth: _____

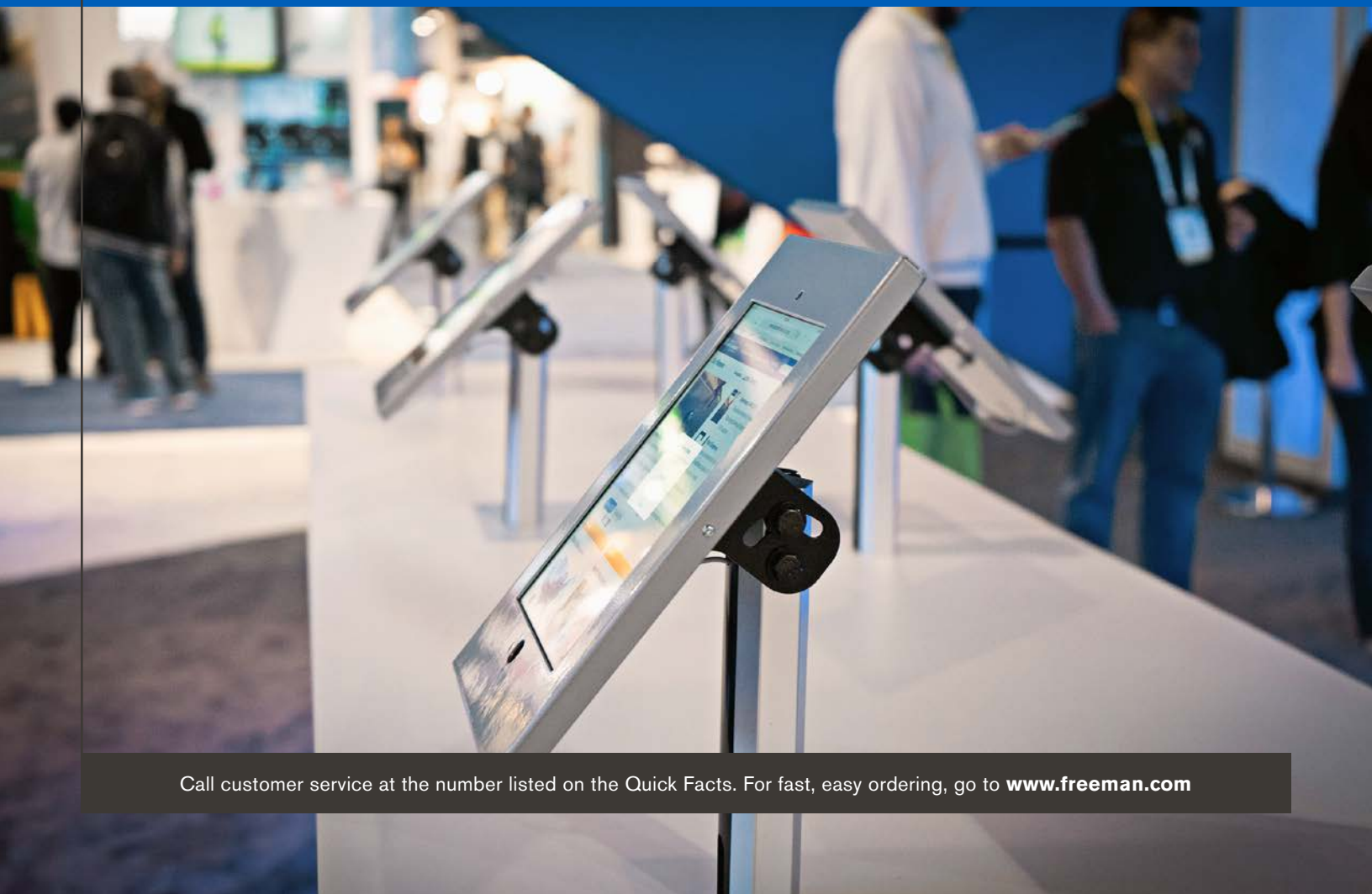
hanging truss & chain hoist

EVENT TECHNOLOGIES THAT ENHANCE EXPERIENCES

.....

When it comes to promoting your exhibit, let our technology do the talking. Freeman offers the most extensive inventory of audio visual products available, ensuring a custom experience that excites the senses and breathes life into your booth, giving it the appeal to draw in customers.

- Our audio visual experts can assist with a wide range of technology solutions for custom rental exhibit programs that fit any size or budget
- Full service resources include digital services, flat screen technology, intelligent LED light displays, seamless plasma and LED panel solutions and immersive audio experiences
- Schedule deliveries with advance confirmation to meet your timeline specifications
- Preshow consultation, installation, operation, and comprehensive invoice services provide a streamlined solution for all your rental needs



Call customer service at the number listed on the Quick Facts. For fast, easy ordering, go to www.freeman.com

Freeman Event Technology offers the widest array of audio visual products in our expansive network throughout North America. Our exhibit specialists can assist with a full range of audio visual equipment for portable, modular and custom rental exhibit programs to fit any size or budget. Full service resources include digital services, lighting, flat screen technology, computer equipment and LED displays.

Freeman Event Technology establishes the right combination of equipment and services that will command attention while communicating your company's message. Whatever your needs, our dedicated service and technical on-site support teams will be available to ensure your exhibit program's success. With more than 3,500 full-time audio visual experts and \$100 million in inventory, you can always count on Freeman Event Technology to recommend the perfect combination of audio visual solutions to enhance your company's brand.

- PRESHOW CONSULTATION REGARDING EQUIPMENT SPECIFICATIONS AND BUDGETING
- ONE SEAMLESS SOURCE FOR ALL YOUR TECHNOLOGY SOLUTIONS, INCLUDING A COMPLETE RANGE OF AUDIO VISUAL AND COMPUTER EQUIPMENT AND INSTALLATION SERVICES
- INTELLIGENT LIGHTING DESIGN, INSTALLATION AND OPERATION
- SCHEDULED DELIVERIES WITH ADVANCE CONFIRMATION TO MEET YOUR TIMELINES
- AUDIO VISUAL EXPERTS THAT OFFER PERSONALIZED, DEDICATED SERVICE



NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

Take advantage of the Online Price by ordering at www.freeman.com/store by JULY 13, 2022.

AUDIO VISUAL

- Orders received after the deadline date or without payment will be charged the Standard Price.
- Electrical labor and internet services are NOT included in equipment pricing.
- Pricing is for the length of the event and includes product delivery.
- Please call for meeting room support or items that are not listed.

FLAT SCREEN PACKAGES

Qty	Description	Discount Price	Standard Price	Total
• All screens are 1080p with dual post stand				
_____	32" Flat Screen.....	\$740.00	\$962.00	\$ _____
_____	42" Flat Screen.....	\$900.00	\$1,170.00	\$ _____
_____	55" Flat Screen.....	\$1,510.00	\$1,963.00	\$ _____
_____	70" Flat Screen.....	\$2,145.00	\$2,788.50	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$3,810.00	\$4,953.00	\$ _____
• All screens are 1080p with dual post stand and external USB media player.				
_____	32" Flat Screen.....	\$870.00	\$1,131.00	\$ _____
_____	42" Flat Screen.....	\$1,025.00	\$1,332.50	\$ _____
_____	55" Flat Screen.....	\$1,635.00	\$2,125.50	\$ _____
_____	70" Flat Screen.....	\$2,270.00	\$2,951.00	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$3,935.00	\$5,115.50	\$ _____
• All screens are 1080p with dual post stand and laptop.				
_____	32" Flat Screen.....	\$1,085.00	\$1,410.50	\$ _____
_____	42" Flat Screen.....	\$1,245.00	\$1,618.50	\$ _____
_____	55" Flat Screen.....	\$1,850.00	\$2,405.00	\$ _____
_____	70" Flat Screen.....	\$2,485.00	\$3,230.50	\$ _____
_____	90" Flat Screen (includes hydraulic stand).....	\$4,155.00	\$5,401.50	\$ _____

TOUCHSCREEN PACKAGES

Qty	Description	Discount Price	Standard Price	Total
• All packages include dual post stand and laptop.				
_____	32" Touchscreen.....	\$1,430.00	\$1,859.00	\$ _____
_____	46" Touchscreen.....	\$1,850.00	\$2,405.00	\$ _____
_____	55" Touchscreen.....	\$2,275.00	\$2,957.50	\$ _____
• All packages include dual post stand.				
_____	32" Touchscreen.....	\$1,085.00	\$1,410.50	\$ _____
_____	46" Touchscreen.....	\$1,510.00	\$1,963.00	\$ _____
_____	55" Touchscreen.....	\$1,930.00	\$2,509.00	\$ _____

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

FLAT SCREEN DISPLAYS

Qty	Description	Discount Price	Standard Price	Total
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- Please call for pricing on Flat Screens 98" and larger, 4K UHD, & LED Video Wall options.

_____	24" Monitor - 1080p, (no sound).....	\$305.00	\$396.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	32" Flat Screen - 1080p, with Internal Speakers.....	\$505.00	\$656.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	42" Flat Screen - 1080p, with Internal Speakers.....	\$660.00	\$858.00	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	55" Flat Screen - 1080p, with Internal Speakers.....	\$1,270.00	\$1,651.00	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	70" Flat Screen - 1080p, with Internal Speakers.....	\$1,905.00	\$2,476.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			

TOUCHSCREEN DISPLAYS

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

- Touchscreens will require a PC/laptop to operate. Not compatible with Mac. Please call for larger sizes.

_____	32" Touchscreen with Internal Speakers.....	\$845.00	\$1,098.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	46" Touchscreen with Internal Speakers.....	\$1,270.00	\$1,651.00	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			
_____	55" Touchscreen with Internal Speakers.....	\$1,695.00	\$2,203.50	\$ _____
	<input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mounted			

VIDEO PLAYERS

Qty	Description	Discount Price	Standard Price	Total
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_____	USB Media Player.....	\$125.00	\$162.50	\$ _____
_____	Blu-ray Player.....	\$160.00	\$208.00	\$ _____
	HDCP Compliant, compatible with Blu-ray and DVD			

COMPUTERS & ACCESSORIES

Qty	Description	Discount Price	Standard Price	Total
-----	-------------	----------------	----------------	-------

_____	Desktop Computer with 24" Monitor.....	\$290.00	\$377.00	\$ _____
	includes wired keyboard and mouse			
_____	Laptop Computer	\$345.00	\$448.50	\$ _____
_____	Wireless Keyboard with Mouse.....	\$105.00	\$136.50	\$ _____
_____	Apple 21.5" iMac (includes wired keyboard and mouse)	\$315.00	\$409.50	\$ _____
_____	Apple 15" MacBook Pro	\$475.00	\$617.50	\$ _____
_____	iPad Stands - White	\$160.00	\$208.00	\$ _____
	<input type="checkbox"/> Table Stand <input type="checkbox"/> Floor Stand			

audio visual

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME:

BOOTH #:

CONTACT NAME:

PHONE #:

E-MAIL ADDRESS:

AUDIO EQUIPMENT

Qty	Description	Discount Price	Standard Price	Total
_____	Sound Bar - 2.1 Full Range, with Built-in Subwoofer	\$80.00	\$104.00	\$ _____
	Compatible with 42" monitors and above			
_____	Small High Performance PA System	\$630.00	\$819.00	\$ _____
	Includes wireless microphone, 2 speakers, 1 Mixer/Amp, computer interface box			
	<input type="checkbox"/> Handheld <input type="checkbox"/> Headset (for best sound quality, choose Headset)			

EXHIBIT LIGHTING PACKAGES

Qty	Description	Discount Price	Standard Price	Total
• Exhibit lighting packages are ground supported install only. For additional mounting, lighting styles and custom color options, call for a quote.				
_____	Six (6) 12" LED Lighting Fixtures	\$795.00	\$1033.50	\$ _____
	<input type="checkbox"/> Amber <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Red			
_____	Twelve (12) 12" LED Lighting Fixtures	\$1,585.00	\$2,060.50	\$ _____
	<input type="checkbox"/> Amber <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Red			

DELIVERY INFORMATION

Thank you for using Freeman to meet your Audio Visual equipment needs. You can be confident that our Audio Visual Experts will be on-site to deliver, install, and provide any necessary technical support. Your booth must have all supporting elements installed before we can deliver your equipment. All Audio Visual equipment will be installed no later than the last day of move in.

If you find any expected equipment missing from your booth, please visit the Exhibitor Service Center.

On-Site Contact Person: _____ Cell Phone: _____

If You Have a Special Delivery Request, Please Note it Here: _____

PAYMENT INFORMATION

A Freeman representative will provide a secured payment link after receiving your order. A credit card is required to secure all orders, even when paying by ACH, check or wire transfer. Cash payments will no longer be accepted while on show-site. Full payment including applicable tax must be made in advance, in US funds. Equipment may not be provided and installed if payment has not been received prior to show move-in.

PURCHASE TERMS

Freeman's Terms & Conditions apply to all orders submitted to Freeman for any goods or services, and may be amended without notice. To review the current Terms & Conditions, [click here](#).

ELECTRICAL SERVICE

Please log on to Freeman Online to place your electrical order, www.freeman.com/store

READY FOR DELIVERY ONSITE

For delivery of your audio visual equipment, please notify the Freeman Service Center as well as our electrical department. We will work with our electrical department to deliver and set your equipment order.

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

audio visual

IMPORTANT ELECTRICAL EXHIBITING INFORMATION

Exhibitors requiring electrical services should thoroughly read and understand the rules and regulations posted in the Exhibitor Service Kit.

All questions or concerns can be directed to Exhibitor Support for clarification at (888) 508-5054, faxed to (469) 621-5603 or emailed to ExhibitorSupport@Freeman.com.

All exhibitor provided equipment for connection to Freeman electrical or for distribution of power within the exhibit may require an inspection to ensure compliance with all Federal, State and Local Codes as listed on the Electrical Order Form.

Exhibitor provided equipment for electrical distribution or equipment connection shall require Freeman to make the final connection from Freeman's power distribution equipment to the exhibit. This is required only to ensure proper voltage and connection prior to energizing any exhibits.

As an exhibitor, should you choose to provide equipment with electrical connectors to plug directly into Freeman electrical equipment, the following list provided will ensure the proper connection:

500 Watts to 2000 Watts - Standard U-Ground 15 or 20 Amp Cord Cap / 515 or 520

20 Amp 120/208 5 Wire - Hubbel Male - HBL 2511 / L2120P

30 Amp 120/208 5 Wire – Hubbel Male – HBL 2811/L2130P

30 Amp Y277 / 480 5 Wire - Hubbel Male - HBL 2821 / L2230P

60 Amp 208v & 480v Daniel Woodhead 5 Wire - Male Y560P

100 Amp 208v & 480v Mini-Cam - Male Leviton 15SDM - Female 15SDF

(Hots – Male Neutral & Ground – Female)

200 / 400 Amp 208v & 480v Large-Cam - Male Hubbel HBL 400PT EKE - Female

Hubbel HBL 400CT (Hots – Male Neutral & Ground – Female)

All of the above listed items may be found at your local electrical wholesale houses. Should you require additional information, please contact Freeman's electrical department.

Hopefully, you find this information useful in planning your event. If we can provide further assistance, please don't hesitate to contact Freeman's electrical department.

WE APPRECIATE YOUR BUSINESS!

ELECTRICAL SERVICES

From under carpet wiring to overhead lighting, Freeman has the power to simplify your electrical needs and installation. We've answered your most common questions below to help you place your order or prepare for a detailed discussion. Whether you require basic household/office power or a more technical installation for equipment, audio-visual presentations or truss lights, our electrical specialists and qualified electricians are always available to assist you.

How do I know how much power I need?

First, review a layout of your exhibit, noting all of the items in it that require power. Consider lighting, computer equipment, and your own product. Are you bringing or renting any a/v equipment or ordering catering services that might need power? Will you be using a lead retrieval machine? If it's an item that plugs into a standard wall outlet found in a home or office (in North America), it will require 110/120 volt power. 208 or 480 volt power is generally used for machinery or industrial cooking devices and is ordered by single or 3 phase.

Next, mark the voltage and wattage or amperage (referred to as "load") (100 watts = 1 amp) of each piece of equipment at it's location in the booth. This information should be provided on a name plate or stamp usually located on the back or bottom of the equipment. If not indicated, check our accompanying electrical usage guide for estimated wattages for common items used at trade shows or call your rental company/caterer for specifics. For lighting, loads are dictated by the wattage of the bulbs. Arm lights included with Freeman exhibit packages use 200 watt bulbs. Keep in mind that you need to order power for any lighting within your booth unless the lights are ordered directly from the Electrical Department (those listed on the Freeman electrical order form).

Finally, total the wattage for the 120 volt devices in each area and select an outlet that meets or exceeds that total. Separate outlets should be ordered for each piece of equipment and/or each power location to help minimize tripping/power outages. It is always safer to slightly overestimate your power requirements. Wattage or amperages cannot be combined for 208 or 480 volt apparatus. Please order separate outlets for each.

Do I need to order labor?

As the official service contractor, electrical installations must be performed by Freeman union labor. Labor is required for any electrical work over and above the delivery of outlets to the back wall of inline booths. Labor orders will automatically be input upon receipt of an electrical layout for under carpet installation (floor work) or to connect any 208 volt or higher services (hook up). Dismantle labor for electrical services is calculated at 50% of the installation time since much of the work is performed on a mass basis after booths are removed from the exhibit hall. Please see the electrical labor order form for further details, rules and regulations.

What is an electrical layout and why do I need one?

Like your own home, electrical boxes and wiring should not be visible once the exhibit is completed. At show site, they are the first things to be installed so that they can be hidden by drape, walls or counters and under flooring or carpet. Electricians, therefore, work on a blank slate. A good electrical layout or floor plan provides them with a simple overhead view of your booth indicating the locations and load of each electrical outlet and the orientation of your booth within the show itself. The layout should be to scale and provide specific measurements to each outlet along with surrounding aisle or booth numbers to ensure accuracy. For island booths, a main power location must also be indicated as it is the location from which other outlets are fed. Please see the sample layouts and electrical grid for further information.

When a layout and credit card are provided in advance, Freeman makes every effort to ensure that the floor work is completed before you arrive so that there is no delay in assembling your booth. Once carpet is laid, installing or changing electrical services becomes much more difficult and potentially costly.

Please note that layouts, complete with mandatory information, are required prior to the deadline date for electrical orders to be eligible for advance rates. Layouts are not required if all outlets are located at the back wall in inline booths.

Is the price for power per day?

Outlet or connection prices are typically for an entire show.

What is 24 hour power?

Many facilities these days are energy conscious and therefore turn off power overnight during show days. Power is turned off 1/2 hour after the show closes at the earliest and restored no later than 1/2 hour before the show opens the following day. 24 hour power is, as it sounds, power that is continuously on 24 hours per day.

If your booth includes, for example, refrigeration equipment, an aquarium or programmable apparatus that depends on uninterrupted power, you should consider ordering 24 hour service. Power is usually not turned off during move-in or move-out.

Where does the power come from?

Depending on the facility, the power can come from overhead catwalks, floor ports, columns, wall outlets or a combination of these sources. Check with the local Freeman branch office for more information.

Where will my power be located?

In-line and peninsula booths will find their main power source on the floor somewhere along the rear drape line of their booth. Island booths need to submit an electrical layout. Please see the sample layouts and electrical grid for further information.

What if I need power at another location besides the rear of my booth? What if I have multiple power locations?

Exhibitors requiring power at any location other than a back wall must submit an electrical layout. Please see the sample layouts and electrical grid for further information.

How many places will I have to plug in? How many things can I plug in?

For planning purposes, you should always assume that there is only one connection point per outlet ordered. Power strips can provide additional sockets but do not confuse having more places to plug in with additional power. For example – An order is placed for a 500 watt outlet. A track light with 4 – 100 watt bulbs is plugged in to a power strip connected to the outlet, using 400 of the 500 watts. Any lighting or equipment now plugged in to a second socket may not exceed 100 watts.

Also keep in mind that power strips are designed, for safety purposes, to trip at 1500 watts or 15 amps. Using a power strip with a 2000 watt (20 amp) outlet will reduce it to a 1500 watt outlet.

All orders exceeding 120 volt/20 amps provide one connection point only, cannot accommodate power strips and require labor for installation.

F R E E M A N

Can I bring my own extension cords and power strips? (Also known as plug strips, multi strips, etc.)

Exhibitors may use their own extension cords and power strips under the following conditions:

- The equipment must be 3 wire, 14 gauge minimum with a ground.
- The extension cords must be flat if they are to be laid under carpet. (Labor is required to lay the cords.)
- All power strips must have circuit protection.

Can I run my extension cords under the carpet myself?

For safety reasons, exhibitors are not allowed to run any electrical wiring under any type of floor covering or where they may be concealed in the booth structure. The show's electrical contractor is liable for electrical installations and therefore must perform all floor or booth work.

Will my floor work be completed before I arrive?

Every attempt is made to have floor work completed prior to carpet installation if you have submitted the following:

- A completed electrical order form.
- A valid and authorized credit card to be kept on file for the company.
- An electrical layout indicating the main power location, dimensions to each power location, the power required at each location, and surrounding aisle or booth numbers to determine orientation of the booth.

Labor and material charges apply.

When will my power be turned on?

Power is only guaranteed to be installed before the show opens. If Freeman is allowed early access to the facility, power is normally ready the first day of move-in for exhibitors but any special requests such as temporary chain motor power, programming machinery or testing equipment should be noted on your order.

Do I need lighting?

Lighting can dramatically change the impact of an exhibit, no matter the size. Used effectively, lighting can emphasize specific areas of a booth or highlight products. Also, an exhibit will appear dark and uninviting if the surrounding booths are lit and yours is not.

Can I hang my own lights?

10 x 10 booths with pop-up displays (a display that can be assembled in less than 30 minutes without tools) can hang their own lights and plug them in without ordering labor. Typically, exhibitors themselves can hang up to 4 lights as long as they require no more than 20 amps in total but it is best to clarify with the local branch. If a decorating company (including Freeman) has been contracted to install a display, electrical labor is required to install the lights. Due to union contracts, no other union is allowed to install electrical equipment.

Do I need to order power for my lighting?

Exhibitors ordering Electrical Services lighting (those listed on the Freeman electrical order form) do not need to order power. It is included in the rental. Exhibitors supplying their own lighting or renting lights need to order power. Labor may be required to hang the lights.

Do I need to order labor to plug in my lights or equipment?

Most 120 volt connections do not require labor. Exhibitors are welcome to plug in their own standard office devices. Labor is required for all 208 or 480 volt connections and if lights or equipment need wiring or if electrical cords are to be run under the carpet or in concealed areas to ensure that all electrical codes and building rules are met.

How can I save money and frustration when ordering electrical services?

Most importantly, be sure to submit your order before the discount price deadline date. If an electrical layout is needed, it also must be received, complete with mandatory information, before the deadline date to be eligible for discount pricing. Late orders can be subject up to a 50% increase in cost because of the behind-the-scenes planning required to distribute power.

Don't underestimate your power requirements and work within the local rules, regulations and union jurisdictions. They have been implemented to avoid problems. While it may seem simple to plug in lights and equipment, it is not uncommon for exhibit or non electrical staff to overload circuits. Trouble calls can become expensive when it takes time to find the source of a problem.

If unsure about labor, call us for direction and if necessary, place a "will call" order before the discount price deadline date. You will only incur a charge if labor is dispatched to your booth but you'll have secured the advance pricing. And, check in with the electrical or service desk as soon as you know you need labor, not at the time you want the electricians in your booth. It will help to avoid delays as we can schedule accordingly.

Lastly, try to resolve any disputes at show site. It is much easier to discuss electrical issues when both parties can physically review the installation.

Additional questions?

Call customer service at the number listed on the Quick Facts and ask for the Electrical Services Department. For fast, easy ordering, tools, and helpful hints go to www.freemanco.com/store.



ELECTRICAL SERVICES USAGE GUIDE

To assist in estimating, we recommend that you refer to the name plate or stamp usually located on the back or bottom of any electrical apparatus and order the corresponding outlet for each piece of equipment to avoid tripping/power outages during the event.

Please note that there is a minimum of 500 watts per outlet. A 500 watt (5 amp) outlet cannot be split. A 1000 watt (10 amp) outlet can only be split one time. A 2000 watt (20 amp) outlet can only be split three times.

The formula for wattage is voltage x amperage (120 volt x 1 amp = 120 watts)

Example: 5 - 100 watt light bulbs = (5 x 100 = 500 watts)

The following wattages are approximate and are provided to help you estimate your power usage.

ITEM	ESTIMATED WATTAGE
Arm Lights	75-100
Card Reader (credit) / Lead Retrieval.....	50
Charging Furniture – Freeman Event Collection	500
Charging Furniture – Freeman Furnishings.....	500 per port (1000 max)
Computer.....	250-500
Computer – Laptop.....	100
Blu-Ray / DVD Player	50-100
Heater (Portable).....	500
Heat Press for T-Shirts	2000
iPhone/Android	20
iPad/Tablet	25-50
Kitchen Appliances	500-2000
Laminator.....	2000
LED Panels.....	500-1000
Projector	1000
Refrigerator (Small)	500
Refrigerator (Large).....	1000
Smart Reg Counter by Freeman (lit)	500
Steamer	2000
Stereo	100-500
Vacuum Cleaner	1500
Water Cooler	1000
TVs/Monitors	1000 (update television line)
Espresso Machine	30amp/208 volt, single phase

ELECTRICAL SERVICES

The grid below may be printed to layout your electrical requirements for booths up to 40 x 40 or used as a sample to develop your own plan for larger exhibits. Please complete as clearly as possible, indicating the following:

1. **Location of the main power drop.** Power needs to be distributed from one location at which a panel or other piece of electrical equipment will be installed. It is recommended that this equipment be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions.
2. **Location and load of all outlets.** Please provide specific dimensions and wattages/amperages. *Please do not simply place an X where power is required.*
3. **Booth orientation.** Please provide surrounding aisle and/or booth numbers, particularly for island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

SHOW NAME _____

DATES _____

COMPANY NAME _____

BOOTH # _____

Adjacent Aisle or Booth# _____

Adjacent Aisle or Booth # _____

Adjacent Aisle or Booth # _____

A large grid of 40x40 squares, intended for layout planning. The grid is composed of small squares, each representing a specific area based on the measurement scale provided at the bottom of the page.

Adjacent Aisle or Booth # _____

A measurement scale can be applied as necessary to reflect the size of your booth.


10 x 10 use 1 square = 1/4 foot

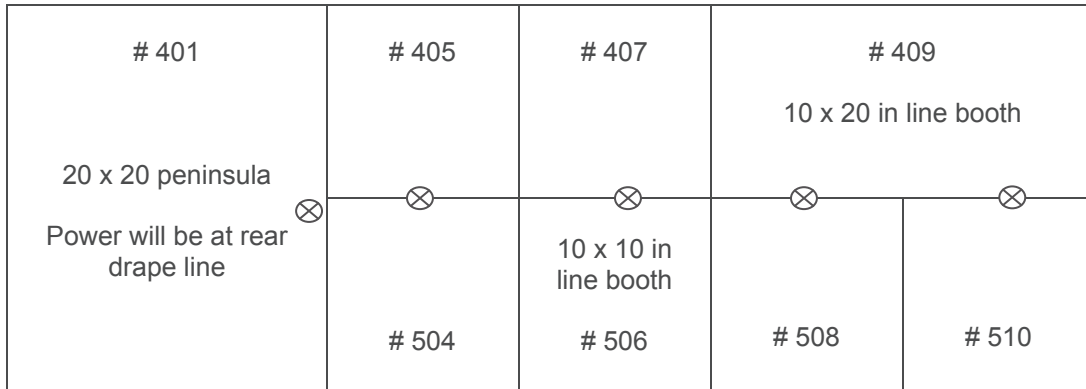
20 x 20 use 1 square = 1/2 foot

40 x 40 use 1 square = 1 foot

SAMPLE LAYOUTS

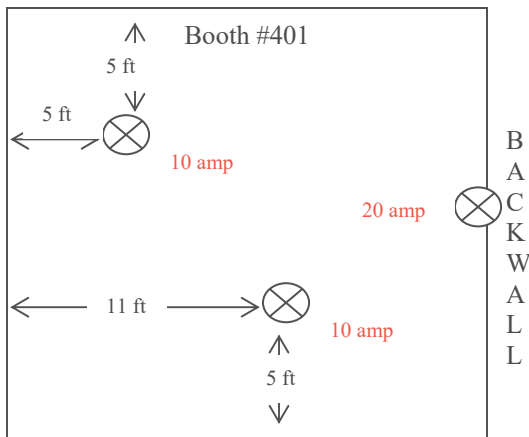
IN LINE BOOTHS

Power is run or dropped to in line booths along the back walls or drape line of multi booth sections. The “main power locations” therefore are always located at the back of in line and peninsula booths. Outlets may not be in the exact center of the back wall. 120 volt outlets are shared by back to back booths. Example: Outlet = 

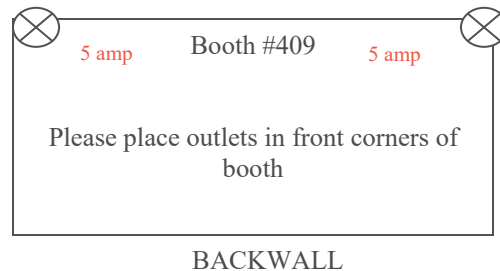


Electrical layouts are required whenever an outlet is needed at any other location within the booth except for the back wall. Exact measurements and/or comments that clearly indicate outlet locations **must be included**. Examples based on above floor plan:

20 x 20 Peninsula – Booth # 401
Order = 2-10 amp, 1-20 amp outlets



10 x 20 In Line – Booth # 409
Order = 2 x 5 amp outlets



ISLAND BOOTHS

Electrical layouts are always required for island booths and **must include** the following information:

1. Main Drop.

Since there is no back wall in an island, the exhibitor supplies the location of the main drop, whether one or multiple outlets are ordered. When it will be the point from which power will be distributed to other outlets in the booth, a panel or other piece of electrical equipment (no larger than? x? x?) will be installed at the main drop. For this reason, it is recommended that main drops be located in a closet, under a table/desk or in another area that keeps it out of sight. Measurements must be provided to the main drop.

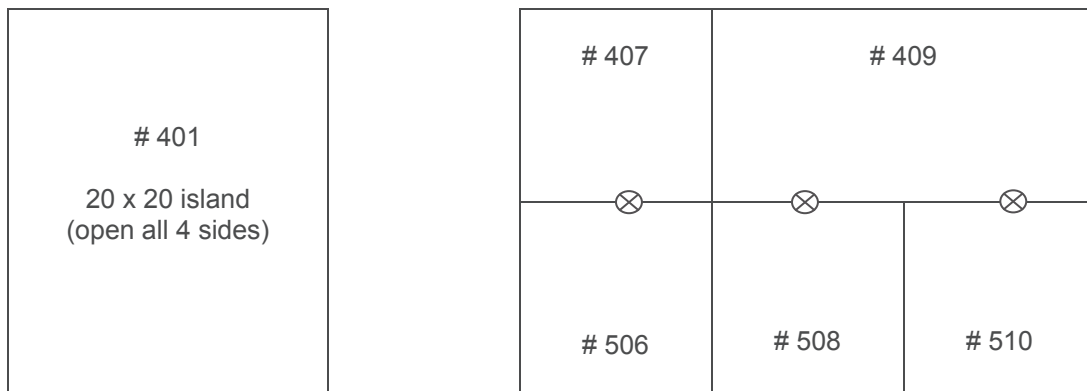
2. Location and load of all outlets.

Again, dimensions must be provided to all satellite outlets along with the load of each outlet. It is best to indicate voltage, phase and amperage for all outlets once an order exceeds 120 volt service.

3. Booth orientation.

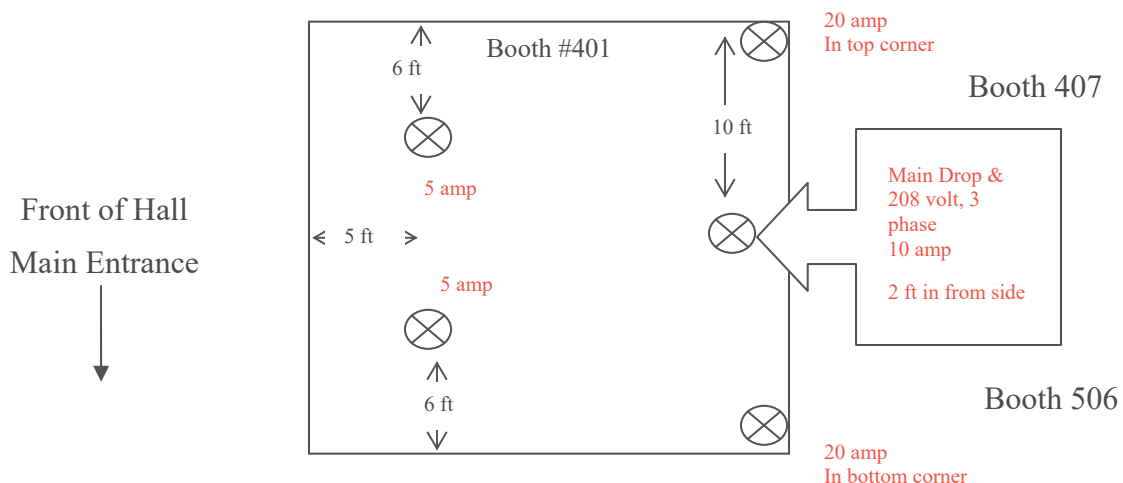
Providing reference points such as surrounding aisle and/or booth numbers defines how an island booth is oriented to the overall show floor plan. In other words, which side is which? It is best to draw your layout relative to the show floor plan so that both are facing the same direction. Examples:

Section of show floor plan



20 x 20 Island – Booth # 401

Order = 1 x 208 volt, 3 phase, 10 amp + 120 volt, 2 x 20 amp + 2 x 5 amp outlets



NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

ELECTRICAL

ELECTRICAL OUTLETS (Double Price for 24 Hour Service)

Power includes delivery of the service to one location at the rear of the booth in peninsula and inline booths. Please see the Electrical Labor order form for rates and instructions if you require outlets in other locations, have lights or electrical items to hang or erect, have orders for power of 208v or higher, or have other electrical requirements.

	Quantity Show (For Show Hours Only)	Quantity 24 Hr. (For 24 hrs/day Double Price)	Discount Price	Standard Price	TOTAL
110/120 VOLT					
500 Watts (5 amps)	_____	_____	150.50	225.75	= \$ _____
1000 Watts (10 amps)	_____	_____	267.00	400.50	= \$ _____
2000 Watts (20 amps)	_____	_____	414.25	621.50	= \$ _____

208 VOLT SINGLE PHASE (Labor Required for Connection)

20 Amps	_____	_____	666.50	999.75	= \$ _____
30 Amps	_____	_____	699.50	1,049.25	= \$ _____
60 Amps	_____	_____	768.50	1,152.75	= \$ _____
100 Amps	_____	_____	1,531.75	2,297.75	= \$ _____

208 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	834.50	1,251.75	= \$ _____
30 Amps	_____	_____	916.75	1,375.15	= \$ _____
60 Amps	_____	_____	992.00	1,488.00	= \$ _____
100 Amps	_____	_____	1,616.25	2,424.50	= \$ _____
200 Amps	_____	_____	3,232.25	4,848.50	= \$ _____
400 Amps	_____	_____	5,559.00	8,338.50	= \$ _____

Transformer to Boost 208V to Approx. 230V - \$11.50 per Amp (20 Amp Min.)

Qty of Amps _____ X Price \$ _____ = \$ _____

480 VOLT THREE PHASE (Labor Required for Connection)

20 Amps	_____	_____	1,002.25	1,503.50	= \$ _____
30 Amps	_____	_____	1,059.00	1,588.50	= \$ _____
60 Amps	_____	_____	1,435.00	2,152.50	= \$ _____
100 Amps	_____	_____	1,661.50	2,492.25	= \$ _____
200 Amps	_____	_____	3,303.25	4,955.00	= \$ _____

LIGHTING (Price Includes Power & Labor for Installation)

Single Light Stand (200w)	_____	_____	211.25	317.00	= \$ _____
Double Light Stand (400w)	_____	_____	324.50	486.75	= \$ _____
Arm Light	_____	_____	204.00	306.00	= \$ _____
Overhead Quartz Light*	_____	_____	768.50	1,152.75	= \$ _____

*Overhead quartz lights include labor and equipment to install and first focus.

*May require labor and/or lift at additional charge. For estimated charges, please contact Freeman at ChicagoElectrical@freeman.com.

ADDITIONAL INFORMATION

FOR ADVANCE PAYMENT PRICE

Your order with full payment along with a floor plan indicating main power location and distribution points, if applicable, must be received prior to **July 13, 2022**.

MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS

A scaled floor plan is required for orders with multiple outlet locations and/or island booths. Detailed examples are provided on the following page. If a power location or main drop in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis.

ISLAND BOOTHS

For island booths with no labor ordered, there is a 1/2 hour minimum installation charge and a 1/2 hour minimum dismantle charge.

INLINE AND PENINSULA BOOTHS

Power will be placed in the back of the booth unless otherwise specified.

24 HOUR SERVICES

If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. Electricity is turned on 30 minutes prior to show opening and turned off 30 minutes after show closes on show days. Power will be turned off immediately after final show closing. If you require power outside actual show hours, special arrangements should be made in advance. Additional charges may apply.

SEPARATE OUTLETS

Separate outlets should be ordered for each piece of equipment and/or each power location.

OVERHEAD POWER

If you require your power from overhead, additional materials and labor may be incurred. Please contact Freeman by email at ChicagoElectrical@Freeman.com.

EXTENSION CORDS & POWER STRIPS

Extension cords and power strips are available for rental at the Freeman Service Center.

Extension cords and power strips owned and used by Exhibitors MUST comply with the City of Chicago Electrical Code. Please contact us for additional information.

LIGHT STAND PLACEMENT

For single or double light stand; price includes installation along the side rails of an inline booth. Placement elsewhere will require additional labor and materials.

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

ELECTRICAL INSTRUCTIONS

HOW TO DETERMINE ELECTRICAL REQUIREMENTS

For Equipment

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

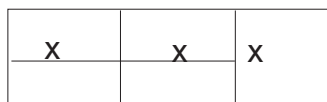
For Lighting

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

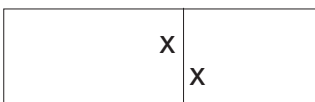
LOCATION OF POWER IN YOUR BOOTH

In-Line and Peninsula Booths

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



IN-LINE BOOTHS / PENINSULA

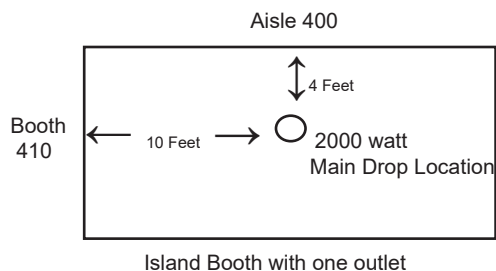


BACK TO BACK PENINSULA

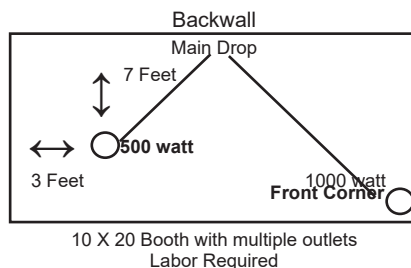
If power is required in locations other than indicated above, secondary distribution will be required and billed on a time and material basis. Please complete and submit an Electrical Labor Order Form with your power order, along with a floor plan as described below.

Island Booths/Multiple Outlets

Floor plans are always required for Island Booths and orders for multiple outlet locations. The floor plan must indicate booth dimensions, surrounding booth numbers for orientation within the facility, each outlet location, required wattage or amperage and location for main drop. If power location in an island booth is not provided prior to show move-in, a location will be determined by Freeman in order to maintain delivery schedules. Relocation of the service will be charged on a time and material basis. See examples below: A grid is available at www.freeman.com/store to print as a base layout.



Island Booth with one outlet



OTHER:

1. Labor is required for any and all electrical work over and above the installation of the main power drop. Please see the Electrical Labor form for complete details. Please complete the labor order form.
2. Dismantle labor will be automatically charged at 50% of the installation time and rounded to the nearest half hour.
3. All material and equipment provided by Freeman is for rental purposes only and remains the property of Freeman. All equipment will be removed at the close of the show by Freeman.
4. All equipment regardless of power source, must comply with Federal, State and local codes as well as any applicable local recognized electrical authorities and standards. Freeman reserves the right to inspect all electrical devices and connections to ensure compliance with all codes and proper permitting. Freeman is required to refuse connections where the exhibitor wiring is not in accordance with local electrical code and permitting.
5. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered.
6. Exhibitors' cords must be a minimum of 14 gauge 3 wire with ground and must be flat when used for floorwork. All multi-outlet devices (eg - power strips) must have circuit protection. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
7. Exhibitors' equipment will be modified to conform to Freeman receptacles. If an outage is the result of an exhibitors' equipment, then a labor charge may be assessed. Labor and materials to install or change a cord cap or fix an outage will be billed on a time and material basis.
8. Exhibitors with hardwall displays must arrange for power to be installed inside the booth or provide access.
9. Power sharing is not permitted between exhibitors.

NAME OF SHOW: Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022	
COMPANY NAME:	BOOTH #:
CONTACT NAME:	PHONE #:
E-MAIL ADDRESS:	

EXTENDED POWER

24 HOUR POWER

Please note that 24 hour power orders are for SHOW DAYS only. If 24 hour power is ordered, it will begin the evening before the show opens **August 5** and runs through 30 min after show end on **August 7**. Please refer to the Electrical Order Form to place your order for 24 hour power.

EXTENDED POWER

Power is turned on each day per the schedule outlined below. If you require power outside any of the scheduled install days/times below, or during dismantle this is considered Extended Power. If you need Extended Power please place an order in advance or during the show.

POWER SCHEDULE

EXHIBITOR MOVE-IN

Wednesday	August 3, 2022	8:00 a.m. - 4:30 p.m.
Thursday	August 4, 2022	8:00 a.m. - 4:30 p.m.

EXHIBIT HOURS

Friday	August 5, 2022	10:00 a.m. - 7:00 p.m.
Saturday	August 6, 2022	10:00 a.m. - 7:00 p.m.
Sunday	August 7, 2022	10:00 a.m. - 5:00 p.m.

	Quantity	Price (per day)	Dates
110 Volt	_____	\$157.00	_____
208 Volt	_____	\$315.00	_____
480 Volt	_____	\$525.00	_____
Any Combination	_____	\$840.00	_____

Extended power rates listed above are all-inclusive per voltage type. This is not a per outlet price. If you order extended power for your booth for any voltage category, it includes all outlets in that voltage. Any combination of extended power for different voltages is charged "Any Combination" rate if the amount is equal or greater than \$840.00, otherwise you will be charged per Voltage price listed per day.

For assistance, please email one of our Electrical experts at ChicagoElectrical@freeman.com.

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

NAME OF SHOW: **Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

For fast, easy ordering, go to www.freeman.com/store.

ELECTRICAL LABOR

LABOR RATES & SCHEDULE

Straight Time: 8:00 am - 4:30 pm Monday through Friday (Excluding Holidays)

Overtime: 4:30 pm to Midnight Monday through Friday; First (8) hours at work on Saturday up to 4:30 pm.

Double Time: After (8) hours at work on Saturday, or after 4:30 pm on Saturday; regardless of starting time.

ALL DAY Sunday and Holidays and Midnight to 6:00 am Monday through Friday

Straight Time, Overtime and Double Time Labor Invoicing will be in compliance per MPEA Legislation.

Description	Advance Price	Show Site Price
Electrician - ST	\$117.50	\$164.50
Electrician - OT	\$171.00	\$239.50
Electrician - DT	\$223.75	\$313.25
Scissor Lift w/operator - ST	\$427.25	\$598.25
Scissor Lift w/operator - OT	\$480.75	\$673.25
Scissor Lift w/operator - DT	\$533.50	\$747.00
Condor w/crew - ST	\$645.00	\$903.00
Condor w/crew - OT	\$754.75	\$1056.75
Condor w/crew - DT	\$862.75	\$1208.00

Dismantle labor will be charged at 50% of the total install time rounded to the next half hour.

- Show Site price applies to all labor orders placed at show site.
- Start time guaranteed only at start of working day.

Review the list of work below to determine if electrical labor is required in your booth. None of the following services may be performed by other Unions or I & D houses as it falls under electrical jurisdiction. Time and material charges will apply. Please visit the Freeman Service Center to confirm that you are ready for service.

Note: For more information and an example of a completed floorplan please see the following page.

FLOOR WORK:

Floor work is the distribution of electrical under carpet and flooring.

☐ **OK TO PROCEED WITHOUT EXHIBITOR PRESENT:**

Complete Before: Date _____ Time _____

Work is completed prior to your arrival. Freeman must receive detailed blue prints/floor plans for power distribution under carpet.

Print Name: _____

Authorized Signature: _____

☐ **EXHIBITOR SUPERVISION (DO NOT PROCEED)**

BOOTH WORK:

Booth work is any of the following. Please check all that apply:

- ☐ Distribution of electrical overhead (more than one drop location in your booth).
- ☐ Distribution of electrical through booth structure.
- ☐ Mounting of plasmas/LCD monitors and lights.
- ☐ Connection or hard wiring of all exhibitor equipment.
- ☐ Lighting used as spot or flood lights.
- ☐ Assembly and installation of all lighting from truss or beams (including assembly and hanging of truss).
- ☐ Wiring of overhead signs.
- ☐ Installation of electrical headers and/or light boxes.
- ☐ Other _____

LABOR REQUEST

Date _____ Time _____ # Electrician _____ Est. # Hours _____

Date _____ Time _____ # Electrician _____ Est. # Hours _____

Date _____ Time _____ # Electrician _____ Est. # Hours _____

Name of On-Site Contact: _____ Cell Phone: _____

Special Instructions: _____

SELECT WORK TYPE

Floor Work _____ Booth Work _____

Floor Work _____ Booth Work _____

Floor Work _____ Booth Work _____

TOTAL COST

Total Cost = \$ _____

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

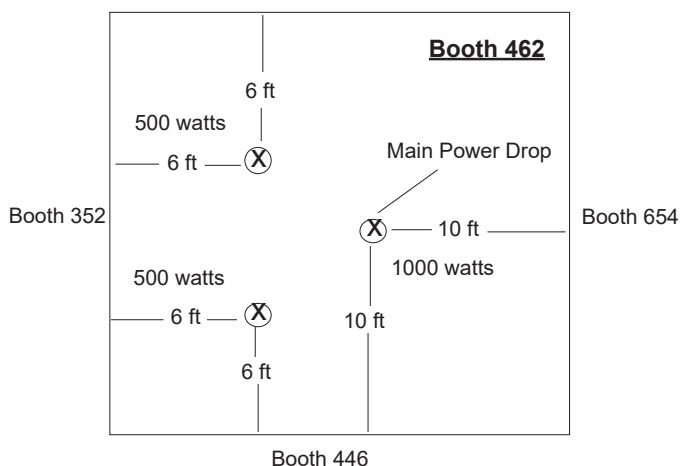
ELECTRICAL INSTRUCTIONS

1. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published.
2. A minimum charge of one hour is applicable to all labor requests. Additional time on the same day is billed in 1/2 hour increments. Continuations to another day are a minimum of 1 hour.
3. Labor must be picked up at the Freeman Service Center. Charges for labor commence at time of dispatch to service the labor call. A one hour minimum will apply if an exhibitor representative is not present at the time of call or reschedules the call, unless 24 hour advance notice is received in writing.
4. Labor charges will include the time for electricians to gather the necessary tools and material for the job, have their work checked by the client and return the tools and material to the supply area.
5. Exhibitors may supply their own 14 gauge 3 wire, extension cords and/or power strips, both of which must be grounded and UL approved.

EXAMPLE OF PLAN AND INFORMATION REQUIRED TO COMPLETE FLOORWORK

Please indicate the following on the floor plan.

1. Location and load of main power drop - please provide specific dimensions and wattages/amperages.
2. Location and load of all outlets - please provide specific dimensions and wattage, amperage and voltage.
3. Booth orientation - please provide surrounding aisle and/or booth numbers.



NAME OF SHOW: Chicago Comic & Entertainment Expo C2E2 2022 / August 5-7, 2022	
COMPANY NAME:	BOOTH #:
CONTACT NAME:	PHONE #:
E-MAIL ADDRESS:	

For fast, easy ordering, go to www.freeman.com/store.

AIR / WATER / DRAIN / GAS

COMPRESSED AIR: 90-100 lbs PSI (Rental tax applies)

	QTY.	Discount Price	Standard Price	TOTAL
Service charge for 1st outlet.....		\$866.25	\$1,299.25 = \$	
Additional footage per foot within 15 feet.....		\$435.75	\$653.65 = \$	
Air line footage per foot.....		\$8.25	\$8.25 = \$	
			Total	\$

Standard connection is a 1/4" AMFLO C-1 quick disconnect.

Note: Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water. Exhibitors are not allowed to bring air compressors on the show floor.

WATER (Rental tax applies)

Service Charge for water outlet (includes first 90 feet of water line).....		\$774.75	\$1,162.15 = \$	
Water line footage per foot.....		\$8.25	\$8.25 = \$	
			Total	\$

Note: Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.

DRAINS (Rental tax applies)

Service Charge for first drain outlet at rear of booth (includes 1st 90 ft.)....		\$774.75	\$1,162.15 = \$	
Drain Line Footage per foot.....		\$8.25	\$8.25 = \$	
			Total	\$

FILL & DRAINS (Sales tax applies)

0 - 200 Gallons.....		\$459.50	\$689.25 = \$	
201 - 400 Gallons.....		\$724.25	\$1,086.40 = \$	
Each Additional 100 Gallons (after 400 Gallons).....		\$57.75	\$86.65 = \$	
			Total	\$

NOTE: Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Prices for fill & drains are based on straight time, one hour minimum. Additional labor charges may be incurred if equipment leaks and/or endangers other property.

Ramps over utility lines in a booth are provided on a time and material basis. A minimum of 1/2 hour additional labor charge will apply to lay lines under the carpet. A minimum of 1/2 hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.

GASES & MISCELLANEOUS EQUIPMENT (Rental tax applies to equipment & material - Sales tax applies to Gas Type)

Gas Outlet.....		\$1,010.25	\$1,515.40 = \$	
Additional footage.....		\$9.50	\$9.50 = \$	
			Total	\$

LABOR (Tax not applicable)

Installation labor for booth work/distribution will be billed in (1/2) half-hour increments with a minimum of (1/2) half-hour. Dismantle labor will be billed at half of the install time with a minimum of a (1/2) hour (excluding Fill & Drains).

	Advance Price	Show Site Price	Total
Straight Time.....	\$ 118.50	\$ 166.00 = \$	
Overtime.....	\$ 172.25	\$ 241.25 = \$	
Double Time.....	\$ 225.75	\$ 316.00 = \$	

Straight Time: 8:00 AM to 4:30 PM Monday through Friday

Overtime: 4:30 PM to 8:00 AM Monday through Friday; First (8) hours at work on Saturday up to 4:30 PM

Double Time: After (8) hours at work on Saturday, or after 4:30 PM on Saturday regardless of starting time; All day Sunday and Holidays.

TOTAL COST

Total Cost = \$

Applicable taxes will be applied to your order and invoiced accordingly based on specific venue jurisdiction but may also be based on the jurisdiction of where services are performed or your headquarters.

PLUMBING CONDITIONS AND REGULATIONS

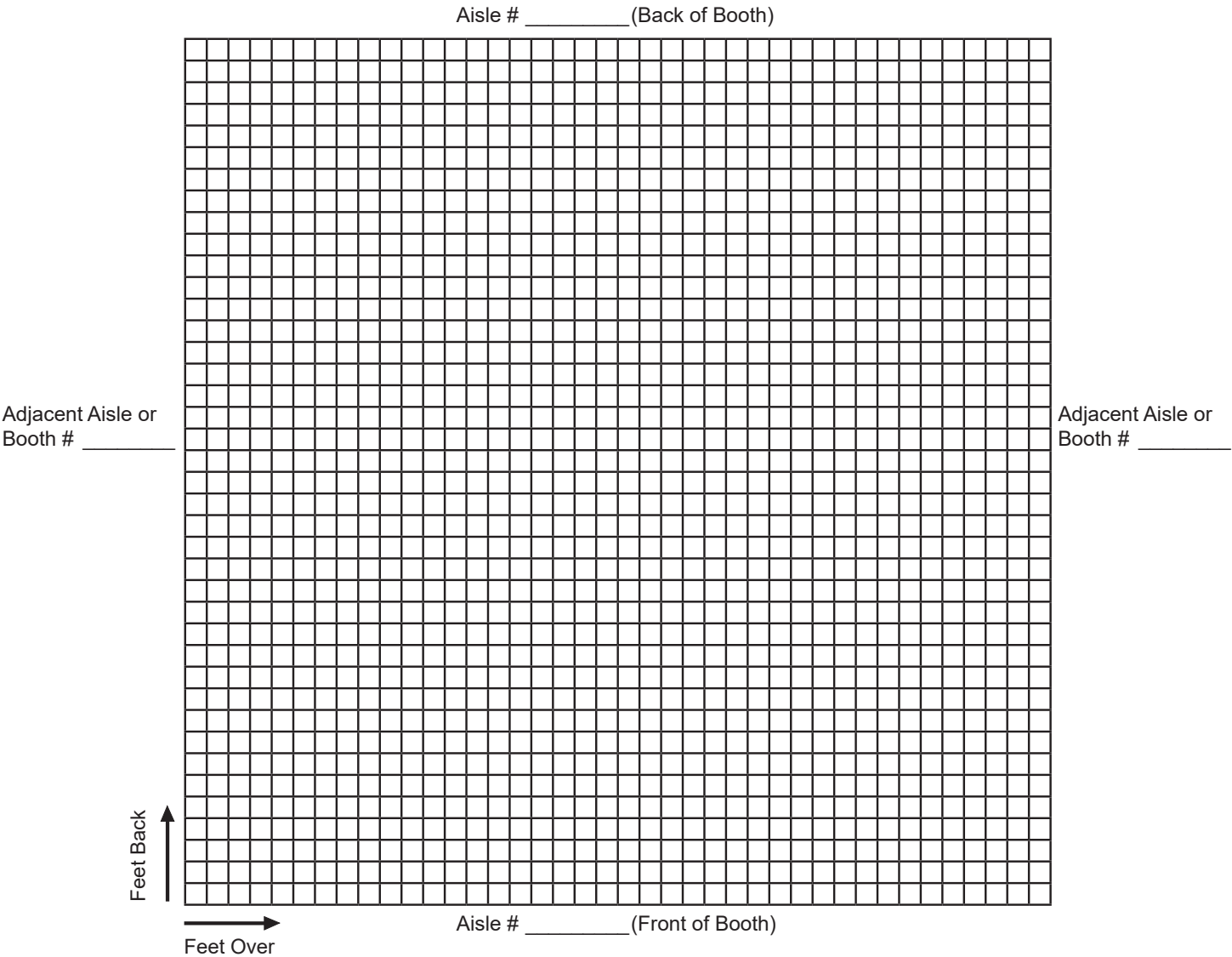
1. To receive discount prices, order must be received by Freeman with full payment.
 2. Credit will not be given for outlets installed and not used.
 3. Compressed Air connection size and fitting is determined by CFM requirements. Note: Our Plumbing Department will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
 4. Pump may be required for drain to function properly and will be charged a rental fee.
 5. Plumbing Contractor not responsible for color or sediment in water fill. If waste water for drain contains hazardous material, chemicals or metals, it cannot be drained. Fill & drain prices do not include labor. There will be a minimum charge of a half hour labor in and a half hour labor out. Additional labor charges may be incurred if equipment leaks and/or endangers other property.
 6. Ramps over utility lines in a booth are provided on a time and material basis. A minimum of a half hour additional labor charge will apply to lay lines under the carpet or floor or to spot from ceiling. A minimum of a half hour labor will apply to remove lines. Please attach floor plan with order to show location of lines.
 7. All material and equipment furnished by Freeman for this service order shall remain Freeman property and shall be removed ONLY by Freeman at the close of the show.
 8. All equipment must comply with state and local safety codes.
 9. Claims will not be considered unless filed by exhibitor prior to close of show, no exceptions.
 10. Under no circumstances shall anyone other than "Qualified Plumbing Personnel" make service connections.
 11. All equipment using water must have inlet and outlet properly tagged.
 12. Unless otherwise directed, Freeman Plumbing Personnel are authorized to cut floor coverings to permit installation of service.
 13. Rates listed are for services only. Additional labor and material charges may apply.
 14. Service outlet size will be determined by the volume required.
 15. All work performed within booth attaching lines to equipment will incur a connection fee for each connection.
 16. All outlets will be installed on the floor at the backwall of booth.
 17. Freeman will not be responsible for moisture or water in air lines. Exhibitors should supply their own filter or other equipment to handle moisture or water.
 18. Freeman must have 30 days notice in order to supply special regulators, strainers, traps, etc.
 19. Use of additional footage or equipment will be charged at the prevailing labor and material rate.
 20. Exhibitors are not allowed to bring air compressors on the show floor.
 21. Pressure may vary. No guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitors should arrange to have a pressure regulator valve installed.
 22. Certain areas require overhead drops for air, water and gas lines. Additional labor and material charges will apply for overhead work.
 23. Please contact Exhibitor Support at (888) 508-5054 for an estimate regarding labor or additional footage.
- **Electricity or electrical labor to connect and operate any plumbing apparatus is not included.**
 - **All electrical requirements must be ordered on the Electrical Rental Order Form.**
 - **Most bottled gases are required to be removed nightly from the show floor per MPEA regulations. Additional charges for removal and re-installation will apply. If you have questions regarding this, please contact us at: (888) 508-5054.**

Plumbing Floor Plan

Using the legend below, please complete this form for all of your Air, Water and Drain orders. A change of location on an installed or partially installed utility service may result in additinal costs to you. Please complete as clearly as possible and indicate the following information. If you are submitting your own detailed drawing, be sure to include the following items:

- 1. **Location, Type and Size of the primary connection.** Plumbing needs to be distributed from one location. It is recommended that this location be placed in a closet, under a table/desk or in another location that keeps it out of sight. Please provide specific dimensions. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.
- 2. **Location, Type and Size of secondary connections.** Please provide specific dimensions. *Do not simply place and X where a connection is required.*
- 3. **Booth Orientation.** Please provide surrounding aisle and/or booth numbers, particularly for Island booths. Also, please try to orient your booth to the overall floor plan so that the diagram does not have to be rotated.

Name of Show: _____ Dates: _____
Company Name: _____ Booth #: _____



COMMENTS _____

- CAL Compressed Air Line (Diameter in inches)
- WL Water Line (Diameter in inches)
- DL Drain Line (Diameter in inches)



McCORMICK PLACE®
C H I C A G O



ASUV PROGRAM (Automobile & Small Utility Vehicle)

McCormick Place allows exhibitors to unload/load from automobiles and small utility vehicles at designated docks using only non-motorized, non-hydraulic, hand trucks and dollies. The ASUV Program is available on predetermined dates and times as listed below. McCormick Place encourages Exhibitors to participate in the ASUV program in one of two options:

- Self- Loading/Unloading ASUV at Exhibition Hall
- Hand Carry Items Option- From Parking Lot

Please visit <http://mccormickplace.com/exhibitors/asuv.php> for more information.

If your vehicle does not meet the criteria below, you will need to follow Marshalling Yard instructions for truck check-in. Material handling charges will be based on published kit rates.

Vehicle Criteria:



Designated ASUV dates & times: Move-in or move-out with a registered ASUV Vehicle will be allowed at the following dates and times:

Move-in:

Move-out:

Check-in for exhibitors will take place at the Marshalling Yard Office (3050 S. Moe Drive) where drivers will receive an ASUV Pass and will be directed to the designated ASUV dock in the correct exhibit booth building.

Additional Inquiries can be directed to the Standard Parking Lot B Office via email at rmemisovski@spplus.com.



Purchase Exhibitor Parking by visiting the below link.

<https://www.mccormick.parkingguide.com/>



EXHIBITOR BILL OF RIGHTS

An Exhibitor Employee may perform work in a booth of any size. They can work within the booth using their own ladders or hand tools, cordless tools, power tools and other tools designated by McCormick Place/ASM Global. **An exhibitor and exhibitor employees are prohibited, at all times, from using scooters, forklifts, genie lifts, pallet jacks, condors, scaffolding, scissor lifts, motorized dollies, or similar motorized or hydraulic equipment on Authority premises.**

“Exhibitor Employee” is defined as any person who has been employed by the exhibitor as a full-time employee for a minimum of 6 months before the show’s opening date. Proof of employment in the form of a W-2, payroll document or other documentation may be required upon request if deemed necessary by McCormick Place management. Documentation must be furnished within 24 hours of notification.

In addition to the work currently performed, exhibitors may also perform the following work within their booth:

- Setting-up and dismantling exhibits
- Assembling and disassembling materials, machinery or equipment
- Installing all signs, graphics, props, other decorative items and drapery, including the skirting of tables
- Delivering, setting-up, plugging-in, interconnecting and operating electrical equipment, computers, audio-visual devices and other equipment
- Skidding, positioning and re-skidding all exhibitor materials, machinery and equipment using their own non-motorized hand trucks, non-hydraulic hand trucks and dollies

Exhibitors can load/unload materials from automobiles and small utility vehicles (ASUV) at designated McCormick Place docks using their own non-motorized, non-hydraulic hand trucks and dollies. For more information on the ASUV program, and to register, visit the Exhibitor section of the McCormick Place website:

www.mccormickplace.com.

Please call 312-791-7299, if you have any questions or need clarification regarding the Exhibitor Bill of Rights. Leave a detailed message including Your Name, Company Name, Telephone Number, Date and Time of the call.

Your call will be promptly returned between the hours of

7:00am – 6:30pm



Find out what **CONVENTION** and **CONVENIENCE** have in common



McCormick Place Convention Center
2301 S Martin Luther King Drive, Chicago IL 60616
Phone: 312.949.2100
Fax: 312.842.2785
Email: usa5020@fedex.com

Store Location:
South Building: Level 2.5

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We produce high-quality signs for your booth, hospitality rooms and presentations.



Basic Copying, Faxing and Binding

Whether you need basic flyers or colorful presentations, our document services are first-class.



Equipment Rental

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FedEx Office On-Site Hours:

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www.fedex.com/conventions