

# FAN EXPO DENVER 2024

JULY 4 - 7, 2024

Colorado Convention Center Halls B,C,D,E

COMPANY NAME		BOOTH #	
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## FURNITURE ORDER

	<div style="border: 2px solid black; border-radius: 50%; padding: 10px; display: inline-block;"> <b>ORDER ONLINE</b>  <b>order.lvexpo.com</b> </div>	QTY	DISCOUNT DEADLINE <b>6/14/2024</b>	STANDARD PRICE	TOTAL
<b>CHAIRS</b>	SIDE CHAIR		\$ 98.00	\$ 127.40	
	ARM CHAIR		\$ 125.00	\$ 162.50	
	STOOL COUNTER HEIGHT		\$ 145.00	\$ 188.50	
<b>TABLES</b>	4'L x 30"H x 24"W TABLE SKIRTED*		\$ 155.00	\$ 201.50	
	6'L x 30"H x 24"W TABLE SKIRTED*		\$ 175.00	\$ 227.50	
	8'L x 30"H x 24"W TABLE SKIRTED*		\$ 205.00	\$ 266.50	
	4'L x 30"H x 24"W TABLE UNSKIRTED		\$ 95.00	\$ 123.50	
	6'L x 30"H x 24"W TABLE UNSKIRTED		\$ 124.00	\$ 161.20	
	8'L x 30"H x 24"W TABLE UNSKIRTED		\$ 150.00	\$ 195.00	
<b>COUNTER TABLES</b>	4'L x 42"H x 24"W COUNTER SKIRTED*		\$ 165.00	\$ 214.50	
	6'L x 42"H x 24"W COUNTER SKIRTED*		\$ 198.00	\$ 257.40	
	8'L x 42"H x 24"W COUNTER SKIRTED*		\$ 245.00	\$ 318.50	
	4'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 110.00	\$ 143.00	
	6'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 130.00	\$ 169.00	
	8'L x 42"H x 24"W COUNTER UNSKIRTED		\$ 170.00	\$ 221.00	
<b>CAFÉ</b>	TABLE ROUND 36"W x 30"H		\$ 220.00	\$ 286.00	
	TABLE ROUND 36"W x 42"H		\$ 255.00	\$ 331.50	
<b>ACCESSORIES</b>	4th SIDE TABLE SKIRT*		\$ 88.00	\$ 114.40	
	4th SIDE COUNTER SKIRT*		\$ 98.00	\$ 127.40	
	RISER FOR TABLE TOP 4'L x 14"H		\$ 130.00	\$ 169.00	
	RISER FOR TABLE TOP 6'L x 14"H		\$ 170.00	\$ 221.00	
*SELECT SKIRT COLOR - If no skirt color is selected the designated show color will be provided.					
<b>COLOR</b>	<input type="checkbox"/> Green <input type="checkbox"/> Teal <input type="checkbox"/> Red <input type="checkbox"/> Royal Blue <input type="checkbox"/> Black				
	<input type="checkbox"/> Silver <input type="checkbox"/> Burgundy <input type="checkbox"/> Gold <input type="checkbox"/> White <input type="checkbox"/> Beige				

### CANCELLATION POLICY

*The Payment Authorization Form must be submitted with this order.*

*Items cancelled after the discount deadline date will be charged at 50% of ordered price.*

*No credit will be given after close of event on items or services ordered but not received.*

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**ADDITIONAL FURNISHINGS ORDER**

ORDER ONLINE order.lvexpo.com		QTY	DISCOUNT DEADLINE 6/14/2024	STANDARD PRICE	TOTAL
<b>ACCESSORIES</b>	WASTEBASKET		\$ 25.00	\$ 32.50	
	EASEL		\$ 69.00	\$ 89.70	
	BAG RACK		\$ 127.00	\$ 165.10	
	GARMENT RACK		\$ 167.00	\$ 217.10	
	WATERFALL CLOTHING RACK 4 - ARM		\$ 116.15	\$ 151.00	
	LITERATURE RACK (FREE STANDING)		\$ 164.45	\$ 212.75	
	SIGN HOLDER 22" x 28"		\$ 107.53	\$ 139.79	
	TACKBOARD 4' x 6' VERTICAL		\$ 230.00	\$ 299.00	
	TACKBOARD 6' x 4' HORIZONTAL		\$ 230.00	\$ 299.00	
	GRID 2' x 8'		\$ 180.00	\$ 234.00	
	GRID 2' x 8' WITH LEGS		\$ 220.00	\$ 286.00	
	16" WATERFALL ARM FOR GRID		\$ 52.00	\$ 67.60	
	GRID HOOKS (CHOOSE SIZE BELOW) <input type="checkbox"/> 4" <input type="checkbox"/> 6" <input type="checkbox"/> 8"		\$ 12.00	\$ 15.60	

8' HIGH DRAPE* PER LN. FT. AT 10' INCREMENTS	FT	\$ 22.00	\$ 28.60	
8' UPRIGHT POLE W/BASE (NO DRAPE)		\$ 30.00	\$ 39.00	
12'-16' UPRIGHT POLE W/BASE (NO DRAPE)		\$ 30.00	\$ 39.00	
6' - 10' TELESCOPIC ROD (NO DRAPE)		\$ 29.90	\$ 38.87	
ZIP STANCHIONS (TENZA BARRIERS) Min. Order 2		\$ 90.00	\$ 117.00	

\*SELECT DRAPE COLOR - If no drape color is selected, the designated show color will be provided.

Silver     Black     White

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## CARPET ORDER

STANDARD	CARPET LENGTH		QUANTITY		DEADLINE 6/14/2024		STANDARD PRICE		TOTAL
	10' x 10'				\$ 310.00		\$ 403.00		
	10' x 20'				\$ 620.00		\$ 806.00		
	10' x 30'				\$ 930.00		\$ 1,209.00		
CUSTOM SIZES - 100 sqft increments For sizes over 300 sqft you will be charged custom price.	LENGTH		WIDTH		TOTAL SQ FT				
	TOTAL SQ FT		DISCOUNT	\$ 4.00	STANDARD	\$ 5.20			
COLOR	<input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Burgundy								
	<p><i>If you order carpet but no color is selected above, black carpet will be installed.</i></p> <p><i>Orders of multiple runs of carpet do not include seaming and exact color match is not guaranteed.</i></p>								
ACCESSORIES	PADDING PER SQ FT*				\$ 1.95		\$ 2.54		
	VISQUEEN PER SQ FT*				\$ 1.30		\$ 1.69		
	DOUBLE PADDING PER SQ FT*				\$ 3.90		\$ 4.28		
* 100 Square Feet Minimum Order									

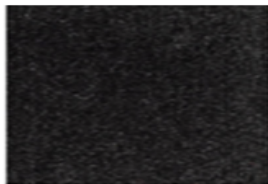
### CANCELLATION POLICY

*Items cancelled after the discount deadline date will be charged 50% of ordered price.*

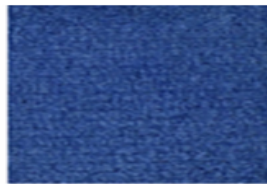
*Items cancelled after show move-in begins will be charged 100% of ordered price.*

**No refunds on custom or plush carpet orders    No credit will be given after close of event on anything ordered but not received.**

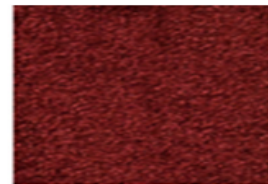
### STANDARD CARPET COLORS



BLACK



BLUE



BURGUNDY



GRAY



RED



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## BOOTH CLEANING & PORTER SERVICE ORDER

### BOOTH CLEANING ORDER

	AVAILABLE SERVICES (Minimum 100 sq.ft.)	DISCOUNT DEADLINE Rate Per sq.ft. 6/14/2024	STANDARD PRICE Rate Per sq.ft.	TOTAL BOOTH SQ FT* (Minimum 100 sq.ft.)	TOTAL
<b>VACUUMING</b>	ONE TIME VACUUMING PRIOR TO SHOW OPEN	\$ 1.20	\$ 1.56	X _____ *	= _____ **
	DAILY VACUUMING PRIOR TO EACH SHOW DAY	\$ 3.92	\$ 5.08	X _____ *	= _____ **
*How to Calculate Booth Sq Ft?    Length _____ X Width _____ = Total Booth Sq Ft _____					
**How to Calculate Total?        Total Booth Sq Ft _____ x Rate _____ = Total _____					

### PORTER SERVICE ORDER

*Porter Service does NOT include vacuuming.*

	PORTER SERVICE RATES ARE PER SHOW DAYS	SELECT BOOTH SIZE	SHOW DAYS	DISCOUNT DEADLINE 6/14/2024	STANDARD PRICE	TOTAL
<b>PORTER SERVICE</b>	Up to 1,000 square feet		4	\$ 310.00 per day	\$ 403.00 per day	
	1,001 to 3,000 square feet		4	\$ 370.00 per day	\$ 481.00 per day	
	3,001 and above		4	\$ 540.00 per day	\$ 702.00 per day	

How to Calculate Porter Service?        # of Show Days \_\_\_\_\_ X Rate \_\_\_\_\_ = Total \_\_\_\_\_

*Includes emptying of wastebaskets in your exhibit area in two hour intervals during show hours.*

*Porter Service does NOT include wiping down of booth.*

Please bring cleaning concerns to our attention onsite. LVE will be unable to address the concern after the close of the show.

#### ADDITIONAL CHARGES WILL APPLY FOR THE FOLLOWING:

- Removal of excessive items left in booth at the close of show will be charged per man hour to remove and possible dumpster fees.
- Removal of adhesive materials or stickers on the show floor will be billed per man hour for removal.

#### CANCELLATION POLICY

*Services cancelled after the discount deadline date will be charged 50% of ordered price.*

*Services cancelled after show move-in begins will be charged 100% of ordered price.*

*No credit will be given after close of event on anything ordered but not received.*



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## GRAPHICS & SIGNS

**DISCOUNT DEADLINE: 6/14/2024**

LVE has the capabilities to provide you with the finest digital graphic reproduction available. Capabilities including four-color, photo-quality, high-resolution digital printing of virtually any size for banners, signage, exhibit graphics on a variety of substrates.

<p><i>Minimum order \$50.00</i></p> <p><i>Double sq. Ft. for double-sided graphics</i></p> <p><i>Round sq. Ft. to next whole increment</i></p> <p><i>File conversion, retouching, cloning or color correcting may incur additional labor charges.</i></p>	<table border="1" style="width:100%"> <tr> <td style="width:15%"> </td> <td style="width:5%">L X</td> <td style="width:15%"> </td> <td style="width:5%">W =</td> <td style="width:15%"> </td> <td style="width:50%">sq. Ft.</td> </tr> <tr> <td>sq. Ft.</td> <td> </td> <td>X RATE =</td> <td> </td> <td> </td> <td> </td> </tr> </table>		L X		W =		sq. Ft.	sq. Ft.		X RATE =			
	L X		W =		sq. Ft.								
sq. Ft.		X RATE =											

DIGITAL GRAPHICS	MATERIAL (Per s/f)	DISCOUNT PRICE	STANDARD PRICE	MATERIAL	DISCOUNT PRICE	STANDARD PRICE
	1/4" PLEXIGLAS	\$ 60.00	\$ 72.00	3mm SINTRA	\$ 28.00	\$ 36.00
3/16" FOMECOR	\$ 26.00	\$ 34.00	6mm SINTRA	\$ 32.00	\$ 40.00	
VINYL BANNER	\$ 16.00	\$ 24.00	FLOOR DECALS	\$ 36.00	\$ 44.00	

PLEASE CONTACT OUR GRAPHIC DEPARTMENT FOR PRICE QUOTES ON GRAPHICS OVER 80 sq. Ft.

ELECTRONIC FILE NAME		MATERIAL (Choose Below)
PMS COLOR	<input type="checkbox"/> FOMECOR <input type="checkbox"/> PVC <input type="checkbox"/> PLEXI <input type="checkbox"/> GATORFOAM	
APPLICATION	<input type="checkbox"/> ECO-BOARD* <input type="checkbox"/> ULTRA-BOARD* <input type="checkbox"/> OTHER	
<p><i>*The product offered has recycled content or has eco-friendly attributes and is 100% recyclable according to the manufacturer's specifications.</i></p>		
SPECIAL INSTRUCTIONS		

STANDARD SIZES	STANDARD GRAPHIC SIZES	QTY	DISCOUNT DEADLINE 6/14/2024	STANDARD PRICE	TOTAL
	FOMECOR w/Easel Back 12" x 18" - single sided		\$ 90.00	\$ 117.00	
FOMECOR SIGN 22" x 28" - single sided		\$ 104.00	\$ 135.20		
FOMECOR SIGN 28" x 44" - single sided		\$ 206.00	\$ 267.80		
FOMECOR SIGN 24" x 36" - single sided		\$ 144.00	\$ 187.20		
FOMECOR SIGN w/Base 38" x 87" - single sided		\$ 550.00	\$ 715.00		

*File conversion, retouching, cloning or color correcting may incur additional labor charges. Print ready graphics are required. Artwork must match the size requested. See below for graphic guidelines.*

## ARTWORK SUBMISSION REQUIREMENTS

It is our goal to provide our customers with accurate, high-quality graphics and trade show signs. In order to achieve this goal, all artwork submitted to us for production must meet ALL of the requirements listed below. Please send any questions/concerns to: [exhibitorservices@lvexpo.com](mailto:exhibitorservices@lvexpo.com)

**SIZE / SCALE - 10% Scaling Factor** Scale your finished artwork so that 1" = 0.1" (EXAMPLE: FOR A HEADER THAT MEASURES 77.5"W X 12"H IN REAL SIZE, THE GRAPHIC FILE WILL BE DESIGNED AT 7.75" W X 1.2" H) DO NOT include bleeds or gutters. DO include a die line for any router cuts needed.

**RESOLUTION - 600dpi MINIMUM** (1200dpi Recommended)

**COLOR MODE - CMYK** (Before submitting your artwork to us, please make sure you convert the color mode to CMYK.)

**FORMAT - TIFF, flattened** (We require the use of flattened TIFFs for all artwork.) PLEASE BE ADVISED - FAILURE TO ADHERE TO THESE REQUIREMENTS MAY PRODUCE UNPREDICTABLE RESULTS THAT MAY OR MAY NOT BE CORRECTABLE. FOR THIS REASON, WE WILL CONVERT/ADJUST ANY NON-TIFF FILES TO MEET THESE REQUIREMENTS, AND BILL THE CUSTOMER AT A RATE OF \$125.00/HR

**IMPORTANT!** - Please be 100% sure to convert ALL FONTS to OUTLINES! Do not send us font files to replace missing text.

**LVE will not offer any refunds on graphics that have been produced.**