

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 and white back drape and 3' high black side drape. Booths 300 sqft or less will receive a 7" x 44" identification sign. Booths larger than 300 sqft may receive a 7" x 44" identification sign upon request.

EXHIBIT HALL CARPET

The exhibit area is not carpeted. Show Management requires all exhibitors provide flooring for their booths. The aisles will be carpeted as follows:

NFMT: Tuxedo

Smart Building & Technology: Midnight Blue

Building Services: Red Pepper

Safety, Security & Access Control: Gray

Facility Maintenance & Facility Cleaning: Latte

DISCOUNT PRICE DEADLINE DATE

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by February 20, 2023.

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 FAQ page](#).

SHOW SCHEDULE

EXHIBITOR MOVE-IN

Monday	March 20, 2023	8:00 AM - 6:00 PM
Tuesday	March 21, 2023	8:00 AM - 1:00 PM

EXHIBIT HOURS

Tuesday	March 21, 2023	3:30 PM - 5:00 PM
Wednesday	March 22, 2023	10:30 AM - 3:00 PM
Thursday	March 23, 2023	10:30 AM - 2:30 PM

EXHIBITOR MOVE-OUT

Thursday	March 23, 2023	2:31 PM - 9:00 PM
Friday	March 24, 2023	8:00 AM - 10:00 AM

We will begin returning empty containers once aisle carpet is removed.

EXHIBITOR SERVICE HOURS

Our Exhibitor Services team will be available from 8am - 5pm 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.

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Friday, March 24, 2023 at 10:00 AM.

To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline, please have all carriers check-in by Friday, March 24, 2023 at 8:00 AM. 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.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Support Department 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 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 Toll Free US & Canada or +1 (512) 982-4187 or +1 (817) 607-5183 Local & International Shipping Services or fax +1 (469) 621-5810 or email exhibit.transportation@freeman.com

FREEMAN ONLINE®

Take advantage of discount pricing by ordering online at [FreemanOnline](#) by February 20, 2023. Using the enhanced Freeman Online, 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 Freeman Online, 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.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____

National Facilities Management & Technology Conference Baltimore 2023

C/O TForce Freight / Freeman

6571 Washington Blvd

Elkridge, MD 21075

Freeman will accept crated, boxed or skidded materials beginning Monday, February 20, 2023 at the above address. Material arriving after March 13, 2023 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 - 3:00 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 # _____

National Facilities Management & Technology Conference Baltimore 2023

C/O Freeman

Baltimore Convention Center

1 W Pratt St

Baltimore, MD 21201

Freeman will receive shipments at the exhibit facility beginning Monday, March 20, 2023. Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility are 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 note: All materials received by Freeman are subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors. Refer to the material handling form for charges for the service.

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.

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 Purchase Terms, [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. Refer to the order form under Display Labor for Straight time and Overtime hours.

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 SERVICES

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 feature you may contact Exhibitor Support at (888) 508-5054 US & Canada or +1(817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early on [FreemanOnline](#) to take advantage of advance order discount rates, place your order by February 20, 2023.

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, 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 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 BEFORE THE SHOW

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

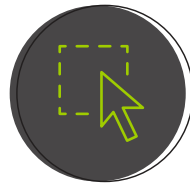
Rent rather than buy carpet to save on shipping, cleaning, and storage. Freeman Classic carpet can be reused at least four times.

Option 2 Color

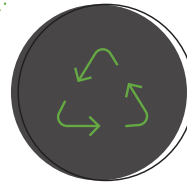
Use darker-colored carpet, which is easier to reuse and recycle. Freeman Classic dark-colored carpets are made of 20-50 percent recycled content.



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.

8

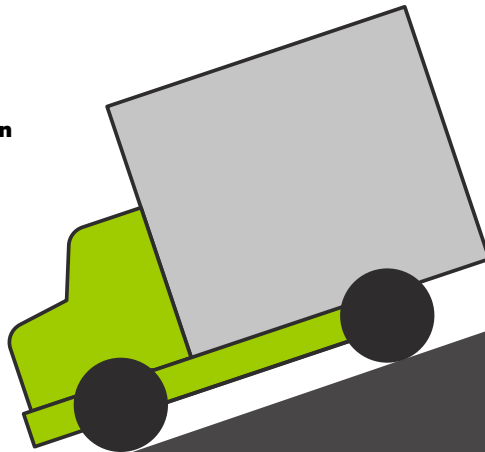
shipping out

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.



7

MOVE OUT

train your team

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



9

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

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/519828>

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

event venue

venue
dock

your exhibit

venue
dock

**advance
warehouse**

storage for empty containers



advance warehouse

where exhibit materials are stored before an event



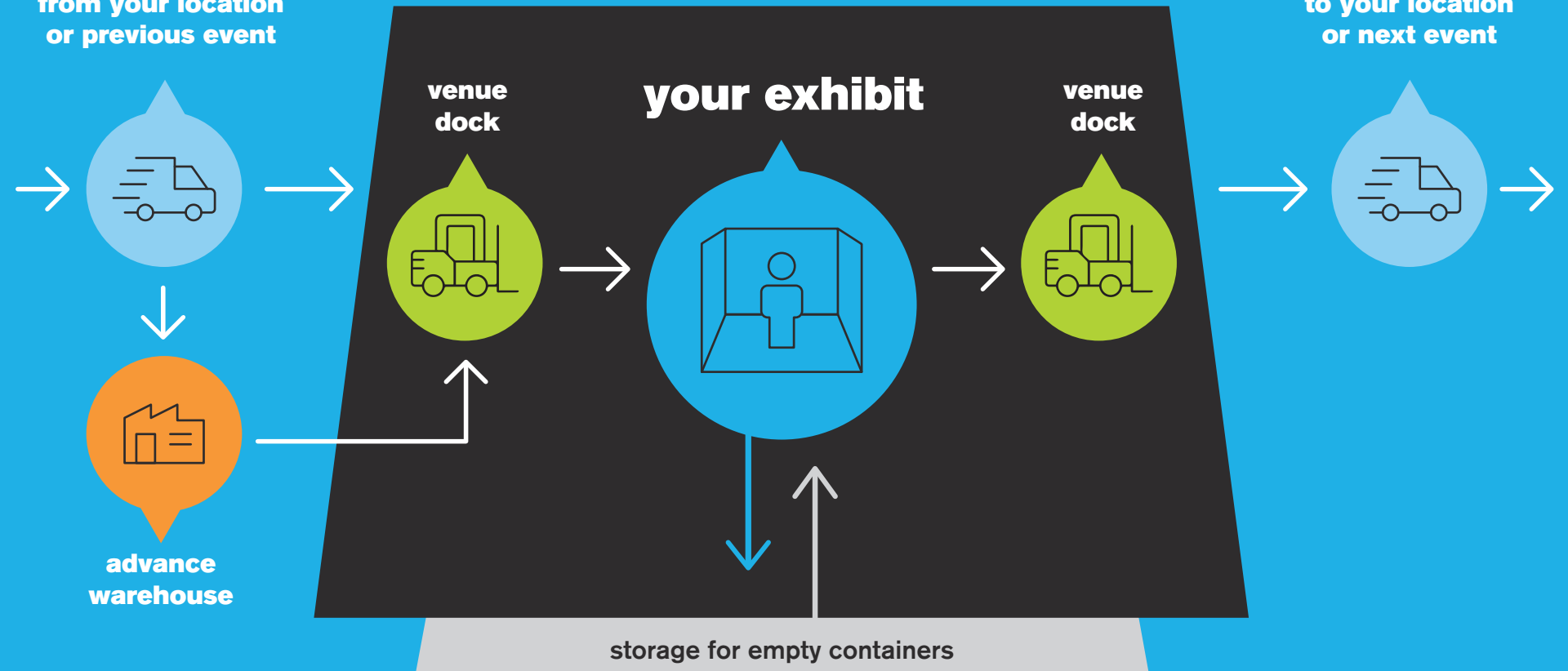
shipping

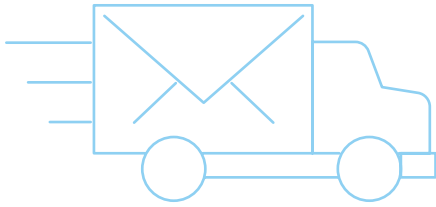
transport to the venue's shipping dock then from the shipping dock to the next event or customer location



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.

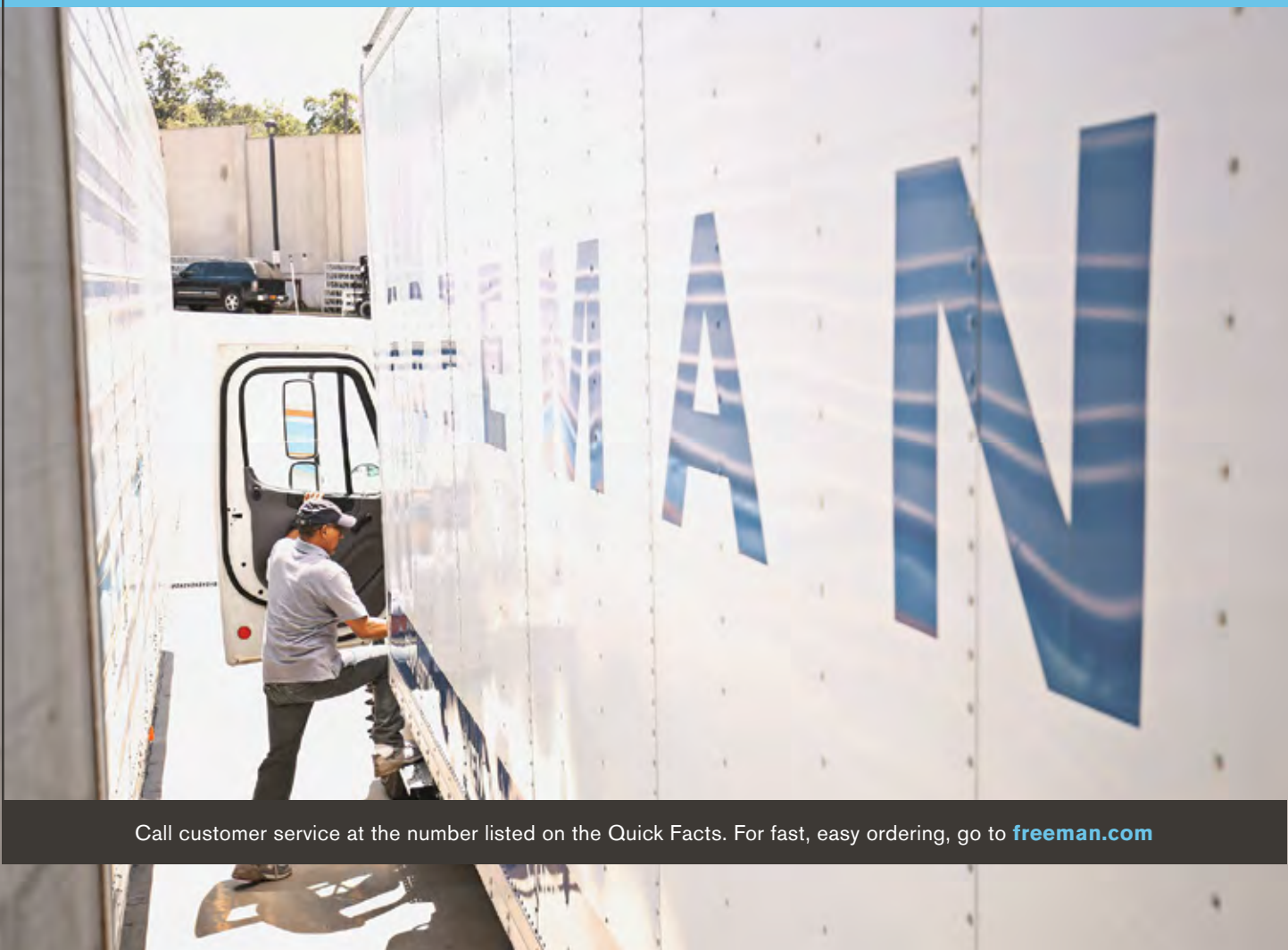


To take advantage, call **1-800-995-3579** or email **exhibit.transportation@freeman.com** for a quote.

RESULTS, DELIVERED

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

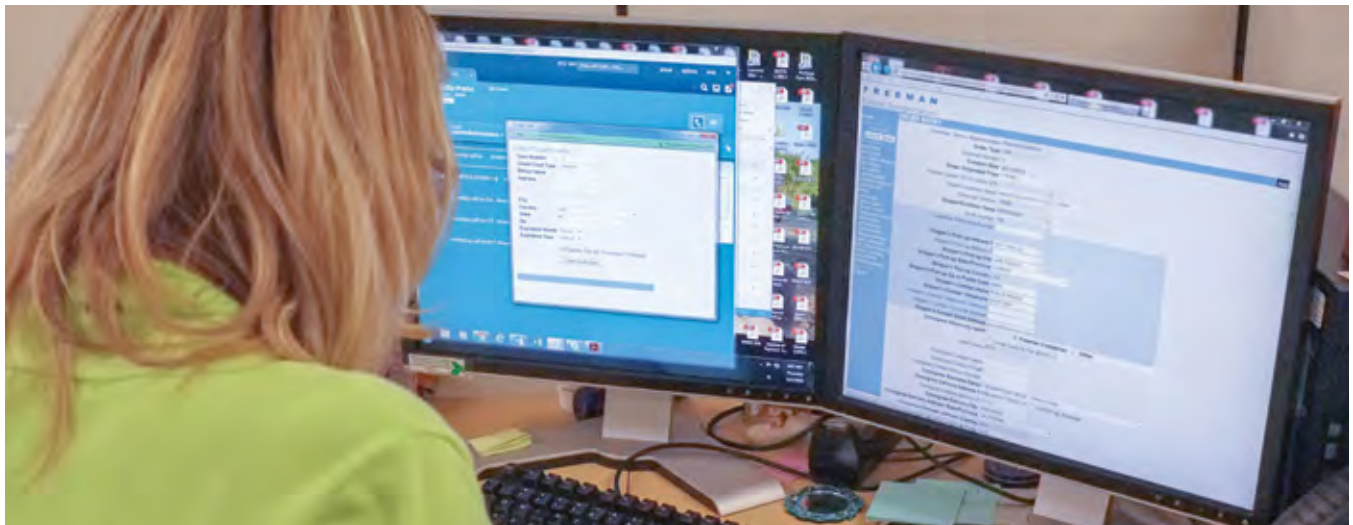
Questions?

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: National Facilities Management & Technology Conference 2023 / March 21-23, 2023

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 #**
National Facilities Management & Technology Conference 2023
 C/O: TForce Freight / Freeman
 6571 Washington Blvd
 Elkridge, MD 21075
MUST BE DELIVERED BY MARCH 13, 2023

- I will be shipping to **SHOW SITE**
- Freeman / Exhibiting Company Name / Booth #**
National Facilities Management & Technology Conference 2023
 C/O: Freeman
 Baltimore Convention Center
 1 W Pratt St
 Baltimore, MD 21201
CANNOT BE DELIVERED BEFORE MARCH 20, 2023

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 # (519828) _____

WHAT ARE FREIGHT SERVICES?

As the official service contractor, Freeman is the exclusive provider of freight services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. It should not be confused with the cost to transport your exhibit material to and from the convention or event. You have two options for shipping your advance freight — either to the warehouse or directly to show site.

HOW DO I SHIP TO THE WAREHOUSE?

- We will accept freight beginning 30 days prior to show move-in.
- To check on your freight arrival, call Exhibitor Services at the location listed on the Quick Facts.
- To ensure timely arrival of your materials at show site, freight should arrive by the deadline date listed on the Quick Facts. Your freight will still be received after the deadline date, but additional charges will be incurred.
- The warehouse will receive shipments Monday through Friday, except holidays. Refer to the Quick Facts for warehouse hours. No appointment is necessary.
- The warehouse will accept crates, cartons, skids, trunks/cases and carpets/pads. Loose or pad-wrapped material must be sent directly to show site.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.
- Warehouse freight will be delivered to the booth prior to exhibitor set up.

HOW DO I SHIP TO SHOW SITE?

- Freight will be accepted only during exhibitor move-in. Please refer to the Quick Facts for the specific exhibitor move-in dates and times.
- All shipments must have a bill of lading or delivery slip indicating the number of pieces, type of merchandise and weight.
- Shipments received without receipts or freight bills, such as Federal Express and UPS, will be delivered to the booth without guarantee of piece count or condition.
- Certified weight tickets must accompany all shipments.

WHAT ABOUT PREPAID OR COLLECT SHIPPING CHARGES?

- Collect shipments will be returned to the delivery carrier.
- To ensure that your freight does not arrive collect, mark your bill of lading “prepaid.”
- “Prepaid” designates that the transportation charges will be paid by the exhibitor or a third party.

HOW SHOULD I LABEL MY FREIGHT?

- The label should contain the exhibiting company name, the booth number and the name of the event.
- The specific shipping address for either the warehouse or show site is located on the Quick Facts.

HOW DO I ESTIMATE MY MATERIAL HANDLING CHARGES?

- Charges will be based on the weight of your shipment. Each shipment received is billed individually. All shipments are subject to reweigh.
- On the Material Handling Form, locate the rate that applies to your shipment and multiply that rate by the weight of your shipment in pounds.
- The above services, whether used completely or in part, are offered as a package and the charges will be based on the total inbound weight of the shipment.

WHAT HAPPENS TO MY EMPTY CONTAINERS DURING THE SHOW?

- Pick up “Empty Labels” at the Freeman Service Center. Once the container is completely empty, place a label on each container individually. Labeled empty containers will be picked up periodically and stored in non-accessible storage during the event.
- At the close of the show, the empty containers will be returned to the booth in random order. Depending on the size of the show, this process may take several hours.

HOW DO I PROTECT MY MATERIALS AFTER THEY ARE DELIVERED TO THE SHOW OR BEFORE THEY ARE PICKED UP AFTER THE SHOW?

- Consistent with trade show industry practices, there may be a lapse of time between the delivery of your shipment(s) to your booth and your arrival. The same is true for the outbound phase of the show — the time between your departure and the actual pick-up of your materials. During these times, your materials will be left unattended. We recommend that you arrange for a representative to stay with your materials or that you hire security services to safeguard your materials.

HOW DO I SHIP MY MATERIALS AFTER THE CLOSE OF THE SHOW?

- Each shipment must have a completed Material Handling Agreement in order to ship materials from the show. All pieces must be labeled individually.
- To save time, complete and submit the Outbound Shipping Form in advance, or you may contact the Freeman Service Center at show site for your shipping documents.
- Once we receive your outbound shipping information we will create your Material Handling Agreement and shipping labels. If the shipping information is provided in advance, the Material Handling Agreement will be delivered to your booth with your invoice. Otherwise the Material Handling Agreement and labels will be available for pick up at the Freeman Service Center.
- After materials are packed, labeled and ready to be shipped, the completed Material Handling Agreement must be turned in at the Freeman Service Center.
- Call your designated carrier with pick-up information. Please refer to the Quick Facts for specific dates, times, and address for pick up. In the event your selected carrier fails to show by the final move-out day, your shipment will be rerouted on Freeman's carrier choice at the exhibitor's expense.
- For your convenience, approved show carriers will be on site to book outbound transportation if you have not made arrangements in advance.

WHERE DO I GET A FORKLIFT?

- Forklift orders to install or dismantle your booth after materials are delivered may be ordered in advance or at show site. We recommend that you order in advance to avoid additional charges at show site. Refer to the Rigging Order Form for available equipment.
- Advance and show site orders for equipment and labor will be dispatched once a company representative signs the labor order at the Freeman Service Center.
- Start time is guaranteed only when equipment is requested for the start of the working day.

DO I NEED INSURANCE?

- Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that exhibitors arrange all-risk coverage. This can be done by riders to your existing policies.
- All materials handled by Freeman are subject to the Terms and Conditions, which can be found in the exhibit service manual or online at www.freeman.com.

OTHER AVAILABLE FREIGHT SERVICES

(may not be available in all locations)

- Cranes
- Accessible storage at show site
- Exhibit transportation services (see enclosed brochure)
- Security storage at show site
- Short-term and long-term warehouse storage
- Local pick-up and delivery
- Priority empty return

FREEMAN®

material handling simplified

Our new straight forward pricing makes pre-show budgeting easier. Pay for your actual weight per-pound with no invoice surprises.

- × No minimums
- × No crated
- × No special handling
- × No carpet & pad only
- × No uncrated
- × No hundred-weight billing
- × No reweigh fees
- × No overtime
- × No marshalling yard fees
- × No rounding - pay only for actual weight

It's just easier!



MATERIAL HANDLING

Freeman is the exclusive provider of material handling services. Material handling includes unloading your exhibit material, storing up to 30 days in advance at the warehouse address, delivering to the booth, the handling of empty containers to and from storage, and removing of material from the booth for reloading onto outbound carriers. You have two options for shipping your advance freight - either to the warehouse or directly to show site. Material handling charges will automatically be applied to your account upon receipt of each shipment. It is not necessary to return this form to receive material handling services.

RATES

Material Handling..... \$ **1.98 per pound**
Rate applies to shipments sent to either the warehouse or directly to show site.

Material Handling - After Deadline \$ **2.48 per pound**
Rate applies to shipments arriving at the warehouse after **March 13, 2023**.

Material Handling - 10 lbs and under **Free of Charge**
This rate is per shipment. A qualifying shipment totals any number of pieces delivered to the same booth, by the same carrier, from the same shipper, on the same day, weighing 10 pounds or less.

IMPORTANT SHIPPING INFORMATION

Freeman Exhibit Transportation offers fast and easy service! Please call (800) 995-3579 to have one of our representatives help arrange all your shipment needs.

Warehouse:

- Avoid wait times at show site; ship to our warehouse!
- Warehouse receiving begins on **February 20, 2023**.
- Warehouse address: **Exhibiting Company Name / Booth #
National Facilities Management & Technology Conference 2023
C/O TForce Freight / Freeman
6571 Washington Blvd
Elkridge, MD 21075**
- 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 refrigeration 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 x 92"L.

Show Site:

- Show site receiving begins on **March 20, 2023**.
- Show Site address: **Exhibiting Company Name / Booth #
National Facilities Management & Technology Conference 2023
Facility Name
C/O Freeman
1 W Pratt St
Baltimore, MD 21201**

Outbound:

- Submit your outbound shipping information in advance and we will deliver your paperwork to your booth during the show. 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.

MOBILE UNIT & VEHICLE SPOTTING

Exhibitors or agents with mobile units or vehicles will require guidance to their respective booths. This guidance is required and provided by Freeman to prevent damage that may occur to exhibitors, the property of others, or when necessary to move crates that may be in the aisles.

Mobile units are defined as a piece of equipment than can be pushed or towed to the booth on wheels.

Vehicles are defined as an automobile, trailer, tractor, crane, etc. arriving at the exhibit hall that can be driven to the booth location under its own power. Exhibitors may drive their vehicles into and out of the exhibit areas or have Freeman supply an operator when available.

Each vehicle shall comply with the following:

1. Batteries should be disconnected in an approved manner.
2. Vehicles shall not be fueled or refueled within the building. Fuel in the tank shall not exceed 1/4 of the tank capacity or 5 gallons, whichever is less.
3. Fuel tank openings shall be locked and sealed to prevent escape of vapors.
4. No leaks underneath vehicles.
5. At least 36" clear access or aisles must be maintained around the vehicle.
6. Vehicles must be a minimum of 20 feet from exit of door or exit pathway.

SPOTTING FEES

Mobile Units * \$220.00 per unit (round trip)

Vehicles..... \$220.00 per unit (round trip)

*** Note:** If a forklift is utilized to tow a mobile unit or vehicle to the booth, a one hour forklift/operator charge will be assessed in addition to the spotting fee. If rigging labor is utilized to push the equipment to the booth, a one hour rigging labor charge will be assessed in addition to the spotting fee. Please refer to the Forklift & Rigging Labor Order Form for rates.

Number of units: _____ Type: _____

Dimensions of Largest Unit:
Height _____ Width _____ Length _____ Weight _____

Will you require a crane or forklift? _____
(See Material Handling Rates)

Comments / Special Hanging Requirements:

POV & CART SERVICE

Freeman will provide Privately Owned Vehicles (POVs) service that meet the requirements below.

DEFINITION OF PRIVATELY OWNED VEHICLE:

Privately Owned Vehicles are defined as cars, pick-up trucks, vans and other trucks primarily designed for passenger use, not cargo or freight. Vehicles that do not qualify for this service, or that have material that requires mechanical assistance to unload, will be directed to the Freeman Marshalling Yard.

Workers equipped with a flat cart scooter will assist exhibitors with unloading upon request. For safety reasons, it will be the judgment of the freight supervisor if the load can go higher than 3 feet. POV will also include storage of empty cardboard/product boxes at no additional charge. Empty stickers for your cartons and cases will be provided for this service.

RATES:

NFMT Show Management is covering the typical cart service cost for exhibitors providing the vehicle meets the POV requirements. And only one load, 300 lbs. or less is allowed per approved POV and 20 minutes allowance per booth.

DIRECTIONS:

- To receive this service, proceed directly to the facility and check in at the designated POV Check-In area for staging, checking in, processing paperwork and determining if vehicles are qualified for Service. There will be signage posted to direct you.
- Two people must be with the vehicle - one to accompany the product to the booth and one to remove the vehicle from the area.
- The determination of POV versus Material Handling will be made at the discretion of Freeman management. Any disputes will be handled at the time of unloading.

AVAILABILITY:

Cart Service will be available on the following dates and times:

Move-In

Monday March 20, 2023 8:00 a.m. - 5:00 p.m. All POV's must be unloaded and removed by 5:30 p.m.
Tuesday March 21, 2023 8:00 a.m. - 11:00 a.m. POV's arriving after 11:00 a.m. will be processed as material handling

All vehicles on Tuesday, March 21, 2023 will be unloaded by Freeman and normal material handling charges will apply. Due to the limited amount of space for the POV operation, wait times to access the POV area may be longer on Monday.

Move-Out

Thursday March 23, 2023 2:31 p.m. - 9:00 p.m. All POV's must be loaded and removed by 8:30 p.m

* Please visit the Freeman Service Center to complete and/or submit an Outbound Material Handling Agreement.

Please note: We anticipate that during peak periods, wait time can exceed 2-3 hours.

VEHICLES THAT QUALIFY:



Sedan



SUV



Pickup



Van

VEHICLES THAT DO NOT QUALIFY:



Trailer



Commercial Van



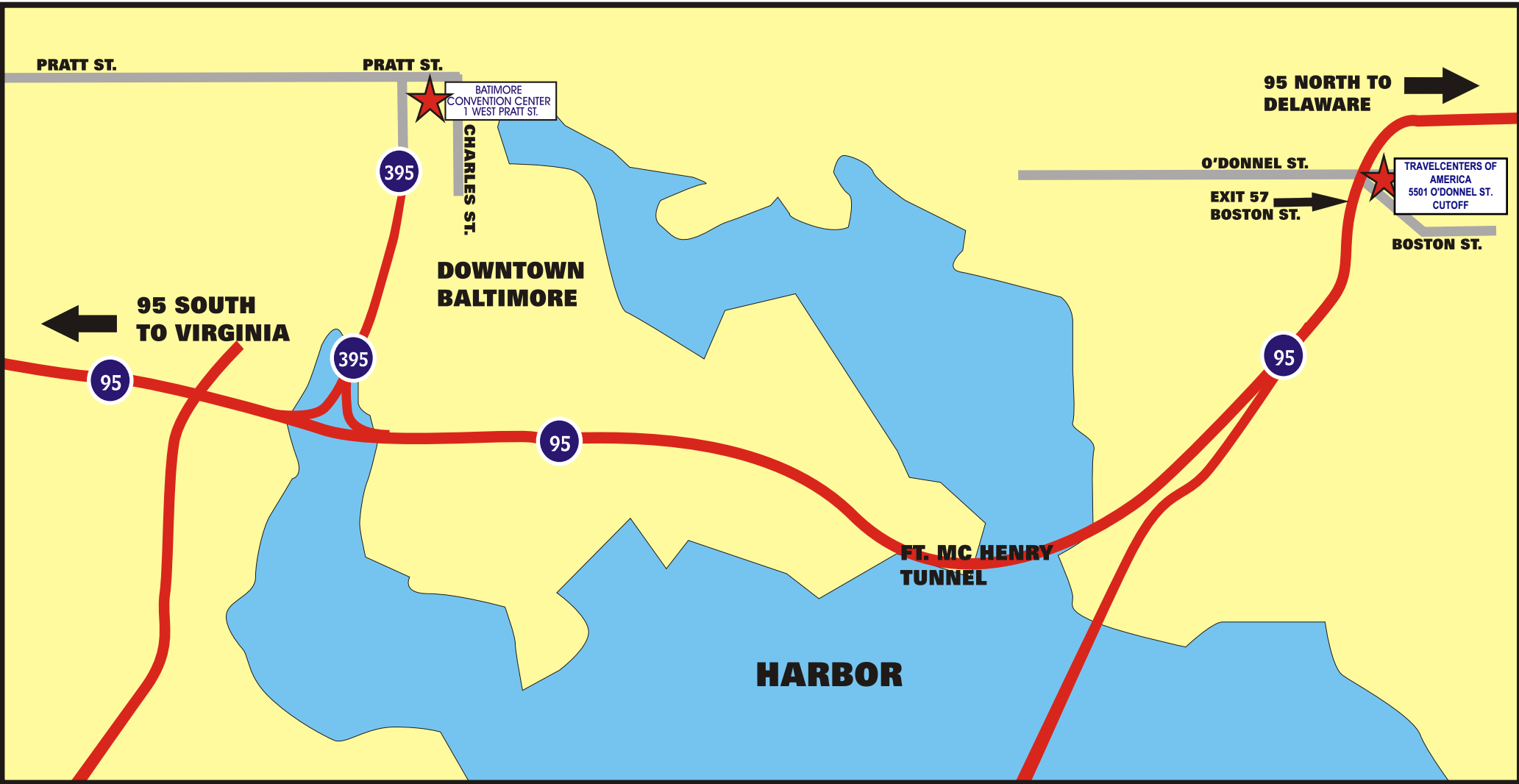
Rentals



Bobtail



Stakebed



DIRECTIONS TO TRAVELCENTERS OF AMERICA MARSHALLING YARD

From 95 North or South, Take Exit 57 - Boston St. to TravelCenters of America. Once in the TravelCenters of America, follow Freeman signs to the marshalling yard.



(888) 508-5054

Fax: (469) 621-5609

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

Submit order forms [here](#)

NAME OF SHOW: National Facilities Management & Technology Conference 2023 / March 21-23, 2023

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.

outbound shipping

Freeman⁷

R U S H

DO NOT DELAY

RECEIVING DATE BEGINS: FEBRUARY 20, 2023

DEADLINE DATE IS: MARCH 13, 2023

TO: _____

EXHIBITOR NAME

**C/O: TForce Freight / Freeman
6571 Washington Blvd**

Elkridge, MD 21075

WAREHOUSE

(519828)

***National Facilities Management &
Technology Conference 2023***

EVENT:

BOOTH NO: _____ NO. _____ OF _____ PCS

Freeman⁷

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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.

Freeman

R U S H

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CANNOT DELIVER BEFORE MARCH 20, 2023

TO:

EXHIBITOR NAME

C/O: Freeman

**Baltimore Convention Center
1 W Pratt St**

Baltimore, MD 21201

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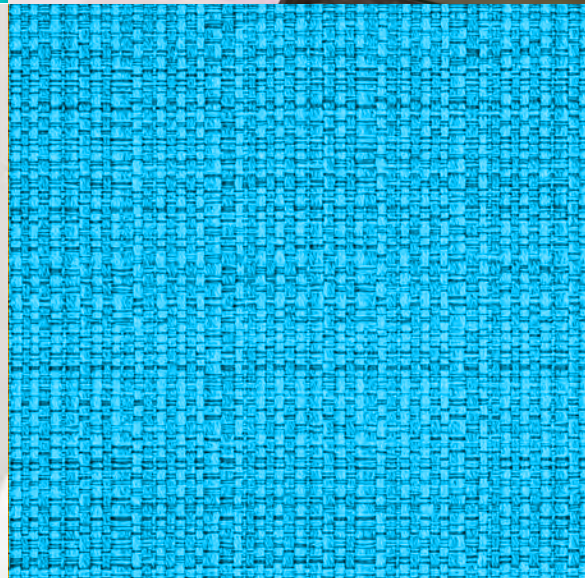
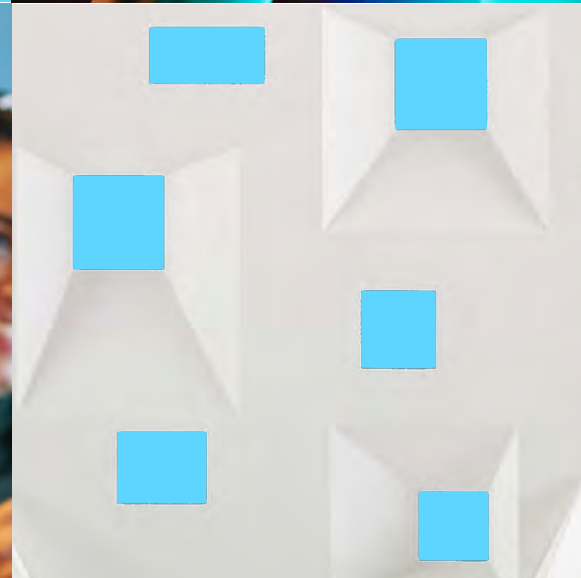
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IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

Freeman⁷

Summer 2022 – Spring 2023

Furniture catalog

Set the scene for engagement.





Make a statement

The right furniture sets the stage to educate attendees about your brand, inspire audiences to partner with you, display your products elegantly, or connect through conversation.

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43 Accent tables



06 Soft seating



32 Ottomans





The secret lies in designing your exhibit's engagement around your business goals, choosing and using the right solutions to design your space, design your experience, and design your results.

Things to consider:

- Exhibit space and size
- Engagement type
- Presentation lengths
- Product displays



Maximize your engagement

Top design tips

for well executed exhibit spaces.

1

Spin Around.

Swivel chairs in small spaces maximize functionality and allow you to engage with those all around!



2

Get Connected.

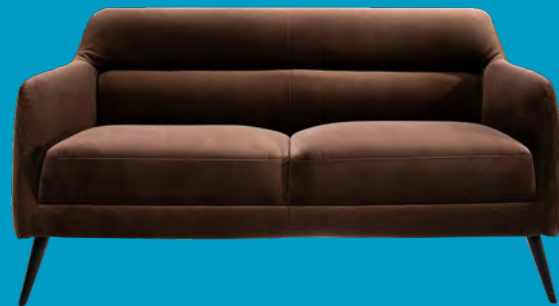
Communal tables help facilitate networking opportunities and build connections.



3

Creature Comforts.

Design a comfortable "living room" space with soft lounge seating to relax clients and encourage conversation.



4

Demo Down.

Square or circular ottomans are a great way to design small theaters for quick demonstrations.



5

Keep it Green.

Don't forget the greenery to warm up your booth environment by bringing nature indoors.



6

Level the field.

Low and casual seating makes clients more comfortable and open to learning.



7

Provide a Pop!

Colorful furnishings attract attention and help reinforce brand themes.



8

Charge it!

Powered tables and seating encourages clients to linger in the booth and recharge.



9

Talk details.

Accent tables provide perfect work spaces for more in-depth conversations.



10

Stay Social.

Stylize furnishings to create shareable moments worthy of Instagram.



Soft seating

Invite your guests to stay a while.



Allegro sofa

p. | 11



Conversate casually.

Create a welcoming environment with a soft seating collection that provides flexibility in style, color, and function.

Soft seating

Pair neutral colors for a cohesive look.



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

8309 Sterling Sofa
(gray fabric)
82"L 33.5"D 32"H



830949 Fairfax Sofa
(white vinyl, brushed metal)
62"L 26"D 30"H



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

Soft seating

Perfect for more in-depth conversations.



810180 Valencia Chair
(spice orange velvet)
28"L 30.5"D 31"H



83045 Valencia Sofa
(coffee brown velvet)
63"L 30.5"D 31"H



Soft seating

Mix and match chairs and sofas to create comfort in any sized space.



830951 Key Largo Sofa
(black fabric)
79"L 35"D 34"H



83019 Baja Sofa
(white vinyl)
86"L 30.5"D 28"H



810950 Key Largo Chair
(black fabric)
35"L 35"D 34"H



830950 Key Largo Loveseat
(black fabric)
57"L 35"D 34"H



81050 Baja Chair
(white vinyl)
36"L 30.5"D 28"H



83020 Baja Loveseat
(white vinyl)
61"L 30.5"D 28"H

Soft seating

Set a new standard in seating with soft curves.



83015 Allegro Sofa
(blue fabric)
73"L 34.5"D 30"H



81019 Allegro Chair
(blue fabric)
36"L 34.5"D 30"H




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



Soft seating

Modern and industrial details to satisfy your seating senses.



830119 Naples Sofa
(black vinyl) 87"L 30"D 33.25"H
830121 Available in power 



810119 Naples Chair
(black vinyl) 36"L 30"D 33.25"H
810120 Available in power 



830120 Naples Loveseat
(black vinyl) 62"L 30"D 33.25"H
830122 Available in power 



83013 Cordoba Loveseat
(taupe fabric, black)
60.5"L 32"D 33"H



81048 Cordoba Chair
(taupe fabric, black)
37"L 32"D 33"H

Accent chairs

Add a little pop of color.



Bowery swivel chair

p. | 15



Make a lasting impression.

Style, comfort, and seating that scales. Complement your brand identity with an assortment of accent chairs.

Accent chairs

Merge design, innovation, and purpose into each detail.



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



81034 Bowery Chair
(yellow fabric, chrome) 29.75"L 31" D27.25"H



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



810145 Wentworth Chair
(brown vinyl) 31"L 24"D 31.5"H



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

Accent chairs

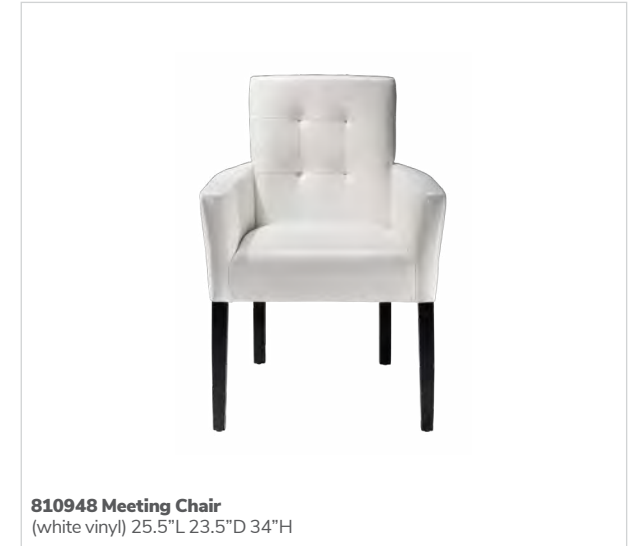
Let comfort and quality take the lead.



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



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



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



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



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

Accent chairs

Versatile statement pieces that stand out on a stage or in your exhibit.



81048 Cordoba Chair
(taupe fabric, black)
37"L 32"D 33"H



81046 Brooklyn Meeting Chair
(white, oak)
24.5"L 25.5"D 31.75"H



81047 Brooklyn Swivel Chair
(white, black)
24.5"L 25.5"D 31.75"H

Accent chairs

Quality upholstery to stand the test of time.

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



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



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



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



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

Side seating

Add a little something extra.



Laguna chair

p. | 22



Design intentionally

Create an atmosphere that brings your vision to life with a diverse selection of chairs.

Side chairs

Give your space a fresh look with clean lines.

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



810161 Marina Chair
(brown fabric, brushed metal)
17.5"L 19.5"D 35"H



810160 Marina Chair
(black vinyl, brushed metal)
17.5"L 19.5"D 35"H



810162 Marina Chair
(ocean blue fabric, brushed metal)
17.5"L 19.5"D 35"H



810163 Marina Chair
(red fabric , brushed metal)
17.5"L 19.5"D 35"H

Side chairs

Add seating to any area, from a café to a theater space.



820241 Madison Hydraulic Café Table
(chrome base, gray acajou top)
30"RND 29"H

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



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



810841 Rustique Chair w/ arms
(gunmetal) 20"L 18"D 31"H



71090 Black Diamond Arm Chair
(black) 20"L 21"D 33"H



81093 Lucent Chair
(frosted acrylic, chrome) 19.5"L 19.75"D 32.5"H



810851 Zenith Chair
(white, chrome) 18.25"L 22"D 32"H



71089 Black Diamond Side Chair
(black) 21"L 23"D 32"H

Side chairs

Bring out the personality of your event with stylish and colorful seating.

8201223 Round Café Table
(white laminate top, chrome hydraulic base)
30" RND 29"H



Barstools

Meet and greet, casually.



Zoey barstool
p. | 28



Versatility defined.

Whether it be at a kiosk, bar, demo station or table, bar stools set the foundation for connecting. Pair with side seating to maximize seating options for your attendees.

Barstools

For quick and casual conversations.



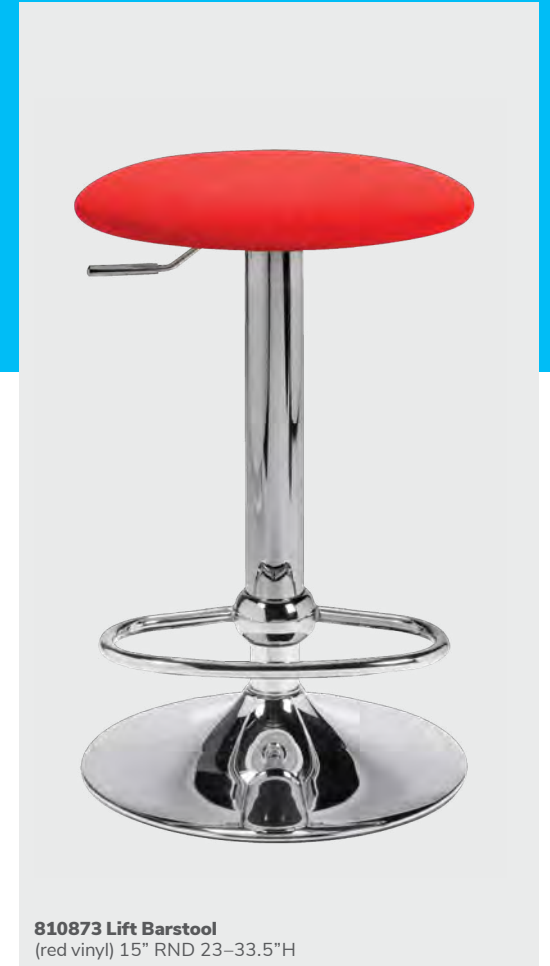
810871 Lift Barstool
(black vinyl)
15" RND 23-33.5"H



810870 Lift Barstool
(white vinyl) 15" RND 23-33.5"H



810872 Lift Barstool
(gray vinyl) 15" RND 23-33.5"H



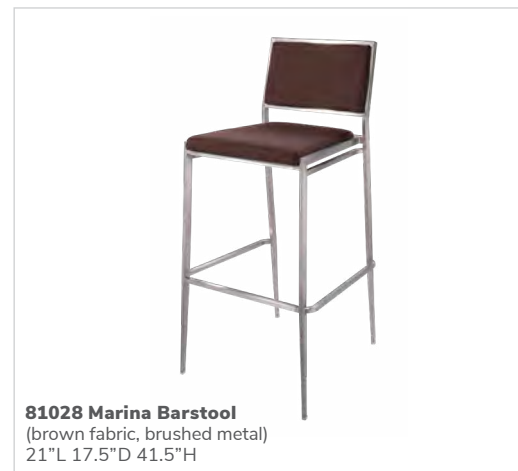
810873 Lift Barstool
(red vinyl) 15" RND 23-33.5"H

Barstools

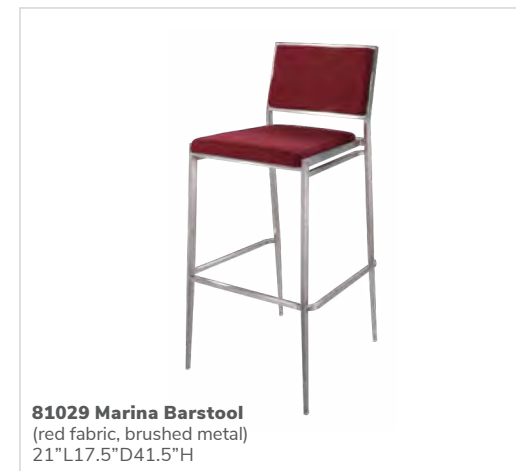
A timeless silhouette reliable for any setting.



81026 Marina Barstool
(ocean blue fabric, brushed metal)
21"L 17.5"D 41.5"H



81028 Marina Barstool
(brown fabric, brushed metal)
21"L 17.5"D 41.5"H



81029 Marina Barstool
(red fabric, brushed metal)
21"L 17.5"D 41.5"H



81030 Marina Barstool
(white vinyl, brushed metal)
21"L 17.5"D 41.5"H



81027 Marina Barstool
(black vinyl, brushed metal)
21"L 17.5"D 41.5"H

Barstools

Elevate your space with bold colors.



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



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



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



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



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

Barstools

Neutral options to complement your brand.



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



810104 Banana Barstool
(black, chrome)
21"L 22"D 41.75"H



810103 Banana Barstool
(white, chrome)
21"L 22"D 41.75"H



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



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



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



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



Bars & Counters

Meet and greet essentials.



Midtown bar

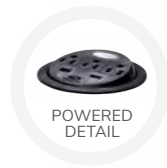
p. | 31

Bars & Counters

Connect and socialize with guests. Functional solutions for entertaining and hosting demos.



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



POWERED
DETAIL



(back)



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

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

85050 Clear Divider Bar Counter
(clear acrylic)
48-70"L 12"D 31.5"H

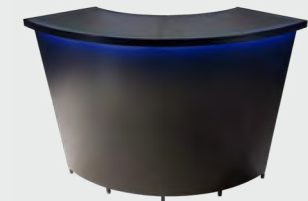


For personalization contact
exhibitorsolutions@freeman.com

850101 Midtown Bar
(pewter, unlighted)
60"L 18"D 42"H



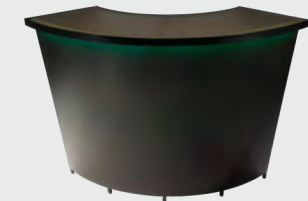
72056 Bar & Display Counter
(black) 24"L 24"D 42"H



(blue-lit)



(red-lit)



(green-lit)



(white-lit)

850100 Midtown Bar
(pewter, lighted with plug-in)
60"L 18"D 42"H

Ottomans

Perfectly positioned comfort
anywhere, anytime.



Beverly, Marche & Vibe ottomans

p. | 35, 36, 33

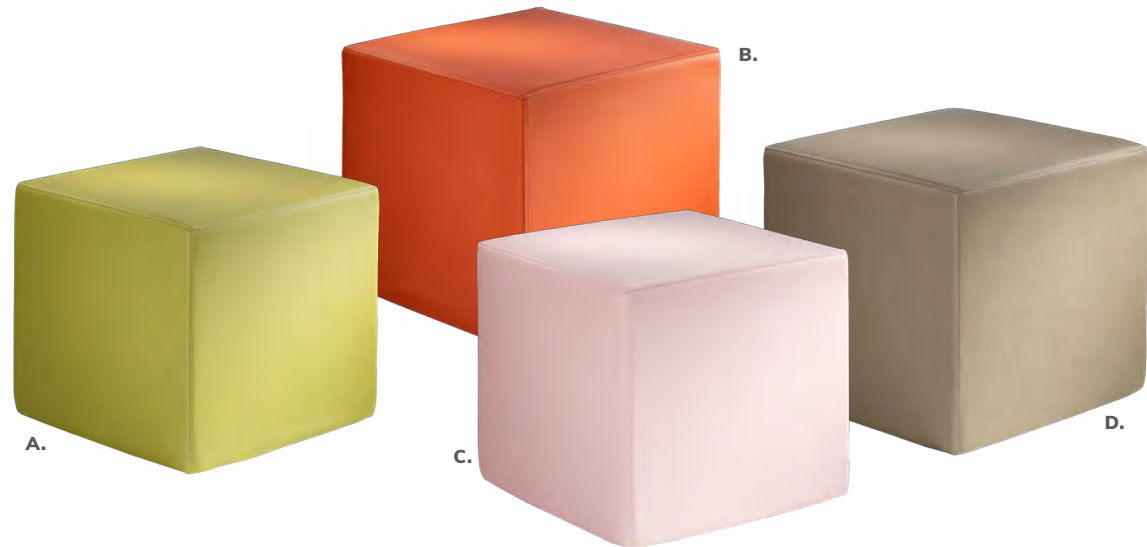
Vibe Cube Ottomans

Bright and cheerful designs liven up your space.

Vibe Cube Ottomans

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)



81531 (white vinyl)



81530 (black vinyl)



81532 (steel blue vinyl)



81534 (purple vinyl)



81533 (silver vinyl)



81519 (red vinyl)



81517 (yellow vinyl)



81518 (blue vinyl)



81525 (orange vinyl)

Beverly Small Bench Ottomans

Adaptable, versatile, and colorful for any show occasion.

Beverly Small Bench Ottomans
30"L 20"D 18"H

- A) 81567 (orange fabric)
- B) 81563 (green fabric)



81569 (white vinyl)



81560 (black vinyl)



81561 (blue fabric)



81562 (brown fabric)



81564 (gray fabric)



81565 (linen fabric)



81566 (lavender fabric)



81568 (red fabric)



81570 (yellow fabric)

Beverly Bench Ottomans

Add elegance and style to any environment with classic designs.

Beverly Bench Ottomans
60"L 20"D 18"H
81555 (red fabric)



81550 (black vinyl)



81551 (brown fabric)



81552 (gray fabric)



81553 (linen fabric)



81554 (ocean blue fabric)



81556 (white vinyl)



Marche Swivel Ottomans

Your go-to accessory that works for small groups, large gatherings, or theater-style seating.

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)



815156 (plum fabric)



815151 (gray fabric)



815159 (blue fabric)



815155 (rose quartz fabric)



815152 (linen fabric)



815153 (raspberry fabric)



815157 (meadow green fabric)



815160 (orange fabric)



81543 (black vinyl)



81540 (forest green vinyl)



81541 (teal velvet)



81542 (distressed brown vinyl)

Ottoman styles

Creative configurations that let everyone know they're welcome.



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



815123 Endless Square
(black) 34"L 34"D 15"H



815122 Endless Square
(white) 34"L 34"D 15"H



815952 Endless Curved
(black) 60.5"L 37.5"D 15"H



815953 Endless Curved
(white) 60.5"L 37.5"D 15"H

Power seating and tables

Convenience that guests can plug into.




Tech Tablet chair

p. | 42

Power seating and tables

Never run out of battery.

 Denotes AC and USB charging outlets



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




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




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



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


Power seating and tables

Demos displayed powerfully.

 Denotes AC and USB charging outlets



POWERED
DETAIL


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



Ventura Powered Bar Table & Shark Barstools 10'x10' Booth

 **820965 Ventura Powered Café Tables**
(white top, silver frame)
72.25"L 26.25"D 30"H




 **8207 30" Round Bar Table, Powered**
(white top, black)
30" RND 42"H



POWERED
DETAIL

 **820964 Ventura Powered Café Tables**
(black top, silver frame)
72.25"L 26.25"D 30"H



 **8208 30" Round Cafe Table, Powered**
(white top, black)
30" RND 29"H




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.

Power seating and tables

Invite attendees to recharge.

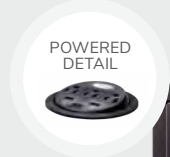
 Denotes AC and USB charging outlets



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




POWERED
DETAIL



POWERED
DETAIL



 **Powered Locking Pedestal**
White
85061 24"L 24"D 36"H
85063 24"L 24"D 42"H
Black
85060 24"L 24"D 36"H
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.)



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



POWERED
DETAIL




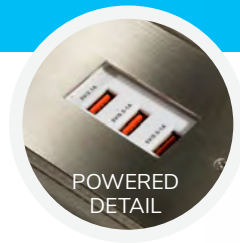
 **84084 Tech Desk, Powered**
(black metal, laminate)
60"L 30"D 30"H


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.

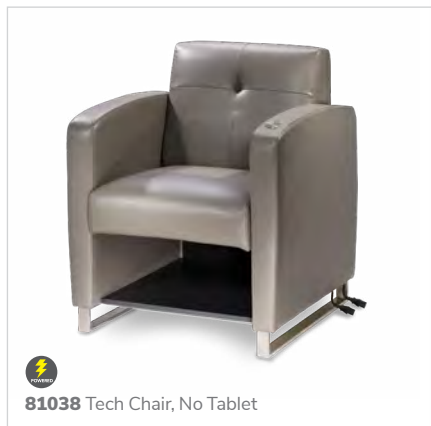
Power seating and tables


Convenience at your fingertips.

 Denotes AC and USB charging outlets




 **81039 Tech Tablet Chair**
(gray vinyl, white metal tablet, chrome base)
30.5"L 29"D 33.5"H



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



 **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.

Accent tables

Work in style.



Mesa cocktail table

p. | 47




Table talks.


When you want to facilitate more in-depth conversations and provide handy work surfaces, accent tables are the perfect tool to provide your attendees with the flexibility they need.

Accent tables

Get more work done with more space.

 Denotes AC and USB charging outlets




 **Sydney Powered Cocktail Tables**
48"L 26"D 18"H (brushed steel)
82073 (white)
82076 (black)
Available in non-powered.



Accent tables

Add room and style to your work space.


 Denotes AC and USB charging outlets

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



Taos Side Tables
(bronze finish) 15.75"L 15.75"D 24"H
820322 (white top)
820320 (black top)
820321 (wood top)



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



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



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



Sedona Side Table
(bronze finish) 15.75"L 15.75"D 24"H
820312 (white top)
820310 (black top)
820311 (wood top)

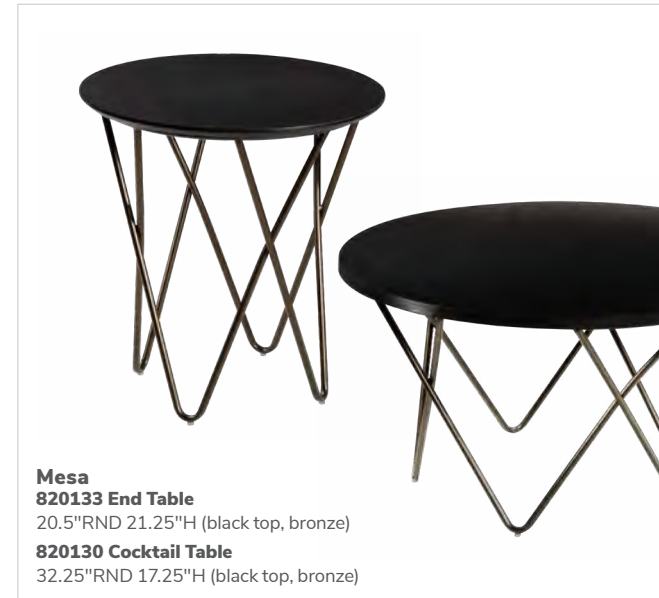


Accent tables

Relax and have a nice conversation.



Mesa
820135 End Table
20.5"RND 21.25"H (wood top, bronze)
820132 Cocktail Table
32.25"RND 17.25"H (wood top, bronze)



Mesa
820133 End Table
20.5"RND 21.25"H (black top, bronze)
820130 Cocktail Table
32.25"RND 17.25"H (black top, bronze)



Mesa
820134 End Table
24"RND 21.25"H (glass top, bronze)
820131 Cocktail Table
36"RND 17.25"H (glass top, bronze)

Accent tables

Sleek conversation pieces.



Geo
(glass, chrome)
82034 Cocktail Table 50"L 22"D 16"H
82035 End Table 24"L 24"D 20"H



Geo
(wood, black)
82027 Cocktail Table 50"L 22"D 16"H
82028 End Table 24"L 24"D 20"H



Alondra
(glass, chrome)
820250 Cocktail Table 47"L 24"D 16"H
820252 End Table 20"L 20"D 20"H

Alondra
(wood, chrome)
820253 End Table 20"L 20"D 20"H
820251 Cocktail Table 47"L 24"D 16"H



Café tables

The perfect place to connect.



Café tables

p. | 50

Café tables

Comfort plus connections make for lasting impressions.



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



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



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



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

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

Café tables

The right balance to elevate your brand.



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



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

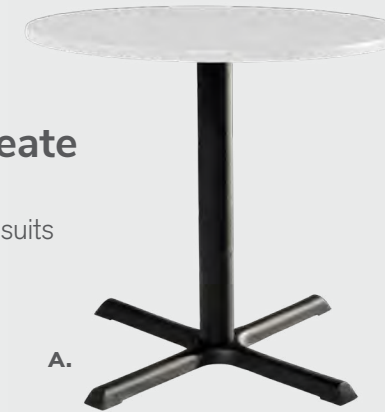
810164 Marina Chair
(white vinyl, brushed metal) 17.5"L 19.5"D 35"H



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

Customize and create

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



A.

8201220 (white)



B.

820923 (graphite nebula)

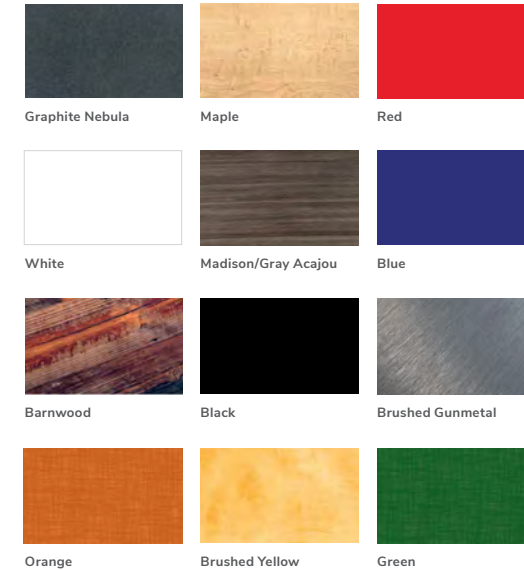
Café Tables

A) Standard Black Base 30" RND 29"H

- 820265 (madison/gray acajou)
- 820941 (blue)
- 820943 (wood)
- 8201236 (black)
- 8201235 (brushed gunmetal)
- 8201239 (brushed yellow)
- 8201237 (green)
- 8201238 (orange)
- 8201220 (white)

36" RND 29"H

- 8201243 (black)



Café Tables

B) Hydraulic Chrome Base 30" RND 29"H

- 820241 (madison/gray acajou)
- 8201208 (maple)
- 820921 (red)
- 820940 (blue)
- 820942 (barnwood)
- 8201223 (white)
- 8201231 (black)
- 8201230 (brushed gunmetal)
- 8201234 (brushed yellow)
- 8201232 (green)
- 8201233 (orange)
- 820923 (graphite nebula)

36" RND 29"H

- 820126 (white)
- 8201209 (graphite nebula)
- 8201206 (maple)
- 8201242 (black)

Bar tables

Network, successfully.



Bar tables
p. | 53

Bar tables

Make that chat last a little longer.



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



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



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

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



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

Bar tables

Endless options to make the perfect combination.

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



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

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



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

Customize and create

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



A.

820919 (brushed yellow)



B.

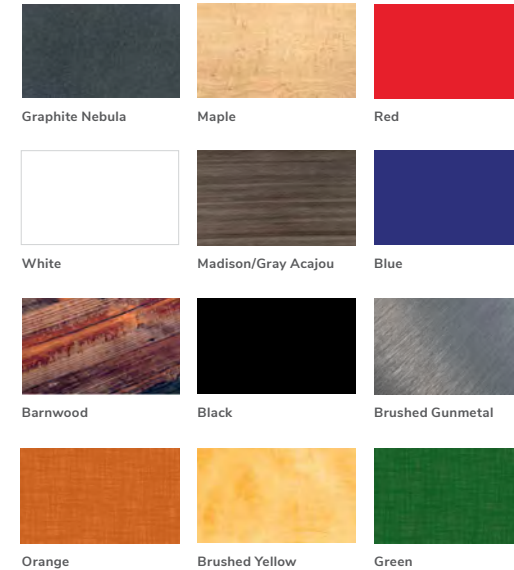
820920 (red)

Bar Tables

A) Standard Black Base
30" RND 42"H

- 8201221 (white)
- 820919 (brushed yellow)
- 820264 (madison/gray acajou)
- 820915 (brushed gunmetal)
- 820916 (black)
- 820917 (green)
- 820918 (orange)
- 820931 (blue)
- 820933 (barnwood)

36" RND 42"H
8201241 (black)



Bar Tables

B) Hydraulic Chrome Base
30" RND 45"H

- 820920 (red)
- 8201222 (white)
- 8201207 (maple)
- 820922 (graphite nebula)
- 820910 (brushed gunmetal)
- 820911 (black)
- 820912 (green)
- 820913 (orange)
- 820914 (brushed yellow)
- 820240 (madison/gray acajou)
- 820930 (blue)
- 820932 (wood)

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

Conference tables

Take care of business.



Conference tables

p. | 56

Conference tables

Made for connecting with new business opportunities.



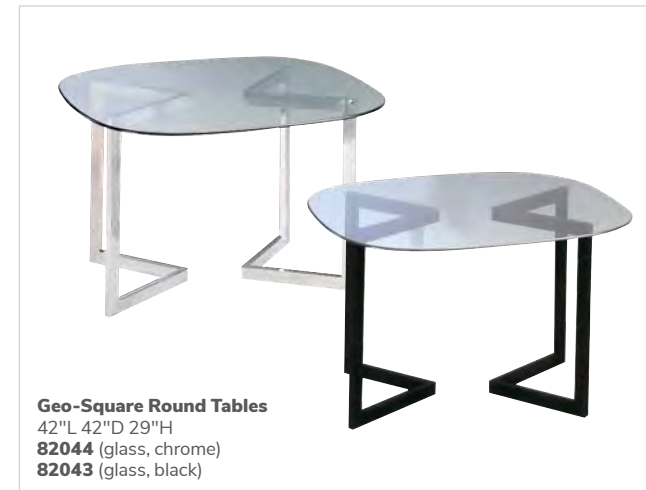
Round Conference Tables
42"RND 29"H
A) 820708 (white laminate)
B) 820260 (madison/gray acajou)
C) 8201244 (black top, black)



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



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



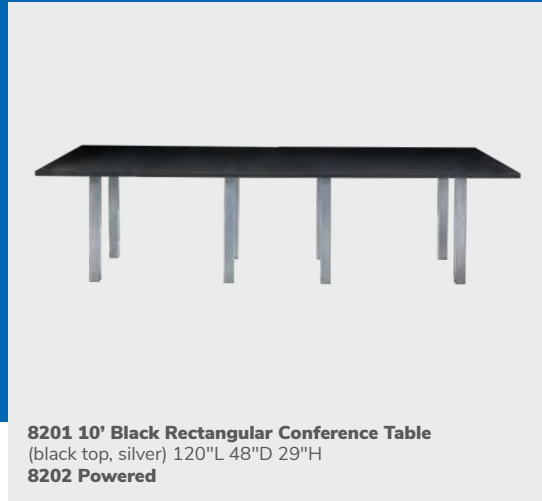
Geo-Square Round Tables
42"L 42"D 29"H
82044 (glass, chrome)
82043 (glass, black)



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

Conference tables

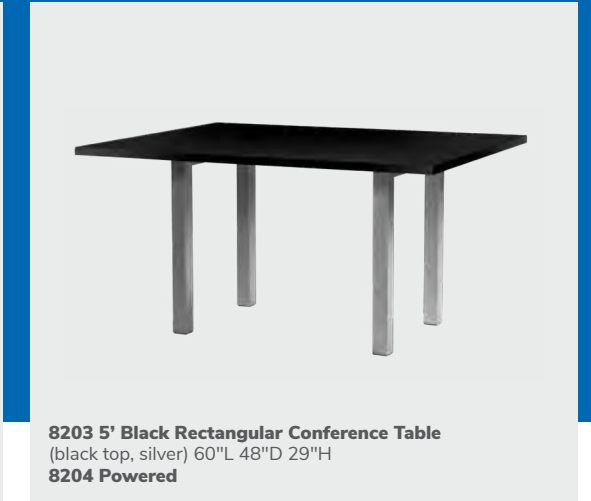
Make an impression.



8201 10' Black Rectangular Conference Table
(black top, silver) 120"L 48"D 29"H
8202 Powered



8205 8' Black Rectangular Conference Table
(black top, silver) 96"L 48"D 29"H
8206 Powered



8203 5' Black Rectangular Conference Table
(black top, silver) 60"L 48"D 29"H
8204 Powered



820263 Madison 10' Table
(gray acajou) 120"L 48"D 29"H

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




820262 Madison 8' Table
(gray acajou) 96"L 60"D 29"H




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

Communal and powered tables


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

 Denotes AC and USB charging outlets



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



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



Ventura Communal Café Tables

(silver frame)
72.25"L 26.25"D 30"H

Maple Top
820963 (solid)
820960 (grommets)

Black Top
820962 (solid)

White Top
820961 (grommets)
820966 (solid)



Ventura Communal Bar Tables

(silver frame)
72.25"L 26.25"D 42"H

Maple Top
820954 (solid)
820951 (grommets)

White Top
820953 (grommets)
820956 (solid)

Black Top
820952 (solid)



Table top options



Colors not available in all table options. Please check options listed above.

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.

Executive seating

Make a statement.



Executive seating

p. | 60

Executive seating

VIPs welcome.



Pro Executive High Back Chair
25"L 24"D 45-48"H
810844 (white vinyl)
810946 (black vinyl)
Adjustable height

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



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



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



810944 Pro Executive Mid Back Chair
(black vinyl)
24"L 22"D 36.75-39.75"H
Adjustable height



810945 Pro Executive Mid Back Chair
(white vinyl)
24"L 22"D 36.75-39.75"H
Adjustable height



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



Office essentials

Be ready for success.



Madison Executive Desk

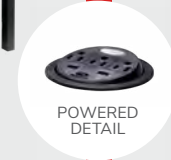
p. | 62

Office essentials

Stay organized. Stay ahead of the game.



84083 Tech Desk, Powered, with 3 Drawer File Cabinet
 (black metal, laminate)
Tech Desk 60"L 30"D 30"H
File Cabinet 16"L 20"D 28"H
 File cabinet also available separately 84080



POWERED
DETAIL



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



71045 Gray Gaslift Chair
 (gray, black) 20"L 26"D 38"H

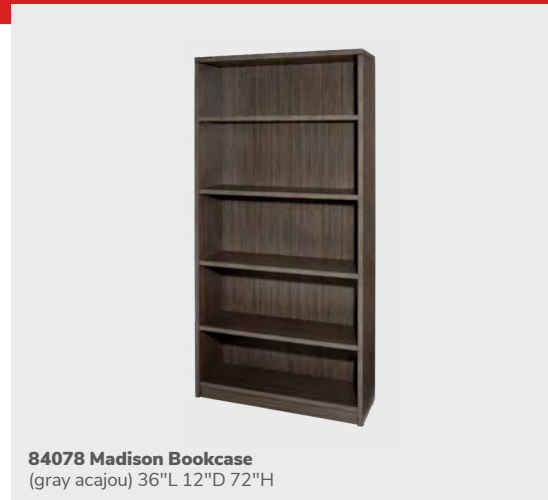


DESK BACK



DESK FRONT

84075 Madison Executive Desk
 (gray acajou) 60"L 30"D 29"H
810844 Pro Executive High Back Chair
 (white vinyl) 25"L 24"D 45-48"H
 Adjustable height



84078 Madison Bookcase
 (gray acajou) 36"L 12"D 72"H



85020 Posh Shelving
 (chrome, acrylic) 36"L 18"D 72"H



71047 Gray Gaslift Stool
 (gray, black) 20"L 24"D 46"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.

Office essentials



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

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



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



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



85091 Freestanding White Board
(silver, white)
40"L 9"D 72"H



220106 Corrugated Wastebasket
(black)

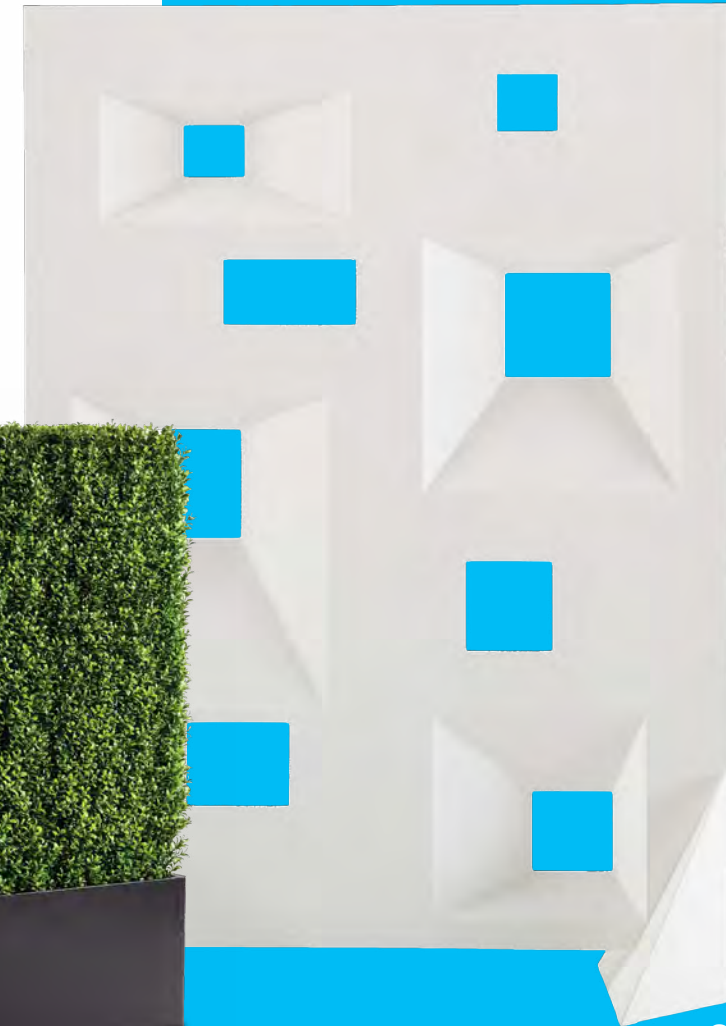


850708 Mason Floor Lamp
(brushed silver) 18" RND 55"H
850707 Mason Table Lamp
(brushed silver) 16" RND 26"H



Show essentials

Give your show that
something “extra.”

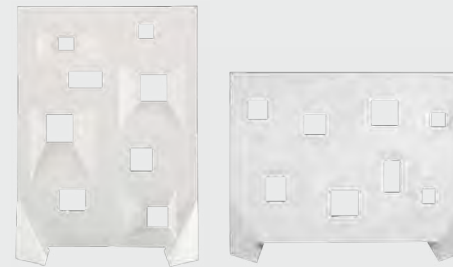


Greenery & Dividers

p. | 65

Show essentials

Create the space you need with greenery and dividers.



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

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



820930 30" Round Bar Table
(blue top, chrome hydraulic base) 30" RND 45"H

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

Show essentials

Add essential elements that showcase your brand during the show.



Product Kiosk & Display

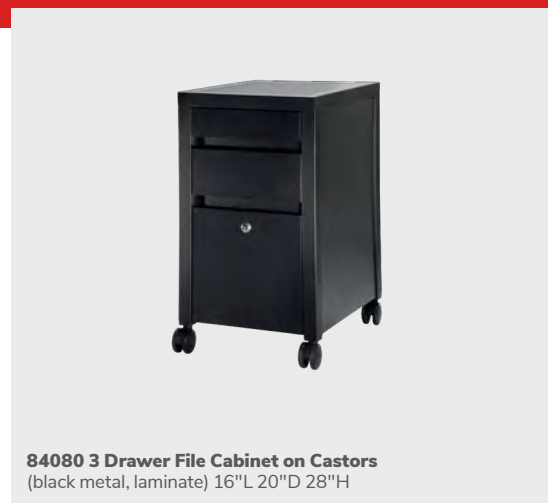
- 75032 Display Cube—Large**
(black) 24"W 24"L 42"H
- 75031 Display Cube—Medium**
(black) 18"W 18"L 36"H
- 75030 Display Cube—Small**
(black) 12"W 12"L 42"H



220121 Chrome Stanchion with 8' Retractable Belt
(black, belt) 42"H



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



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



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

8983000 Mini Refrigerator
(white) 4.0 cubic feet
20"W 22"L 33"H



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

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

Show essentials

Live event basics.



Draped or Undraped Tables & Counters



Corrugated Risers

4'L 7"H Corrugated Riser
1504100 (black) | 1504101 (white)
4'L 14"H Corrugated Riser
1504200 (black) | 1504201 (white)

6'L 7"H Corrugated Riser
1506100 (black) | 1506101 (white)
6'L 14"H Corrugated Riser
1506200 (black) | 1506201 (white)

8'L 7"H Corrugated Riser
1508100 (black) | 1508101 (white)
8'L 14"H Corrugated Riser
1508200 (black) | 1508201 (white)



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

124330 Tables Draped 3'L x 24"D x 30"H
124430 Tables Draped 4'L x 24"D x 30"H
124630 Tables Draped 6'L x 24"D x 30"H
124830 Tables Draped 8'L x 24"D x 30"H

24"D X 30"H | Tables Undraped

125330 Tables Undraped 3'L x 24"D x 30"H
125430 Tables Undraped 4'L x 24"D x 30"H
125630 Tables Undraped 6'L x 24"D x 30"H
125830 Tables Undraped 8'L x 24"D x 30"H

24"D X 42"H | Counter Draped

124342 Counter Draped 3'L x 24"D x 42"H
124442 Counter Draped 4'L x 24"D x 42"H
124642 Counter Draped 6'L x 24"D x 42"H
124842 Counter Draped 8'L x 24"D x 42"H

24"D X 42"H | Counter Undraped

125342 Counter Undraped 3'L x 24"D x 42"H
125442 Counter Undraped 4'L x 24"D x 42"H
125642 Counter Undraped 6'L x 24"D x 42"H
125842 Counter Undraped 8'L x 24"D x 42"H

4th Side | Table Draped 30"

12404630 Drape Table 4th Side 6' X 30"
12404830 Drape Table 4th Side 8' X 30"

4th Side | Table Draped 42"

12404642 Drape Table 4th Side 6' X 42"
12404842 Drape Table 4th Side 8' X 42"

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
SOFT SEATING						
Naples Group - Black Vinyl						
_____	810119	Chair.....	565.00	621.50	791.00	_____
_____	830120	Loveseat.....	655.00	720.50	917.00	_____
_____	830119	Sofa.....	745.00	819.50	1,043.00	_____
Munich Group - Gray Fabric						
_____	810151	Armless Chair.....	360.00	396.00	504.00	_____
Baja Group - White Vinyl						
_____	81050	Chair.....	565.00	621.50	791.00	_____
_____	83020	Loveseat.....	655.00	720.50	917.00	_____
_____	83019	Sofa.....	745.00	819.50	1,043.00	_____
Valencia - Velvet						
_____	810180	Chair - Spice Orange.....	450.00	495.00	630.00	_____
_____	83045	Sofa - Coffee Brown.....	585.00	643.50	819.00	_____
Key Largo Group - Black Fabric						
_____	830950	Loveseat.....	540.00	594.00	756.00	_____
_____	830951	Sofa.....	630.00	693.00	882.00	_____
_____	810950	Chair.....	450.00	495.00	630.00	_____
Allegro Group - Blue Fabric						
_____	81019	Chair.....	450.00	495.00	630.00	_____
_____	83015	Sofa.....	630.00	693.00	882.00	_____
Fairfax Group - White Vinyl						
_____	810949	Chair.....	360.00	396.00	504.00	_____
_____	830949	Sofa.....	540.00	594.00	756.00	_____
Palm Beach - White Vinyl						
_____	83040	Sofa.....	655.00	720.50	917.00	_____
Sterling Group - Gray Fabric						
_____	81037	Chair.....	655.00	720.50	917.00	_____
_____	8309	Sofa.....	880.00	968.00	1,232.00	_____
Cordoba Group - Taupe/Black						
_____	81048	Chair.....	540.00	594.00	756.00	_____
_____	83013	Loveseat.....	630.00	693.00	882.00	_____

CASUAL SEATING

Ottomans						
_____	815122	Endless Square - White Vinyl.....	375.00	412.50	525.00	_____
_____	815123	Endless Square - Black Vinyl.....	375.00	412.50	525.00	_____
_____	815953	Endless Curve - White Vinyl.....	395.00	434.50	553.00	_____
_____	815952	Endless Curve - Black Vinyl.....	395.00	434.50	553.00	_____
_____	81518	Vibe Cube - Blue Vinyl.....	140.00	154.00	196.00	_____
_____	81519	Vibe Cube - Red Vinyl.....	140.00	154.00	196.00	_____
_____	81525	Vibe Cube - Orange Vinyl.....	140.00	154.00	196.00	_____
_____	81517	Vibe Cube - Yellow Vinyl.....	140.00	154.00	196.00	_____
_____	81530	Vibe Cube - Black Vinyl.....	140.00	154.00	196.00	_____
_____	81531	Vibe Cube - White Vinyl.....	140.00	154.00	196.00	_____

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Ottomans (continued)						
_____	81532	Vibe Cube - Steel Blue Vinyl.....	140.00	154.00	196.00	_____
_____	81533	Vibe Cube - Silver Vinyl.....	140.00	154.00	196.00	_____
_____	81534	Vibe Cube - Purple Vinyl.....	140.00	154.00	196.00	_____
_____	81535	Vibe Cube -Citrus Green Vinyl.....	140.00	154.00	196.00	_____
_____	81536	Vibe Cube - Taupe Vinyl.....	140.00	154.00	196.00	_____
_____	81537	Vibe Cube - Spice Orange Vinyl.....	140.00	154.00	196.00	_____
_____	81538	Vibe Cube - Desert Rose Vinyl.....	140.00	154.00	196.00	_____
_____	815151	Marche Swivel - Gray Fabric.....	195.00	214.50	273.00	_____
_____	815154	Marche Swivel - Red Fabric.....	195.00	214.50	273.00	_____
_____	815159	Marche Swivel - Blue Fabric.....	195.00	214.50	273.00	_____
_____	815152	Marche Swivel - Linen Fabric.....	195.00	214.50	273.00	_____
_____	815157	Marche Swivel - Meadow Green Fabric.....	195.00	214.50	273.00	_____
_____	815158	Marche Swivel - Pear Yellow Fabric.....	195.00	214.50	273.00	_____
_____	815156	Marche Swivel - Plum Fabric.....	195.00	214.50	273.00	_____
_____	815153	Marche Swivel - Raspberry Fabric.....	195.00	214.50	273.00	_____
_____	815155	Marche Swivel - Rose Quartz Fabric.....	195.00	214.50	273.00	_____
_____	815150	Marche Swivel - White Vinyl.....	195.00	214.50	273.00	_____
_____	815160	Marche Swivel - Orange Fabric.....	195.00	214.50	273.00	_____
_____	81540	Marche Swivel - Forest Green Vinyl.....	195.00	214.50	273.00	_____
_____	81541	Marche Swivel - Teal Velvet.....	195.00	214.50	273.00	_____
_____	81542	Marche Swivel - Distressed Brown Vinyl.....	195.00	214.50	273.00	_____
_____	81543	Marche Swivel - Black Vinyl.....	195.00	214.50	273.00	_____
_____	81539	Marche Swivel - Ivory Faux Sheep Fur.....	195.00	214.50	273.00	_____
Beverly Bench Ottomans						
_____	81550	Black Vinyl.....	375.00	412.50	525.00	_____
_____	81551	Brown Fabric.....	375.00	412.50	525.00	_____
_____	81552	Gray Fabric.....	375.00	412.50	525.00	_____
_____	81553	Linen Fabric.....	375.00	412.50	525.00	_____
_____	81554	Ocean Blue Fabric.....	375.00	412.50	525.00	_____
_____	81555	Red Fabric.....	375.00	412.50	525.00	_____
_____	81556	White Vinyl.....	375.00	412.50	525.00	_____
Beverly Small Bench Ottomans						
_____	81560	Black Vinyl.....	285.00	313.50	399.00	_____
_____	81561	Blue Fabric.....	285.00	313.50	399.00	_____
_____	81562	Brown Fabric.....	285.00	313.50	399.00	_____
_____	81563	Green Fabric.....	285.00	313.50	399.00	_____
_____	81565	Linen Fabric.....	285.00	313.50	399.00	_____
_____	81568	Red Fabric.....	285.00	313.50	399.00	_____
_____	81569	White Vinyl.....	285.00	313.50	399.00	_____
_____	81566	Lavender Fabric.....	285.00	313.50	399.00	_____
_____	81567	Orange Fabric.....	285.00	313.50	399.00	_____
_____	81564	Gray Fabric.....	285.00	313.50	399.00	_____
_____	81570	Yellow Fabric.....	285.00	313.50	399.00	_____
Accent Chairs						
_____	71089	Black Diamond Side Chair.....	120.00	132.00	168.00	_____
_____	71090	Black Diamond Arm Chair.....	135.00	148.50	189.00	_____
_____	810861	Laguna Chair - Maple/Chrome.....	145.00	159.50	203.00	_____

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Accent Chairs (continued)						
	210108	Limerick® Chair by Herman Miller.....	80.00	88.00	112.00	
	810816	Madrid Chair - White Vinyl/Chrome.....	565.00	621.50	791.00	
	810948	Meeting Chair - White Vinyl.....	295.00	324.50	413.00	
	810164	Marina Chair - White Vinyl.....	160.00	176.00	224.00	
	810160	Marina Chair - Black Vinyl.....	160.00	176.00	224.00	
	810161	Marina Chair - Brown Fabric.....	160.00	176.00	224.00	
	810162	Marina Chair - Ocean Blue Fabric.....	160.00	176.00	224.00	
	810163	Marina Chair - Red Fabric.....	160.00	176.00	224.00	
	810131	Malba Chair - Gray Molded Plastic.....	105.00	115.50	147.00	
	810130	Malba Chair - Green Molded Plastic.....	105.00	115.50	147.00	
	810846	Christopher Chair - White Vinyl/Chrome.....	135.00	148.50	189.00	
	810851	Zenith Chair - White/Chrome.....	145.00	159.50	203.00	
	810841	Rustique Chair - Gunmetal.....	135.00	148.50	189.00	
	810837	Razor Armless Chair - White High Density Plastic.....	100.00	110.00	140.00	
	810875	Swanson Swivel Chair - White Vinyl.....	295.00	324.50	413.00	
	81083	Blade Chair - Sky Blue.....	100.00	110.00	140.00	
	81082	Blade Chair - Red.....	100.00	110.00	140.00	
	81093	Lucent Chair - Frosted Acrylic.....	180.00	198.00	252.00	
	810145	Wentworth Chair - Brown Vinyl.....	295.00	324.50	413.00	
	81024	Atherton Chair - Brown Leather.....	655.00	720.50	917.00	
	81034	Bowery Chair - Yellow Fabric.....	450.00	495.00	630.00	
	81035	Century Chair - Gray Velvet.....	450.00	495.00	630.00	
	81036	Lena Chair - Green Leather.....	450.00	495.00	630.00	
	81031	Montreal Chair - Blue Fabric.....	565.00	621.50	791.00	
	81032	Pasadena Chair - White Plastic.....	285.00	313.50	399.00	
	81038	Tech Chair - Gray Vinyl.....	565.00	621.50	791.00	
	81039	Tech Tablet Chair - Gray Vinyl.....	565.00	621.50	791.00	
	81046	Brooklyn Swivel Meeting Chair - White/Oak.....	360.00	396.00	504.00	
	81047	Brooklyn Swivel Meeting Chair - White/Black.....	360.00	396.00	504.00	
Executive Seating						
	71045	Gray Gaslift Chair Without Arms.....	215.00	236.50	301.00	
	810874	La Brea Swivel Chair - Charcoal Gray Fabric.....	360.00	396.00	504.00	
	810175	Genesis Chair - Black.....	225.00	247.50	315.00	
	810844	Pro Executive High Back Chair - White Vinyl.....	315.00	346.50	441.00	
	810946	Pro Executive High Back Chair - Black Vinyl.....	315.00	346.50	441.00	
	810945	Pro Executive Mid Back Chair - White Vinyl.....	315.00	346.50	441.00	
	810944	Pro Executive Mid Back Chair - Black Vinyl.....	315.00	346.50	441.00	
	810947	Pro Executive Guest Chair - Black Vinyl.....	315.00	346.50	441.00	
	810170	Cupertino Mid Back Chair - Black Vinyl.....	405.00	445.50	567.00	
Barstools						
	71088	Black Diamond Stool.....	175.00	192.50	245.00	
	71047	Gray Gaslift Stool without Arms.....	265.00	291.50	371.00	
	810860	Laguna Barstool - Maple/Chrome.....	190.00	209.00	266.00	
	210109	Limerick® Stool by Herman Miller.....	125.00	137.50	175.00	
	810872	Lift Barstool - Gray Vinyl/Chrome.....	175.00	192.50	245.00	
	810873	Lift Barstool - Red Vinyl/Chrome.....	175.00	192.50	245.00	

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Barstools (continued)						
_____	810871	Lift Barstool - Black Vinyl/Chrome.....	175.00	192.50	245.00	_____
_____	810870	Lift Barstool - White Vinyl/Chrome.....	175.00	192.50	245.00	_____
_____	810103	Banana Barstool - White Vinyl/Chrome.....	200.00	220.00	280.00	_____
_____	810104	Banana Barstool - Black Vinyl/Chrome.....	200.00	220.00	280.00	_____
_____	810850	Zenith Barstool - White/Chrome.....	190.00	209.00	266.00	_____
_____	810840	Zoey Barstool - White Vinyl/Chrome.....	305.00	335.50	427.00	_____
_____	810848	Christopher Barstool - White Vinyl/Chrome.....	190.00	209.00	266.00	_____
_____	810202	Shark Swivel Barstool - White Plastic/Chrome.....	315.00	346.50	441.00	_____
_____	810839	Rustique Barstool - Gunmetal.....	135.00	148.50	189.00	_____
_____	81080	Blade Barstool - Red.....	145.00	159.50	203.00	_____
_____	81081	Blade Barstool - Sky Blue.....	145.00	159.50	203.00	_____
_____	81092	Lucent Barstool - Frosted Acrylic.....	235.00	258.50	329.00	_____
_____	810135	Task Stool - Black Fabric.....	275.00	302.50	385.00	_____
_____	81026	Marina Barstool - Ocean Blue.....	215.00	236.50	301.00	_____
_____	81027	Marina Barstool - Black Vinyl.....	215.00	236.50	301.00	_____
_____	81028	Marina Barstool - Brown Fabric.....	215.00	236.50	301.00	_____
_____	81029	Marina Barstool - Red Fabric.....	215.00	236.50	301.00	_____
_____	81030	Marina Barstool - White Vinyl.....	215.00	236.50	301.00	_____

Draped Tables & Counters

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

_____	124330	Draped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	124430	Draped Table 4'L x 30"H.....	165.00	181.50	231.00	_____
_____	124630	Draped Table 6'L x 30"H.....	195.00	214.50	273.00	_____
_____	124830	Draped Table 8'L x 30"H.....	210.00	231.00	294.00	_____
_____	12404630	4th Side Drape 6'L x 30"H.....	46.00	50.60	64.40	_____
_____	12404830	4th Side Drape 8'L x 30"H.....	46.00	50.60	64.40	_____
_____	124342	Draped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	124442	Draped Counter 4'L x 42"H.....	195.00	214.50	273.00	_____
_____	124642	Draped Counter 6'L x 42"H.....	210.00	231.00	294.00	_____
_____	124842	Draped Counter 8'L x 42"H.....	240.00	264.00	336.00	_____
_____	12404642	4th Side Drape 6'L x 42"H.....	56.00	61.60	78.40	_____
_____	12404842	4th Side Drape 8'L x 42"H.....	56.00	61.60	78.40	_____

Undraped Tables & Counters

_____	125330	Undraped Table 3'L x 30"H.....	N/A	N/A	N/A	_____
_____	125430	Undraped Table 4'L x 30"H.....	119.00	130.90	166.60	_____
_____	125630	Undraped Table 6'L x 30"H.....	149.00	163.90	208.60	_____
_____	125830	Undraped Table 8'L x 30"H.....	164.00	180.40	229.60	_____
_____	125342	Undraped Counter 3'L x 42"H.....	N/A	N/A	N/A	_____
_____	125442	Undraped Counter 4'L x 42"H.....	139.00	152.90	194.60	_____
_____	125642	Undraped Counter 6'L x 42"H.....	154.00	169.40	215.60	_____
_____	125842	Undraped Counter 8'L x 42"H.....	184.00	202.40	257.60	_____

Table Top Risers - Risers are 8" wide

_____	1504100	Black 4'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1504101	White 4'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1506100	Black 6'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1506101	White 6'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____

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Table Top Risers - Risers are 8" wide (continued)						
_____	1508100	Black 8'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1508101	White 8'L x 7"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1504200	Black 4'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1504201	White 4'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1506200	Black 6'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1506201	White 6'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1508200	Black 8'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
_____	1508201	White 8'L x 14"H Corrugated Riser.....	45.00	49.50	63.00	_____
Pedestal Tables - Soho Series						
_____	72069	Black Top Cafe Table - 30"H x 24"W.....	230.00	253.00	322.00	_____
_____	72067	Black Top Cafe Table - 30"H x 36"W.....	245.00	269.50	343.00	_____
_____	72066	Black Top Mini Table - 18"H x 18"W.....	245.00	269.50	343.00	_____
_____	72070	Black Top Bistro Table - 42"H x 24"W.....	230.00	253.00	322.00	_____
_____	72068	Black Top Bistro Table - 42"H x 36"W.....	245.00	269.50	343.00	_____
Pedestal Tables - Chelsea Series						
_____	72063	Butcher Block Top Cafe Table - 30"H x 30"W.....	230.00	253.00	322.00	_____
_____	72064	Butcher Block Top Cafe Table - 30"H x 36"W.....	245.00	269.50	343.00	_____
_____	720163	Butcher Block Top Bistro Table - 42"H x 30"W.....	230.00	253.00	322.00	_____
_____	720164	Butcher Block Top Bistro Table - 42"H x 36"W.....	245.00	269.50	343.00	_____
Pedestal Tables						
_____	8201208	Hydraulic Base Cafe Table - Maple.....	360.00	396.00	504.00	_____
_____	8201207	Hydraulic Base Bar Table - Maple.....	360.00	396.00	504.00	_____
_____	8201209	Hydraulic Base Cafe Table - Graphite.....	375.00	412.50	525.00	_____
_____	8201211	Hydraulic Base Bar Table - Graphite.....	375.00	412.50	525.00	_____
_____	8201206	Hydraulic Base Cafe Table - Maple.....	375.00	412.50	525.00	_____
_____	8201205	Hydraulic Base Bar Table - Maple.....	375.00	412.50	525.00	_____
_____	820126	Hydraulic Base Cafe Table - White Laminate.....	375.00	412.50	525.00	_____
_____	820125	Hydraulic Base Bar Table - White Laminate.....	375.00	412.50	525.00	_____
_____	820241	Madison Hydraulic Base Cafe Table - Gray Acajou.	360.00	396.00	504.00	_____
_____	820240	Madison Hydraulic Base Bar Table - Gray Acajou...	360.00	396.00	504.00	_____
_____	820265	Madison Cafe Table - Gray Acajou.....	270.00	297.00	378.00	_____
_____	820264	Madison Bar Table - Gray Acajou.....	270.00	297.00	378.00	_____
_____	8201220	30" Cafe Table Black Base - White Laminate.....	270.00	297.00	378.00	_____
_____	8201221	30" Bar Table Black Base - White Laminate.....	270.00	297.00	378.00	_____
_____	8201222	30" Bar Table Chrome Base - White Laminate.....	360.00	396.00	504.00	_____
_____	8201223	30" Cafe Table Chrome Base - White Laminate.....	360.00	396.00	504.00	_____
_____	820920	30" Bar Table Chrome Hydraulic Base - Red.....	360.00	396.00	504.00	_____
_____	820921	30" Cafe Table Chrome Hydraulic Base - Red.....	360.00	396.00	504.00	_____
_____	820922	30" Bar Table Chrome Hydraulic Base - Graphite....	360.00	396.00	504.00	_____
_____	820923	30" Cafe Table Chrome Hydraulic Base - Graphite....	360.00	396.00	504.00	_____
_____	820930	30" Bar Table w/ Hydraulic Base - Blue.....	360.00	396.00	504.00	_____
_____	820931	30" Bar Table w/ Black Base - Blue.....	270.00	297.00	378.00	_____
_____	820932	30" Bar Table w/ Hydraulic Base - Wood.....	360.00	396.00	504.00	_____
_____	820933	30" Bar Table w/ Black Base - Wood.....	270.00	297.00	378.00	_____
_____	820940	30" Cafe Table w/ Hydraulic Base - Blue.....	360.00	396.00	504.00	_____
_____	820941	30" Cafe Table w/ Black Base - Blue.....	270.00	297.00	378.00	_____

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Pedestal Tables (continued)						
_____	820942	30" Cafe Table w/ Hydraulic Base - Wood.....	360.00	396.00	504.00	_____
_____	820943	30" Cafe Table w/ Black Base - Wood.....	270.00	297.00	378.00	_____
_____	820910	30" Bar Table w/ Hydraulic Base - Gunmetal.....	360.00	396.00	504.00	_____
_____	820911	30" Bar Table w/ Hydraulic Base - Black.....	360.00	396.00	504.00	_____
_____	820912	30" Bar Table w/ Hydraulic Base - Green.....	360.00	396.00	504.00	_____
_____	820913	30" Bar Table w/ Hydraulic Base - Orange.....	360.00	396.00	504.00	_____
_____	820914	30" Bar Table w/ Hydraulic Base - Yellow.....	360.00	396.00	504.00	_____
_____	820915	30" Bar Table w/ Black Base - Gunmetal.....	270.00	297.00	378.00	_____
_____	820916	30" Bar Table w/ Black Base - Black.....	270.00	297.00	378.00	_____
_____	820917	30" Bar Table w/ Black Base - Green.....	270.00	297.00	378.00	_____
_____	820918	30" Bar Table w/ Black Base - Orange.....	270.00	297.00	378.00	_____
_____	820919	30" Bar Table w/ Black Base - Yellow.....	270.00	297.00	378.00	_____
_____	8201230	30" Cafe Table w/ Hydraulic Base - Gunmetal.....	360.00	396.00	504.00	_____
_____	8201231	30" Cafe Table w/ Hydraulic Base - Black.....	360.00	396.00	504.00	_____
_____	8201232	30" Cafe Table w/ Hydraulic Base - Green.....	360.00	396.00	504.00	_____
_____	8201233	30" Cafe Table w/ Hydraulic Base - Orange.....	360.00	396.00	504.00	_____
_____	8201234	30" Cafe Table w/ Hydraulic Base - Yellow.....	360.00	396.00	504.00	_____
_____	8201235	30" Cafe Table w/ Black Base - Gunmetal.....	270.00	297.00	378.00	_____
_____	8201236	30" Cafe Table w/ Black Base - Black.....	270.00	297.00	378.00	_____
_____	8201237	30" Cafe Table w/ Back Base - Green.....	270.00	297.00	378.00	_____
_____	8201238	30" Cafe Table w/ Black Base - Orange.....	270.00	297.00	378.00	_____
_____	8201239	30" Cafe Table w/ Black Base - Yellow.....	270.00	297.00	378.00	_____
_____	8201240	36" Bar Table w/ Hydraulic Base - Black.....	375.00	412.50	525.00	_____
_____	8201241	36" Bar Table w// Black Base - Black.....	300.00	330.00	420.00	_____
_____	8201242	36" Cafe Table w/ Hydraulic Base - Black.....	375.00	412.50	525.00	_____
_____	8201243	36" Cafe Table w/ Black Base - Black.....	300.00	330.00	420.00	_____
Accent Tables						
_____	82015	Silverado End Table - Tempered Glass/Painted Steel.....	270.00	297.00	378.00	_____
_____	82014	Silverado Cocktail Table - Tempered Glass/Painted Steel.....	350.00	385.00	490.00	_____
_____	820252	Alondra End Table - Glass/Chrome.....	270.00	297.00	378.00	_____
_____	820250	Alondra Cocktail Table - Glass/Chrome.....	350.00	385.00	490.00	_____
_____	820253	Alondra End Table - Wood/Chrome.....	270.00	297.00	378.00	_____
_____	820251	Alondra Cocktail Table - Wood/Chrome.....	350.00	385.00	490.00	_____
_____	8201224	Atomic 36" Round Table - Glass/Chrome.....	350.00	385.00	490.00	_____
_____	8201225	Atomic 42" Round Table - Glass/Chrome.....	365.00	401.50	511.00	_____
_____	82028	Geo End Table - Wood/Black Steel.....	230.00	253.00	322.00	_____
_____	82027	Geo Cocktail Table - Wood/Black Steel.....	305.00	335.50	427.00	_____
_____	82035	Geo End Table - Glass/Chrome.....	230.00	253.00	322.00	_____
_____	82034	Geo Cocktail Table - Glass/Chrome.....	305.00	335.50	427.00	_____
_____	82054	Sydney End Table - Black Laminate/Brushed Steel..	230.00	253.00	322.00	_____
_____	82055	Sydney End Table - White Laminate/Brushed Steel..	230.00	253.00	322.00	_____
_____	82052	Sydney Cocktail Table - Black Laminate/Brushed Steel.....	305.00	335.50	427.00	_____
_____	82053	Sydney Cocktail Table - White Laminate/Brushed Steel.....	305.00	335.50	427.00	_____
_____	82079	Sydney End Table - Blue Laminate/Brushed Steel.....	230.00	253.00	322.00	_____

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NAME OF SHOW: **National Facilities Management & Technology Conference 2023 / March 21-23, 2023**

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Take advantage of the Online price by ordering at www.freeman.com/store by FEBRUARY 20, 2023.

Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Accent Tables (continued)						
_____	82080	Sydney End Table - Wood Laminate/Brushed Steel..	230.00	253.00	322.00	_____
_____	82077	Sydney Cocktail Table - Blue Laminate/Brushed Steel.....	305.00	335.50	427.00	_____
_____	82078	Sydney Cocktail Table - Wood Laminate/Brushed Steel.....	305.00	335.50	427.00	_____
_____	82075	Regis End Table - Brushed Metal.....	270.00	297.00	378.00	_____
_____	82074	Regis Bench Table - Brushed Metal.....	350.00	385.00	490.00	_____
_____	820844	Aura Round Table - White Metal.....	165.00	181.50	231.00	_____
_____	82043	Geo Square-Round Table - Glass/Black Steel.....	365.00	401.50	511.00	_____
_____	82044	Geo Square-Round Table - Glass/Chrome.....	365.00	401.50	511.00	_____
_____	8201226	Rustique Square Metal Bar Table - Gray.....	320.00	352.00	448.00	_____
_____	820130	Mesa Cocktail Table - Black/Bronze.....	305.00	335.50	427.00	_____
_____	820131	Mesa Cocktail Table - Glass/Bronze.....	305.00	335.50	427.00	_____
_____	820132	Mesa Cocktail Table - Wood/Bronze.....	305.00	335.50	427.00	_____
_____	820133	Mesa End Table - Black/Bronze.....	230.00	253.00	322.00	_____
_____	820134	Mesa End Table - Glass/Bronze.....	230.00	253.00	322.00	_____
_____	820135	Mesa End Table - Wood/Bronze.....	230.00	253.00	322.00	_____
_____	820310	Sedona Side Table - Black/Bronze.....	165.00	181.50	231.00	_____
_____	820311	Sedona Side Table - Wood/Bronze.....	165.00	181.50	231.00	_____
_____	820312	Sedona Side Table - White/Bronze.....	165.00	181.50	231.00	_____
_____	820320	Taos Side Table - Black/Bronze.....	165.00	181.50	231.00	_____
_____	820321	Taos Side Table Wood/Bronze.....	165.00	181.50	231.00	_____
_____	820322	Taos Side Table - White/Bronze.....	165.00	181.50	231.00	_____
Conference Tables						
_____	82041	Geo Conference Table - Glass/Black Steel.....	455.00	500.50	637.00	_____
_____	82051	Geo Conference Table - Glass/Chrome.....	455.00	500.50	637.00	_____
_____	820260	Madison Conference Table - Gray Acajou.....	415.00	456.50	581.00	_____
_____	820708	42" Round Conference Table - White Laminate.....	415.00	456.50	581.00	_____
_____	820261	Madison 5' Conference Table - Gray Acajou.....	545.00	599.50	763.00	_____
_____	820262	Madison 8' Conference Table - Gray Acajou.....	955.00	1,050.50	1,337.00	_____
_____	820263	Madison 10' Conference Table - Gray Acajou.....	955.00	1,050.50	1,337.00	_____
_____	820951	Ventura Bar Table - Maple w/ Grommets.....	635.00	698.50	889.00	_____
_____	820952	Ventura Communal Bar Table - Black.....	635.00	698.50	889.00	_____
_____	820953	Ventura Bar Table - White w/ Grommets.....	635.00	698.50	889.00	_____
_____	820954	Ventura Communal Bar Table - Maple.....	635.00	698.50	889.00	_____
_____	820956	Ventura Communal Bar Table - White.....	635.00	698.50	889.00	_____
_____	820963	Ventura Communal Cafe Table - Maple.....	545.00	599.50	763.00	_____
_____	820960	Ventura Cafe Table - Maple w/ Grommets.....	545.00	599.50	763.00	_____
_____	820961	Ventura Cafe Table - White w/ Grommets.....	545.00	599.50	763.00	_____
_____	820966	Ventura Communal Cafe Table - White.....	545.00	599.50	763.00	_____
_____	820962	Ventura Communal Cafe Table - Black.....	545.00	599.50	763.00	_____
_____	8201244	42" Round Conference Table - Black Laminate.....	415.00	456.50	581.00	_____
_____	8201	10' Table - Black Laminate.....	955.00	1,050.50	1,337.00	_____
_____	8203	5' Table - Black Laminate.....	545.00	599.50	763.00	_____
_____	8205	8' Table - Black Laminate.....	955.00	1,050.50	1,337.00	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Office						
_____	84075	Madison Desk - Gray Acajou.....	615.00	676.50	861.00	_____
_____	84078	Madison Bookcase - Gray Acajou.....	455.00	500.50	637.00	_____
Computer Desks/Tables						
_____	820706	Work Desk - White Laminate.....	365.00	401.50	511.00	_____
POWERED						
Powered Seating						
_____	810120	Naples Chair, Powered - Black Vinyl.....	655.00	720.50	917.00	_____
_____	830122	Naples Loveseat, Powered - Black Vinyl.....	745.00	819.50	1,043.00	_____
_____	830121	Naples Sofa, Powered - Black Vinyl.....	835.00	918.50	1,169.00	_____
Powered Tables						
_____	820950	Ventura Communal Bar Table, Powered - Black.....	725.00	797.50	1,015.00	_____
_____	820955	Ventura Communal Bar Table, Powered - White.....	725.00	797.50	1,015.00	_____
_____	820964	Ventura Communal Cafe Table, Powered - Black.....	635.00	698.50	889.00	_____
_____	820965	Ventura Communal Cafe Table, Powered - White.....	635.00	698.50	889.00	_____
_____	84083	Tech Desk w/ 3 Drawer File Cabinet, Powered - Black Metal.....	615.00	676.50	861.00	_____
_____	84084	Tech Desk, Powered - Black Metal.....	490.00	539.00	686.00	_____
_____	82076	Sydney Cocktail Table, Powered - Black.....	395.00	434.50	553.00	_____
_____	82073	Sydney Cocktail Table, Powered - White.....	395.00	434.50	553.00	_____
_____	8202	10' Table, Powered - Black Laminate.....	1,045.00	1,149.50	1,463.00	_____
_____	8204	5' Table, Powered - Black Laminate.....	635.00	698.50	889.00	_____
_____	8206	8' Table, Powered - Black Laminate.....	1,045.00	1,149.50	1,463.00	_____
Powered Pedestals						
_____	85060	Powered Locking Pedestal 36" H, Black.....	535.00	588.50	749.00	_____
_____	85061	Powered Locking Pedestal 36" H, White.....	535.00	588.50	749.00	_____
_____	85062	Powered Locking Pedestal 42" H, Black.....	630.00	693.00	882.00	_____
_____	85063	Powered Locking Pedestal 42" H, White.....	630.00	693.00	882.00	_____
_____	820710	Wireless Charging Table, Powered.....	360.00	396.00	504.00	_____
Midtown Counters & Bars						
_____	850103	Midtown Powered Counter Unlighted - Pewter.....	1,400.00	1,540.00	1,960.00	_____
_____	850102	Midtown Powered Counter Lighted w/ Plug-In - Pewter.....	1,485.00	1,633.50	2,079.00	_____
_____	850101	Midtown Bar Unlighted - Pewter.....	1,245.00	1,369.50	1,743.00	_____
_____	850100	Midtown Bar Lighted w/ Plug-In - Pewter.....	1,485.00	1,633.50	2,079.00	_____
DISPLAY & ACCESSORIES						
Product Storage						
_____	84080	3 Door File Cabinet on Castors - Black	175.00	192.50	245.00	_____
_____	85020	Posh Shelving w/ Chrome Frame - White.....	520.00	572.00	728.00	_____
Refrigerator						
_____	8503001	Refrigerator - White.....	1,665.00	1,831.50	2,331.00	_____
_____	8983000	Small Refrigerator.....	685.00	753.50	959.00	_____
Lighting						
_____	850707	Mason Table Lamp - White/Brushed Silver.....	130.00	143.00	182.00	_____
_____	850708	Mason Floor Lamp - White/Brushed Silver.....	235.00	258.50	329.00	_____

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Qty	Part #	Description	Online Price	Discount Price	Standard Price	Total
Display						
_____	75030	Display Cube - Black - 12" Small.....	260.00	286.00	364.00	_____
_____	75031	Display Cube - Black - 18" Medium.....	275.00	302.50	385.00	_____
_____	75032	Display Cube - Black - 24" Large.....	295.00	324.50	413.00	_____
_____	72056	Display Counter - Black.....	405.00	445.50	567.00	_____
Boxwood Hedges						
_____	85030	7' Boxwood Hedge.....	750.00	825.00	1,050.00	_____
_____	85035	4' Boxwood Hedge.....	495.00	544.50	693.00	_____
Accessories						
_____	220121	Chrome Stanchion w/ 8' Retractable Belt.....	115.00	126.50	161.00	_____
_____	220118	Chrome Sign Holder.....	115.00	126.50	161.00	_____
_____	750135	Round Literature Rack.....	265.00	291.50	371.00	_____
_____	750136	Flat Literature Rack.....	225.00	247.50	315.00	_____
_____	220109	Chrome Coat Tree.....	70.00	77.00	98.00	_____
_____	220134	Aluminum Easel.....	65.00	71.50	91.00	_____
_____	220110	Chrome Bag Rack.....	135.00	148.50	189.00	_____
_____	10201484	Floor Standing Bulletin Board.....	230.00	253.00	322.00	_____
_____	220106	Corrugated Wastebasket.....	23.00	25.30	32.20	_____
_____	8502	Village Charging Hub.....	355.00	390.50	497.00	_____
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.).....	23.75	26.15	33.25	_____
_____	12108	Special Drape 8'H (per ft.).....	29.50	32.45	41.30	_____

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.	

furnishings

Freeman¹

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.

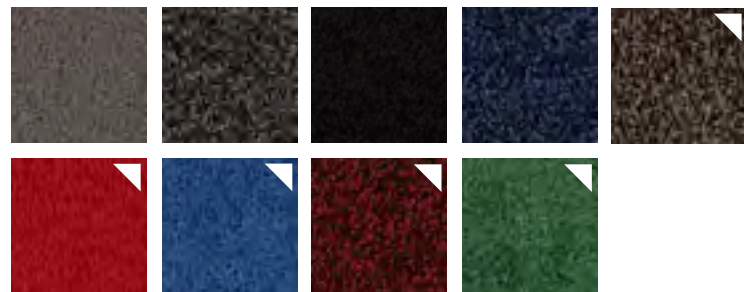
Be sure to order before the discount deadline!

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

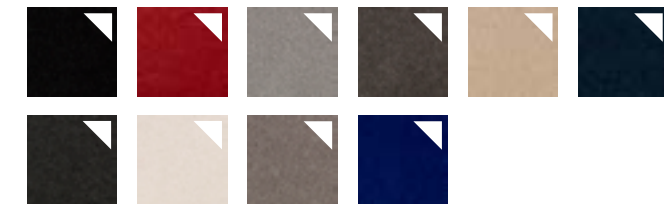
NEW



Supreme Collection

45oz carpet

NEW



Expo Flex Collection

10ft vinyl

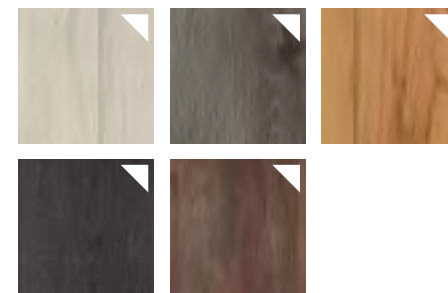
NEW



Event Flex Collection

12ft vinyl

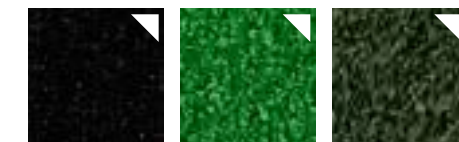
NEW



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

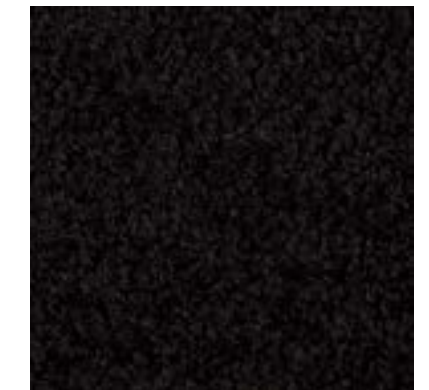
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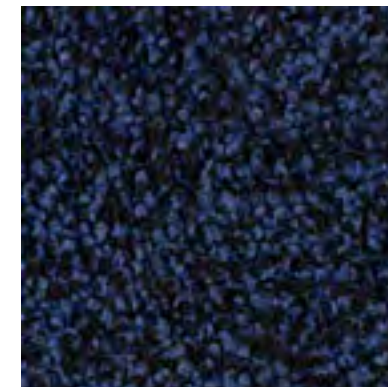
Gray



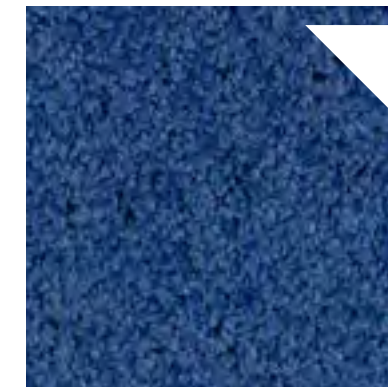
Tuxedo



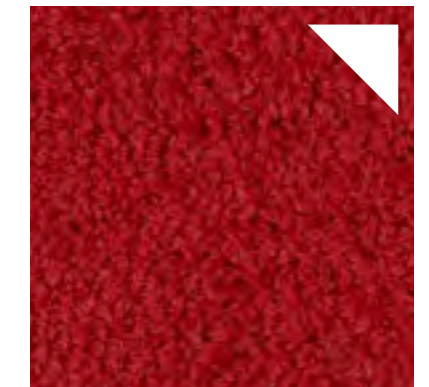
Black



Midnight



Blue



Red

▽ = Available only before the discount deadline

Custom Cut Classic Collection

16oz

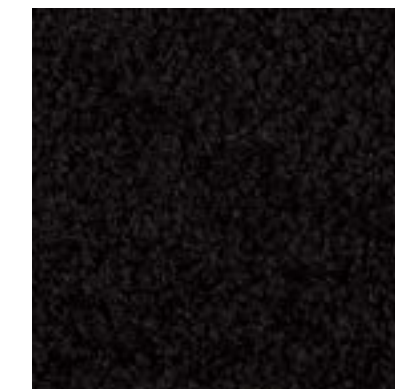
- 10ft width and custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.
- 100% recyclable
- Exhibit spaces are protected with Visqueen plastic floor covering
- For extra comfort, add padding for an additional fee



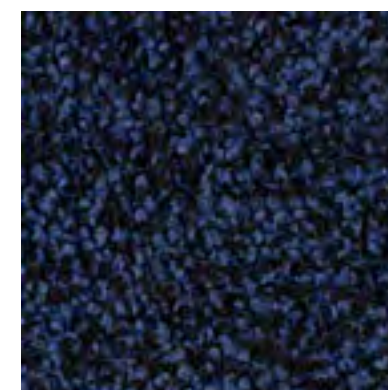
Gray



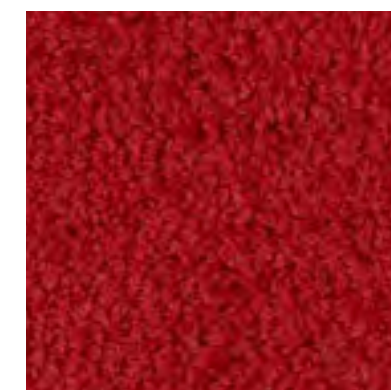
Tuxedo



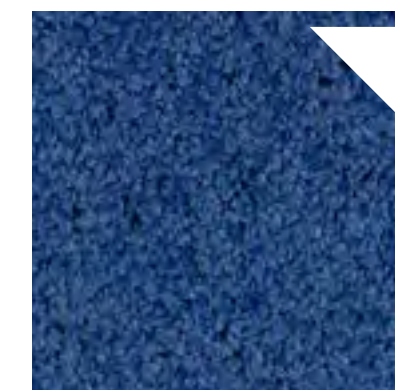
Black



Midnight



Red



Blue



Latte



Red Pepper



Green

▼ = Available only before the discount deadline

NEW

Designer Plus Collection

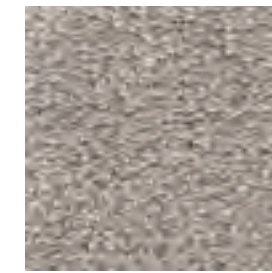
30oz

- 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



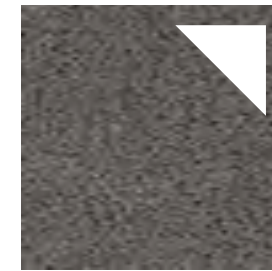
Grey Pearl



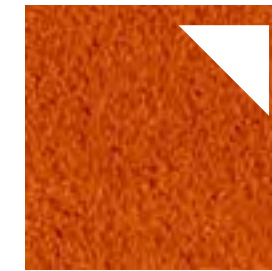
Red



Navy



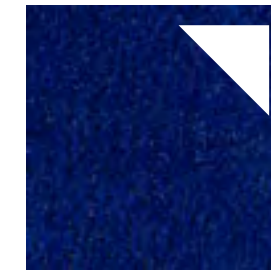
Lava Rock



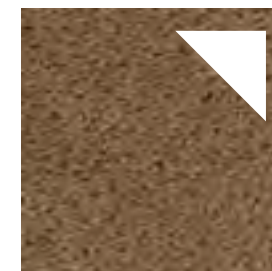
Paprika



Graphite



Royal Blue



Silky Beige



Ivory



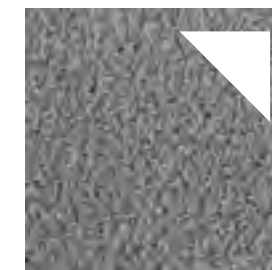
Smoke



Sword



White



Silver Cloud

▼ = Available only before the discount deadline

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

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Ordering after the discount deadline? Don't fret.

You can select from these options.

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Classic Collection

16oz



Gray



Tuxedo



Black



Midnight

Custom Cut Classic Collection

16oz



Gray



Tuxedo



Black



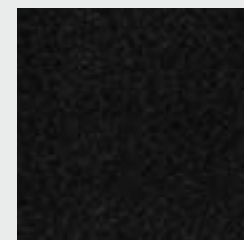
Midnight



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

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NEW

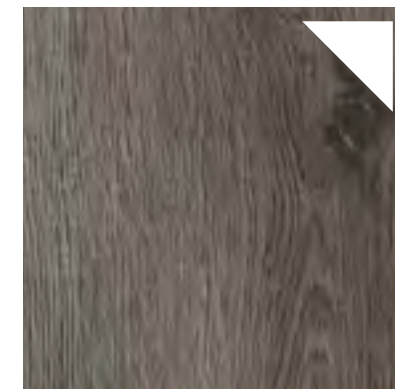
Event Flex Collection

- 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

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Whitewood



Silverwood



Dark Maple



Blackwood



Barnwood

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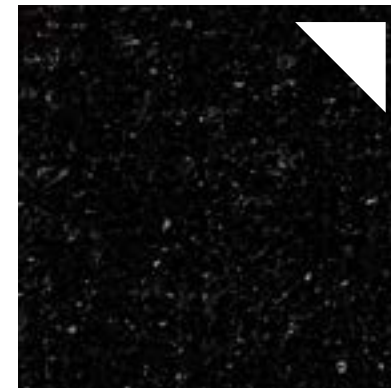
NEW

Turf

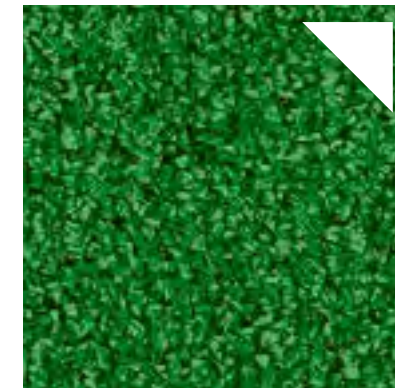
- Bring the outdoors to you with these synthetic grass flooring solutions
- Available in many shades of green and durable for both indoor and outdoor use
- Standard 12ft width and can be custom cut to size
- Priced per sq.ft., minimum of 100 sq.ft.

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.

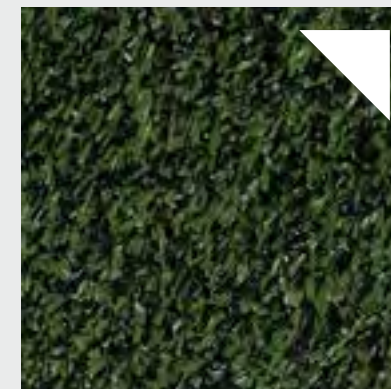


Riviera Black



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

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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



Freeman¹

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.

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NAME OF SHOW: **National Facilities Management & Technology Conference 2023 / March 21-23, 2023**

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Take advantage of the Online Price by ordering at www.freeman.com/store by FEBRUARY 20, 2023.

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	\$ 240.00	\$ 264.00	\$ 336.00	_____
_____	10' x 20' Classic Carpet	\$ 480.00	\$ 528.00	\$ 672.00	_____
_____	10' x 30' Classic Carpet	\$ 720.00	\$ 792.00	\$ 1,008.00	_____
_____	10' x 10' Carpet Padding - Single Layer.....	\$ 150.00	\$ 165.00	\$ 210.00	_____
_____	10' x 20' Carpet Padding - Single Layer.....	\$ 300.00	\$ 330.00	\$ 420.00	_____
_____	10' x 30' Carpet Padding - Single Layer.....	\$ 450.00	\$ 495.00	\$ 630.00	_____
_____	10' x 10' Carpet Padding - Double Layer.....	\$ 300.00	\$ 330.00	\$ 420.00	_____
_____	10' x 20' Carpet Padding - Double Layer.....	\$ 600.00	\$ 660.00	\$ 840.00	_____
_____	10' x 30' Carpet Padding - Double Layer.....	\$ 900.00	\$ 990.00	\$ 1,260.00	_____
_____	Plastic Covering (price per sqft).....	\$.60	\$.65	\$.85	_____

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

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
_____	_____	\$ 4.80	\$ 5.30	\$ 6.70	_____

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

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
_____	_____	\$ 7.25	\$ 8.00	\$ 10.15	_____

12 ft Event Flex Vinyl, choose your flooring color:

Barnwood Blackwood Dark Maple Silverwood Whitewood

Per sqft	Booth Size: _____ x _____ = _____ sqft	Online Price	Discount Price	Standard Price	Total
_____	_____	\$ 9.05	\$ 9.95	\$ 12.65	_____

NAME OF SHOW: National Facilities Management & Technology Conference 2023 / March 21-23, 2023

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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			\$ 5.75	\$ 6.35	\$ 8.05	_____
Over 700 sqft	Booth Size: _____ x _____ = _____ sqft			\$ 5.20	\$ 5.70	\$ 7.30	_____

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			\$ 6.60	\$ 7.25	\$ 9.25	_____
Over 700 sqft	Booth Size: _____ x _____ = _____ sqft			\$ 5.95	\$ 6.55	\$ 8.35	_____



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			\$ 1.35	\$ 1.50	\$ 1.90	_____

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			\$ 2.70	\$ 2.95	\$ 3.80	_____

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

				Online Price	Discount Price	Standard Price	Total
Per sqft	Booth Size: _____ x _____ = _____ sqft			\$ 4.35	\$ 4.80	\$ 6.10	_____

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			\$ 5.30	\$ 5.85	\$ 7.40	_____

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			\$ 10.85	\$ 11.95	\$ 15.20	_____

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



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COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

Take advantage of the Discount Price by ordering at www.freeman.com/store by FEBRUARY 20, 2023.

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

_____ sqft \$ 24.95 per sqft discount price
 _____ x or _____ = \$ _____
 \$ 37.45 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"	71.50	107.25 =	_____
7" x 22"	73.25	109.90 =	_____
7" x 44"	78.85	118.30 =	_____
9" x 44"	88.00	132.00 =	_____
11" x 14"	93.45	140.20 =	_____
14" x 22"	102.65	154.00 =	_____
14" x 44"	133.55	200.35 =	_____
22" x 28"	145.60	218.40 =	_____
28" x 44"	206.25	309.40 =	_____
20" x 60"	295.15	442.75 =	_____

(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.

F R E E M A N

BALTIMORE/WASHINGTON AREA UNION REGULATIONS

To assist you in your planning efforts for the upcoming exposition, we are certain you will appreciate knowing in advance that union labor may be required for certain aspects of your exhibit handling. To help you understand the various union jurisdictions, we ask that you read the following:

EXHIBIT INSTALLATION AND DISMANTLING

The installation and dismantling of prefabricated displays comes under the jurisdiction of the carpenters' union. However, two (2) full-time exhibiting company employees may work without Carpenter Labor for one (1) hour on the installation (move-in) and one (1) hour on the dismantle (move-out) without union labor on booths that are larger than 10' x 10'. Exhibitors may work in booths 10' x 10' or smaller without the use of union labor.

Exhibitors are not permitted to use POWER TOOLS (electric drills, power saws, etc.) on booths of any size. Manual tools such as hammers, screwdrivers, ratchets, pry bars, etc. are allowable for exhibitor use within size and time limitations. Exhibitors may not borrow tools, ladders or other equipment from the exhibit facility and/or Freeman.

MATERIAL HANDLING

One individual from each exhibiting company is permitted one trip to hand-carry items into the exhibit facility. The exhibitor use of dollies, hotel baggage carts, flat trucks and other mechanical equipment, is *not* permitted. Freeman will control access to the trade show floor which includes access from the loading docks and/or all doorways into an exhibit facility. This will help to provide a safe and orderly move-in/move-out. Unloading or reloading of any freight into the exhibit hall by any and all private vehicles and contracted carriers will be handled by Freeman. Rates for material handling services are enclosed in this exhibitor service manual.

Freeman shall be the sole authority on all matters in the DOCK area. This shall include but not be limited to such items as assignment of dock space and loading or unloading of all materials and equipment.

Any conflicts or disagreements regarding the union jurisdictions or interpretations thereof should be resolved with representatives of Freeman and Show Management.

SAFETY

Standing on chairs, tables or other rental furniture is prohibited. This furniture is not engineered to support your standing weight. Freeman cannot be responsible for injuries or falls caused by the improper use of rental furniture. Please assist in our efforts to provide a SAFE WORKING ENVIRONMENT for everyone.

TIPPING

Freeman requests that exhibitors do not tip our employees. They are paid at an excellent wage scale denoting a professional status, and we feel that tipping is not necessary. This applies to all Freeman employees.

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.



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NAME OF SHOW: **National Facilities Management & Technology Conference 2023 / March 21-23, 2023**

COMPANY NAME: _____ BOOTH #: _____

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

INSTALLATION & DISMANTLE LABOR

Description	Advance Price	Show Site Price
Display Labor (Per person / Per hour)		
Straight Time: 8:00 AM to 4:30 PM Monday through Friday.....	\$123.50	\$173.00
Overtime: 4:30 PM to 8:00 AM Monday through Friday and all day Saturday and Sunday.....	\$185.25	\$259.50
Double Time: All recognized holidays	\$247.00	\$346.00
For Display Work Only (Not to hang sign)		
Scissorlift with crew (up to 20' high and 350 lbs lift capacity)		
Straight Time: 8:00 AM to 4:30 PM Monday through Friday.....	\$403.50	\$564.75
Overtime: 4:30 PM to 8:00 AM Monday through Friday and all day Saturday and Sunday.....	\$568.00	\$795.50
Double Time: All recognized holidays	\$742.75	\$1,039.75

- **Show Site prices will apply to all labor orders placed at show site.**
- Price is per person/per hour.
- Start time guaranteed only at start of working day.
- One hour minimum per person - 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.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)

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%) = \$ _____						_____
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.

Emergency contact: _____ Phone Number: _____

Exhibitor Supervised Labor (Supervisor must check in at the Freeman Service Center to pick up labor)

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%) = \$ _____						_____
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.

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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:

- 1 Day: Delivery next business day
- 2 Day: Delivery by 5:00 PM second business day
- Deferred: Delivery within 3-5 business days
- Standard Ground
- Specialized: Pad wrapped, uncrated or truckload

Freight Charges:

Same as ship to
Bill To: _____

Select Shipment Options (if applicable)

- Have loading dock
- Inside delivery
- Pad wrap required
- Do not stack
- Lift gate required
- Air ride required
- Residential

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.

installation & dismantle labor



(888) 508-5054
Fax: (469) 621-5609

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

Submit order forms [here](#).

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COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

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

FORKLIFT & RIGGING LABOR

Straight Time: 8:00 AM to 4:30 PM Monday through Friday
Overtime: 4:30 PM to 8:00 AM Monday through Friday; all day Saurday
Double Time: Sunday and all recognized holidays

- **Show site prices will apply to all labor orders placed at show site**
- Start time guaranteed only at start of working day
- One 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

Part #	Description	Advance Price	Show Site Price
FORKLIFT LABOR			
304050	Forklift w/operator - up to 5,000 lbs - ST.....	\$245.50	\$343.75
304051	Forklift w/operator - up to 5,000 lbs - OT.....	\$307.25	\$430.25
304052	Forklift w/operator - up to 5,000 lbs - DT.....	\$488.75	\$684.25
3040100	Forklift w/operator - up to 10,000 lbs - ST.....	\$325.25	\$455.50
3040101	Forklift w/operator - up to 10,000 lbs - OT.....	\$387.00	\$542.00
3040102	Forklift w/operator - up to 10,000 lbs - DT.....	\$598.75	\$838.25
304040	Forklift w/operator - 4-Stage - ST.....	\$260.50	\$364.75
304041	Forklift w/operator - 4-Stage - OT.....	\$322.25	\$451.25
304042	Forklift w/operator - 4-Stage - DT.....	\$508.75	\$712.25
RIGGING LABOR			
3020100	Rigger - ST.....	\$123.50	\$173.00
3020101	Rigger - OT.....	\$185.25	\$259.50
3020102	Rigger - DT.....	\$247.00	\$346.00
EQUIPMENT			
3090600	Forklift Cage.....	\$65.50	
3090700	Forklift Boom	\$65.50	
3090800	Pallet Jack.....	\$93.25	

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.

forklift & rigging labor

NAME OF SHOW: **National Facilities Management & Technology Conference 2023 / March 21-23, 2023**

COMPANY NAME: _____ BOOTH #: _____

CONTACT NAME: _____ PHONE #: _____

E-MAIL ADDRESS: _____

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

HANGING SIGN LABOR

INSTRUCTIONS

- 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 or advance pricing.
- 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. Please refer to the Freeman Terms and Conditions found in the Exhibitor Services Manual as it relates. Please complete the enclosed Labor Order Form for labor to assemble your hanging sign.
- Set up instructions must be provided for signs needing assembly.
- Hanging anchor points must be pre-fabricated and ready for use.
- Electrical signs must be in working order and in accordance with the National Electrical Code. Electrical service requirements must be ordered in advance on the enclosed Electrical Order Form.
- If any hang point supports over 250 lbs., notify Freeman immediately for special authorization.

SIGN DESCRIPTION, SIZE & WEIGHT

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

Type: Cloth Banner _____ Metal or Wood _____ Other _____

Shape: Square _____ Triangle _____ Rectangle _____ Other _____

Size: Height _____ Length _____ Width _____

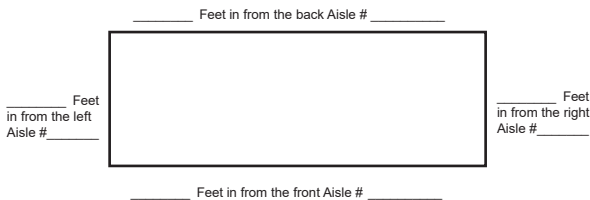
Weight of Sign: _____

Does Your Sign Require: Electricity _____ Assembly _____

Is Your Sign Designed to Rotate? _____ Yes _____ No
(Initial in the applicable box above)

PLACEMENT DIAGRAM

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



Number of feet from floor to top of sign: _____

**STRUCTURAL INTEGRITY STATEMENT
 MUST ACCOMPANY ORDER**

EQUIPMENT AND LABOR RATES TO HANG SIGNS

Straight Time

8:00 AM to 4:30 PM, Monday through Friday

Overtime

4:30 PM to 8:00AM Monday through Friday,
 All day Saturday & Sunday

Double Time

All recognized holidays

Crew Size: MINIMUM of two people

Materials: Cable, clamps, etc. additional and charged accordingly

Equipment With Crew

- Show site prices will apply to all hanging sign orders placed at show site.
- Rates are per lift and crew per hour
- One 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
Condor/Boom Condor with crew (up to 200 lbs lift capacity)			
Advance Price	\$698.75	\$924.25	\$1,213.75
Show Site Price	\$978.25	\$1,294.00	\$1,699.25

Additional Crew/Assembly Labor (Per person / Per hour)

Advance Price	\$123.50	\$185.25	\$247.00
Show Site Price	\$173.00	\$259.50	\$346.00

Installation Estimate

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

Dismantle Estimate

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

Supervision for assembly and disassembly 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/disassembly:

- ____ Freeman
 ____ Exhibitor Personnel
 ____ Display House

Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and it will be charged accordingly.



(888) 508-5054

Fax: (469) 621-5609

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

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

_____, the contracted exhibitor at the **National Facilities Management & Technology Conference Baltimore 2023 / March 21-23, 2023** 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, BALTIMORE CONVENTION CENTER, FREEMAN**, and its subsidiaries, their directors, officers, employees, representatives, agents and contractors from and against any and all liability, claims, damage, loss, fines, or penalties arising from the installation, use or dismantling of this structure. All hang points supporting in excess of 200 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: _____ Booth #: _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

Display House/Builder (if applicable): _____

Authorized Signature: _____

Printed Name: _____ Date: _____

E-Mail: _____

FREEMAN structural integrity statement