



## EXHIBITOR MOVE-IN

Sunday, April 14, 2024 | 7:00 AM – 6:00 PM  
 Monday, April 15, 2024 | 7:00 AM – 10:00 AM

## SHOW HOURS

Monday, April 15, 2024 | 12:10 PM – 3:30 PM  
 Tuesday, April 16, 2024 | 10:55 AM – 3:30 PM  
 Wednesday, April 17, 2024 | 9:00 AM – 1:00 PM

## EXHIBITOR MOVE-OUT

Wednesday, April 17, 2024 | 2:00 PM – 10:00 PM

*\*Freight Force 7:00 PM | All drivers must check in with Viper by this deadline.*

*\*Complete move-out information can be found on page 4 of the exhibitor kit\**

## ADVANCE WAREHOUSE

**Receiving Dates: Thursday, March 14, 2024 – Thursday, April 11, 2024**

**Receiving Hours: M – F | 8 AM – 4 PM**

Viper Tradeshow Services  
 c/o JF Moran  
 475 Douglas Pike  
 Smithfield, RI 02917

*\*note: freight received at warehouse 4/5 through 4/11 is subject to a late fee in addition to material handling charges.*

## SHOW SITE FACILITY

**Receiving only:**

**Sunday, April 14, 2024 | 7:00 AM – 5:00 PM**

Rhode Island Convention Center  
 Exhibit Halls A-D  
 c/o Viper Tradeshow Services  
 1 Sabin Street  
 Providence, RI 02903

Any shipments sent to the advance warehouse or show-site must include your company name and booth number on the freight. If this information is missing, it may result in delays in receiving your freight.

Online ordering may be done at

<https://order.vipertradeshow.com>

Any questions or difficulties, please email [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com) or call 912.266.3173

### BOOTH PACKAGE ITEMS:

- 10' x 10' exhibit spaces
- 8' tall black back drape
- 3' tall black side drape
- (1) 6" x 24" ID sign
- \*In a non-carpeted hall. All exhibitors must rent carpet (page 20) or bring own flooring/carpet.*



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### DISMANTLE INFORMATION

Viper Transportation is the Official Carrier for this show. All other carriers must check in no later than **7:00 PM** to avoid force, as well as exhibitors must start dismantle by **5:00 PM** to avoid forced labor. If you use Fed Ex or UPS we suggest you stay with your shipment until they arrive.

# QUICK REFERENCE / DEADLINES

## IMPORTANT DATES/DEADLINES

<b>Thursday, March 14, 2024</b>	<b>FIRST DAY ADVANCE WAREHOUSE RECEIVING</b> The advance warehouse will begin accepting freight on this date. <b>Advance Warehouse receiving is M-F 8:00 AM – 4:00 PM</b>
<b>Thursday, March 21, 2024</b>	<b>ADVANCE ORDER DISCOUNT DEADLINE</b> Forms must be received by Viper with full payment to receive discounted rates. Electronic artwork for modular rentals is also due on this date. No refunds for cancellations are provided after this date.
<b>Thursday, April 4, 2024</b>	<b>LATE TO WAREHOUSE</b> Advance Warehouse must receive your freight by EOD on 04/04/24 to avoid late charges.
<b>Thursday, April 11, 2024</b>	<b>LAST DAY OF ADVANCE WAREHOUSE RECEIVING</b> Last day Advance Warehouse will accept exhibit material. (You will be charged a late fee but your freight will be in your booth at the start of exhibitor move-in!)
<b>Friday, April 12, 2024</b>	<b>MACHINERY TO BE DELIVERED   1:00 PM – 4:00 PM at Rhode Island Convention Center</b>
<b>Saturday, April 13, 2024</b>	<b>VEHICLE ARRIVAL/SPOTTING (MANDATORY FOR ALL VEHICLES BEING DISPLAYED)</b> <b>8:00 AM – 12:00 PM:</b> Target times for arrival will be <b>assigned</b> , based on location on floor and volume of vehicles.
<b>Sunday, April 14, 2024</b>	<b>SHOW SITE DELIVERIES   4/14: 7:00 AM – 5:00 PM at Rhode Island Convention Center</b> ALL show site shipments are to be delivered this day only. Shipments sent before these dates are at risk of being refused. ** Additional charges by venue and Viper may apply. **

MATERIAL HANDLING RATE PREVIEW	ONLINE ORDERING INFORMATION	FREIGHT FORCE	LABOR FORCE
<b>ADVANCED (2 CWT MIN)</b> \$134.65 Common Carrier*  <b>SHOWSITE (2 CWT MIN)</b> \$165.77 Common Carrier*  *Per CWT  *This rate includes overtime move in and move out  *See page 10 for details	<b>Online ordering may be done at</b> <a href="https://order.vipertradeshow.com">https://order.vipertradeshow.com</a>  *Only the main contact will have access to place online orders; if an additional contact or EAC needs access to the Viper Tradeshow online portal please notify me*  Any questions or difficulties, please email: <a href="mailto:jelhardt@vipertradeshow.com">jelhardt@vipertradeshow.com</a>	Freight Force Time: 7:00 PM ALL CARRIERS MUST CHECK IN NO LATER THAN 7:00 PM on Wednesday, April 17, 2024 At the Rhode Island Convention Center Exhibit Halls A-D  If you use Fed Ex or UPS we suggest you stay with your shipment until they arrive.	Exhibitors must start dismantling by <b>5:00 PM</b> to avoid forced labor.

## CONTACT INFORMATION

### Viper Show Coordinator:

Jennifer Elhardt | m: 912.266.3173 | [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com)

### NASTT 2024 No-Dig Show Management Contact:

Jessie Clevenger | NASTT Business & Development Manager & Exhibitor/Sponsor Contact  
 p: 440.534.9630 | [jclevenger@nastt.org](mailto:jclevenger@nastt.org)

## PRE-SHOW TIPS

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These tips can help you be fully prepared on show site. Should you have any questions, please contact your Viper Show Coordinator listed on the Quick Reference Page.

- **Submit orders early to receive the discounted rate** – This can be done by completing the necessary forms found in this kit or online at <https://order.vipertradeshow.com>. Standard pricing will apply to all orders received after the published deadline and at show site.
- **Preparing freight shipments** – We strongly urge you to send your show freight to the advance warehouse. Some cost-saving tips are to have all your freight delivered in a single shipment on an LTL freight carrier & arrange for the freight to be received on or before the Late to Warehouse Deadline to avoid late charges.
- **Review Quick Reference Page** – It is helpful to be familiar with the important dates outlined along with the show schedule. Be sure your travel plans accommodate for a smooth setup and move out; the return of the empty freight can take at least an hour after the close of the show.
- **Shipment tracking** – It is recommended you track your shipment prior to the show to confirm it has been delivered. You can send the tracking information to your Viper Show Coordinator as soon as your freight is shipped.

## SHOW SITE TIPS

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- **Viper Service Desk** – The service desk will be located on the show floor for any questions or show site orders.
- **Booth orders & freight delivery** – A booth and freight check will be completed prior to setup and everything that was pre-ordered and/or sent to the Advance Warehouse will be in your booth. A Viper representative will be at the Viper Service Desk if you see any discrepancy. Credits are not provided to claims made post show.
- **Empty Storage** – Material Handling (drayage) service includes the storage of empty containers for the duration of the show. “Empty” stickers will be available at the Viper Service Desk. One sticker is to be placed on each of your empty crates/skids/boxes/ or items you want Viper to store. All items will be returned at the close of the show but can take at least an hour to all be returned.
- **Labor orders** – All exhibitor supervised labor orders will need to check in at the Viper Service Desk once ready for the labor.

## MOVE OUT INFORMATION

**This information will also be distributed before the start of the last day of show hours. Please read these instructions to know what to expect and plan accordingly; share this information with your show site staff.**

Exhibit Hall Officially Closes: **Wednesday, April 17, 2024 at 1:00 PM**

Stored empty crates and containers estimated return: **Wednesday, April 17, 2024 by 5:00 PM**

Labor Force: all exhibitors should have started dismantle by now: **Wednesday, April 17, 2024 by 5:00 PM**

Exhibitors should have checked in at the Viper Service Desk for dismantle labor hired.

Freight Force - deadline for carriers to check in: **Wednesday, April 17, 2024 by 7:00 PM**

**All outbound shipments loading onto a contracted carrier or personally owned vehicle require a Viper Tradeshow Services Bill of Lading (BOL). Please follow these instructions.**

1. Pick up a Bill of Lading at the Viper Service Desk and completely fill out the gray shaded areas, making sure to write in your carrier name.
2. Call your common carrier or freight forwarder to make sure they are scheduled to arrive by **7:00 PM**. We suggest telling them 6:00 PM, giving them room to fail without failing you! Here is the address for your convenience:

**Rhode Island Convention Center | Exhibit Halls A-D**  
**1 Sabin Street | Providence, RI 02903**

3. For liability reasons, and ensuring exhibitor's freight is loaded properly, all carriers **MUST** check in at the Viper Service Desk and be able to request your shipment by booth and company name. Please be sure to instruct your carrier to do so.
4. **Do not leave any UPS or FedEx shipments in your booth assuming it will be picked up!** We need a Bill of Lading submitted for all items/freight left in your booth and material handling (drayage) must be paid in full.
5. Once you have packed up all your materials, please hand in your BOL to the Viper Service Desk. (Do not leave it in your booth.) We will sign it and give you a copy, keep a copy and give the driver a copy. Please note, material handling must be paid in full.

\*In the event you fail to turn in your BOL or your carrier does not check in by the **7:00 PM** deadline, your freight will be re-consigned to the house carrier, Viper Tradeshow Transportation. No liability will be assumed by Viper as a result of such rerouting or handling and exhibitor will be charged standard shipping rates of \$2.75/pound for shipments 1000 lbs. or more, \$3.25/pound for shipments 999 lbs. or less; with a **\$725.00 minimum**. Charges will be applied to the credit card on file. Any freight left on the floor without proper paperwork or return labels will be deemed as trash and will be discarded. \*AV equipment and computers hold very specific packaging instructions to be covered by insurance. Viper Tradeshow Services is not liable and does not cover any AV equipment or other alike equipment. The Exhibitor holds all responsibility for such and should carry coverage for their own AV and computer equipment.

**Viper Transportation is the Official Carrier for this show.** If you would like Viper to be your carrier, simply complete and send us the shipping order form. Your BOL and labels will be delivered to your booth before the last days' exhibit hours.

If you decide to choose Viper as your carrier at show site, turn in the Viper Shipping Order Form provided to the Viper Service Desk by **12:00 PM** (1 hour before show closing) and we will write up your Bill of Lading and labels and deliver them to your booth. Once you are packed, sign the BOL and turn it in to the Service Desk, you will get a copy, we will keep a copy, and the driver will receive a copy. No worries about late carriers and writing numerous labels. Pack, turn in your BOL, and go!

PLEASE CONTACT YOUR SHOW COORDINATOR WITH ANY QUESTIONS OR COME TO THE VIPER SERVICE DESK ON SITE.

Jennifer Elhardt | jelhardt@vipertradeshow.com | mobile: 912.266.3173

## VIPER TRADESHOW SERVICES TERMS AND DEFINITIONS:

### IN ORDER TO RECEIVE A DISCOUNT:

Payment must accompany your advance order and be received prior to the early deadline date and with completed Payment Authorization Form. All payments to be in US currency.

### OUTSTANDING PAYMENTS:

Viper Tradeshow Services requires payment for all services upon presentation of an invoice statement at the exhibit site.

It is the responsibility of the Exhibitor to advise the Viper Tradeshow Services Service Center representative of any problems with any orders before the start of the show. No credits will be issued after the exhibition closing.

**Government Agencies please note:** If your firm or agency requires a purchase order be issued for any services rendered such purchase order must accompany the order forms.

All materials and equipment are on a rental basis, except where specifically identified as a sale, and remain the property of Viper Tradeshow Services.

Exhibitors with a history of delinquent payments and/or open balances will be required to settle their past due accounts and forward an advance deposit to cover the estimated costs of service and, if such deposit is not sufficient, will be required to settle their accounts prior to the close of the exhibition. Viper Tradeshow Services reserves the right to hold any exhibitor freight who has unpaid material handling fees. Such fees must be paid prior to the release of freight onsite.

Viper Tradeshow Services will accept payment by company check, or Method of Payment for Visa, MasterCard or American Express. Viper Tradeshow Services reserves the right to check the credit available on any card presented. If the exhibitor fails to pay their invoice prior to the close of the show, the charges will automatically be applied to the credit card on file.

International Exhibitors will be required to settle their accounts in full prior to the close of the exhibition. Payments must be made in US Funds or by credit card, cash, check, or bank wire transfer, when previously arranged by Viper Tradeshow Services.

**Tax Exemption Status:** If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be used. Resale certificates are not valid unless you are rebilling these charges to your customers. Payment for all labor, equipment, and services, whether ordered by the exhibitor, display builder, non-official contractor, or other parties, shall be the responsibility of the exhibitor at the event. **A tax exemption certificate must be submitted prior to submitting orders.**

**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 usually be done by "riders" to existing policies.

**Material Handling Form (MHA) aka Bill of Lading (BOL):** Your bill of lading must be turned in no later than the force times listed on the Quick Reference page. Each exhibitor is responsible for turning in a Bill of Lading to the Exhibitor Service desk after dismantling and completion of packing and labeling all boxes, crates, etc. The Bill of Lading is the official "permission" of the exhibitor allowing removal of freight from the booth to the carrier of choice (personal vehicle, truck, van line, airfreight, etc.) *Any unconsigned shipment left in the exhibit hall after dismantling hours will be shipped via the Official Show Carrier, Viper Transportation, at the expense of the exhibitor! Your bill of lading must be turned in no later than the force times listed on the Quick Reference Page.*

**Small Package Shipments:** Includes cartons received without documentation and delivered to the booth without guarantee of piece count and documentation, including but not limited to FedEx, UPS, Airborne, and DHL.

**"Hand Carry":** The ability for an exhibitor to "hand carry" their materials onto the exhibit hall through the front entrance without the use of wheels, including but not limited to, luggage carts, four wheel or two-wheel dollies, baggage carts.

**Cancellation of orders:** Exhibitor orders must be cancelled on or by the discount/cancellation deadline in order to receive a refund. Any orders cancelled after the deadline will be charged at full. Credits will not be given for orders cancelled after this deadline or at show site. This is void for any full show cancellations at which point Viper will communicate policy.

**Final Show Audit:** Viper Tradeshow Services reserves the right to perform a Final Audit of this event for up to 120 days after the move out date of the event. (Also, an end of the year review in December. If additional charges for any service, labor or equipment are found, it will be added to the Exhibitor's invoice and the credit card on file will be charged. A Final Audit Invoice with explanation of any additional charges will be sent to the Exhibitor. If Viper does not have payment information, the invoice sent to the Exhibitor will be due upon receipt.

# METHOD OF PAYMENT

## Exhibitor Information

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_ Booth Size: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Fax #: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Show Site Contact: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

## Ways to Order:

Online via Credit Card | Login & Place Orders | <https://order.vipertradeshow.com>  
 Email: [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com)  
 Mail: Send completed forms to Viper Tradeshow Services – 2575 Northwest Parkway Elgin, IL 60124

## Payment Terms

Full payment is due when order is placed

Payment must be received prior to the discount deadline to receive the discounted rates

ACH or Wire Transfer payments need to be received prior to the show. A Method of Payment form and credit card must be submitted for final balances

## Viper Tradeshow Services Orders

Shipping (Viper Transportation):	\$
Material Handling Estimate:	\$
Booth Cleaning:	\$
Installation & Dismantle Labor:	\$
Standard Furniture/Accessories/Floral:	\$
Viper Custom Furnishings:	\$
Flooring/Padding/Visqueen:	\$
Modular Rental Displays:	\$

**Estimated Total Viper Tradeshow Services Orders:** \$ \_\_\_\_\_

*\*A receipt with actual totals will be emailed to contact on file.*

## Method of Payment / Credit Card Charges\*

**\*3.5% convenience fee will be applied | All state and local taxes apply.**

By signing this payment form, you are authorizing to charge your credit card account for your advance orders, and any additional amounts incurred as a result of weight adjustments or show site orders placed by your representative; including labor, material handling and shipping.

**You can place your credit card on file through your online account at <https://order.vipertradeshow.com>. Or please email [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com) to receive the Quick Bill Sign Up Link to place a credit card on file.**

Cardholder Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Billing Address (if different from above): \_\_\_\_\_

Company Check # (Please note show name on check): \_\_\_\_\_ Date check mailed: \_\_\_\_\_

# VIPER TRANSPORTATION SHIPPING ORDER FORM

Viper offers door to door ground shipping (7-15 business days) anywhere in the contiguous United States regardless of destination, at a flat rate of \$3.25/lb. on shipments under 1,000 lbs. and \$2.75/lb. for shipments over 1,000 lbs. **Dimensional weight may apply** and a **\$725.00 minimum** applies for each shipment (destination/or leg). Canadian shipments are provided at a flat rate of \$4.25 for shipments under 1,000 lbs. and \$3.75 for shipments over 1,000 lbs.; a \$950.00 minimum applies. **Material Handling charges apply to all shipments. \*3.5% convenience fee, state & local taxes apply.**

**\*If expedited shipping is required, please contact Viper for a quote.**

**Email your Coordinator at [jelhardt@vipertadeshow.com](mailto:jelhardt@vipertadeshow.com)**

## Inbound shipping from:

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

Requested Pickup Date/Time: \_\_\_\_\_

Is this a residence:            YES      NO                      Do you have a dock:            YES      NO

Is this a Round Trip shipment:            YES      NO            (if return address is different than above, please provide address below)

**Special Instructions (inside pickup, liftgate required, receiving hours, etc):** \_\_\_\_\_

# of Pieces	Description of Package	Estimated Dims & Weight – INBOUND	Estimated Dims & Weight - OUTBOUND
	Crate (Wooden) Exhibit Material		
	Cardboard Carton		
	Fiber Case		
	Pallets		
	Carpets		
	Miscellaneous		

**Outbound Shipping:** \_\_\_\_\_ **I only need outbound shipping** (if this option is selected, please add your shipping address below)

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

**Special Instructions (inside delivery, liftgate required, receiving hours, etc):** \_\_\_\_\_

## Acceptance & Payment

I understand that in the absence of added protection and accompanying itemized valuation, the maximum liability for loss or damage is limited to \$50.00 per shipment or \$0.50 per pound, whichever is greater. I accept responsibility for coverage for my products during shipping, otherwise, I am purchasing only supplemental insurance (does not include AV or computer equipment) protection (up to \$5,000.00) at \$25.00 for every \$1,000.00 declared value.

**\*Please note Viper Tradeshows is not liable for shipping A/V, computer equipment and does not cover shipping containers\*.**

Insurance Cost \$ \_\_\_\_\_ (\$25/\$1000 value) Declared value \$ \_\_\_\_\_

**I am not purchasing supplemental insurance protection:** \_\_\_\_\_ **(please sign or initial)**

**\*AV equipment and computers hold very specific packaging instructions in order to be covered by insurance. Viper Tradeshow Services is not liable and does not cover any AV equipment or other alike equipment. The Exhibitor holds all responsibility for such and should carry coverage for their own AV and computer equipment\***

Signature to officially place this order and acceptance of terms: \_\_\_\_\_

# ADVANCE WAREHOUSE SHIPPING LABELS

For your convenience labels are provided below for advance warehouse delivery.  
We encourage you to make copies and fill in your specific information and tape two labels on each piece of your freight.

SHIPPER INFORMATION	
FROM:	
ADVANCE WAREHOUSE DELIVERY INFORMATION	
TO (Exhibiting Co. Name): _____	BOOTH #: _____
<b>NASTT 2024 No-Dig Show Viper Tradeshow Services c/o JF Moran 475 Douglas Pike Smithfield, RI 02917</b>	<b>*Deliver by <i>Thursday, April 4, 2024</i> to avoid late fees</b> <b>Weight ticket or BOL must be presented at the time of the delivery.</b>
	PIECE: _____ OF _____

# SHOW SITE SHIPPING LABELS

For your convenience labels are provided below for show site delivery.  
We encourage you to make copies and fill in your specific information and tape one on each piece of your freight.

SHIPPER INFORMATION	
FROM:	
SHOW-SITE DELIVERY INFORMATION	
TO (Exhibiting Co. Name): _____	BOOTH #: _____
<b>NASTT 2024 No-Dig Show Rhode Island Convention Center Exhibit Halls A-D c/o Viper Tradeshow Services 1 Sabin Street Providence, RI 02903</b>	<b>*Deliver on Sunday, April 14, 2024   7:00 AM – 5:00 PM ONLY</b> <b>Weight ticket or BOL must be presented at the time of the delivery.</b>
PIECE: _____ OF _____	

# MATERIAL HANDLING

ADVANCE WAREHOUSE	SHOWSITE
<b>NASTT 2024 No-Dig Show</b> Viper Tradeshow Services c/o JF Moran 475 Douglas Pike Smithfield, RI 02917 <b>Monday – Friday, 8:00 AM – 4:00 PM</b>	<b>NASTT 2024 No-Dig Show</b> Rhode Island Convention Center   Exhibit Halls A-D c/o Viper Tradeshow Services 1 Sabin Street Providence, RI 02903 <b>Sunday, April 14, 2024   7:00 AM – 5:00 PM</b>

**A 200-pound minimum (2 CWT) applies to every shipment, whether received at the Advance Warehouse or Show Site.**

- Rates for this show are on actual or dimensional weight, whichever is greater, for every hundred pounds (cwt or hundred-weight) rounded up to the nearest whole number.
- If a shipment is split up and pieces are delivered at different times, the minimum 2 CWT will apply every time freight is received.
- A weight ticket must be presented at the time of delivery. Post Show weight tickets will not be accepted. If a weight ticket is unavailable at the time of delivery and the freight needs to be weighed by Viper, special handling will be applied to the material handling.
- Rates below include receipt of your freight, delivery to the booth, storage and return of empty crates, and reloading. Additional charges may apply if your shipment does not arrive/depart during the designated move-in/move-out times.

**Calculate your CWT (hundred weight)**

Estimated Weight of Shipment: \_\_\_\_\_ Pounds  
 Pounds Divided by 100, rounded up: \_\_\_\_\_ Your CWT (no less than 2)

**Advance Warehouse Deliveries**

	RATE PER CWT
Boxed, crated, or skidded shipment via common carrier.....	\$134.65 / CWT
Boxed, crated, or skidded shipment via POV, or specialized carrier, FedEx, UPS, or USPS.....	\$165.77 / CWT
Common carrier shipment received late, after <b>04/04/2024</b> .....	\$165.77 / CWT
POV, specialized carrier, FedEx, UPS or USPS shipment received late, after <b>04/04/2024</b> .....	\$196.75 / CWT
Loose/uncrated or shipment requiring special and/or OT/DT handling (30% fee added to the above rates)	\$31.08 / CWT
Off-target shipment - received before or after receiving dates (30% fee added to the above rates)	\$31.08 / CWT

Estimated CWT \_\_\_\_\_ x \_\_\_\_\_ (Rate listed above) = \_\_\_\_\_ Estimated Total

**Show Site Deliveries**

	RATE PER CWT
Boxed, crated, or skidded shipment via common carrier.....	\$165.77 / CWT
Boxed, crated, or skidded shipment via POV, or specialized carrier, FedEx, UPS, or USPS.....	\$196.75 / CWT
Off-target shipment (before or after) <b>4/14/2024   7 AM – 5 PM</b> via common carrier .....	\$196.84 / CWT
Off-target shipment (before or after) <b>4/14/2024   7 AM – 5 PM</b> via POV, or specialized carrier .....	\$227.93 / CWT
Loose/uncrated or shipment requiring special and/or OT/DT handling (30% fee added to the above rates)	\$31.08 / CWT
Small Package shipments not exceeding <b>75 lbs.</b> per shipment (not per box) .....	\$68.31
Vehicle Spotting Fee (each way).....	\$538.20

**All Machinery must ship directly to the Rhode Island Convention Center on 4/12/2024 | 1 PM – 4 PM**

Machinery Rates 2,000 lbs – 5,000 lbs.....	\$78.66 / CWT
Machinery Rates + 5,000 lbs.....	\$64.58 / CWT
Estimated CWT _____ x _____ (Rate listed above) = _____	Estimated Total

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_



# INBOUND SHIPPING INFORMATION

If using your own carrier, please fill out for all shipments that you will be sending into the show.

**A 200-pound minimum (2 CWT) applies to every shipment, whether received at the Advance Warehouse or Show Site. Some cost-saving tips are to have all freight delivered in a single shipment on an LTL freight carrier.**

## Shipment 1

Shipping to:  Advance Warehouse  Event Site

Carrier Name: \_\_\_\_\_ Total Pieces: \_\_\_\_\_ Weight: \_\_\_\_\_

Tracking Number(s): \_\_\_\_\_

Shipper: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Description of pieces: \_\_\_\_\_

## Shipment 2

Shipping to:  Advance Warehouse  Event Site

Carrier Name: \_\_\_\_\_ Total Pieces: \_\_\_\_\_ Weight: \_\_\_\_\_

Tracking Number(s): \_\_\_\_\_

Shipper: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Description of pieces: \_\_\_\_\_

## Shipment 3

Shipping to:  Advance Warehouse  Event Site

Carrier Name: \_\_\_\_\_ Total Pieces: \_\_\_\_\_ Weight: \_\_\_\_\_

Tracking Number(s): \_\_\_\_\_

Shipper: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Description of pieces: \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

NASTT 2024 No-Dig Show | April 14 – 18, 2024 | Providence, RI

# MACHINERY- MATERIAL HANDLING QUESTIONNAIRE

**ALL machinery MUST DELIVER to show site on Friday, April 12, 2024 between 1:00 PM – 4:00 PM with a certified weight ticket**

\*If machinery is delivered after DATE, additional fees (off-target) will be applied; machinery must deliver on DATE to the SHOW SITE FACILITY from TIME FRAME. We will accept exhibit freight at the same time machinery is delivered without off-target fees. All machinery freight MUST be visible to qualify for machinery material handling rates.

Please complete & submit this form to: [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com)

Company Name: \_\_\_\_\_ Booth: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Name of carrier: \_\_\_\_\_

How many pieces total?: \_\_\_\_\_ How heavy is the largest piece?: \_\_\_\_\_

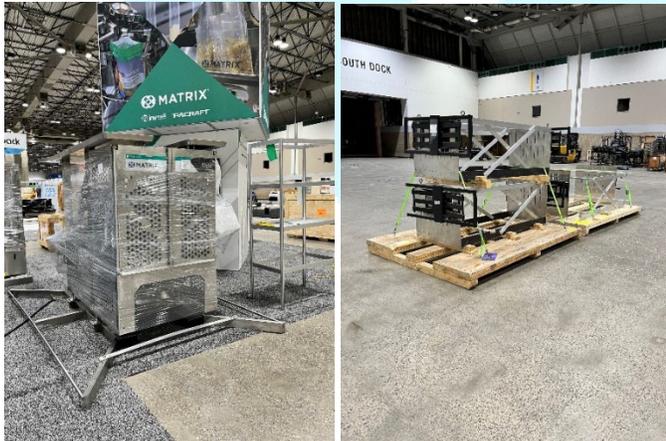
Do you require any special equipment other than 5K forklift to unload your freight? YES NO  
If yes, what type? (i.e. crane, extended fork blades, rollers, slings, etc.): \_\_\_\_\_

Will you require a forklift in your booth to un-skid, assemble or spot machinery and/or display? YES NO  
If yes, please complete the IN-BOOTH FORKLIFT order form

Are you ordering carpet from Viper? YES NO  
If no, where are you shipping your flooring? ADVANCE WAREHOUSE \_\_\_\_\_ DIRECT TO SHOW SITE \_\_\_\_\_

	MACHINERY	WEIGHT (LBS.)	DIMENSIONS	SKIDDED (YES/NO)	# OF PIECES
	Type of machine		To nearest foot		
1					
2					
3					
4					

**\*FREIGHT CONSIDERED MACHINERY**



**\*FREIGHT NOT CONSIDERED MACHINERY**



## VTS MATERIAL HANDLING TERMS & CONDITIONS

Advance shipments will be accepted at the Viper Tradeshow Services warehouse and allowed up to 28 days free storage if delivered by the advance deadline receiving date listed below, and includes delivering freight direct to the exhibitor's booth storage of empties during the show, delivery of empties at the end of the show to an exhibitor's booth, and turning in Bill of Lading to the service desk and loading of materials onto outbound transportation carrier. Show Site shipments receive the same services except for warehouse storage.

### Special Handling 30% Surcharge

Special Handling rates shall be applied to the total standard charges, but are not limited to the following types of shipments. Multiple scenarios may incur multiple special handling charges.

<b>Moving Van Shipments</b>	Shipments delivered by a moving van or shipments by any vehicle which, because of the height, cannot be unloaded at the docks.
<b>Loose Freight</b>	Shipments packed in such a manner as to require special handling (i.e., loose display parts, loose carpet rolls unskidded, uncrated equipment, stacked freight, etc.) regardless of the kind of carrier or vehicle used, including small package shipments.
<b>Mixed/Undetermined Description</b>	Description of the shipment is such that the type of materials or equipment cannot be determined (i.e., 1 lot 20 assorted pieces, etc.) Including any mixed lot/multiple shipments that are delivered together.
<b>Must be Delivered by Hand</b>	Materials must be moved "by hand" to the booth due to facility situations beyond Viper Tradeshow Services' control (i.e., elevators, rooms forklifts cannot be used, etc.)
<b>Small Package Carriers (SPC)</b>	The use of small package carriers such as FedEx, UPS, DHL, etc. do not provide BOL and deliver large quantities on the dock requiring additional time to sort and identify.

### Overtime or Off Target 30% Surcharge

Shipments that qualify for overtime rates are any shipments unloaded or received at the warehouse/show site before 8 AM or after 4:30 PM on weekdays, anytime Saturday, Sunday or holidays or after ONE WEEK OUT. Additionally, when warehouse freight must be moved into the exhibit site on overtime, due to scheduling conflict beyond the control of Viper Tradeshow Services, or show move in or move out times are after 4:30 PM on weekdays, on Saturday, Sunday, or Holidays overtime charges will apply.

### Material Handling / Special Handling Definitions

**Material Handling:** Movement of goods. This includes receipt of your freight, delivery to the booth, storage and return of empty crates/boxes, and reloading.

**CWT:** 'Hundred weight' - a unit of measurement for weight, equal to 100 pounds.

**Storage Terms:** Exhibitors may hand deliver their own materials to the exhibit facility through the front doors. The use or rental of dollies, flat trucks or other mechanical equipment is not permitted. Viper Tradeshow Services must control access to the loading docks in order to provide a safe and orderly move-in/out. Material handling fees must be paid in full for any materials that require empty storage.

**Multiple Shipments:** Any shipments received from multiple locations or received at different times/dates are considered separate and will be assessed multiple Material Handling minimums. No cumulative weights will be allowed on minimums or split shipments.

**Ground Loading/Unloading:** Vehicles that are not dock height preventing the use of loading docks, such as U-hauls, flat bed double drop trailers, company vehicles with trailers that are not dock level, etc.

**Constricted Space Loading/Unloading:** Trailer loaded "high and tight" shipments that are not easily accessible. Freight is loaded to full car trailer – top to bottom, side to side.

**Designated Piece Loading/Unloading:** Drivers that require the crew to bring multiple pieces of the freight to the rear of the trailer to the next piece, having to remove freight from the trailer then reload to fit or the trailer must be loaded sequence to ensure all items fit.

**Stacked Shipments:** Shipments loaded in such a manner requiring multiple items to be removed to ground level for delivery to booth. Stacked or "cubed out" shipments, loose items placed on top of crates and/or pallets constitute special handling.

**Shipment Integrity:** Shipment integrity involves shipments on a carrier that are intermingled or delivered in such a manner additional labor is needed to sort through and separate the various shipments on a truck for delivery.

**Alternate Delivery Location:** Alternative delivery location refers to shipments that are delivered by a carrier that requires us to deliver shipments to different levels in the same building, or to other buildings in the same facility.

**Mixed Shipments:** Mixed shipments are defined as shipments of mixed crated and uncrated goods, where the percentage of uncrated is minimal and does not warrant the full uncrated rate for this shipment but does require special handling.

**"No Documentation":** Shipments arrive from a small package carrier (including, not limited to, FedEx, UPS, DHL) without an individual Bill of Lading or shipments without a certified weight ticket which requires additional time, labor and equipment to process.

**Difference Between Crated and Uncrated Shipments:** Crated shipments are those that are packed in any type of shipping container that can be unloaded at the dock with no additional handling required. Such containers include crates, fiber cases, cartons and properly packed skids. An uncrated shipment is material that is shipped loose or pad-wrapped and/or unskidded without proper lifting bars and hooks.

# DISPLAY LABOR (Installation & Dismantle) INFO

## Display Labor Hourly Rates

Straight Time (ST) | Monday – Friday: 8:00 am – 4:30 pm

Over Time (OT) | Monday – Friday before 8:00 am & after 4:30 pm

Double Time (DT) | Any time Saturday, Sunday & Holidays

### Exhibitor Supervised:

#### DISCOUNT

ST: \$149.00 per person, per hour

OT: \$223.50 per person, per hour

DT: \$298.00 per person, per hour

#### STANDARD

ST: \$223.50 per person, per hour

OT: \$298.00 per person, per hour

DT: \$372.50 per person, per hour

### Viper Supervised (35% supervision included)\*\*:

#### DISCOUNT

ST: \$201.15 per person, per hour

OT: \$301.73 per person, per hour

DT: \$402.30 per person, per hour

#### STANDARD

ST: \$301.73 per person, per hour

OT: \$402.30 per person, per hour

DT: \$502.88 per person, per hour

## Labor Definitions

All labor is supervised by Viper Tradeshow Services and charged accordingly unless checked below. Viper will not be responsible for any damage or loss of materials during installation, dismantle, unpacking or packing. There is a 1 hour minimum per worker at 1-hour increments thereafter.

**Viper Tradeshow Services Supervised Labor:** Exhibits are set up prior to exhibitor's arrival under the direction of Viper Tradeshow Services I&D Supervisors. The charge for this service is an additional 35% of the total installation labor bill. **Please provide complete booth plans, schematics, instructions and photos for this service along with inbound and outbound shipping information.**

**Exhibitor Supervised Labor:** Supervisor must check in at the Viper Tradeshow Services Center to pick up labor. Upon completion of work, supervisor must return to Viper Tradeshow Service Center to release labor. Start time guaranteed only where labor is requested for the start of the working day (8:00 am) unless the official set time begins later in the day.

Please provide supervisors name and cell number: \_\_\_\_\_

## Installation Calculation & Order **CIRCLE ONE: Exhibitor Supervision or Viper Supervision\*\***

1. Day/Time of set up: \_\_\_\_\_ Hourly Rate as noted above
2. Number of Laborers: \_\_\_\_\_ x number of people
3. Number of Hours: \_\_\_\_\_ x number of hours
4. **TOTAL AMOUNT OF HOURS** \_\_\_\_\_ x \_\_\_\_\_ (RATE) \$ \_\_\_\_\_

## Dismantle Calculation & Order **CIRCLE ONE: Exhibitor Supervision or Viper Supervision\*\***

1. Day/Time of set up: \_\_\_\_\_ Hourly Rate as noted above
2. Number of Laborers: \_\_\_\_\_ x number of people
3. Number of Hours: \_\_\_\_\_ x number of hours
4. **TOTAL AMOUNT OF HOURS** \_\_\_\_\_ x \_\_\_\_\_ (RATE) \$ \_\_\_\_\_

*Services cancelled after the discount/cancellation date are charged at full value.*

*The time originally secured and processed preshow will not be adjusted if actual is less than ordered, please order labor accordingly.*

**\*\* IF ORDERING VIPER SUPERVISED LABOR – PLEASE COMPLETE THE FOLLOWING PAGE AND EMAIL TO YOUR SHOW COORDINATOR.**

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

# VIPER SUPERVISED LABOR INFORMATION FORM

**\*\*Please email this form to [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com)**

Please confirm you have emailed your Exhibitor Service Coordinator complete booth plans, schematics, special instructions, and photos for this service: (circle one) YES NO

**\*\*If not, please email ASAP**

Whom may we contact if we have any questions or concerns during installation/dismantle of your booth?

NAME: \_\_\_\_\_ Phone: \_\_\_\_\_

**INBOUND SHIPPING INFORMATION:** (Please complete all areas). If you want Viper Transportation to ship your freight to the show, please also complete the Viper Shipping Order Form and Method of Payment Form found in the Kit.

Freight will be sent to: Warehouse: \_\_\_\_\_ Show Site: \_\_\_\_\_ Date Shipped: \_\_\_\_\_

Carrier: \_\_\_\_\_ Tracking #: \_\_\_\_\_

Total number of: Crates: \_\_\_\_\_ Cartons: \_\_\_\_\_ Fibercases: \_\_\_\_\_ Skids: \_\_\_\_\_

Do you want Viper to be your outbound carrier: YES\* NO

**\*Please complete the Viper Shipping Order Form and Method of Payment Form found in the Kit.**

**NOTE:** *If you are not using Viper Transportation for outbound shipping, you are responsible for booking an outbound carrier to recover your freight during the published move-out. We do not call your carrier to confirm pick-up arrangements; if your carrier fails to recover your freight it will be re-consigned to the house carrier at freight force time indicated on the quick reference page. Please note we cannot supply pre-printed small package labels for FedEx, UPS, DHL and others alike – you must print those airbills.*

## OUTBOUND SHIPPING INFORMATION:

 (Please complete all areas).

This information will be used to complete a pre-printed Bill of Lading (BOL) on your behalf at the close of the show.

**This info must be provided for a Viper Transportation shipment OR non-Viper Transportation shipment.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

CARRIER NAME: \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

# EXHIBITOR APPOINTED CONTRACTORS (EAC) GUIDELINES

**\*Please complete and return both EAC forms\***

Viper Tradeshow Services, acting on behalf of all exhibitors and in the best interest of the exposition, has appointed Official Service Contractors to perform and provide necessary services and equipment. Official Service Contractors are appointed to: ensure the orderly and efficient installation and removal of the overall exposition, assure the distribution of labor to all exhibitors according to need, provide sufficient labor to satisfy the requirements of the exhibitors, and for the exposition itself, see that proper type and limits of insurance are in force, and avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractors will provide all usual trade show services, including labor. Exceptions are: the exhibitor may provide supervision; exhibitor may appoint an exhibit installation contractor or display builder.

**Exhibitors may employ the service of independent contractors to install and dismantle their display, providing the exhibitor and the installation and dismantling contractor comply with the following requirements:**

1. Exhibitor must notify in writing to Viper Tradeshow Services the intention to utilize an independent contractor (EAC) no later than 14 days prior to the first move-in day, furnishing the name, address and telephone number of the firm.
2. EAC agrees to comply with all of the rules and regulations of the show outlined in this agreement, the Exhibitor Kit, including all union rules and regulations and accept liability for any negligent actions.
3. EAC must provide certificates of insurance confirming the following required insurance:
  - i. Commercial General Liability, including contractual liability, with a minimum limits of \$1,000,000, \$2,000,000 general aggregate and \$2,000,000 products and complete operations aggregate.
  - ii. Automobile Liability with a limit of not less than \$1,000,000 combined single limit, each accident. All owned, hired and non-owned boxes marked.
  - iii. Workers Compensation, as required by law, with Employers Liability limits of not less than \$1,000,000.
  - iv. Umbrella/Excess Liability with a limit of not less than \$1,000,00 each occurrence/aggregate.
  - v. All policies (except Worker's Compensation) will name Viper Tradeshow Services (Official Service Contractor), Show Management, Show, and the Facility as additional insured on a primary and non-contributory basis.
4. EAC agrees to indemnify, defend, and hold the Show Management, the Facility and Viper Tradeshow Services harmless from and against all claims, lawsuits, demands, liability, costs and expenses including reasonable attorney's fees and court costs, arising out of EAC's operations. EAC also agrees to reimburse Viper Tradeshow Services for all attorney fees and costs incurred in connection with all claims, lawsuits and counterclaims that should arise out of EAC's failure to adhere to the terms of this agreement.
5. Exhibitor agrees that they are ultimately responsible for all services in connection with their exhibit, including freight, drayage, rentals and labor.
6. The EAC must have all business licenses, permits and Workers' Compensation insurance required by the state and city governments and the convention facility management prior to commencing work, and shall provide Show Management with evidence of compliance. If the EAC fails to provide the necessary documentation required, the Exhibitor will be required to use Viper Tradeshow Services for such services at the rates published in the Exhibitor Kit.
7. The EAC will provide Viper Tradeshow Services the number of on-site employees at the time of check-in and see that they have, and wear at all times necessary, identification badges as determined by Show Management. No EAC will be permitted on the exhibit floor during show hours without the proper exhibit badges supplied by the exhibiting company.
8. The EAC shall be prepared to show evidence that it has valid authorization from the exhibitor for services. The EAC may not solicit business on the exhibit floor.
9. EAC/Exhibitor may not move freight from one booth to another booth or anywhere else within the Facility, Viper Tradeshow Services must provide labor.
10. The EAC must confine its operations to the exhibit area of its clients. No service desk, storage areas or other work facilities will be located anywhere in the building. The show aisles and public spaces are not a part of the exhibitor's booth space.
11. The EAC shall provide, if requested, evidence to Viper Tradeshow Services that it possesses applicable and current labor contracts and must comply with all labor agreements and practices. The EAC must not commit or allow to be committed by persons in its employment any acts that could lead to work stoppages, strikes or labor problems.
12. EAC will be responsible for all reasonable costs related to its operation. Where applicable a one-hour minimum labor charge will be charged at the appropriate labor rate per union to either the EAC or Exhibitor.
13. The exposition floor, aisles, loading docks, service and storage areas will be under the control of the official service contractor, Viper Tradeshow Services. The exhibitor appointed contractor must coordinate all of its activities with Viper Tradeshow Services.
14. For services such as electrical, plumbing, telephone, cleaning and drayage, no contractor other than the official service contractor will be approved. This regulation is necessary because of licensing, insurance and work done on equipment and facilities owned by parties other than the exhibitor. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.
15. The EAC/Exhibitor should order services/rentals from Viper Tradeshow Services and the Facility vendors in advance. Ordering services onsite, which Viper Tradeshow Services may not be prepared to provide immediately upon request) may delay the set up of the booth or force the setup into overtime.
16. The EAC/Exhibitor should arrange the protection of the product in the booth.
17. The EAC/Exhibitor should label empty containers/crates for storage as soon as they are ready. Holding back on empties adds to congestions to the aisles. Viper Tradeshow Services is not responsible for items left unattended on the show floor or any items stored in empty containers.
18. The EAC/Exhibitor agrees to turn in all outbound bills of lading at the Viper Service Desk on a timely basis. Turning in large amounts of freight bills at one time may delay the outbound loading and subsequently force the loading out into overtime.

**I have read the Exhibitor Appointed Contractors section of this manual and understand the terms and conditions. I understand that all the contractors listed above must be approved by Viper Tradeshow Services. I understand it is my responsibility to see that each representative from any EAC for my company abides by the rules and regulations of the event. I also understand that any EAC listed above that is not approved by Viper Tradeshow Services will not be permitted on the floor.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Company: \_\_\_\_\_ Booth #: \_\_\_\_\_  
Signature: \_\_\_\_\_

## USE OF AN EAC NOTIFICATION

**\*Please complete and return both EAC forms\***

Please be sure to read the Official Services & Exhibitor Appointed Contractors (EAC) Guidelines. Exhibitors who plan to have an EAC unpack, install, assemble, dismantle and pack displays, equipment or materials must provide this form to Viper Tradeshow Services no later than 14 days before the start of the move-in and see that their EAC adheres to the guidelines outlined on the previous page.

**Notification of EAC:** To be received no later than 14 days in advance

**For Exhibitor (Company Name):**

**Show Name:**

NASTT 2024 No-Dig Show

Booth #: \_\_\_\_\_

**Name of Service Firm (EAC):**

**Address:**

**Telephone:**

**Fax:**

**Contact:**

**Email:**

**Show Site Contact (if different from above)**

**Cell Phone #:**

### EAC Instructions

1. Refer to the Official Service & Exhibitor Appointed Contractors Guidelines form in this kit for additional requirements.  
\*Before submitting service order forms (including this one). Preferably before the early registration deadline.
2. Provide Viper Tradeshow Services the names of all exhibiting companies for whom they have orders on  
\*To be received no later than 14 days before move-in.
3. Check in at the Viper Tradeshow Services Service Desk to proceed with work on the floor  
\*Upon arrival at show site.

**Viper Tradeshow Services reserves the right to refuse any Non-Official Service Contractor (EAC) access to the show floor if any of the above conditions are not met. If there is a problem providing the necessary information within the deadlines, Viper Tradeshow Services must be contacted in advance of the deadline.**

# STANDARD FURNITURE, ACCESSORIES & FLORAL

\*No credit will be given after close of event on items ordered but not received. Cancellation Policy: No refunds on orders cancelled after discount deadline.\*

## 30" Tall Tables

CIRCLE COLOR SELECTION BELOW



BLUE



RED



WHITE



GREEN



BLACK



UNSKIRTED

ITEM:

Qty: \_\_\_\_\_ 4' Table  
 Qty: \_\_\_\_\_ 6' Table  
 Qty: \_\_\_\_\_ 8' Table  
 Qty: \_\_\_\_\_ 4<sup>th</sup> Side Drape  
 Qty: \_\_\_\_\_ Undraped Table

DISCOUNT:

\$222.75  
 \$281.00  
 \$317.50  
 \$56.00  
 \$54.00 Less than list price above

STANDARD:

\$281.00  
 \$317.50  
 \$340.25  
 \$76.00

## 42" Tall Counters

CIRCLE COLOR SELECTION BELOW



BLUE



RED



WHITE



GREEN



BLACK



UNSKIRTED

ITEM:

Qty: \_\_\_\_\_ 4' Counter  
 Qty: \_\_\_\_\_ 6' Counter  
 Qty: \_\_\_\_\_ 8' Counter  
 Qty: \_\_\_\_\_ 4<sup>th</sup> Side Drape  
 Qty: \_\_\_\_\_ Undraped Counter

DISCOUNT:

\$270.25  
 \$328.25  
 \$363.00  
 \$68.00  
 \$54.00 Less than price list above

STANDARD:

\$328.25  
 \$363.00  
 \$465.50  
 \$88.00

## Accessories

ITEM:

Qty: \_\_\_\_\_ Wastebasket  
 Qty: \_\_\_\_\_ Tripod Easel  
 Qty: \_\_\_\_\_ Plastic Folding Chair  
 Qty: \_\_\_\_\_ 4' Single Tier Table Riser  
 Qty: \_\_\_\_\_ 6' Single Tier Table Riser  
 Qty: \_\_\_\_\_ 8' Single Tier Table Riser  
 Qty: \_\_\_\_\_ Bag Rack  
 Qty: \_\_\_\_\_ Rope & Stanchions, ea.  
 Qty: \_\_\_\_\_ 4' x 8' Poster Board

DISCOUNT:

\$50.00  
 \$89.75  
 \$91.50  
 \$142.00  
 \$179.50  
 \$216.75  
 \$145.25  
 \$210.75  
 \$431.00

STANDARD:

\$68.00  
 \$110.50  
 \$115.00  
 \$187.75  
 \$224.50  
 \$262.00  
 \$201.50  
 \$276.25  
 \$492.50

## Floral

### Fresh Floral Arrangements

Small Floral Arrangement: Qty: \_\_\_\_\_ \$249.75 Discount / \$324.75 Standard  
 Medium Floral Arrangement: Qty: \_\_\_\_\_ \$354.00 Discount / \$460.25 Standard  
 Large Floral Arrangement: Qty: \_\_\_\_\_ \$449.00 Discount / \$583.75 Standard

### Artificial Plants

2 Foot Green Plant Qty: \_\_\_\_\_ \$165.00 Discount / \$193.00 Standard  
 3 Foot Green Plant Qty: \_\_\_\_\_ \$193.00 Discount / \$230.00 Standard  
 4 Foot Green Plant Qty: \_\_\_\_\_ \$230.00 Discount / \$273.50 Standard  
 5 Foot Green Plant Qty: \_\_\_\_\_ \$273.50 Discount / \$328.25 Standard  
 6 Foot Green Plant Qty: \_\_\_\_\_ \$328.25 Discount / \$394.00 Standard

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

**All Standard, Custom, & Enhanced furniture options are available to order online at <https://order.vipertradeshow.com>**

# CUSTOM FURNISHINGS

\*No credit will be given after close of event on items ordered but not received. Cancellation Policy: No refunds on orders cancelled after discount deadline.\*



Black Leather Sofa (B1)  
Qty: \_\_\_\_  
**\$1,061.50 Discount**  
**\$1,380.00 Standard**



Black Leather Loveseat (B2)  
Qty: \_\_\_\_  
**\$985.00 Discount**  
**\$1,280.50 Standard**



Black Leather Chair  
Qty: \_\_\_\_  
**\$830.50 Discount**  
**\$1,080.00 Standard**



Gray Sofa (A1)  
Qty: \_\_\_\_  
**\$857.00 Discount**  
**\$1,114.25 Standard**



Gray Loveseat (A2)  
Qty: \_\_\_\_  
**\$780.50 Discount**  
**\$1,014.75 Standard**



Gray Chair (A3)  
Qty: \_\_\_\_  
**\$704.00 Discount**  
**\$915.25 Standard**



Cocktail Table (C4)  
Qty: \_\_\_\_  
**\$473.00 Discount**  
**\$615.00 Standard**



End Table (C5)  
Qty: \_\_\_\_  
**\$421.25 Discount**  
**\$547.75 Standard**



6' Conference Table  
Qty: \_\_\_\_  
**\$783.75 Discount**  
**\$1,019.00 Standard**



8' Conference Table  
Qty: \_\_\_\_  
**\$860.00 Discount**  
**\$1,118.00 Standard**



Black Leather Executive (I2)  
Qty: \_\_\_\_  
**\$549.50 Discount**  
**\$714.50 Standard**



Black Steno Office Chair (I3)  
Qty: \_\_\_\_  
**\$447.75 Discount**  
**\$582.25 Standard**



Accordion Lit Stand (K1)  
Qty: \_\_\_\_  
**\$321.00 Discount**  
**\$417.50 Standard**



Coat Rack (K4)  
Qty: \_\_\_\_  
**\$116.50 Discount**  
**\$151.50 Standard**



Refrigerator (K8)  
Qty: \_\_\_\_  
**\$532.25 Discount**  
**\$692.00 Standard**



Oak Desk (I1)  
Qty: \_\_\_\_  
**\$857.00 Discount**  
**\$1,114.25 Standard**



30" x 30" Table (L2)  
Qty: \_\_\_\_  
**\$371.25 Discount**  
**\$483.00 Standard**



Side Chair (L1)  
Qty: \_\_\_\_  
**\$140.25 Discount**  
**\$182.50 Standard**



Arm Chair (L3)  
Qty: \_\_\_\_  
**\$166.50 Discount**  
**\$216.50 Standard**



42" x 30" Bar Table (M2)  
Qty: \_\_\_\_  
**\$397.50 Discount**  
**\$516.75 Standard**



Euro Barstool (M1)  
Qty: \_\_\_\_  
**\$346.00 Discount**  
**\$450.00 Standard**



Gray Bar Stool (M5)  
Qty: \_\_\_\_  
**\$243.00 Discount**  
**\$316.00 Standard**

**All Standard, Custom, & Enhanced furniture options are available to order online at <https://order.vipertradeshow.com>**

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

# CARPET SELECTIONS

\*No credit will be given after close of event on items ordered but not received. Cancellation Policy: No refunds on orders cancelled after discount deadline.\*

CIRCLE COLOR SELECTION BELOW



Red



Royal Blue



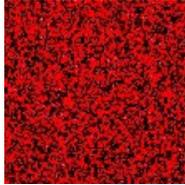
Green



Charcoal Grey



Navy Blue



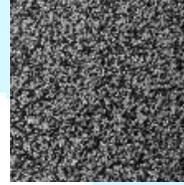
Speckled Red



Speckled Blue



Speckled Green



Speckled Grey



Black

## Standard Carpet Rates

SIZE	QTY	DISCOUNT PRICE	STANDARD PRICE	SUB-TOTAL
10' x 10' Carpet		\$375.00	\$475.00	
10' x 20 Carpet		\$750.00	\$950.00	
10' x 30' Carpet		\$1,125.00	\$1,425.00	
10' x 40' Carpet		\$1,500.00	\$1,900.00	
20' x 20' Carpet		\$1,500.00	\$1,900.00	
Custom Per Sq. Ft.		\$3.75	\$4.75	

## Prestige Flooring Rates

SIZE	QTY	DISCOUNT PRICE	STANDARD PRICE	SUB-TOTAL
Astroturf Per Sq. Ft		\$10.75	\$12.75	
White Vinyl Per Sq. Ft		\$10.75	\$12.75	
Plush Per Sq. Ft		\$10.75	\$12.75	

## Padding | Visqueen

SIZE	QTY	DISCOUNT PRICE	STANDARD PRICE	SUB-TOTAL
½" Padding Per Sq. Ft.		\$4.50	\$5.25	
Double Padding Per Sq. Ft		\$7.50	\$8.25	
Visqueen Per Sq. Ft.		\$1.00	\$1.75	

Standard Carpet per sq. ft.: \$ \_\_\_\_\_

Prestige Flooring per sq. ft.: \$ \_\_\_\_\_

Padding/Visqueen per sq. ft.: \$ \_\_\_\_\_

**ESTIMATED TOTAL** \$ \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

*All flooring, padding and visqueen options are available to order online at <https://order.vipertradeshow.com>*

# MODULAR RENTALS – Includes custom graphics!

**Artwork and payment for Modular Rental Displays must be submitted BY the discount deadline**

## 10x10 Displays – Contact Viper for Additional Custom Exhibit Options!

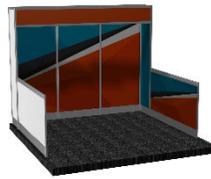
\*All prices include shipping, labor, custom graphics & rental carpet | Please contact your Viper Rep for Artwork Guidelines.



**10' INLINE BOOTH 1**  
Discount: \$5,172.25  
Standard: \$6,548.50



**10' INLINE BOOTH 2**  
Discount: \$5,172.25  
Standard: \$6,548.50



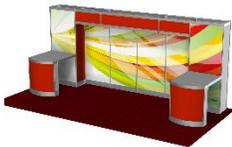
**10' STANDARD BOOTH**  
Discount: \$5,172.25  
Standard: \$6,548.50



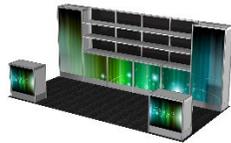
**10' POPUP LIGHTBOX RENTAL\***  
Discount: \$5,250.00  
Standard: \$6,825.00  
3 WEEKS LEAD TIME\*

## 10x20 Displays - Contact Viper for Additional Custom Exhibit Options!

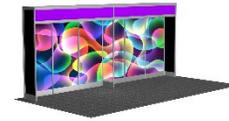
\*All prices include shipping, labor, custom graphics & rental carpet | Please contact your Viper Rep for Artwork Guidelines.



**20' INLINE BOOTH 1**  
Discount: \$11,121.25  
Standard: \$14,261.50



**20' SHELF BOOTH 2**  
Discount: \$11,121.25  
Standard: \$14,261.50



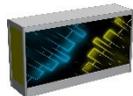
**20' STANDARD BOOTH**  
Discount: \$11,121.25  
Standard: \$14,261.50

## A La Carte

\*All prices include custom graphic panels | white or black panels available on request.



**1M COUNTER**  
Discount: \$523.75  
Standard: \$677.75



**2M COUNTER**  
Discount: \$950.50  
Standard: \$1,198.00



**1M CURVED COUNTER**  
Discount: \$582.00  
Standard: \$755.75



**2M CURVED COUNTER**  
Discount: \$1,035.25  
Standard: \$1,343.25



**DISPLAY CASE**  
Discount: \$1,226.50  
Standard: \$1,590.75

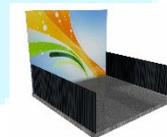
## MISC. ITEMS



**6' CUSTOMIZEABLE TABLE COVER\***  
Discount: \$625.00  
Standard: \$812.50  
3 WEEKS LEAD TIME\*



**22x28 SIGN \*w/HOLDER**  
Discount: \$187.00  
Standard: \$243.25



**10'W X 8'H BACKWALL BANNER**  
Discount: \$1,932.50  
Standard: \$2,512.25

\*Banner is yours to keep. Includes install/dismantle

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

## \* Request for Pre-printed Bill of Lading (BOL) & Outbound Shipping Labels \*

In order to have a pre-printed bill of lading (BOL) + shipping labels created & delivered to your booth the morning of show close, we must receive this form prior to move out. Email this form to: [jelhardt@vipetradeshow.com](mailto:jelhardt@vipetradeshow.com). Please fill out a form for each shipment.

Viper cannot supply shipping labels for any freight that is shipping via FedEx/ UPS/ DHL or others alike. The exhibiting company and/or EAC will need to supply these labels for their shipment. Any freight left on the show floor without a proper label and/or bill of lading (BOL), will be reconsigned to the house carrier, Viper Transportation, and the exhibitor will be responsible for shipping costs. Viper Transportation cannot guarantee delivery dates, nor compete with other shipping carrier's costs.

### Show Location

Rhode Island Convention Center | Exhibit Halls A-D  
1 Sabin Street, Providence, RI 02903

**\*\*Please make sure your Carrier checks-in (at the freight desk) NLT than 7:00 PM on Wednesday, April 17, 2024**

### Exhibitor Information

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Shipping Destination

\*Please let us know how many shipping labels you will require: \_\_\_\_\_

(Viper cannot supply shipping labels for any freight that is shipping via FedEx/ UPS/ DHL)

**OUTBOUND CARRIER:** \_\_\_\_\_

Delivering to (Company Name): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

ATTN: \_\_\_\_\_

Phone: \_\_\_\_\_

### Freight billing address:

Company Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

ATTN: \_\_\_\_\_

Phone: \_\_\_\_\_

### Show Site Instructions:

Once your shipment(s) is/are packed and ready to be picked up, **please return the outbound bill of lading (BOL) to the Viper service desk**. Verify the correct piece count, weight, and sign this legal document. Any shipments without paperwork turned in will be reconsigned onto the house carrier at the exhibitor's expense. Viper does not accept responsibility for any exhibitor property left on the show floor unattended at any time, for any reason. Do not leave the bill of lading (BOL) in your booth – you must bring to the Viper service desk. Thank you.

# IN BOOTH FORKLIFT

If your exhibit includes large header signs, cantilever structures, heavy display and components or machinery which cannot be lifted in place by display laborers, you will require a forklift with operator in your booth for installation and removal. The forklift with operator cost is billed at hourly increments with a (1) hour minimum. If additional labor is required, prevailing labor charges will be assessed. It is important that an exhibit representative check-in at the service desk to pick up labor.

## Important Information

All exhibitors requesting labor must go to the Viper Tradeshow service desk to confirm labor requests. All labor and equipment requests should be confirmed prior to the first day of move-in. **Requested starting times cannot be guaranteed; however, every effort is made to meet all requests.** Viper Tradeshow Services reserves the right to dispatch all labor calls based upon availability of labor crews and the order that the requests are confirmed. Upon completion of work, an exhibitor representative must return to the Viper service desk to sign the completed work ticket and confirm accuracy of the work order. No adjustments will be made after the fact. Equipment and labor cancelled after the cancellation deadline will be charged in full.

The minimum charge for labor and equipment is (1) hour per worker and forklift. Equipment and labor thereafter is charged in (1/2) hour increments. Gratuities in any form, including but not limited to: cash, gifts or labor hours for work not actually performed are prohibited by Viper Tradeshow Services. Viper requires the highest standard of integrity from all employees. All rates are subject to change if necessitated by increased labor and material costs.

## In Booth Forklift Rates

**5,000 lb Forklift is included in the rates listed below.  
Includes (1) forklift with an operator**

If you require a larger forklift or a forklift with a cage, additional cost for the cage & extra labor will be added to your invoice. Please email [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com) for pricing.

### ADVANCE RATES (if ordered by discount deadline, Thursday, March 21, 2024)

Straight Time: Monday – Friday: 8:00 am – 4:30 pm	\$390.00 per hour
Overtime: Monday- Friday before 8:00 am or after 4:30 pm	\$585.00 per hour
Double Time: Anytime Saturday, Sunday and holidays	\$780.00 per hour

### STANDARD RATES (if ordered after discount deadline, Thursday, March 21, 2024)

Straight Time: Monday – Friday: 8:00 am – 4:30 pm	\$585.00 per hour
Overtime: Monday- Friday before 8:00 am or after 4:30 pm	\$877.50 per hour
Double Time: Anytime Saturday, Sunday and holidays	\$1,170.00 per hour

*Services cancelled after the discount/cancellation date are charged at full value.*

*The time originally secured and processed preshow will not be adjusted if actual is less than ordered, please order labor accordingly.*

## Please indicate service:

Uncrating  Unskidding  Positioning  Leveling  Dismantling  Recrating  Reskidding

### INSTALLATION:

Schedule Date: \_\_\_\_\_  
 Start Time: \_\_\_\_\_  
 End Time: \_\_\_\_\_  
 Number of Forklift(s): \_\_\_\_\_

### DISMANTLE:

Schedule Date: \_\_\_\_\_  
 Start Time: \_\_\_\_\_  
 End Time: \_\_\_\_\_  
 Number of Forklifts(s): \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

ESTIMATED COST: \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_

# HANGING SIGN ASSEMBLY – LABOR ORDER FORM

**ALL SIGNS MUST BE ASSEMBLED by Viper Tradeshow Services prior to your arrival.**

You have the option of using your Exhibitor Appointed Contractor or Viper Labor to dismantle your hanging sign once the rigging team has removed the sign at the close of the show.

**Important Information & Rates – ALL HANGING SIGNS MUST BE SENT TO Viper Tradeshow Services**

**Advance Warehouse c/o JF Moran, 475 Douglas Pike, Smithfield, RI 02917 by Thursday, April 4, 2024**

Starting time can be guaranteed only when labor is requested for the start of the working day. It is the responsibility of the exhibitor and/or the exhibitor appointed contractor to confirm labor and equipment by 2:30 PM the day before date requested. Any labor that is requested for the working day, please have a representative pick up the crew at the labor desk and supervise the work to be done. Upon completion, the exhibitor's representative will return the crew to the labor desk and approve the work order. Equipment and/or labor cancelled without a 24 hour notice shall be charged the full fee per worker and/or equipment. If exhibitor fails to use the workers and equipment at the time confirmed, a one (1) hour "Not Ready" charge per worker and/or equipment will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (½) hour increments per worker and/or equipment. Gratuities in any form, including cash, gifts, or labor hours for work not actually performed are prohibited by Viper. Viper requires the highest standards of integrity from all employees. All rates are subject to change if necessitated by increased labor and/or material costs.

**Exhibitor Supervised (dismantle only)**

Exhibitor will supervise.

- Indicate workers needed for both installation and dismantling below. If not indicated, one (1) hour per worker will be added to the exhibitor's invoice.
- Viper assumes no liability for loss, damage or bodily injury arising out of the installation and/or dismantling of exhibitor's property by Viper provided labor. Exhibitor assumes the responsibility and any liability arising therefrom, for the work performed by labor under exhibitor's supervision. Exhibitors must stay clear during movement of freight.

1. Shape of Sign (circle one): Square                      Rectangle                      Triangle                      Circle                      Other: \_\_\_\_\_

2. Dimensions & Weight of Sign: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_ Weight \_\_\_\_\_ Lbs.

# \_\_\_\_\_ Structural Pick Points: # of Pounds \_\_\_\_\_ at each point

3. Type of Sign (Circle one sign type per order): Banner                      Structural Signage                      Systems

Include engineer-stamped assembly and hanging instructions with the order. Viper accepts no liability for any work completed without such instructions, when required. Work is done at exhibitor's risk and exhibitor shall indemnify and defend Viper and Show Organizer from any claims and/or bodily injuries arising out of or related to the installation or dismantle of any sign without approved drawings.

**Advance EXHIBITOR Supervised Labor Rates for installation/dismantle of sign:**

Straight Time:	Discount: <b>\$151.20 per man, per hour</b>	Standard: <b>\$226.80 per man, per hour</b>
Overtime:	Discount: <b>\$226.80 per man, per hour</b>	Standard: <b>\$340.20 per man, per hour</b>
Double Time:	Discount: <b>\$302.40 per man, per hour</b>	Standard: <b>\$453.60 per man, per hour</b>

**Advance VIPER Supervised Labor Rates for installation/dismantle of sign:**

Straight Time:	Discount: <b>\$204.12 per man, per hour</b>	Standard: <b>\$306.18 per man, per hour</b>
Overtime:	Discount: <b>\$306.18 per man, per hour</b>	Standard: <b>\$459.27 per man, per hour</b>
Double Time:	Discount: <b>\$408.24 per man, per hour</b>	Standard: <b>\$612.36 per man, per hour</b>

Services cancelled after the cancellation/discount date are charged at full value.

## Estimated Schedule & Service Required

INSTALLATION *\*Mandatory Viper Supervised*                      DISMANTLE (Circle One): Viper Supervised\* Exhibitor Supervised

Schedule Date:   VIPER SUPERVISED                        Schedule Date: \_\_\_\_\_

Number of Hours:   2                        Number of Hours: \_\_\_\_\_

Number of Laborers Required:   2 minimum                        Number of Laborers Required: \_\_\_\_\_

ESTIMATED COST: \$ \_\_\_\_\_                      ESTIMATED COST: \$ \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_



# HANGING SIGN RULES AND REGULATIONS

Hanging of signs, both electrical and non-electrical is permitted in this facility with permission, under the following conditions and limitations. These conditions have been reviewed and provide absolute limits which cannot be exceeded under any conditions. These rules and regulations are subject to change without notice based on the limits of the Convention Center and those of Viper Tradeshow Services. All of the rules and regulations as listed must be adhered to without fail.

1. The top of the sign may not exceed the 24' height limitation specific to your booth type and building. Please check with the association to determine your height limitation.
2. All hanging signs must be received at the following warehouse:
  - a. Viper Tradeshow Services, c/o JF Moran, 475 Douglas Pike, Smithfield, RI 02917. The hanging sign MUST be received by Thursday, April 4, 2024.
3. Any sign weighing in excess of 250 lbs. or more will require a structural integrity form with signature.
4. All signs regardless of size, should be constructed of lightweight metals and plastics to allow greater flexibility and ease of installation.
5. The placement of all hanging signs shall be determined by Show Management, Viper Tradeshow Services and facility prior to installation to insure minimum stress to the supporting framework.
6. No signs are to be hung from any electrical fixtures, raceways, water, gas, and air, fire protecting piping, supports or hangers.
7. All electrical and neon signs must conform to the local electrical codes. Viper Tradeshow Services reserves the right to deny any electrical hook-up and install if it is deemed that the electrical sign can potentially cause challenges once it has been raised.
8. Viper Tradeshow Services MUST assemble your sign to be flown prior to your arrival. Dismantling can also be done by Viper Tradeshow Services, the Exhibitor Appointed Contractor or the exhibitor's display house once the sign has been removed and brought to the floor.
9. Set up instructions must be included with the order form and with sign crates. Failure to provide and have all of the necessary instructions present with the sign could jeopardize the sign assembly and/or hanging of it.
10. Because of the structure of the ceiling and the location of exhibits, in relation to support beams, your sign may have to be moved from your original specifications.
11. Exhibitor personnel or your display house may provide the labor to dismantle the sign at the close of the show. Exhibitors who do not provide supervision (either company personnel or display house) agree to accept the charges for time, materials and equipment as determined by Viper Tradeshow Services and/or the electrical contractor of the Convention Center.
12. You are required to make all arrangements prior to move-out for the outbound dismantling, packing and shipping of your hanging sign. Viper Tradeshow Services cannot be held liable for damages or misplacement of sign(s) should outbound dismantling arrangements not be made. All pertinent information and arrangements must be given to the Viper Tradeshow Services service desk.
13. Signs must be shipped with HANGING SIGN LABELS and not combined with exhibiting freight.

\*I have read, understand, agree and accept to the Rules and Regulations as outlined.

Name (printed): \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Exhibitor: \_\_\_\_\_ Booth #: \_\_\_\_\_



# ADVANCE WAREHOUSE SHIPPING LABELS – HANGING SIGN

For your convenience labels are provided below for advance warehouse delivery for your hanging sign-ONLY.  
We encourage you to make copies and fill in your specific information and tape label on shipment.

SHIPPER INFORMATION	
FROM:	
DELIVERY INFORMATION- HANGING SIGN ONLY	
TO (EXHIBITING CO. NAME): _____	BOOTH #: _____
<b>NASTT 2024 No-Dig Show Viper Tradeshow Services c/o JF Moran 475 Douglas Pike Smithfield, RI 02917</b>	<b>Receiving Hours: Monday – Friday between 8:00 AM – 4:00 PM. MUST BE RECEIVED BY Thursday, April 4, 2024</b>
PIECE: _____ OF _____	

# CHAIN HOIST & TRUSS ORDER FORM

## Important Information

Sign and/or truss points exceeding 250 lbs. will require a hoist. Order your chain hoists and truss through Viper Tradeshow Services. Hanging sign labor is NOT included in the prices of the hoist or truss. Please complete the 'Hanging Sign Labor Order Form'. Viper will not assume hanging sign labor is required.

Viper Tradeshow Services is responsible for assembling and hanging all truss; however, your company and/or EAC may have a representative available at the time of installation. If a representative from your company and/or EAC is not present at the time of installation, Viper will install the truss with Viper Supervision.

**CANCELLATION POLICY:** Items cancelled prior to the discount deadline, will be refunded in full. Items cancelled after the discount deadline will be removed from the order, but no refund will be provided.

**\*\*For any items ordered onsite or after Thursday, March 21, 2024, the standard rates will be applied.**

## Items to Select From

ITEM DESCRIPTION	DISCOUNT	STANDARD	QUANTITY REQUIRED
<b>Chain Hoists</b>			
Hoist, Electric Chain, 1 TON	\$742.50	\$966.00	_____
Hoist, Electric Chain, ½ TON	\$619.50	\$810.00	_____
<b>Rotating Motors</b>			
Rotating Motor 100#	\$462.00	\$600.50	_____
Rotating Motor 250#	\$582.00	\$756.50	_____
Rotating Motor 500#	\$702.00	\$912.50	_____
<b>Tomcat Aluminum Truss</b>			
Truss, 12" Box, Black, Per Foot	\$60.50	\$78.50	_____
Truss, 12" Box, Silver, Per Foot	\$60.50	\$78.50	_____
Truss, 12" Corner Block, Black	\$180.50	\$234.50	_____
Truss, 12" Corner Block, Silver	\$180.50	\$234.50	_____

*Please submit all hanging sign schematics and diagrams with truss/hoists included.*

## Estimated Items Required & Cost

Chain Hoists Estimated cost: \_\_\_\_\_

Rotating Motors Estimated cost: \_\_\_\_\_

Tomcat Aluminum Truss Estimated cost: \_\_\_\_\_

**TOTAL ESTIMATED COST OF EQUIPMENT: \$ \_\_\_\_\_**

**Exhibitor:** \_\_\_\_\_ **Booth #:** \_\_\_\_\_

# STRUCTURAL INTEGRITY FORM

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\_\_\_\_\_, the contracted exhibitor at the NASTT 2024 No-Dig Show and (if applicable), the display house or builder for the aforementioned exhibitor, located in booth, \_\_\_\_\_ do hereby certify and guarantee 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 NASTT SHOW MANAGEMENT, Viper Tradeshow Services, and the RHODE ISLAND CONVENTION CENTER and its subsidiaries, their directors, officers, employees, representatives, agents, and contractors from and against 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 250 lbs. may be verified (metered) on site at exhibitor's expense.

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Exhibit House/Builder (*if applicable*):

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name: \_\_\_\_\_

E-Mail: \_\_\_\_\_

Complete and return to [jelhardt@vipertradeshow.com](mailto:jelhardt@vipertradeshow.com)



## Meeting/Conference Specialists

When you're searching for the best in audio visual needs for your event, look to Visual FX as your partner in success! We understand tradeshows and conferences and your need for quality products, attentive representatives, and superior services that reflect your vision.

No meeting is too large or small. At Visual FX, we have the staff necessary to partner in the production of your full scope convention visual and audio productions, or equipment available for simple rentals as you prefer. Our products are designed to present you and your company with a professional and confident look. Our design specialists are experienced in listening to your visions and ideas and transform them into reality.

## Creative Solutions

Anyone can provide a backdrop for your speakers. Visual FX works with you to create an environment and experience that highlights your speakers and their message in the best possible light. You don't share the same message year after year, why should your general session look the same? How can Visual FX help you showcase your speakers with a fresh look and energy? Let us find out together!



## Products:

- Audio Sound Systems
- Microphones Wired/Wireless
- Video Projectors/Screens
- Video Monitors Rentals
- LCD Projector Packages
- Computers/ Laptops, Desktops
- Lighting/ Colored LED's, Stage Wash
- Scenic Stage Sets/ Velour Drape
- Audience Response Systems
- Printers/ Color & B/W, Radios



## Customer Service Commitment

Visual FX was created with customer service in mind. We pride ourselves in ensuring your event runs to your liking, and we settle for nothing less than total satisfaction. With all the facets of a convention you have to manage, and multitudes people to consider, we make it our goal to provide an AV collaboration that is friendly and professional, but most importantly thorough and seamless. We're committed to your success; so you create the vision and we will create the Visual FX!



2575 Northwest Parkway, Elgin IL 60124 Ph. 847.426.3100

## Exhibitor Order Form

Last updated [01/23]

Audio Equipment	Qty	Days	Daily Rate	Total
Wired Microphone			\$95.00	
Wireless Microphone- Handheld			\$210.00	
Wireless Microphone- Lavalier			\$210.00	
4-Channel Mixer			\$105.00	
8-Channel Mixer			\$195.00	
2 Powered Speakers w/ Stand			\$325.00	
XLR Cables (25ft)			\$40.00	
Video Equipment	Qty	Days	Daily Rate	Total
Micca Box			\$115.00	
19" Flat screen monitor			\$240.00	
23" Flat screen monitor			\$295.00	
32" LED monitor with table stand			\$425.00	
42" LED monitor with table stand			\$585.00	
50" LED monitor with table stand			\$700.00	
65" LED monitor with table stand			\$825.00	
LCD Data Projector 2500 Lumens			\$675.00	
LCD Data Projector 4000 Lumens			\$995.00	
Screens	Qty	Days	Daily Rate	Total
6' Tripod Screen			\$150.00	
8' Tripod Screen			\$165.00	
6' x 12' Fast-fold Screen			\$925.00	
7.6' x 14' Fast-fold Screen			\$1,450.00	
9' x 16' Fast-fold Screen			\$2,175.00	
Computer Systems	Qty	Days	Daily Rate	Total
Laptop Computer			\$340.00	
Wireless Mouse & Keyboard			\$90.00	
Mouse & Keyboard (wired)			\$80.00	
Ethernet Cables (25' to 50')			\$50.00	
VGA Cables (10ft)			\$40.00	
HDMI Cables (6ft)			\$45.00	
Multi-media Speakers			\$105.00	
Packages & Miscellaneous Accessories	Qty	Days	Daily Rate	Total
LCD Support Package (8ft easel screen, safelock table, advancer, cables)			\$260.00	
LCD Projector Package, 2500 Lumens			\$1095.00	
HP Black & White Printer			\$285.00	
Whiteboard Package			\$125.00	
Flipchart Package w/Easel			\$60.00	
Flipchart Pad			\$40.00	
Easel			\$40.00	
Black Velour Drape 16' high 10' Section			\$285.00	
Powerstrip			\$25.00	
Extension Cord 25'			\$35.00	
<b>***Prices are based on a daily rate.</b>	Equipment Total			
	Delivery/Pickup			\$145.00
	% sales tax			
<b>**Cancellation fee, 100% within 14days of Show Date.</b>	Other fees			
	<b>Grand Total</b>			

Visual FX, Inc.  
 2575 Northwest Parkway  
 Elgin, IL 60124  
 Phone 847.426.3100  
 Email: [Rob@visualfxav.com](mailto:Rob@visualfxav.com)



## Exhibitor Information / Method of Payment

Show Name: \_\_\_\_\_  
 Exhibitor: \_\_\_\_\_  
 Booth Number: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Show Site Contact if Different Than Above: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_

### For Use of an Exhibitor Appointed Contractor / Third Party

We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges and agree to be bound by all terms and conditions as described in the Terms & Conditions section of this Service Kit. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party.

Authorized Signature for Exhibiting Company \_\_\_\_\_

### Visual FX Orders

Audio Equipment	\$	_____
Video Equipment	\$	_____
Screens	\$	_____
Computer Systems	\$	_____
Miscellaneous Accessories	\$	_____
<b>Delivery/Pickup</b>	<b>\$145</b>	_____
<b>Total Visual FX Orders</b>	<b>\$</b>	_____

### Method of Payment / Credit Card Charges:

For your convenience, we will use this authorization to charge your credit card account for your advance orders and any additional amounts incurred as a result of show site orders placed by your representative.

*Please circle appropriate credit card*

*Please provide credit card number ~*

**MasterCard**   **Visa**   **American Express**   Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ Security Code: \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Address (if different than above) \_\_\_\_\_

**PLEASE IMPRINT YOUR CARD USING A PENCIL TO TRACE OVER THE NUMBERS**

**Company Check - Please note show name on check!** \_\_\_\_\_ Date check being mailed: \_\_\_\_\_

Email orders to: [rob@visualfxav.com](mailto:rob@visualfxav.com)

Mail to: 2575 Northwest Parkway, Elgin, IL 60124



Greetings from The Rhode Island Convention Center!

We are here to assist with ordering electrical, internet, cleaning, plumbing, and parking for your booth. To continue in our efforts to be “green”, all exhibitor service orders are processed through our online ordering system.

To order any of the above services online, please follow these simple steps:

- 1) Visit the Rhode Island Convention Center website at: <http://www.riconvention.com/>.
- 2) Click on the **Plan Your Event** tab.
- 3) Click the **Exhibitor Services Ordering** button.
- 4) If you already have an account, log in to begin the ordering process. If not, please watch the **REGISTRATION INSTRUCTIONS STEP BY STEP** video to learn how to register for an account.

(PLEASE CONTACT YOUR EVENT MANAGER DIRECTLY IF YOU HAVE TROUBLE SETTING UP A NEW ACCOUNT.)

Orders sent in via fax are no longer accepted. Please note the *Rhode Island Convention Center* requires payment in full prior to all services being delivered to your booth.

If you have a question or need help with your order, please reach out via email to [businesscenter@pvdricenter.com](mailto:businesscenter@pvdricenter.com) or call (401) 458-6103.

***Please be aware if internet services are required for your booth, all orders must be placed through COX Communications. To place your internet order with COX, click on the "Order Internet" link on the RI Convention Center website (under the Exhibitor Services Ordering tab) and fill out the required fields. You may also contact Scott Cloninger via email [scott.cloninger@cox.com](mailto:scott.cloninger@cox.com) or by phone at 702-815-5377.***

We look forward to working with you!



## Electrical Needs

Rates apply at a one-time fee for the duration of the show.

Labor charges may apply when placing orders if an electrician is needed for extra set up.

A layout of your booth may be required. If you have more than one outlet, please send a diagram of your booth to [businesscenter@pvdricenter.com](mailto:businesscenter@pvdricenter.com) or call 401-458-6103 for questions.

Circuit	Advanced Price	Standard Price
5 Amp	\$79.00	\$93.00
10 Amp	\$89.00	\$104.00
15 Amp	\$99.00	\$118.00
20 Amp	\$104.00	\$124.00
30 Amp (208 V)	\$191.00	\$240.00
50 Amp (208 V)	\$300.00	\$360.00

Service Needed	Required Circuit
Laptop Computers	5 Amp Service
Printer (Table-Top)	5 Amp Service
Printer (Large Stand Alone)	20 Amp Service
TV's (All Sizes)	5 Amp Service
Desktop Computers	10 Amp Service
Tablet, Cell Phones	5 Amp Service
Small Appliances	10 Amp Service
Larger Table-Top Appliances	15 Amp Service
Microwave Oven	20 Amp Service
Refrigerator	20 Amp Service
Cook Top Ranges (No Oven)	30 Amp Service (208 V)
Cook Top Range with Oven	50 Amp Service (208 V)



2022  
**TRADE SHOW  
FURNISHINGS**  
.....  
**KIT CATALOG**



## BLANC



**Blanc Sofa**  
Bright White Leather  
75"W x 35"D x 35"H



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



**Blanc Chair**  
Bright White Leather  
33"W x 35"D x 35"H



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



**Blanc Cube Ottoman**  
Bright White Leather  
17"Square x 17"H

## WHISPER



**Whisper Sofa**  
White Leather  
87"W x 37"D x 35"H



**Whisper Loveseat**  
White Leather  
61"W x 37"D x 35"H



**Whisper Chair**  
White Leather  
35"W x 37"D x 35"H

## WHISPER



### Whisper Bench Ottoman

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



### Whisper Square Ottoman

White Leather  
40"Square x 17"H



### Whisper Round Ottoman

White Leather  
46"Round x 17"H

## FUNCTION

Modular Seating Collection



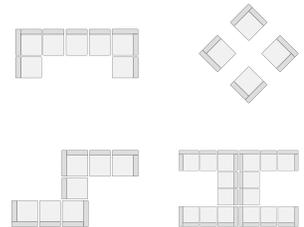
### Function Armless Chair

White Leather  
28"Square x 29"H



### Function Corner

White Leather  
28"Square x 29"H



## CONTINENTAL

Modular Seating Collection



### Continental Curved Loveseat

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



### Continental Reverse Curved Loveseat

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



### Continental Wedge Ottoman

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

## CONTINENTAL

Modular Seating Collection



### Continental Curved Bench

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



### Continental Half Moon Ottoman

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

## SOPHISTICATION

Modular Seating Collection



### Sophistication Sofa

White Leather  
72"W x 31"D x 48"H



### Sophistication Loveseat

White Leather  
48"W x 31"D x 48"H



### Sophistication Chair

White Leather  
24"W x 31"D x 48"H



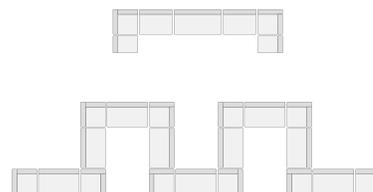
### Sophistication Corner

White Leather  
31"Square x 48"H



### Sophistication Ottoman

White Leather  
31"Square x 19"H



# BOCA

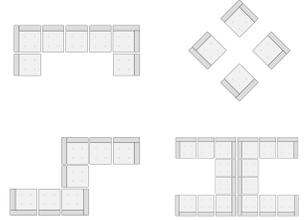
Modular Seating Collection



**Boca Corner**  
Black Leather  
22"W x 27"D x 30"H



**Boca Armless**  
Black Leather  
27"Square x 30"H



# METRO



**Metro Sofa**  
Black Leather  
85"W x 35"D x 35"H



**Metro Loveseat**  
Black Leather  
60"W x 35"D x 35"H



**Metro Chair**  
Black Leather  
35"Square x 35"H



**Metro Square Ottoman**  
Black Leather  
40"Square x 17"H



**Metro Bench Ottoman**  
Black Leather  
60"W x 24"D x 17"H

## SUAVE MIDNIGHT



### Suave Midnight Sofa

Midnight Suede  
77"W x 36"D x 33"H



### Suave Midnight Loveseat

Midnight Suede  
54"W x 36"D x 33"H



### Suave Midnight Chair

Midnight Suede  
32"W x 36"D x 33"H

## GRAMMERCY

Modular Seating Collection



### Grammercy Sofa

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



### Grammercy Loveseat

Charcoal Leather  
57"W x 36"D x 36"H



### Grammercy Chair

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



### Grammercy Corner

Charcoal Leather  
36"Square x 36"H



### Grammercy Round Ottoman

Charcoal Leather  
46"Round x 17"H



### Grammercy Square Ottoman

Charcoal Leather  
40"Square x 17"H  
Also Available in Bench Ottoman  
60"W x 24"D x 17"H

## PARMA



**Parma Sofa**  
Brown Leather  
79"W x 37"D x 36"H



**Parma Loveseat**  
Brown Leather  
56"W x 37"D x 36"H



**Parma Chair**  
Brown Leather  
33"W x 37"D x 36"H



**Parma Bench Ottoman**  
Brown Leather  
60"W x 24"D x 17"H

## MONTANA MOCHA



**Montana Mocha Sofa**  
Mocha Tan Fabric  
79"W x 35"D x 34"H



**Montana Mocha Loveseat**  
Mocha Tan Fabric  
57"W x 35"D x 34"H



**Montana Mocha Chair**  
Mocha Tan Fabric  
35"Square x 34"H

## MADISON



### **Madison Sofa**

Tan Fabric  
86"W x 34"D x 34"H



### **Madison Chair**

Tan Fabric  
33"W x 34"D x 34"H



### **Madison Sky Bench**

Teal Fabric  
48"W x 24"D x 17"H



### **Madison Ottoman - Willow**

Green Fabric  
24"Square x 17"H



### **Madison Ottoman - Sand Dollar**

Tan Fabric  
24"Square x 17"H



### **Madison Ottoman - Apricot**

Orange Fabric  
24"Square x 17"H



### **Madison Ottoman - Sunflower**

Yellow Fabric  
24"Square x 17"H

## CHANDLER



### **Chandler Sofa**

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



### **Chandler Loveseat**

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



### **Chandler Chair**

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



### **Chandler Bench Ottoman**

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

## EVOKE



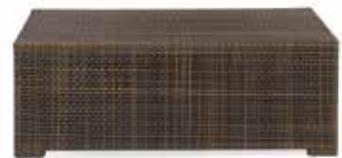
### **Evoke Sofa**

Coffee Resin Frame with Tan Cushions  
81"W x 35"D x 27"H



### **Evoke Chair**

Coffee Resin Frame with Tan Cushions  
33"W x 35"D x 27"H



### **Evoke Cocktail Table**

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

## EVOKE

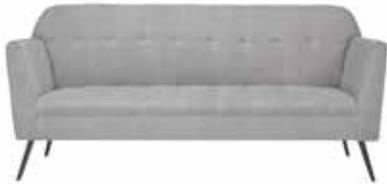


**Evoke End Table**  
Coffee Resin Frame  
24"W x 28"D x 25"H



**Evoke Cube Table**  
Coffee Resin Frame  
18"Square x 18"H

## NIKO



**Niko Sofa**  
Grey Microfiber  
81"W x 30"D x 38"H



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



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

## STAGE CHAIRS



**Midnight Stage Chair**  
Midnight Microfiber  
25"W x 26"D x 37"H



**Chamois Stage Chair**  
Beige Microfiber  
25"W x 26"D x 37"H



**Buckskin Stage Chair**  
Tan Microfiber  
25"W x 26"D x 37"H

## STAGE CHAIRS



### Empire Chair

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



### Tulip Chair

- Black Fabric/Tilt Back/Caster Feet  
27"W x 26"D x 35"H



### Monarch Chair

- Bright White Leather  
28"Square x 30"H

## OTTOMANS & BENCHES



### Curved Bench

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



### Square Ottoman

- Metro Black Leather
  - Whisper White Leather
  - Grammercy Charcoal Leather
- 40"Square x 17"H



### Bench Ottoman

- Metro Black Leather
  - Whisper White Leather
  - Chandler Red Leather
  - Grammercy Charcoal Leather
  - Parma Brown Leather
- 60"W x 24"D x 17"H



### Essentials Storage Ottoman

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



### Round Ottoman

- Grammercy Charcoal Leather
  - Whisper White Leather
- 46"Round x 17"H



### 1/4 Round Ottoman

- Grammercy Charcoal Leather
  - Whisper White Leather
- 34"W x 19"D x 17"H

## OTTOMANS & BENCHES



### **Madison Sky Bench**

Teal Fabric  
48"W x 24"D x 17"H



### **Madison Ottomans**

Left to Right: Willow, Sand Dollar, Apricot, Sunflower  
24"Square x 17"H

## BANQUETTES



### **Essentials Banquette**

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



### **Whisper Banquette**

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



### **Grammercy Banquette**

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

## TURNING BEDS



### **Essentials Turning Bed**

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

## CUBE OTTOMANS



### Cube Ottomans

From left to right: Blanc Bright White Leather (17" Square x 17"H), Whisper White Leather, Metro Black Leather, Red Vinyl, Green Vinyl, Blue Vinyl, Purple Vinyl  
18" Square x 18"H



### Essentials Turning Bed - Charged

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

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



### Boca Corner - Charged

Bright White Leather  
27" Square x 30"H

*\*Maximum of 4 daisy linked together per power source.*



### Boca Chair - Charged

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

*\*Maximum of 4 daisy linked together per power source.*



### Aspen Bar Table - Charged

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

*\*Maximum of 1 table per power source.*



### Aspen Cocktail Table - Charged

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

*\*Maximum of 1 table per power source.*



### White Conference Table - Charged

White  
96"W x 43"D x 30"H

*\*Maximum of 1 table per power source.*



**Patrice Table Chair - Charged**

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

*\*Maximum of 6 daisy linked together per power source.*



**Lincoln Bench - Charged**

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

*\*Maximum of 3 daisy linked together per power source.*

OCCASIONAL TABLES



**Tribeca Tables**

End Table Wood/Black  
24"W x 28"D x 22"H  
Console Table Wood/Black  
48"W x 18"D x 30"H  
Cocktail Table Wood/Black  
48"W x 28"D x 19"H



**Novel Tables**

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



**Aria Tables Red**

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



**Aria Tables Green**

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



**Aria Tables Blue**

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

## OCCASIONAL TABLES



### Aria Tables Purple

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



### Aria Tables White

End Table White/Brushed Steel  
24"W x 20"D x 22"H  
Console Table White/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table White/Brushed Steel  
44"W x 20"D x 18"H



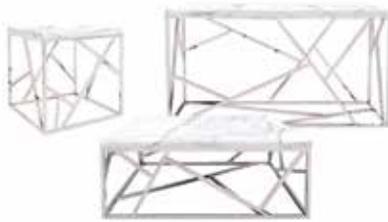
### Aria Tables Charcoal

End Table Storm Grey/Brushed Steel  
24"W x 20"H x 22"H  
Console Table Storm Grey/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table Storm Grey/Brushed Steel  
44"W x 20"D x 18"H



### Fuze Tables

End Table Chrome/Zebra wood Laminate  
24"Square x 23"H  
Console Table Chrome/Zebra wood Laminate  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Zebra wood Laminate  
40"Square x 16"H



### London Tables

End Table Chrome/Marble  
24"Square x 23"H  
Console Table Chrome/Marble  
60"W x 16"D x 34"H  
Cocktail Table Chrome/Marble  
40"Square x 16"H



### Brooklyn Tables

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



### Vivid Tables

End Table - Smoked Powder Coat Finish  
26"Square x 21"H  
Console Table - Smoked Powder Coat Finish  
50"W x 24"D x 30"H  
Cocktail Table - Smoked Powder Coat Finish  
50"W x 24"D x 16"H



### Club Tables

End Table  
44"W x 22"D x 18"H  
Cocktail Table  
22"Square x 18"H  
(Includes built in Wireless LED Lighting)



### Rose Table

17"Round x 17"H

## OCCASIONAL TABLES



**Zanzibar Table**

17"Square



**Cube End Tables**

■ Black 24"  
□ White 24"  
24"Square x 21"H



**Cube Cocktail Tables**

■ Black 24"  
□ White 24"  
24"Square x 16"H



**Phoebe Tables**

From left to right: Yellow, Lime Green, Rose, Gold, Teal  
17"Round x 22"H



**Hylton Tablet Table**

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

## BARS & BAR BACKS



### VIP Glow Bar 6'

Frosted Plexi with Built-in Wireless LED Kit  
 72"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### VIP Glow Bar 4'

Frosted Plexi with Built-in Wireless LED Kit  
 48"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 \*Includes remote control



### Bar

■ Black with 2 shelves in back  
 □ White with 2 shelves in back  
 48"W x 16"D x 42"H



### Blox Bar Back

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



### Piazza Bar Back

■ Black  
 □ White  
 44"W x 12"D x 79"H  
 13"W x 14"H (Inside Shelf)

## BAR STOOLS



### Vienna Stool

- Gray Acrylic
  - Orange Acrylic
  - Teal Acrylic
- 17" Square x 39"H



### Cris Cross Bar Stool

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



### Escape Stool

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



### Silk Back Bar Stool

- Black
- White
- Blue
- Green
- Purple
- Red

17"W x 18"D x 42"H



### Euro Bar Stool

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



### Hourglass Bar Stool

- Black
  - White
- 18"W x 20"D x 43"H



### Equino Stool

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

## BAR STOOLS



**Clara Stool**  
White  
17"W x 21"D x 41"H



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



**Regal Stool**  
Brown Leather  
19"W x 24"D x 45"H



**Caprice Stool**  
Black Fabric  
25"W x 26"D x 44"H



**Sonic Stool**  
Black  
22"W x 23"D x 42"H



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

## CAFE CHAIRS



**Vienna Chair**  
 ■ Gray Acrylic  
 ■ Orange Acrylic  
 ■ Teal Acrylic  
 21"Square x 32"H



**Silk Back Chair**  
 ■ Black ■ Green  
 ■ White ■ Purple  
 ■ Blue ■ Red  
 17"W x 18"D x 34"H

## CAFE CHAIRS



**Clara Chair**  
White  
18"W x 21"D x 34"H



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



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



**Elio Chair**  
Steel  
17"Square x 33"H



**Caprice Chair**  
Black  
25"W x 24"D x 32"H



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



**Regal Dining Chair**  
Brown Leather  
19"W x 23"D x 38"H



**Sonic Chair**  
Black  
20"W x 21"D x 32"H



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

## CAFE CHAIRS



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

## BAR TABLES



**Euro Bar Table**  
Black/Black 30"  
30"Round x 42"H  
Black/Black 36"  
36"Round x 42"H



**Silk Bar Table**  
Black/Chrome 30"  
30"Round x 42"H  
Black/Chrome 36"  
36"Round x 42"H



**City Bar Table**  
Maple/Black 30"  
30"Round x 42"H  
Maple/Black 36"  
36"Round x 42"H



**Park Ave Bar Table**  
Maple/Chrome 30"  
30"Round x 42"H  
Maple/Chrome 36"  
36"Round x 42"H



**Summit Bar Table**  
White/Black 30"  
30"Round x 42"H  
White/Black 36"  
36"Round x 42"H



**Blanco Round Bar Table**  
White/Chrome 30"  
30"Round x 42"H  
White/Chrome 36"  
36"Round x 42"H

## BAR TABLES



**Fuze Bar Table**  
Zebrawood Laminate/Chrome  
36"Square x 42"H



**Blanco Square Bar Table**  
White/Chrome  
24"Square x 42"H



**Blanco Rectangle Bar Table**  
White/Chrome  
72"W x 24"D x 42"H



**Spectrum Bar Table Red**  
Red/Chrome  
24"Square x 42"H



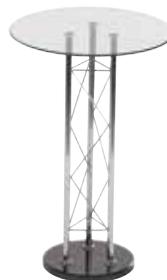
**Spectrum Bar Table Blue**  
Blue/Chrome  
24"Square x 42"H



**Spectrum Bar Table Purple**  
Purple/Chrome  
24"Square x 42"H



**Spectrum Bar Table Green**  
Green/Chrome  
24"Square x 42"H



**Chardonnay Bar Table**  
Clear Glass/Chrome  
31"Round x 42"H



**Zinc Bar Table**  
Chrome  
24"Round x 42"H

## BAR TABLES



**Aspen Bar Table**  
White/Brushed Steel  
72"W x 26"D x 42"H

## CAFÉ TABLES



**Euro Café Table**  
Black/Black 30"  
30"Round x 30"H  
Black/Black 36"  
36"Round x 30"H



**Silk Café Table**  
Black/Chrome 30"  
30"Round x 30"H  
Black/Chrome 36"  
36"Round x 30"H



**Park Ave Café Table**  
Maple/Chrome 30"  
30"Round x 30"H  
Maple/Chrome 36"  
36"Round x 30"H



**City Café Table**  
Maple/Black 30"  
30"Round x 30"H  
Maple/Black 36"  
36"Round x 30"H



**Summit Café Table**  
White/Black 30"  
30"Round x 30"H  
White/Black 36"  
36"Round x 30"H



**Blanco Café Table**  
White/Chrome 30"  
30"Round x 30"H  
White/Chrome 36"  
36"Round x 30"H

## CAFÉ TABLES



**Fuze Café Table**  
Zebrawood Laminate/Chrome  
36" Square x 30"H



**Blanco Square Café Table**  
White/Chrome Rectangle  
24" Square x 30"H



**Blanco Rectangle Café Table**  
White/Chrome Rectangle  
72"W x 24"D x 30"H



**Spectrum Café Table Red**  
Red/Chrome  
24" Square x 30"H



**Spectrum Café Table Blue**  
Blue/Chrome  
24" Square x 30"H



**Spectrum Café Table Purple**  
Purple/Chrome  
24" Square x 30"H



**Spectrum Café Table Green**  
Green/Chrome  
24" Square x 30"H



**Aspen Dining Table**  
White/Brushed Steel  
72"W x 30"D x 30"H



**Brio Dining Table**  
Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

## OFFICE SEATING



**Tamiri High Back Chair**

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



**Tamiri Mid Back Chair**

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



**Tamiri Guest Chair**

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



**Accord Chair**

■ Black  
□ White  
25"Square x 44"H



**Goal Task Chair**

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



**Goal Task Chair Armless**

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

## OFFICE SEATING



**Enterprise High Back Conference Chair**  
 Black Fabric  
 25"W x 27"D x 45"H



**Enterprise Mid Back Conference Chair**  
 Black Fabric  
 24"W x 26"D x 39"H



**Enterprise Guest Chair**  
 Black Fabric  
 25"W x 27"D x 37"H



**Goal Drafting Stool**  
 Black  
 25"W x 24"D x 48"H



**Goal Drafting Stool Armless**  
 Black  
 21"W x 24"D x 48"H

## CONFERENCE TABLES



**Conference Table Round**  
 ■ Black  
 ■ Mahogany  
 42"Round x 29"H



**Conference Table Rectangle**  
 ■ Black 6'  
 ■ Mahogany 6'  
 □ White 6'  
 ■ Black 8'  
 ■ Mahogany 8'  
 □ White 8'  
 72"W x 36"D x 30"H    96"W x 48"D x 30"H

## OFFICE FURNITURE



### Computer Kiosk

■ Black  
□ White  
24" Square x 42"H



### Black Credenza

Black  
60"W x 20"D x 29"H



### Black Double Pedestal Desk

Black  
60"W x 30"D x 29"H



### 5 Shelf Bookcase

■ Black  
■ Mahogany  
36"W x 12"D x 72"H



### Genoa Kneespace Credenza

Mahogany 2 Filing Cabinets/2-Drawers  
66"W x 20"D x 29"H



### Genoa Executive Desk

Mahogany Double Pedestal-Locking Drawers  
72"W x 36"D x 29"H



### Genoa Storage Credenza

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

## OFFICE FURNITURE



### **Vivid Café Table Square**

Clear Glass/Smoked Powder Coat Finish  
42"Square x 30"H



### **Vivid Café Table Rectangle**

Clear Glass/Smoked Powder Coat Finish  
60"W x 36"D x 30"H



### **Brooklyn Rectangle Dining Table**

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



### **Brooklyn Round Dining Table**

Clear Glass/Chrome  
42"Round x 30"H



### **Aspen Dining Table**

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



### **Brio Dining Table**

Reclaimed Grey Stone Finish/Brushed Bronze  
96"W x 48"D x 30"H

## METAL FILE & STORAGE CABINETS



### **2-Drawer File**

Black Letter  
15"W x 25"D x 29"H  
Black Legal  
18"W x 25"D x 29"H



### **4-Drawer File**

Black Letter  
15"W x 25"D x 52"H  
Black Legal  
18"W x 25"D x 52"H



### **2-Drawer Lateral File**

Black (Pictured)  
36"W x 18"D x 27"H  
Black (Not Pictured)  
36"W x 20"D x 29"H



### **4-Drawer Lateral File**

Black  
36"W x 18"D x 54"H



### **Storage Cabinet**

Black  
36"W x 18"D x 72"H

## PEDESTALS



### Display Pedestals 42"

- Black  
14"Square x 42"H
- Black  
24"Square x 42"H
- Black  
18"Square x 42"H
- White  
14"Square x 42"H



### Display Pedestals 36"

- Black  
14"Square x 36"H
- Black  
24"Square x 36"H
- White  
14"Square x 36"H
- White  
24"Square x 36"H



### Display Pedestals 30"

- Black  
14"Square x 30"H
- Black  
24"Square x 30"H
- Black  
18"Square x 30"H
- White  
14"Square x 30"H



### Locking Pedestal

- Black
  - White
- 24"Square x 42"H



### Fuze Pedestal

- Zebra wood Laminate/Chrome  
16"Square x 44"H



### London Pedestal

- Marble/Chrome  
16"Square x 44"H

## MISCELLANEOUS ITEMS



**Stanchion**  
Chrome  
41"H  
**Stanchion Rope**  
Red Velour  
6'L



**Nero Literature Rack**  
Black  
15"W x 12"D x 54"H



**Argento Literature Rack**  
Aluminum  
15"W x 12"D x 54"H



**Alto Literature Rack**  
Black/Metal  
11"W x 10"D x 57"H



**Compact Refrigerator**  
Black 4 Cu Ft  
21"W x 22"D x 32"H

## LIGHTING



### **Brushed Steel Lamps**

Table Lamp White/Steel  
26"H

Floor Lamp White/Steel  
66"H



### **Brushed Nickel Lamps**

Table Lamp White/Nickel  
29"H

Floor Lamp White/Nickel  
60"H



### **Rubbed Bronze Lamps**

Table Lamp White/Bronze  
28"H

Floor Lamp White/Bronze  
60"H



### **Neutrino Floor Lamp**

Steel  
67"H

# DESIGN YOUR BOOTH SPACE **YOUR WAY**



## **10x20 Booth Footprint**

Boca Chair - Charged • Brooklyn Round Cocktail Table • Phoebe Table - Lime Green  
Aspen Bar Table - Charged • Silk Back Stool - Green



## **10x10 Booth Footprint**

Madison Chair • Madison Bench - Apricot  
Phoebe Table - Hazelnut • Blox Bar Back



## **10x10 Booth Footprint**

Patrice Tablet Chair - Charged • Brooklyn Round End Table  
Equino Stool - Black • Chardonnay Bar Table



## **20x20 Booth Footprint**

Grammercy Loveseats • Grammercy Corner • Brooklyn Round Cocktail Table • Monarch Chairs • Brooklyn Round End Table  
Piazza Bar Back - Espresso • Silk Back Stools - Black • Aspen Bar Tables - Charged • 6' VIP Bar



**Terms & Conditions:** **Payments:** All orders must be paid in full upon receipt of invoice. The Method of Payment form must be submitted with order.

**Discount/Cancellation:** Payment must be received prior to the discount deadline to receive the discounted rates. Cancellations must be placed by the discount/cancellation deadline to receive a full refund. Order cancelled after this date will not receive a credit.

**Late Fee:** All orders placed after discount deadline will receive the standard rates.

Item Number	Weight		Dimensions	Discount	Standard	Qty.	Total
<b>Blanc (Pg. 3)</b>							
18228-0847	100 lbs.	Blanc Sofa	75"W x 35"D x 35"H	\$1,387.50	\$1,803.75		\$ -
18167-0614	90 lbs.	Blanc Loveseat	54"W x 35"D x 35"H	\$1,323.75	\$1,721.00		\$ -
18284-0834	75 lbs.	Blanc Chair	33"W x 35"D x 35"H	\$1,106.25	\$1,438.25		\$ -
18024-0072	40 lbs.	Blanc Bench Ottoman	48"W x 24"D x 18"H	\$663.75	\$863.00		\$ -
18184-0274	15 lbs.	Blanc Cube	17"Square	\$562.50	\$731.25		\$ -
<b>Whisper (Pg. 3 &amp; 4)</b>							
18228-0607	115 lbs.	Whisper White Leather Sofa	87"W x 37"D x 35"H	\$1,323.75	\$1,721.00		\$ -
18167-0471	90 lbs.	Whisper White Leather Loveseat	61"W x 37"D x 35"H	\$1,269.50	\$1,650.50		\$ -
18284-0487	60 lbs.	Whisper White Leather Chair	35"W x 37"D x 35"H	\$1,052.00	\$1,367.75		\$ -
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25		\$ -
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25		\$ -
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$587.00	\$763.25		\$ -
<b>Function (Pg. 4)</b>							
18284-0554	38 lbs.	Function White Leather Armless Chair	28"Square x 29"H	\$707.00	\$919.25		\$ -
18066-0016	27 lbs.	Function White Leather Corner	28"Square x 29"H	\$759.50	\$987.50		\$ -
<b>Continental (Pg. 4 &amp; 5)</b>							
18303-0006	105 lbs.	Continental White Leather Curved Loveseat	82"W x 34"D x 31"H	\$1,367.00	\$1,777.25		\$ -
18304-0002	105 lbs.	Continental White Leather Reverse Loveseat	72"W x 34"D x 31"H	\$1,323.75	\$1,721.00		\$ -
18296-0006	35 lbs.	Continental White Leather Wedge Ottoman	30"W x 34"D x 19"H	\$587.00	\$763.25		\$ -
18184-0283	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$693.75	\$902.00		\$ -
18184-0284	30 lbs.	Continental White Leather Half Moon Ottoman	33"W x 19"D x 19"H	\$587.00	\$763.25		\$ -
<b>Sophistication (Pg. 5)</b>							
18228-0674	100 lbs.	Sophistication White Leather Sofa	72"W x 31"D x 48"H	\$1,367.00	\$1,777.25		\$ -
18167-0466	90 lbs.	Sophistication White Leather Loveseat	48"W x 31"D x 48"H	\$1,323.75	\$1,721.00		\$ -
18284-0563	60 lbs.	Sophistication White Leather Chair	27"W x 31"D x 48"H	\$693.75	\$902.00		\$ -
18066-0017	60 lbs.	Sophistication White Leather Corner	31"Square x 48"H	\$693.75	\$902.00		\$ -
18184-0130	40 lbs.	Sophistication White Leather Ottoman	31"Square x 19"H	\$587.00	\$763.25		\$ -
<b>Boca (Pg. 6)</b>							
18066-0026	38 lbs.	Boca Black Leather Corner	27"W x 27"D x 30"H	\$759.50	\$987.50		\$ -
18284-0786	28 lbs.	Boca Black Leather Armless	22"W x 27"D x 30"H	\$707.00	\$919.25		\$ -
<b>Metro (Pg. 6)</b>							
18228-0602	110 lbs.	Metro Black Leather Sofa	85"W x 35"D x 35"H	\$1,140.00	\$1,482.00		\$ -
18167-0467	90 lbs.	Metro Black Leather Loveseat	60"W x 35"D x 35"H	\$1,097.00	\$1,426.25		\$ -
18284-0482	75 lbs.	Metro Black Leather Chair	35"Square x 35"H	\$857.00	\$1,114.25		\$ -
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25		\$ -
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25		\$ -
<b>Suave Midnight (Pg. 7)</b>							
18228-0085	105 lbs.	Suave Midnight Sofa	77"W x 36"D x 33"H	\$997.50	\$1,296.75		\$ -
18167-0069	80 lbs.	Suave Midnight Loveseat	54"W x 36"D x 33"H	\$866.25	\$1,126.25		\$ -
18284-0151	65 lbs.	Suave Midnight Chair	32"W x 36"D x 33"H	\$650.75	\$846.00		\$ -
<b>Grammercy (Pg. 7)</b>							
18228-0605	90 lbs.	Grammercy Charcoal Leather Sofa	82"W x 36"D x 36"H	\$1,269.50	\$1,650.50		\$ -
18167-0469	90 lbs.	Grammercy Charcoal Leather Loveseat	57"W x 36"D x 36"H	\$1,106.25	\$1,438.25		\$ -
18284-0485	40 lbs.	Grammercy Charcoal Leather Chair	28"W x 36"D x 36"H	\$707.00	\$919.25		\$ -
18066-0015	51 lbs.	Grammercy Charcoal Leather Corner	36"Square x 36"H	\$813.75	\$1,058.00		\$ -
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$587.00	\$763.25		\$ -
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25		\$ -
<b>Parma (Pg. 8)</b>							
18228-0789	100 lbs.	Parma Brown Leather Sofa	79"W x 37"D x 36"H	\$1,140.00	\$1,482.00		\$ -
18167-0577	90 lbs.	Parma Brown Leather Loveseat	56"W x 37"D x 36"H	\$1,097.00	\$1,426.25		\$ -
18284-0710	75 lbs.	Parma Brown Leather Chair	33"W x 37"D x 36"H	\$857.00	\$1,114.25		\$ -
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25		\$ -
<b>Montana Mocha (Pg. 8)</b>							
18228-0784	100 lbs.	Montana Mocha Sofa	79"W x 35"D x 34"H	\$1,072.50	\$1,394.25		\$ -
18167-0573	90 lbs.	Montana Mocha Loveseat	57"W x 35"D x 34"H	\$943.25	\$1,226.50		\$ -
18284-0704	75 lbs.	Montana Mocha Chair	35"Square x 34"H	\$727.50	\$945.75		\$ -
<b>Madison (Pg. 9)</b>							
18228-0823	100 lbs.	Madison Sofa	86"W x 34"D x 34"H	\$1,323.75	\$1,721.00		\$ -
18284-0794	75 lbs.	Madison Chair	33"W x 34"D x 34"H	\$770.75	\$1,002.00		\$ -
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$543.75	\$707.00		\$ -
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$347.00	\$451.25		\$ -
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$347.00	\$451.25		\$ -
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$347.00	\$451.25		\$ -
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$347.00	\$451.25		\$ -
<b>Chandler (Pg. 10)</b>							
18228-0795	100 lbs.	Chandler Red Leather Sofa	76"W x 37"D x 35"H	\$1,140.00	\$1,482.00		\$ -
18167-0581	90 lbs.	Chandler Red Leather Loveseat	53"W x 37"D x 35"H	\$1,097.00	\$1,426.25		\$ -
18284-0717	75 lbs.	Chandler Red Leather Chair	31"W x 37"D x 35"H	\$857.00	\$1,114.25		\$ -
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25		\$ -

Evoke (Pg. 10 & 11)							
13229-0007	80 lbs.	Evoke Sofa	81"W x 35"D x 27"H	\$1,723.25	\$2,240.25	\$	-
13041-0015	40 lbs.	Evoke Chair	33"W x 35"D x 27"H	\$922.50	\$1,199.25	\$	-
13054-0011	20 lbs.	Evoke Cocktail Table	48"W x 24"D x 18"H	\$587.00	\$763.25	\$	-
13110-0009	20 lbs.	Evoke End Table	24"W x 28"D x 25"H	\$521.25	\$677.75	\$	-
13110-0008	10 lbs.	Evoke Cube	18"Square	\$366.50	\$476.50	\$	-
Niko (Pg. 11)							
18228-0858	100 lbs.	Niko Sofa	81"W x 30"D x 38"H	\$1,410.00	\$1,833.00	\$	-
18167-0622	85 lbs.	Niko Loveseat	58"W x 30"D x 38"H	\$1,290.00	1677'	\$	-
18284-0856	70 lbs.	Niko Chair	31"W x 30"D x 38"H	\$1,072.50	\$1,394.25	\$	-
Stage Chairs (Pg. 11 & 12)							
18284-0478	29 lbs.	Midnight Stage Chair	25"W x 26"D x 37"H	\$423.75	\$529.75	\$	-
18284-0477	29 lbs.	Chamois Stage Chair	25"W x 26"D x 37"H	\$423.75	\$529.75	\$	-
18284-0476	29 lbs.	Buckskin Stage Chair	25"W x 26"D x 37"H	\$423.75	\$529.75	\$	-
18284-0621	80 lbs.	Empire Chair Black Leather	28"W x 32"D x 32"H	\$759.50	\$987.50	\$	-
18284-0564	80 lbs.	Empire Chair White Leather	28"W x 32"D x 32"H	\$759.50	\$987.50	\$	-
05035-0028	45 lbs.	Tulip Black Fabric Chair	26"W x 27"D x 35"H	\$423.75	\$529.75	\$	-
18284-0785	24 lbs.	Monarch Chair - Bright White	28"Square x 30"H	\$423.75	\$529.75	\$	-
Ottomans & Benches (Pg. 12 & 13)							
18184-0283	75 lbs.	Continental White Leather Curved Bench	70"W x 26"D x 19"H	\$693.75	\$902.00	\$	-
18184-0179	65 lbs.	Metro Black Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25	\$	-
18184-0034	65 lbs.	Whisper White Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25	\$	-
18184-0033	65 lbs.	Grammercy Charcoal Leather Square Ottoman	40"Square x 17"H	\$587.00	\$763.25	\$	-
18024-0008	43 lbs.	Metro Black Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25	\$	-
18024-0003	43 lbs.	Whisper White Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25	\$	-
18024-0062	43 lbs.	Chandler Red Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25	\$	-
18024-0002	43 lbs.	Grammercy Charcoal Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25	\$	-
18024-0061	43 lbs.	Parma Brown Leather Bench Ottoman	60"W x 24"D x 17"H	\$587.00	\$763.25	\$	-
18184-0192	70 lbs.	Essentials White Leather Storage Ottoman	48"W x 24"D x 20"H	\$651.00	\$813.75	\$	-
18184-0036	64 lbs.	Grammercy Charcoal Leather Round Ottoman	46"Round x 17"H	\$587.00	\$763.25	\$	-
18184-0038	64 lbs.	Whisper White Leather Round Ottoman	46"Round x 17"H	\$587.00	\$763.25	\$	-
18184-0028	15 lbs.	Grammercy Charcoal 1/4 Round Ottoman	34"W x 19"D x 17"H	\$360.00	\$468.00	\$	-
18184-0030	15 lbs.	Whisper White 1/4 Round Ottoman	34"W x 19"D x 17"H	\$360.00	\$468.00	\$	-
18184-0256	35 lbs.	Madison Sky Bench	4"W x 24"D x 17"H	\$362.50	\$471.25	\$	-
18184-0252	20 lbs.	Madison Ottoman - Willow	24"Square x 17"H	\$543.75	\$707.00	\$	-
18184-0253	20 lbs.	Madison Ottoman - Sand Dollar	24"Square x 17"H	\$347.00	\$451.25	\$	-
18184-0254	20 lbs.	Madison Ottoman - Apricot	24"Square x 17"H	\$347.00	\$451.25	\$	-
18184-0255	20 lbs.	Madison Ottoman - Sunflower	24"Square x 17"H	\$347.00	\$451.25	\$	-
Banquettes & Turning Beds (Pg. 13)							
18011-0011	185 lbs.	Essentials White Banquette (2 pcs)	60"Round x 48"H	\$1,723.25	\$2,240.25	\$	-
18011-0001	130 lbs.	Whisper White Tufted Leather Banquette (2 pcs)	59"Round x 38"H	\$1,723.25	\$2,240.25	\$	-
18011-0002	130 lbs.	Grammercy Charcoal Leather Banquette (2 pcs)	59"Round x 38"H	\$1,723.25	\$2,240.25	\$	-
02082-0033	200 lbs.	Essentials White Leather Turning Bed	96"W x 48"D x 34"H	\$2,070.00	\$2,691.00	\$	-
Cube Ottomans (Pg. 14)							
18184-0274	15 lbs.	Blanc Cube	17"Square	\$230.75	\$300.00	\$	-
18184-0129	15 lbs.	Cube Ottoman - White	18"Square	\$230.75	\$300.00	\$	-
18184-0128	15 lbs.	Cube Ottoman - Black	18"Square	\$230.75	\$300.00	\$	-
18200-0001	15 lbs.	Cube Ottoman - Red	18"Square	\$230.75	\$300.00	\$	-
18200-0002	15 lbs.	Cube Ottoman - Green	18"Square	\$230.75	\$300.00	\$	-
18200-0003	15 lbs.	Cube Ottoman - Blue	18"Square	\$230.75	\$300.00	\$	-
18200-0004	15 lbs.	Cube Ottoman - Purple	18"Square	\$230.75	\$300.00	\$	-
Charged (Pg. 14 & 15)							
22100-0001	192 lbs.	Essentials Turning Bed w/Charging Station Insert	96"W x 48"D x 19"H	\$2,297.00	\$2,986.25	\$	-
22051-0001	40 lbs.	Boca Bright White Corner - Charged	27"W x 27"D x 30"H	\$866.25	\$1,126.25	\$	-
22050-0001	40 lbs.	Boca Bright White Armless - Charged	22"W x 27"D x 30"H	\$802.50	\$1,043.25	\$	-
22001-0001	80 lbs.	Aspen Bar Table - Charged	72"W x 26"D x 42"H	\$1,344.50	\$1,748.00	\$	-
22002-0002	55 lbs.	Aspen Cocktail Table - Charged	48"W x 24"D x 18"H	\$759.00	\$1,517.75	\$	-
22200-0001	230 lbs.	White Conference Table - Charged	96"W x 43"D x 30"H	\$1,809.50	\$2,352.50	\$	-
18284-0861	52 lbs.	Patrice Tablet Chair	28"W x 30.5"D x 31"H	\$1,337.75	\$1,739.25	\$	-
22052-0001	60 lbs.	Lincoln Bench - Charged	59"W x 39"D x 17"H	\$1,269.50	\$1,650.50	\$	-
Occasional Tables (Pg. 15, 16, & 17)							
12107-0008	30 lbs.	Tribeca End Table	24"W x 28"D x 22"H	\$412.50	\$536.25	\$	-
12230-0005	40 lbs.	Tribeca Console Table	48"W x 18"D x 30"H	\$457.50	\$594.75	\$	-
12055-0008	50 lbs.	Tribeca Cocktail Table	48"W x 28"D x 19"H	\$433.25	\$563.25	\$	-
18024-0010	30 lbs.	Novel End Table	15"Square x 16"H	\$521.25	\$677.75	\$	-
18024-0011	50 lbs.	Novel Cocktail Table	46"W x 15"D x 16"H	\$587.00	\$763.25	\$	-
99-12304-05	10 lbs.	Aria Red End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12050-05	20 lbs.	Aria Red Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-
99-12304-03	10 lbs.	Aria Green End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12050-03	20 lbs.	Aria Green Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-
99-12304-06	10 lbs.	Aria Blue End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12050-06	20 lbs.	Aria Blue Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-
99-12304-04	10 lbs.	Aria Purple End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12050-04	20 lbs.	Aria Purple Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-
99-12304-01	10 lbs.	Aria White End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12305-01	35 lbs.	Aria White Console Table	44"W x 20"D x 30"H	\$457.50	\$594.75	\$	-
99-12050-01	20 lbs.	Aria White Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-

99-12304-02	10 lbs.	Aria Charcoal End Table	24"W x 20"D x 22"H	\$412.50	\$536.25	\$	-
99-12305-02	35 lbs.	Aria Charcoal Console Table	44"W x 20"D x 30"H	\$457.50	\$594.75	\$	-
99-12050-02	20 lbs.	Aria Charcoal Cocktail Table	44"W x 20"D x 18"H	\$433.25	\$563.25	\$	-
12107-0512	27 lbs.	Fuze End Table	24"Square x 23"H	\$446.25	\$580.25	\$	-
12055-0453	55 lbs.	Fuze Cocktail Table	40"Square x 16"H	\$500.75	\$651.00	\$	-
12230-0116	49 lbs.	Fuze Console Table	60"W x 16"D x 34"H	\$543.75	\$707.00	\$	-
12107-0493	27 lbs.	London End Table	24"Square x 23"H	\$446.25	\$580.25	\$	-
12230-0110	49 lbs.	London Console Table	60"W x 16"D x 34"H	\$543.75	\$707.00	\$	-
12055-0428	55 lbs.	London Cocktail Table	40"Square x 16"H	\$500.75	\$651.00	\$	-
12107-0494	21 lbs.	Brooklyn II Square End Table	22"W X 22"D X 20"H	\$380.75	\$495.00	\$	-
12107-0495	15 lbs.	Brooklyn II Round End Table	20"Round X 20"H	\$380.75	\$495.00	\$	-
12055-0429	35 lbs.	Brooklyn II Rect Cocktail Table	42"W X 24"D X 16"H	\$423.75	\$551.00	\$	-
12055-0430	25 lbs.	Brooklyn II Round Cocktail Table	30"Round X 16"H	\$423.75	\$551.00	\$	-
12107-0282	35 lbs.	Vivid End Table	26"Square x 21"H	\$412.50	\$536.25	\$	-
12230-0081	62 lbs.	Vivid Console Table	50"W x 24"D x 30"H	\$457.50	\$594.75	\$	-
12055-0273	50 lbs.	Vivid Cocktail Table	50"W x 24"D x 16"H	\$433.25	\$563.25	\$	-
12107-0331	35 lbs.	Club End Table w/ Built-in LED Lighting	22"Square x 18"H	\$521.25	\$677.75	\$	-
12055-0318	55 lbs.	Club Cocktail Table w/ Built-in LED Lighting	44"W x 22"D x 18"H	\$587.00	\$763.25	\$	-
12003-0038	15 lbs.	Rose Table	17"Round x 17"H	\$457.50	\$594.75	\$	-
12003-0039	20 lbs.	Zanzibar Table	17"Square	\$457.50	\$594.75	\$	-
12107-0296	50 lbs.	Cube, Black 24" End Table	24"Square x 21"H	\$423.75	\$551.00	\$	-
12107-0297	55 lbs.	Cube, White 24" End Table	24"Square x 21"H	\$423.75	\$551.00	\$	-
12055-0285	40 lbs.	Cube, Black 24" Cocktail Table	24"Square x 16"H	\$412.50	\$536.25	\$	-
12055-0286	40 lbs.	Cube, White 24" Cocktail Table	24"Square x 16"H	\$412.50	\$536.25	\$	-
12003-0056	11 lbs.	Phoebe Table - Yellow	17"Round x 22"H	\$273.75	\$356.00	\$	-
12003-0052	11 lbs.	Phoebe Table - Lime Green	17"Round x 22"H	\$273.75	\$356.00	\$	-
12003-0053	11 lbs.	Phoebe Table - Rose	17"Round x 22"H	\$273.75	\$356.00	\$	-
12003-0051	11 lbs.	Phoebe Table - Gold	17"Round x 22"H	\$273.75	\$356.00	\$	-
12003-0074	11 lbs.	Phoebe Table - Teal	17"Round x 22"H	\$273.75	\$356.00	\$	-
12107-0467	13 lbs.	Hylton Tablet Table	18"W x 12"D x 28"H	\$295.50	\$369.50	\$	-
<b>Bars &amp; Bar Backs (Pg. 18)</b>							
05012-0076	185 lbs.	VIP Frosted Plexi Glow Bar 6'	72"W x 24"D x 42"H	\$1,505.75	\$1,957.50	\$	-
05012-0075	130 lbs.	VIP Frosted Plexi Glow Bar 4'	48"W x 24"D x 42"H	\$1,269.50	\$1,650.50	\$	-
05012-0053	70 lbs.	Black Bar - 2 Shelf	48"W x 16"D x 42"H	\$693.75	\$902.00	\$	-
05012-0054	70 lbs.	White Bar - 2 Shelf	48"W x 16"D x 42"H	\$693.75	\$902.00	\$	-
12112-0010	60 lbs.	Blox Bar Back	30"W x 16"D x 86"H	\$866.25	\$1,126.25	\$	-
05001-0017	150 lbs.	Piazza Bar Back - Black	44"W x 12"D x 80"H	\$813.75	\$1,058.00	\$	-
05001-0018	150 lbs.	Piazza Bar Back - White	44"W x 12"D x 80"H	\$813.75	\$1,058.00	\$	-
<b>Bar Stools (Pg. 19 &amp; 20)</b>							
05237-0264	15 lbs.	Vienna Stool - Gray	17"Square x 39"H	\$433.25	\$563.25	\$	-
05237-0263	15 lbs.	Vienna Stool - Orange	17"Square x 39"H	\$433.25	\$563.25	\$	-
05237-0262	15 lbs.	Vienna Stool - Teal	17"Square x 39"H	\$433.25	\$563.25	\$	-
05237-0038	15 lbs.	Criss Cross Bar Stool - Espresso	15"W x 19"D x 41"H	\$390.00	\$507.00	\$	-
05237-0039	15 lbs.	Criss Cross Bar Stool - White	15"W x 19"D x 41"H	\$390.00	\$507.00	\$	-
05237-0305	17 lbs.	Colin Stool	20"W x 19"D x 46"H	\$326.25	\$424.25	\$	-
99-05237-01	20 lbs.	Silk Back Bar Stool - Black	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
99-05237-02	20 lbs.	Silk Back Bar Stool - White	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
99-05237-06	20 lbs.	Silk Back Bar Stool - Blue	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
99-05237-03	20 lbs.	Silk Back Bar Stool - Green	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
99-05237-04	20 lbs.	Silk Back Bar Stool - Purple	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
99-05237-05	20 lbs.	Silk Back Bar Stool - Red	17"W x 18"D x 42"H	\$369.50	\$480.50	\$	-
05237-0221	20 lbs.	Euro Bar Stool - Black	22"W x 24"D x 42"H	\$369.50	\$480.50	\$	-
05237-0270	40 lbs.	Hourglass Bar Stool - Black	18"W x 20"D x 43"H	\$403.25	\$524.25	\$	-
05237-0271	40 lbs.	Hourglass Bar Stool - White	18"W x 20"D x 43"H	\$403.25	\$524.25	\$	-
05237-0160	35 lbs.	Equino Bar Stool - Black	15"W x 13"D x 35"H	\$403.25	\$524.25	\$	-
05237-0041	35 lbs.	Equino Bar Stool - White	15"W x 13"D x 35"H	\$403.25	\$524.25	\$	-
05237-0298	16 lbs.	Clara Stool	17"W x 21"D x 41"H	\$390.00	\$507.00	\$	-
05237-0215	15 lbs.	Marcus Bar Stool - Gunmetal	18"Square x 29"H	\$294.50	\$383.00	\$	-
05237-0156	20 lbs.	Regal Stool - Brown Leather	19"W x 24"D x 45"H	\$403.25	\$524.25	\$	-
05237-0169	25 lbs.	Caprice Bar Stool - Black	25"W x 26"D x 44"H	\$403.25	\$524.25	\$	-
05237-0042	15 lbs.	Sonic Bar Stool - Black	22"W x 23"D x 42"H	\$326.25	\$424.25	\$	-
05237-0300	6 lbs.	Nexus Stool	19"W x 20"D x 44"H	\$337.50	\$438.75	\$	-
<b>Café Chairs (Pg. 20, 21 &amp; 22)</b>							
05035-0032	15 lbs.	Vienna Chair - Gray	21"Square x 32"H	\$273.75	\$356.00	\$	-
05035-0031	15 lbs.	Vienna Chair - Orange	21"Square x 32"H	\$273.75	\$356.00	\$	-
05035-0030	15 lbs.	Vienna Chair - Teal	21"Square x 32"H	\$273.75	\$356.00	\$	-
99-05035-10	20 lbs.	Silk Back Armless Chair - Black	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
99-05035-11	20 lbs.	Silk Back Armless Chair - White	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
99-05035-15	20 lbs.	Silk Back Armless Chair - Blue	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
99-05035-12	20 lbs.	Silk Back Armless Chair - Green	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
99-05035-13	20 lbs.	Silk Back Armless Chair - Purple	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
99-05035-14	20 lbs.	Silk Back Armless Chair - Red	17"W x 18"D x 34"H	\$230.75	\$300.00	\$	-
05035-0008	10 lbs.	Leslie Chair - White	17"W x 21"D x 31"H	\$206.25	\$268.25	\$	-
05035-0010	15 lbs.	Criss Cross Chair - Espresso	17"W x 21"D x 35"H	\$260.75	\$285.00	\$	-
05035-0011	15 lbs.	Criss Cross Chair - White	17"W x 21"D x 35"H	\$260.75	\$285.00	\$	-
05035-0023	24 lbs.	Elio Chair	17"Square x 33"H	\$230.75	\$300.00	\$	-
14233-0025	20 lbs.	Caprice Chair - Black	25"W x 24"D x 32"H	\$230.75	\$300.00	\$	-

14233-0005	20 lbs.	Comet Stack Arm Chair - Black	23"W x 22"D x 32"H	\$317.00	\$412.25	\$	-
14233-0006	15 lbs.	Comet Stack Armless Chair - Black	19"W x 22"D x 32"H	\$294.50	\$383.00	\$	-
05221-0039	20 lbs.	Regal Dining Chair - Brown	19"W x 23"D x 38"H	\$326.25	\$424.25	\$	-
14233-0016	10 lbs.	Sonic Chair - Black	20"W x 21"D x 32"H	\$230.75	\$300.00	\$	-
05035-0050	5 lbs.	Nexus Chair	19"W x 22"D x 32"H	\$273.75	\$356.00	\$	-
05035-0051	11 lbs.	Clara Chair	18"W x 21"D x 35"H	\$260.75	\$285.00	\$	-
05035-0052	12 lbs.	Colin Chair	22"W x 19"D x 33"H	\$230.75	\$300.00	\$	-
<b>Bar Tables (Pg. 22, 23, &amp; 24)</b>							
99-05245-01	34 lbs.	Euro Bar Table Black/Black 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-02	41 lbs.	Euro Bar Table Black/Black 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-04	30 lbs.	Silk Bar Table Black/Chrome 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-05	37 lbs.	Silk Bar Table Black/Chrome 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-14	34 lbs.	City Bar Table Maple/Black 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-15	41 lbs.	City Bar Table Maple/Black 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-07	30 lbs.	Park Ave Bar Table Maple/Chrome 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-08	37 lbs.	Park Ave Bar Table Maple/Chrome 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-16	34 lbs.	Summit Bar Table White/Black 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-17	41 lbs.	Summit Bar Table White/Black 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-10	30 lbs.	Blanco Bar Table White/Chrome 30" Round	30"Round x 42"H	\$412.50	\$536.25	\$	-
99-05245-11	37 lbs.	Blanco Bar Table White/Chrome 36" Round	36"Round x 42"H	\$423.75	\$551.00	\$	-
99-05245-22	43 lbs.	Fuze Bar Table	36"Square x 42"H	\$467.00	\$607.25	\$	-
99-05245-12	28 lbs.	Blanco Bar Table - White/Chrome 24"Square	24"Square x 42"H	\$412.50	\$536.25	\$	-
99-05245-13	69 lbs.	Blanco Rectangle Bar Table - White/Chrome	72"W x 24"D x 42"H	\$639.50	\$831.50	\$	-
99-05245-20	28 lbs.	Spectrum Bar Table Red	24"Square x 42"H	\$446.25	\$580.25	\$	-
99-05245-21	28 lbs.	Spectrum Bar Table Blue	24"Square x 42"H	\$446.25	\$580.25	\$	-
99-05245-18	28 lbs.	Spectrum Bar Table Purple	24"Square x 42"H	\$446.25	\$580.25	\$	-
99-05245-19	28 lbs.	Spectrum Bar Table Green	24"Square x 42"H	\$446.25	\$580.25	\$	-
05012-0002	35 lbs.	Chardonnay Glass & Chrome Bar Table	31"Round x 42"H	\$733.75	\$954.00	\$	-
05202-0049	50 lbs.	Zinc Bar Table	24"Round x 42"H	\$618.75	\$804.50	\$	-
05204-0001	75 lbs.	Aspen Bar Table	72"W x 26"D x 42"H	\$1,149.50	\$1,494.50	\$	-
<b>Café Tables (Pg. 24 &amp; 25)</b>							
99-05036-01	30 lbs.	Euro Café Table Black/Black 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-02	37 lbs.	Euro Café Table Black/Black 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-04	27 lbs.	Silk Café Table Black/Chrome 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-05	34 lbs.	Silk Café Table Black/Chrome 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-07	27 lbs.	Park Ave Café Table Maple/Chrome 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-08	34 lbs.	Park Ave Café Table Maple/Chrome 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-14	30 lbs.	City Café Table Maple/Black 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-15	37 lbs.	City Café Table Maple/Black 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-16	30 lbs.	Summit Café Table White/Black 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-17	37 lbs.	Summit Café Table White/Black 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-10	27 lbs.	Blanco Café Table White/Chrome 30" Round	30"Round x 30"H	\$412.50	\$536.25	\$	-
99-05036-11	34 lbs.	Blanco Café Table White/Chrome 36" Round	36"Round x 30"H	\$423.75	\$551.00	\$	-
99-05036-22	40 lbs.	Fuze Café Table	36"Square x 30	\$412.50	\$536.25	\$	-
99-05036-12	25 lbs.	Blanco Café Table White/Chrome 24"Square	24"Square x 30"H	\$412.50	\$536.25	\$	-
99-05036-13	63 lbs.	Blanco Café Table White/Chrome Rectangle	72"W x 24"D x 30"H	\$639.50	\$831.50	\$	-
99-05036-20	25 lbs.	Spectrum Café Table Red	24"Square x 29"H	\$446.25	\$580.25	\$	-
99-05036-21	25 lbs.	Spectrum Café Table Blue	24"Square x 29"H	\$446.25	\$580.25	\$	-
99-05036-18	25 lbs.	Spectrum Café Table Purple	24"Square x 29"H	\$446.25	\$580.25	\$	-
99-05036-19	25 lbs.	Spectrum Café Table Green	24"Square x 29"H	\$446.25	\$580.25	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$986.25	\$1,282.25	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$1,817.00	\$2,362.25	\$	-
<b>Office Seating (Pg. 26 &amp; 27)</b>							
14136-0002	38 lbs.	Tamiri Black Leather High Back Chair	25"W x 27"D x 45"H	\$521.25	\$677.75	\$	-
14176-0007	37 lbs.	Tamiri Black Leather Mid Back Chair	27"Square x 39"H	\$457.50	\$594.75	\$	-
14128-0002	41 lbs.	Tamiri Black Leather Guest Chair	25"W x 26"D x 37"H	\$423.75	\$551.00	\$	-
14136-0081	40 lbs.	Accord Black Leather High Back	25"Square x 44"H	\$650.75	\$846.00	\$	-
14136-0010	40 lbs.	Accord White Leather High Back	25"Square x 44"H	\$650.75	\$846.00	\$	-
14250-0013	36 lbs.	Goal Black Task Chair With Arms	25"Square x 39"H	\$347.00	\$451.25	\$	-
14250-0014	38 lbs.	Goal Black Task Chair Armless	21"W x 25"D x 39"H	\$317.00	\$412.25	\$	-
14136-0080	40 lbs.	Enterprise High Back Black Fabric Conference Chair	25"W x 27"D x 45"H	\$457.50	\$594.75	\$	-
14176-0046	35 lbs.	Enterprise Mid Back Black Fabric Conference Chair	24"W x 26"D x 39"H	\$423.75	\$551.00	\$	-
14128-0096	30 lbs.	Enterprise Guest Black Fabric Conference Chair	25"W x 27"D x 37"H	\$520.00	\$676.00	\$	-
14307-0003	36 lbs.	Goal Black Drafting Stool - Arms	25"W x 24"D x 48"H	\$369.50	\$480.50	\$	-
14307-0004	30 lbs.	Goal Black Drafting Stool - Armless	21"W x 24"D x 48"H	\$462.50	\$601.25	\$	-
<b>Conference Tables (Pg. 27)</b>							
14062-0105	97 lbs.	42" Round Conference Table - Black	42" Round x 29"H	\$575.75	\$748.50	\$	-
14062-0106	97 lbs.	42" Round Conference Table - Mahogany	42" Round x 29"H	\$575.75	\$748.50	\$	-
14062-0224	175 lbs.	Conference Rectangle Table 6' - Black	72"W x 36"D x 30"H	\$977.00	\$1,270.25	\$	-
14062-0220	175 lbs.	Conference Rectangle Table 6' - Mahogany	72"W x 36"D x 30"H	\$977.00	\$1,270.25	\$	-
14062-0281	175 lbs.	Conference Rectangle Table 6' - White	72"W x 36"D x 30"H	\$1,029.50	\$1,338.50	\$	-
14062-0225	220 lbs.	Conference Rectangle Table 8' - Black	96"W x 48"D x 30"H	\$1,052.00	\$1,367.75	\$	-
14062-0226	220 lbs.	Conference Rectangle Table 8' - Mahogany	96"W x 48"D x 30"H	\$1,052.00	\$1,367.75	\$	-
14062-0282	220 lbs.	Conference Rectangle Table 8' - White	96"W x 48"D x 30"H	\$1,106.25	\$1,438.25	\$	-
<b>Office Furniture (Pg. 28 &amp; 29)</b>							
14309-0001	125 lbs.	Computer Kiosk - Black	24"Square x 42"H	\$845.75	\$1,099.50	\$	-
14179-0005	125 lbs.	Computer Kiosk - White	24"Square x 42"H	\$845.75	\$1,099.50	\$	-

14029-0098	56 lbs.	5 Shelf Bookcase - Black	36"W x 12"D x 72"H	\$813.75	\$1,058.00	\$	-
14029-0091	55 lbs.	5 Shelf Bookcase - Mahogany	36"W x 12"D x 72"H	\$813.75	\$1,058.00	\$	-
14072-0108	225 lbs.	Black Credenza	60"W x 20"D x 29"H	\$759.50	\$987.50	\$	-
14083-0105	290 lbs.	Black Double Pedestal Desk	60"W x 30"D x 29"H	\$866.25	\$1,126.25	\$	-
14072-0038	225 lbs.	Genoa Storage Credenza - Mahogany - 2 Drawer	66"W x 20"D x 29"H	\$759.50	\$987.50	\$	-
14072-0039	200 lbs.	Genoa Kneespace Storage Credenza - Mahogany	66"W x 20"D x 29"H	\$759.50	\$987.50	\$	-
14083-0117	290 lbs.	Genoa Exec. Desk - Mahogany - Double Pedestal	72"W x 36"D x 29"H	\$900.00	\$1,170.00	\$	-
05088-0365	70 lbs.	Vivid Café - Square Table Glass	42"Square x 30"H	\$707.00	\$919.25	\$	-
05088-0364	90 lbs.	Vivid Café - Rectangle Table Glass	60"W x 36"D x 30"H	\$813.75	\$1,058.00	\$	-
05088-0498	77 lbs.	Brooklyn II Rect Dining Table	60"W x 36"D x 30"H	\$845.75	\$1,099.50	\$	-
05088-0499	59 lbs.	Brooklyn II Round Dining Table	42" Round x 30"H	\$663.75	\$863.00	\$	-
05090-0001	90 lbs.	Aspen Dining Table	72"W x 30"D x 30"H	\$986.25	\$1,282.25	\$	-
05088-0505	200 lbs.	Brio Dining Table	96"W x 48"D x 30"H	\$1,323.75	\$1,721.00	\$	-
<b>Metal File &amp; Storage Cabinets (Pg. 30)</b>							
14148-0001	35 lbs.	2 Drawer Vertical File - Letter Size Black	15"W x 25"D x 29"H	\$283.25	\$368.25	\$	-
14147-0001	35 lbs.	2 Drawer Vertical File - Legal Size Black	18"W x 25"D x 29"H	\$369.50	\$480.50	\$	-
14148-0002	45 lbs.	4 Drawer Vertical File - Letter Size Black	15"W x 25"D x 52"H	\$380.75	\$495.00	\$	-
14147-0002	45 lbs.	4 Drawer Vertical File - Legal Size Black	18"W x 25"D x 52"H	\$423.75	\$551.00	\$	-
14143-0006	100 lbs.	2 Drawer Lateral File - Black	36"W x 18"D x 27"H	\$380.75	\$495.00	\$	-
14143-0144	125 lbs.	2 Drawer Lateral File - Black	36"W x 20"D x 29"H	\$380.75	\$495.00	\$	-
14143-0008	170 lbs.	4 Drawer Lateral File - Black	36"W x 18"D x 54"H	\$467.00	\$607.25	\$	-
14034-0015	135 lbs.	Storage Cabinet - Black	36"W x 18"D x 72"H	\$467.00	\$607.25	\$	-
<b>Pedestals (Pg. 31)</b>							
12091-0023	50 lbs.	Display Pedestal 14" x 42" Black	14"Square x 42"H	\$564.50	\$734.00	\$	-
12091-0004	120 lbs.	Display Pedestal 24" x 42" Black	24"Square x 42"H	\$684.50	\$890.00	\$	-
12091-0002	55 lbs.	Display Pedestal 18" x 42" Black	18"Square x 42"H	\$630.00	\$819.00	\$	-
12091-0030	50 lbs.	Display Pedestal 14" x 42" White	14"Square x 42"H	\$564.50	\$734.00	\$	-
12091-0024	45 lbs.	Display Pedestal 14" x 36" Black	14"Square x 36"H	\$478.25	\$621.75	\$	-
12091-0034	75 lbs.	Display Pedestal 24" x 36" Black	24"Square x 36"H	\$684.50	\$890.00	\$	-
12091-0031	45 lbs.	Display Pedestal 14" x 36" White	14"Square x 36"H	\$478.25	\$621.75	\$	-
12091-0033	75 lbs.	Display Pedestal 24" x 36" White	24"Square x 36"H	\$684.50	\$890.00	\$	-
12091-0025	40 lbs.	Display Pedestal 14" x 30" Black	14"Square x 30"H	\$446.25	\$580.25	\$	-
12091-0003	80 lbs.	Display Pedestal 24" x 30" Black	24"Square x 30"H	\$650.75	\$846.00	\$	-
12091-0001	45 lbs.	Display Pedestal 18" x 30" Black	18"Square x 30"H	\$457.50	\$594.75	\$	-
12091-0032	40 lbs.	Display Pedestal 14" x 30" White	14"Square x 30"H	\$446.25	\$580.25	\$	-
14309-0001	125 lbs.	Locking Pedestal Black	24"Square x 42"H	\$845.75	\$1,099.50	\$	-
14179-0005	125 lbs.	Locking Pedestal White	24"Square x 42"H	\$845.75	\$1,099.50	\$	-
12091-0055	24 lbs.	Fuze Pedestal	16"Square x 44"H	\$467.00	\$607.25	\$	-
12091-0043	24 lbs.	London Pedestal	16"Square x 44"H	\$467.00	\$607.25	\$	-
<b>Miscellaneous Items (Pg. 32)</b>							
14189-0066	50 lbs.	Stanchion Chrome	41"H	\$131.25	\$170.75	\$	-
11526-0001	2 lbs.	Stanchion Rope - Red Velour	6' L	\$67.50	\$87.75	\$	-
14308-0009	8 lbs.	Literature Stand - Black	15"W x 12"D x 53.5"H	\$317.00	\$412.25	\$	-
14308-0010	8 lbs.	Literature Stand - Aluminum	15"W x 12"D x 53.5"H	\$317.00	\$412.25	\$	-
14308-0005	7 lbs.	Literature Rack - Black Metal	10.5"W x 9.5"D x 57"H	\$326.25	\$424.25	\$	-
01209-0003	50 lbs.	Compact Refrigerator Black - 4.0 Cu Ft	21"W x 22"D x 32"H	\$587.00	\$763.25	\$	-
<b>Lighting (Pg. 33)</b>							
09417-0001	4 lbs.	Brushed Steel Table Lamp - White	26"H	\$230.75	\$300.00	\$	-
09392-0001	8 lbs.	Brushed Steel Floor Lamp - White	66"H	\$317.00	\$412.25	\$	-
09417-0001	7 lbs.	Brushed Nickel Table Lamp - White	29"H	\$230.75	\$300.00	\$	-
09392-0001	12 lbs.	Brushed Nickel Floor Lamp - White	60"H	\$317.00	\$412.25	\$	-
09417-0001	7 lbs.	Rubbed Bronze Table Lamp - White	28"H	\$230.75	\$300.00	\$	-
09392-0001	11 lbs.	Rubbed Bronze Floor Lamp - White	60"H	\$317.00	\$412.25	\$	-
09392-0001	7 lbs.	Neutrino Steel Floor Lamp - Steel	67"H	\$294.50	\$383.00	\$	-



**NASTT's 2024 No-Dig Show**  
**April 14-18, 2024**  
**Rhode Island Convention Center**  
**Providence, RI**



**LEAD RETRIEVAL ORDER FORM** [Order Online](#) **DISCOUNT DEADLINE: March 15, 2024**

<b>ExpoBadge Lead Retrieval Equipment</b> <i>Equipment descriptions on Page 2</i>	<b>DISCOUNT</b>	<b>REGULAR</b>	<b>QUANTITY</b>	<b>TOTAL</b>
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**Handheld Scanners:**

*(Battery operated scanners; no electricity required)*

ExpoBadge Panoptic	\$420	\$445		
ExpoBadge Panoptic with Printer	\$525	\$555		

**Mobile Application:**

ExpoBadge Lead Retrieval App <i>(one license)</i>	\$345	\$370		
Additional Licenses	\$175	\$195		

**ExpoBadge Extras:**

Delivery, Setup, and Training	\$75	\$95		
Personalized Action Codes	\$60	\$80		
USB Flash Drive	\$50	\$65		
Paper: Additional Roll	\$17	\$22		
Digital Literature Kiosk	\$335	\$355		
ExpoBadge Badge Kit	\$450	\$450		
ExpoBadge API Developers Kit	\$775	\$775		

Federal Tax ID # 20-8676699

**Sub Total:**

**Processing Fee:**

\$15.00

**Grand Total:**

**Company Information**

COMPANY	CONTACT	BOOTH #
ADDRESS 1	CITY	ZIP CODE
ADDRESS 2	STATE	COUNTRY
EMAIL	PHONE	ONSITE PHONE

**ONLINE ORDERS:**

[NASTT2024](#)

**EMAIL ORDERS TO:**

[orders@expobadge.com](mailto:orders@expobadge.com)

**MAIL ORDERS TO:**

ExpoBadge, Inc.  
 1075 N. Tustin St. #6250  
 Orange, CA 92863, USA

**Payment Information** \*Billing Zip Code Required

AMERICAN EXPRESS	MASTERCARD	VISA	CHECK
CREDIT CARD #	EXPIRATION DATE		
NAME ON CARD	*BILLING ZIP CODE		

**FOR ASSISTANCE**

**CALL:**

toll free 800-490-9941  
 +1-714-630-2945

**Terms and Conditions: I have read and agreed to the following terms and conditions.**

All equipment ordered must be picked up at the service desk prior to the start of the show, unless you have ordered Delivery and Set-up. Failure to pick up equipment does not entitle you to a refund. All equipment must be returned to the service desk within 1 hour of show close to avoid additional \$100.00 charge. A non-refundable charge of \$2,500.00 will be applied for each piece of equipment not returned to ExpoBadge, Inc. at the close of show. There will be a \$100.00 charge for the loss or damage of ExpoBadge data card. All cancellations must be submitted in writing 2 weeks prior to the start of the show; there are no refunds or cancellations after this time. There is a \$75.00 fee for all cancellations prior to 2 weeks before show. There is no refund on paper or badge kits. ExpoBadge, Inc. will not be responsible for the type or amount of data provided by show management. Liability for damage of any cause whatsoever will be limited to the total price of goods and services provided by ExpoBadge, Inc.

Please feel free to review our Privacy Policy and commitment to GDPR compliance [here](#).

**ELECTRONIC LEADS DELIVERY:** An email containing a link to your leads will be sent to the email address on file within 24 hours of the close of the show. Your leads will be available in multiple formats: Excel, .CSV, and .TXT

HANDHELD SCANNERS	DETAILS	LEADS FORMAT
<p><b>ExpoBadge Panoptic</b></p> 	<p>The <b>ExpoBadge Panoptic</b> is a wireless, handheld device (Android). Uploads lead detail in real-time. Includes an easy-to-use notes option for quickly recording notes specific to each lead. Leads can be accessed anytime from ExpoBadge's secure website. (Requires nightly charging).</p>	<p align="center">Electronic</p>
<p><b>ExpoBadge Panoptic with printer</b></p> 	<p>The <b>ExpoBadge Panoptic with printer</b> is a printer with a scanner connected <i>wirelessly</i>. This allows you the flexibility for multiple sales people to capture leads in your booth. With all the features of the ExpoBadge Panoptic, you will receive a paper and electronic copy of your leads. (ExpoBadge Panoptic requires nightly charging.)</p>	<p align="center">Paper and Electronic</p>

MOBILE APP	DETAILS	LEADS FORMAT
	<p>The <b>ExpoBadge Lead Retrieval App</b> is lead retrieval made smart. Scan, qualify, and survey attendees at events using smart phones or tablets (compatible with most Apple and Android devices). Works with or without an active internet connection or data plan; internet connectivity required for activation.</p>	<p align="center">Electronic</p>

EXTRAS	DETAILS
<p><b>Delivery, Setup &amp; Training</b></p>	<p>ExpoBadge staff will deliver your order to your booth, set-up the devices and train all exhibit booth personnel. [There is no charge for pick-up at ExpoBadge lead retrieval service desk.]</p>
<p><b>USB Flash Drive</b></p>	<p>Portable USB ver. 2.0 memory device. Leads will be downloaded to your Flash Drive upon return of equipment at the end of the show.</p>
<p><b>Digital Literature Kiosk</b></p>	<p>Use the Digital literature Kiosk to deliver digital documents to your booth visitors. Target your marketing and leverage your collateral investment by uploading your promotional material onto the Digital Literature Kiosk. You may post up to 10 unique pdfs.</p>
<p><b>ExpoBadge Badge Kit</b></p>	<p>The ExpoBadge Badge Kit is an encoding package intended for exhibitors that will be utilizing their own scanning equipment at the show. This kit will enable you to map the data scanned to the appropriate fields in your software. As soon as the badge has completed the approval process, the Badge Kit will be sent.</p>
<p><b>API Developers Kit</b></p>	<p>If you own your own Lead Retrieval system and would like to capture full attendee contact information in real time, our ExpoBadge API Developers Kit will allow you to retrieve each attendee's contact information via a direct API link to our registration database. We will send you API documentation, including instructions for your IT department to set up the data transfer and all credentials necessary to access our database. This will allow you to scan a badge on the tradeshow floor and send an ID to our database, which will immediately return the attendee's full contact information, making it available for direct import into your CRM or lead capture software.            *This item also include our Badge Kit product.</p>



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**STANDARD ACTION CODES**

ExpoBadge offers each exhibitor a complimentary list of standard qualifiers.

ADD TO MAILING LIST	HOT LEAD!	PRODUCT B	SCHEDULE DEMONSTRATION
CURRENT CUSTOMER	INQUIRY ONLY	PRODUCT C	SEND LITERATURE
DISTRIBUTOR	INTERESTED BUYER	PRODUCT D	SEND PRICING INFO
HAS PURCHASING AUTHORITY	OEM	PRODUCT E	VAR
HAVE SALES REP CALL	PRODUCT A	PRODUCT F	WANTS PRESENTATION

**PERSONALIZED ACTION CODES**

For an additional fee, you can personalize your action codes in order to better qualify each lead. Enter personalized action codes using our online order form or complete the template below.

**Your codes will be ready with your equipment at our service desk. Maximum 35 characters per code.**  
 Custom Action Codes cannot include these characters: apostrophe ('), slash (/), backslash (\), period (.), carat (^), or quote (").

1	_____	11	_____
2	_____	12	_____
3	_____	13	_____
4	_____	14	_____
5	_____	15	_____
6	_____	16	_____
7	_____	17	_____
8	_____	18	_____
9	_____	19	_____
10	_____	20	_____



**SAVOR...**Providence

# **RHODE ISLAND CONVENTION CENTER**

## **CATERING MENU**

CONTINENTAL BREAKFASTS  
BREAKFAST ADDITIONS  
PLATED BREAKFASTS  
BREAKFAST BUFFETS

**1-8**

BREAK OPTIONS

**9-10**

BOXED LUNCHES  
PLATED LUNCHEONS  
LUNCH BUFFETS

**10-16**

HOT & COLD HORS D'OEUVRES  
COLD SELECTION BUFFETS

**17-21**

DINNER STARTERS  
DINNER BUFFETS  
LIVE ACTION STATIONS

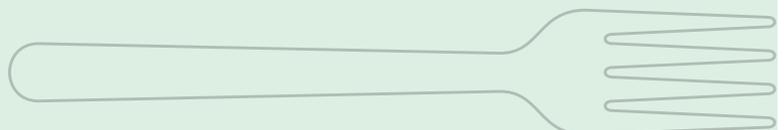
**22-27**

DESSERT

**27-29**

COCKTAILS & BEVERAGES

**30**



# CONTINENTAL BREAKFAST



All Breakfasts include Fresh Brewed Coffee, Decaf Coffee, Tea, & Fresh Orange Juice

PER ATTENDEE

## CONTINENTAL BREAKFAST \$16.75

Seasonal Fruit Bowl

Croissants, Muffins, Danish, Breakfast Breads- with Butter & Assorted Jams

## DELUXE CONTINENTAL BREAKFAST \$21.75

Seasonal Fruit Bowl

Croissants, Muffins, Danish, Breakfast Breads- with Butter & Assorted Fruit Jams

Assorted Individual Yogurts- with Granola, Raisins, & Shredded Coconut

Assorted Breakfast Cereals- with Whole Milk, 2%, Soy & Dairy Free Options

## BEVERAGE SERVICE SPECIAL \$20.00

All Day Beverage Service

Coffee and Tea Service

Service is for 8 Hours in 2-hour increments

## All Day Beverage Service (8 hours) \$30.00

Coffee, Decaf, Tea Service

Bottled Water, Assorted Soft Drinks

Service is for 8 Hours in 2-hour increments

*Minimum attendees: 50*

*\$150.00 surcharge on total cost if below 50*

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# PLATED BREAKFASTS



All plated Breakfasts include Fresh Brewed Coffee, Tea & Orange Juice, Assorted Breakfast Pastries

PER ATTENDEE

<b>THE SUNLIGHT</b> Farm Fresh Eggs Hash Brown Potatoes Crisp Applewood Smoked Bacon	<b>\$18.75</b>
<b>THE EARLY MORNING</b> <b>CHOOSE 1:</b> Buttermilk Pancakes or Brioche French Toast - Warm Maple Syrup Hash Brown Potatoes Country Style Sausage	<b>\$21.00</b>
<b>TRADITIONAL QUICHE LORRAINE</b> Farm Fresh Eggs, Cheese, Ham, Onions Hash Brown Potatoes Crisp Applewood Smoked Bacon	<b>\$21.00</b>
<b>GARDEN OMELET</b> Farm Fresh Eggs, Green Peppers, Onions, Cheese, Red Bliss Potatoes, & Honey Ham	<b>\$21.00</b>
<b>HEALTHY RISER</b> Egg White Omelet, Spinach, Peppers, Diced Tomatoes & Turkey Bacon Variety of Individual Non-Fat Yogurts	<b>\$22.00</b>
<b>THE BREAKFAST FRITATTA</b> Farm Fresh Eggs, Onions, Spinach, Shredded Cheddar, Bacon Breakfast Sweet Potatoes Country Style Sausage	<b>\$22.00</b>

Minimum attendees : 25

\$150.00 surcharge on total cost if below 25

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# BREAKFAST BUFFETS



All Breakfast Buffets include Fresh Brewed Coffee, Decaf Coffee, Tea, Orange Juice, Seasonal Fruit Bowls & Individual Yogurts with Granola, Raisins, and Slivered Almonds, Assorted Breakfast Pastries

## SABIN STREET BUFFET

**\$28.50**

Steel Cut Irish Oatmeal

- Brown Sugar & Raisins

Farm Fresh Scrambled Eggs

Buttermilk Pancakes with Warm Maple Syrup

Hash Brown Potatoes

Country Style Sausage

Applewood Smoked Bacon

## BENEFIT STREET BUFFET

**\$29.50**

Steel Cut Irish Oatmeal

- Raw Sugar & Raisins

Quiche Lorraine

Brioche French Toast with Warm Maple Syrup

Country Style Sausage

Applewood Smoked Bacon

## WESTMINSTER STREET BUFFET

**\$29.50**

Steel Cut Irish Oatmeal

- Brown Sugar & Raisins

Farm Fresh Scrambled Eggs

Scrambled Egg Whites

Brioche French Toast with Warm Maple Syrup

Country Style Sausage

Applewood Smoked Bacon

## WASHINGTON STREET BUFFET

**\$29.50**

Steel Cut Irish Oatmeal

- Raw Sugar & Raisins

Quiche Lorraine

Country Style Sausage

Applewood Smoked Bacon

PER ATTENDEE

*Minimum attendees: 50*

*\$150.00 surcharge on total cost if below 50*

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# BREAKFAST STATIONS



## *live action*

	PER ATTENDEE
<b>EGG STATION</b>	<b>\$12.00</b>
Farm Fresh Eggs & Egg Whites <i>any style</i> Ham, Bacon, Cheese, Onion, Peppers, Tomatoes, Mushrooms	
<b>PANCAKE OR FRENCH TOAST STATION</b>	<b>\$14.00</b>
Warm Maple Syrup, Whipped Butter, Seasonal Berries, Applewood Smoked Bacon	
<b>WAFFLE STATION</b>	<b>\$14.00</b>
Whipped Butter, Sliced Strawberries, Warm Strawberry Compote, Warm Maple Syrup, Applewood Smoked Bacon	
<b>FRESH FRUIT SMOOTHIE BAR</b>	<b>\$5.00</b>
<b>SEASONAL FRUIT OPTIONS</b>	<b>\$5.00</b>
<b>THE BARISTA BAR</b>	<b>\$10.00</b>
Cappuccino, Espresso, and Latte Offerings with Assorted Biscotti	

## *stationary*

<b>FRESH FRUIT &amp; YOGURT BAR</b>	<b>\$10.00</b>
Assorted Bowls of Yogurt, Blueberries, Blackberries, Strawberries, Diced Apples, Cantaloupe, Honey, Granola, Shredded Coconut	
<b>AVOCADO LOVERS DISPLAY</b>	<b>\$12.00</b>
Sliced & Mashed Avocado, Sliced Boiled Eggs, Smoked Salmon, Crispy Bacon, Prosciutto, Asparagus, Tomatoes, Onions, Cheddar Cheese, Bagels (Cream Cheese)	
<b>STEEL CUT OATMEAL BAR</b>	<b>\$12.00</b>
Brown Sugar, Chopped Walnuts, Raisins, Dried Cranberries, Shredded Coconut, Seasonal Berries, Sliced Apples, Cinnamon, Sugar, Variety of Milks	
<b>THE BAGEL BAR</b>	<b>\$10.00</b>
Plain, Onion, Everything, Cinnamon Raisin Smoke Salmon, Diced Eggs, Red Onion, Capers, Lemon Variety of Whips & Spreads	
<b>THE BACON BAR</b>	<b>\$10.00</b>
Pecan Smoked Bacon, Barbeque Bacon, Honey Sriracha Bacon, Applewood Smoked Bacon	

*Minimum attendees: 50*

*\$150.00 surcharge on total cost if below 50*

*\$100.00 Chef Fee for Live Action Stations*

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# BREAKFAST ADDITIONS



## BREAKFAST SANDWICHES

**\$7.00**

PER ATTENDEE

**CHOOSE 1:** Toasted Bagel, Wrap, Toasted English Muffin, Croissant

**CHOOSE 2:** -Ham, Egg & Cheese or Bacon, Egg & Cheese

-Slices Hardboiled Eggs, Tomatoes, Avocados

-Egg White Sandwich, Spinach & Cheese

-Bacon, Egg, Avocado, Cheese

-Eggs, Onions, Peppers, Black Beans, Cheese, Tomatoes

## BAKE SHOP

**\$44.00**

PER DOZEN

Assorted Bagels with Spreads

Assorted Muffins

Assorted Scones with Butters & Jams

Bakery Donuts

Breakfast Breads

Freshly Baked Croissants

Assorted Coffee Cakes

## ADDITIONS

Farm Fresh Scrambled Eggs

**\$6.00**

PER ATTENDEE

Quiche Lorraine

**\$6.00**

Applewood Smoked Bacon

**\$5.00**

Country Style Sausage Links

**\$5.00**

Turkey Bacon

**\$5.00**

Raw Sugar Oatmeal with Raisins & Brown Sugar

**\$5.00**

Sliced Watermelon, Honeydew, Cantaloupe

**\$5.00**

Cut Seasonal Fruit

**\$5.00**

Hard Boiled Eggs

**\$5.00**

EACH

Assorted Cold Cereals, Variety of Milks, Bananas

**\$4.00**

Assorted Individual Yogurts

**\$4.75**

Fresh Fruit Skewers

**\$4.00**

Whole Fruit

**\$6.00**

Assorted Granola Bars

**\$3.00**

Individual Trail Mix Bags

**\$5.00**

**\$5.00**

# DESIGN YOUR ANYTIME BEVERAGE BREAK



Regular / Decaf Coffee	\$58.00	PER GALLON
Hot Tea Service / Variety of Teas	\$58.00	•
Starbucks Coffee Iced/Hot	\$60.00	•
Iced Regular/Iced Decaf Coffee	\$58.00	•
Iced Tea	\$58.00	•
Hot Chocolate with Marshmallows	\$54.00	•
Lemonade	\$43.00	•
Fruit Punch	\$43.00	•
Hot/Cold Apple Cider	\$43.00	•
Fruit Infused Water	\$43.00	•
Water Bullet	\$40.00	•
		PER POT/ PITCHER
Regular / Decaf Coffee	\$40.00	•
Iced Tea	\$32.00	•
Iced Coffee	\$32.00	•
Lemonade	\$32.00	•
Fruit Punch	\$32.00	•
Iced Water	\$4.00	•
		EACH
Assorted Bottled Juice	\$4.50	•
Assorted Bottled Soda	\$4.00	•
Bottled Iced Tea	\$4.00	•
Bottled Lemonade	\$4.00	•
Bottled Water	\$4.00	•
Sparkling Water	\$4.00	•
Self-Serve Keurig Coffee Service (24 pods)	\$120.00	•
- \$4.00/per additional pod		•
		PER ATTENDEE
<b>Frappe Bar</b> : Ice Cream, Milk, & Flavored Syrups	\$5.00	•
<b>Root Beer Float Bar</b> : Root Beer Soda topped with Vanilla Ice Cream	\$5.00	•

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# 1

## ALL DAY PACKAGES

### MEETING PLANNER SPECIAL

PER ATTENDEE

#### GOOD MORNING

Seasonal Fruit Bowl  
Croissants, Muffins, Danishes, Breakfast Breads  
Accompanied by Assorted Fruit Jams & Jellies  
Coffee, Tea, Decaf

#### MID MORNING BREAK

Assorted Granola Bars  
Assorted Package Snack Selections  
Beverage Refresh

#### AFTERNOON BREAK

Assorted Cookies  
Assorted Brownies  
Beverage Refresh

\$26.50



Minimum attendees: 75

\$150.00 surcharge on total cost if below 75

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# 2

## ALL DAY PACKAGES

MEETING PLANNER SPECIAL

PER ATTENDEE

### GOOD MORNING

Seasonal Fruit Bowl  
Croissants, Muffins, Danishes, Breakfast Breads  
with Assorted Fruit Jams & Jellies  
Coffee, Decaf, Tea

### MID MORNING BREAK

Assorted Granola Bars  
Beverage Refresh - Coffee, Tea, Decaf

### THE LUNCH BREAK

Mixed Garden Salad with Assorted Dressings  
Red Bliss Potato Salad  
Roasted Vegetable Quinoa Salad  
House Made Potato Chips

### CHOOSE 3 SANDWICHES:

- Turkey Breast, Spinach, Bacon, Red Pepper Aioli/Whole Grain Baguette
- Ham, Swiss Cheese, Lettuce, Honey Mustard Spread/Sourdough Roll
- Roast Beef, Arugula, Horseradish Mustard/French Baguette
- Caesar Salad Wrap or French Baguette 
- Tuna Salad, Lettuce/Whole Wheat Wrap
- Mozzarella, Lettuce, Cucumbers, Avocado Spread/Whole Grain Baguette 
- Julienne of Vegetables, Arugula, Goat Cheese, Hummus/Whole Grain Wrap
- Avocado, Apples, Carrots, Cucumbers, Red Peppers, Hummus, Lettuce/French Baguette

Assorted Brownies, Dessert Bars, Cookies  
Beverage Refresh: Soft Drinks, Bottled Water

### AFTERNOON BREAK

Novelty Ice Cream Bars  
Assorted Hershey's & Mars Candy Bars  
Beverage Refresh: Soft Drinks, Energy Drinks

**\$60.00**



Minimum attendees: 75

\$150.00 surcharge on total cost if below 75

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# DESIGN YOUR BREAK

## fun time stations

**DONUT WALL** \$5.00

Assortment of 49 Freshly Baked Donuts

**CANDY SHOP DISPLAY** \$10.00

M&Ms, Peanut M&Ms, Swedish Fish, Reese's Pieces, Gummy Bears, Hot Tamales, Skittles, Tootsie Rolls, Hershey Kisses, Malted Milk Balls, Licorice

**CANDY BAR DISPLAY** \$9.00

Assorted Hershey's Candy Bars: Kit Kat, Reese's Peanut Butter Cups, Snickers, Hershey's Almond Bars

**MAKE YOUR OWN S'MORES STATION** \$12.00

Hershey's Milk Chocolate Bars, Graham Crackers, Jumbo Marshmallows

**HOMEMADE WAFFLE CONE STATION** \$8.00

Crispy Waffle Cones, M&Ms, Sprinkles, Crushed Oreos, Heath Bar, Reese's Pieces & Guest's Choice of Ice Cream or Gelato

Biscotti Assortment \$42.00

Assorted Jumbo Cookies \$40.00

Fudge Brownies, Blondies, Congo Bars \$40.00

Gluten Free Macaroons \$42.00

Gluten Free Assorted Cookies & Brownies \$42.00

Coffee Cake \$42.00

Assorted Hershey's Chocolate Bars \$4.50

Assorted Premium Ice Cream Bars \$5.00

Chocolate Dipped Strawberries (50 p/minimum) \$5.00

RI's favorite - Warm Dough Boys (100 p/minimum) \$5.00

RI's favorite - Del's Lemonade (100 p/minimum) \$4.75

Assorted Calzones \$22.00

Assorted Bags of Chips, Pretzels, Popcorn \$4.00

Warm Soft Pretzels with Spicy Mustard \$4.00

Assorted Nuts \$48.00

Assorted Snack & Trail Mix \$28.00

Pretzel Twists \$28.00

House Made Potato Chips \$28.00

PER ATTENDEE

PER DOZEN

PER CAKE

EACH

PER LB.

75 guest minimum for fun time stations or \$150.00/ charge unless otherwise noted.

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# DESIGN YOUR SPECIALTY BREAK

PER ATTENDEE

<b>QUICK SNACK BREAK</b> Individual Bags of House Made Potato Chips, Fresh Popcorn, Assorted Cookies	<b>\$12.00</b>
<b>SWEET SNACK BREAK</b> Assorted Hershey's Bars & Mars Bars, Assorted Bags of M&Ms, Novelty Ice Cream Bars	<b>\$12.00</b>
<b>BALL PARK BREAK</b> Beef Franks in Phyllo Dough, Warm Mini Pretzels with Mustard, Fresh Popcorn	<b>\$12.00</b>
<b>ALL NATURAL BREAK</b> Seasonal Fruit Skewers, Individual Bags of Banana Chips, Terra Chips, Sweet Potato Chips, Assorted Granola Bars	<b>\$12.00</b>
<b>THE PICNIC BREAK</b> Fresh Cut Vegetables, Cheese Assortment, Grapes, Sliced Apples, Hummus & Assorted Dips	<b>\$14.00</b>
<b>HEALTH BREAK</b> Sliced Apples, Clusters of Grapes, Fresh Fruit Kabobs, & Assorted Cold Press Juices	<b>\$14.00</b>
<b>THE RHODE ISLAND FAVORITES BREAK</b> Doughboys served with Powdered Sugars & Granulated Sugars, Del's Lemonade Slush	<b>\$12.00</b>
<b>CHIPS &amp; DIPS BREAK</b> House Made Potato Chips, Tortilla Chips, French Onion Dip, Blue Cheese Dip, Salsa	<b>\$10.00</b>
<b>MOVIE TIME BREAK</b> Popcorn, Swedish Fish, Assorted M&Ms, Reese's Pieces, Chocolate Covered Raisins, White & Milk Chocolate Chips	<b>\$12.00</b>
<b>NACHO MANIA</b> Assorted Tortilla Chips, Salsa, Sour Cream, Guacamole, Queso, Jalapenos, Black Olives, Chili Meat (Vegetarian Available)	<b>\$10.00</b>

50 guest minimum for fun time stations or \$150.00/ charge unless otherwise noted.

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# BOXED LUNCHES



All Boxed Lunches Include: Chips, Bottled Water

<b>THE TRADITIONAL</b> <b>CHOOSE:</b> Shaved Turkey or Shaved Roast Beef/French Baguette <b>CHOOSE:</b> Cheddar or Provolone Cheese -Individual Sliced Apples in a Bag & Chocolate Chip Cookie	<b>\$22.00</b>
<b>THE R.I.C.C SPECIAL</b> <b>CHOOSE:</b> -Roasted Turkey, Spinach, Lettuce, Red Pepper Aioli/Ciabatta -Sliced Mozzarella, Tomato, Arugula/Foccacia with Side of Italian Dressing -Black Forest Ham, French Brie Cheese, Lettuce, Grain Mustard and/or Mayo/Croissant	<b>\$22.00</b>
<b>THE CAESAR'S CHOICE</b> <b>CHOOSE:</b> Chicken Caesar Salad or Wrap Romaine, Parmesan Cheese, Caesar Dressing, Sliced Grilled Chicken Breast -Individual Sliced Apples in a Bag & Chocolate Chip Cookie	<b>\$24.75</b>
<b>CHEF SALAD</b> Romaine & Green Leaf, Swiss Cheese, Smoked Turkey, Roast Beef, Virginia Ham, Cheese, Sliced Eggs, Tomatoes, Cucumbers with Creamy Ranch Dressing -Individual Sliced Apples in a Bag & Chocolate Chip Cookie	<b>\$24.75</b>
<b>COBB SALAD</b> Romaine & Green Leaf, Grilled Chicken Breast, Avocado, Bacon, Sliced Eggs, Blue Cheese, Blue Cheese Dressing -Individual Sliced Apples in a Bag & Brownie	<b>\$24.75</b>
<b>VEGETARIAN DELIGHT</b> <b>CHOOSE:</b> Wrap or Salad Romaine & Green Leaf, Corn, Carrots, Tomatoes, Cucumbers, Avocado, Black Beans, Red & Green Peppers with Avocado Dressing -Individual Sliced Apples in a Bag & Oatmeal Raisin Cookie	<b>\$22.00</b>

# PLATED LUNCHEONS-COLD



All Plated Lunches Include: Bakery Rolls, Coffee, Decaf, Tea  
Ask your Catering Manager about Soft Drink Options

PER ATTENDEE

<b>CAESAR SALAD</b> Romaine, House Made Croutons, Freshly Shaven Parmesan with Traditional Caesar Dressing <b>CHOOSE 1:</b> Grilled Jumbo Shrimp, Blackened Chicken Breast, Grilled Salmon	<b>\$28.00</b>
<b>COBB SALAD</b> Chopped Romaine, Grilled Chicken, Chopped Bacon, Avocado, Diced Tomatoes, Sliced Eggs, Crumbled Blue Cheese with Blue Cheese vinaigrette	<b>\$28.00</b>
<b>GRILLED TENDERLOIN SALAD</b> Sliced Grilled Tenderloin on a Bed of Green & Red Leaf, Arugula, Baby Greens with Honey Mustard Dressing & a Side of Potato salad	<b>\$30.00</b>
<b>FISH TACOS</b> White Fish, Creamy Chipotle Cabbage Slaw, Fresh Pineapple Salad in a Soft Taco Shell & a Side of House Made Chips	<b>\$26.00</b>
<b>LAND "MEATS" SEA</b> Salad of Red & Green Leaf, Arugula, Romaine, Tomatoes, Cucumbers, Carrots, Topped with Sliced Tenderloin, 3 Jumbo Grilled Shrimp & Sliced Blackened Chicken Breast, Dressed with Creamy Lemon Vinaigrette & a Side of Green Beans & Potato Salad	<b>\$30.00</b>
<b>TENDERLOIN OF BEEF SANDWICH</b> Sliced Tenderloin of Beef with Lettuce, Tomato, Chipotle Sauce/Ciabatta Bread & a Side of Cucumber-Tomato Salad and House Made Sweet Potato Chips	<b>\$28.00</b>
<b>LOBSTER BISQUE &amp; LOBSTER ROLL</b> Bowl of Lobster Bisque Maine Lobster with Herbed Mayonnaise/Brioche Roll	<b>\$30.00</b>
<b>ROAST BEEF SANDWICH</b> Shaved Roast Beef, Blue Cheese, Horseradish Spread, and Arugula/French Baguette & a Side of Red Bliss Potato Salad and House Made Potato Chips	<b>\$28.00</b>
<b>CHOOSE 1: LUNCH DESSERT</b> Tiramisu, Fudge Cake, Lemon Cake, Carrot Cake, Cheesecake, Ice Cream Scoop	

Minimum attendees: 25

\$150.00 surcharge on total cost if below 25

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# PLATED LUNCHEONS - HOT



All Plated Lunches are accompanied by Bakery Rolls, Coffee, Decaf, Tea  
Ask your Catering Manager about Soft Drink options

## STARTERS: CHOOSE 1

Caesar Salad: Romaine, House Made Croutons, Freshly Shaven Parmesan with Traditional Caesar Dressing

Wedge Salad: Iceberg Lettuce, Crispy Bacon, Crumbled Blue Cheese, Grape Tomatoes with Creamy Blue Cheese Dressing

House Salad: Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Diced Apples, Dried Cranberries, Feta Cheese with Champagne Vinaigrette

**MEAT** **\$30.00**

Roasted Statler Breast of Chicken with Herb Sauce **\$30.00**

Herb Crusted Chicken Breast with Piccata Sauce **\$30.00**

Sautéed Chicken Breast with a Tuscan Sauce **\$28.00**

Roasted Turkey Breast, Stuffing with Gravy **\$34.00**

Braised Short Rib in a Burgundy Demi-Glaze **\$30.00**

Sliced Roasted Pork Loin with a Fig Glaze **\$34.00**

6 oz. Beef Tenderloin with a Red Wine Sauce

**FISH** **\$30.00**

Traditional Boston Baked Scrod **\$30.00**

Potato Crusted Cod **\$28.00**

Grilled Salmon with Lemon Butter Buerre Blanch Sauce **\$28.00**

Casserole of Shrimp, Scallops, Lobster Newburg

## VEGETARIAN

Portabella Mushroom Stack with a Simply Fresh Tomato Sauce **\$28.00**

Vegetable Lasagna **\$28.00**

Stuffed Zucchini with Quinoa **\$28.00**

Butternut Squash Ravioli with Sage Butter Sauce **\$28.00**

## SIDES/DESSERTS - CHOOSE 1

**CHOOSE 1: Starches:** Mashed Potatoes, Roasted Yukon Gold Potato & Sweet Potato Wedges, Au Gratin Vegetable

**CHOOSE 1: Vegetables:** Green Beans, Roasted Butternut Squash, Asparagus, Honey Glazed Carrots

**CHOOSE 1: Lunch Desserts:** Tiramisu, Fudge Cake, Lemon Cake, Carrot Cake, Cheesecake, Ice Cream Scoop

PER ATTENDEE

# LUNCH BUFFETS- COLD



All Lunches are accompanied by Bakery Rolls, Coffee, Decaf, Tea, Chef Selection of Dessert  
Ask your Catering Manager about Soft Drink Options

## THE AMERICAN DELI BOARD

**\$28.95**

PER ATTENDEE

Soup du Jour	American, Swiss, Provolone Cheeses
Mixed Green Salad	Sliced Tomatoes, Onions, Lettuce, Pickles
Macaroni Salad	Assorted Deli Rolls & Breads
Tuna Salad & Chicken Salad	House Made Potato Chips
Roast Beef, Turkey, Ham	Assorted Condiments

## THE SANDWICH SHOP

**\$29.95**

- Potato Salad
- Mixed Garden Salad, Assorted Dressings
- Roasted Vegetable Quinoa Salad
- House Made Potato Chips

### CHOOSE 3: Hot Sandwiches

- Shaved Steak, Peppers, Onions, Cheese/Hoagie
- Grilled Ham, Gruyere Cheese, Tomatoes/Country Style Bread
- Portobella Mushrooms, Bell Peppers, Tomatoes/Spinach Quesadilla
- Grilled Chicken Breast, Lettuce, Tomatoes/Sourdough Roll

### Cold Sandwiches

- Turkey Breast, Spinach, Bacon, Red Pepper Aioli/Whole Wheat Baguette
- Ham, Swiss, Cheese, Lettuce, Honey Mustard Spread/Sourdough Roll
- Roast Beef, Arugula, Horseradish Mustard/French Baguette
- Tuna Salad, Lettuce/Whole Wheat Wrap
- Assorted Vegetables, Arugula, Goat Cheese, Lentil Hummus/Whole Grain Wrap
- Sliced Tomato, Mozzarella, Lettuce/French Baguette
- Spinach, Avocado, Red Onion, Red Pepper Aioli/Spinach Wrap

*Minimum attendees for above service: 50*

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# LUNCH BUFFETS- HOT



All lunches are accompanied by Bakery Rolls, Coffee, Decaf Coffee, Tea, Chef Selection of Dessert  
Ask your Catering Manager about Soft Drink Options

PER ATTENDEE

## THE DOWNTOWN BUFFET

\$32.50

Soup du Jour  
Mixed Garden Salad  
Roasted Yukon Gold Potato Wedges  
Fresh Seasonal Vegetables

### CHOOSE 3:

- Pan Seared Chicken Breast in a Tuscan Sauce
- Chicken Saltimbocca with a Marsala Wine Sauce
- Poached Filet of Salmon in a Rustic Sauce
- Baked Boston Scrod with Buttered Bread Crumbs
- Roasted Sirloin with a Red Wine Sauce
- Marinated Flank Steak with Red Wine Reduction
- Vegetable Lasagna
- Traditional Mac & Cheese

## THE PIZZERIA SHOP

\$28.50

Traditional Caesar Salad

### CHOOSE 2:

Chef's Calzone

- Spinach and Cheese
- Meat Lovers
- Chicken Parmesan
- Roasted Vegetable

### CHOOSE 3:

Grilled Pizza

- Buffalo Chicken Pizza: Buffalo Chicken, Gorgonzola, Blue Cheese Drizzle
- Chicken Bacon Ranch Pizza: Chicken, Bacon, Mozzarella, Tomatoes with Ranch Drizzle
- Pepperoni: Pepperoni, Cheese
- Margherita: Fresh Tomatoes, Mozzarella
- Traditional: Mozzarella, Tomato Sauce
- Veggie Deluxe: Tomatoes, Onions, Black Olives, Spinach
- Hawaiian: Ham, Pineapple, Bacon, Mozzarella

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# PASSED HORS D'OEUVRES



Reception Style  
Ask your Catering Manager about main meal pairings

PER PIECE

Jumbo Shrimp Cocktail with Cocktail Sauce	<b>\$5.00</b>
Crab Cakes with a Chipotle Aioli	
Coconut Shrimp with a Sweet Strawberry Sauce	
California Rolls	
Seared Lamb Chops with Spearmint Demi Glaze	
Beef Tenderloin on Crostini	
Scallops Wrapped in Hickory Smoked Bacon	
Seared Ahi Tuna on a Wonton	
Shrimp Risotto Cakes	
Cocktail Franks Wrapped in Phyllo Dough	
Italian Meatball Topped with Ricotta Served in a Martini Glass	
Classic Beef Slider with American Cheese	
Gourmet Waffles with Honey Bourbon Chicken	
Dates Filled with Gorgonzola Wrapped in Bacon	
Crab Rangoon with Sweet & Sour Sauce	
New England Clam Chowder with Mini Clam Cakes	
Sesame Chicken with Apricot Sauce	
Quiche Lorraine	
Beef Wellington with Spicy Mustard	
Pork Dumplings with Plum Sauce	
Vegetarian Spring Roll	
Fresh Figs Stuffed with Goat Cheese	
Spanakopita	
Mini Quiche	
Apricot Brie Almond Crostini	
Oriental Containers of House Made Potato Chips	

# APPETIZER DISPLAY STATIONS



PER ATTENDEE

## Vegetable Display

Array of Fresh Garden Vegetables, Sliced Seasonal Fruit, Assorted Dips, Hummus, and Pita Bread

\$12.75

## Imported Cheese & Vegetable Display

Assortment of Imported Cheeses with an Array of Fresh Garden Vegetables, Assorted Dips with Seasonal Fruit Garnish, Crackers and Pita Bread

\$14.75

## Rising Sun Sushi Display

California Rolls, Sashimi, Wasabi, Pickled Ginger, Soy Sauce

\$16.00

## Tuscan Display

Array of Gourmet Cured Meats, Cheeses, Roasted Red Peppers, Assorted Olives Long Stemmed Artichoke Hearts, Stuffed Cherry Tomatoes, Marinated Eggplant Sweet Peppadews, Olive Spread, Roasted Garlic Spread, White Bean Spread with Sliced Italian Breads

\$12.00

## Grilled Vegetable Antipasto

Grilled Zucchini, Summer Squash, Eggplant, Asparagus, Red and Yellow Peppers Beef Steak Tomatoes, Red Onions, Drizzled with Balsamic Glaze



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# APPETIZER DISPLAY STATIONS



PER ATTENDEE

\$6.00

## Salads Choice of (3)

- (1) Caesar Salad with Traditional Creamy Caesar
- (2) Chopped Wedge Salad with Blue Cheese Dressing
- (3) Chopped Romaine, Strawberries, Diced Cucumber, Diced Tomatoes, Carrot Curls,
- (4) Crumbled Chevre, Champagne Vinaigrette
- (5) Bibb Lettuce, Roasted Sweet Corn, Sliced Cherry Tomatoes, Red Onion, Garlic
- (6) Croutons, White Balsamic Vinaigrette
- (7) Chopped Romaine, Watermelon, Crumbled Feta, Sunflower Seeds, Balsamic Vinaigrette
- (8) Mixed Greens, Diced Apples, Blueberries, Sliced Tomatoes, English Cucumbers  
Crumbled Blue Cheese, Champagne Vinaigrette

## Gourmet Mac & Cheese Bar

Truffle Parmesan Mac & Cheese & Creamy White Cheddar Macaroni  
Toppings to Include: Caramelized Onions, Herbed Panko Breadcrumbs, Crumbled Bacon,  
Peas, Buttery Corn Kernels, Steamed Broccoli, Pulled BBQ Pork, Buffalo Chicken Tots,  
Sautéed Shrimp

## Mashed Potato Bar

Garlic Mashed Yukon Gold Potatoes, Whipped Sweet Potatoes, Cauliflower Mash

Toppings to Include: Crumbled Bacon, Roasted Broccoli, Sour Cream, Chopped Chives,  
Golden Raisins, Avocado Pieces, Black Beans, Truffle Butter, Whipped Butter, Crumbled  
Blue Cheese, Shredded Jack Cheese, Shredded Cheddar Cheese, Chili, Shredded BBQ  
Chicken

## Risotto Bar:

Creamy Arborio Risotto and Creamy Parmesan Arborio Risotto

Toppings to Include: Diced Ham, Seared Scallops, Roasted Shrimp, Chicken Sausage  
Bell Peppers, Bacon, Shredded Fontina, Shredded Cheddar, Red Onion, Broccoli,  
Braised Short Rib, Shrimp, Scallops

\$22.00

\$20.00



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# DISPLAY STATIONS (CONT.)

PER ATTENDEE

## Ramen Noodle Bowl Bar:

Miso Chicken Broth and Coconut Red Curry Broth

Toppings to Include: Swiss Chard, Bean Sprouts, Matchstick Carrots, Napa Cabbage

Shredded Nori, Grilled Corn, Red and Green Peppers, Scallions, Cilantro, Thai Basil

Fresh Lime Sesame Seeds, Sriracha, Roasted Chicken, Julienne Roasted Pork

Crispy Tofu, Poached Shrimp

\$20.00

## Bacon Bar: CHOOSE 5:

·Jalapeno Bacon Wrapped Scallops

·Pecan Smoked Bacon Wrapped Shrimp

·Apple Bacon Wrapped Dates

·Smoked Bacon Wrapped Mini Dogs

·Bacon Wrapped Mac & Cheese

·Bacon Wrapped Candied Figs

·Maple Bacon Wrapped Chicken Bites

·Bacon Wrapped Tater Tots

·Bacon Wrapped Jalapeno Poppers

Sauces: Honey Dijon Sauce, Ranch Dressing, Sriracha Honey Glaze, Pineapple Glaze

\$18.00

## Taco Bar:

Toppings: Sliced Black Olives, Diced Tomatoes, Sliced Avocado, Diced Red Onions

Refried Beans, Seasoned Black Beans, Roasted Corn, Shredded Lettuce, Salsa

Cilantro, Sour Cream, Shredded Mexican Cheese, Hard Taco Shells, Flour Taco Shells

Seasoned Ground Beef, Grilled Shrimp, BBQ Pulled Chicken

\$18.00

## Fajita Station:

Toppings: Shredded White Cheddar Cheese, Shredded Yellow Cheddar Cheese

Diced Tomato, Sautéed Onions & Peppers, Sliced Black Olives, Shredded Lettuce

Sliced Avocado, Black Beans, Roasted Corn, Spinach Rice, Sour Cream, Salsa

Marinated Chicken Breast, Marinated Flank Steak, Grilled Shrimp

Hard Taco Shells, Flour Taco Shells

\$20.00

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\$150.00 surcharge on total cost if below 50

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# DISPLAY STATIONS (CONT.)

PER ATTENDEE

## Tuscan Pasta Station:

**Choice of (2):** Cavatappi, Penne, Rigatoni, Mezze, Tortellini, Farfalle, Ziti, Spaghetti

**Choice of (2):** Pomodoro, Bolognese, Creamy Alfredo, Cacio e Pepe, Aioli

Toppings: Sliced Black Olives, Roasted Garlic, Steamed Broccoli, Artichoke Hearts

Eggplant, Sautéed Spinach, Peas, Shaved Parmesan, Shaved Pecorino Romano,

Italian Sausage, Grilled Chicken, Sautéed Shrimp

\$22.00

## Chowder Station: Choice of (3)

·New England Clam Chowder - Creamy Broth, Native Clams

·Manhattan Clam Chowder - Mildly Spicy Broth, Native Clams, Tomatoes

·RI Clam Chowder - Local Chorizo, Clear Broth, Native Clams

·Corn and Potato Chowder - Creamy Broth, Native Corn, Diced Potatoes

·Lobster Bisque - Creamy Lobster Broth, Sherry

Served With: Oyster Crackers, Clam Cakes, Portuguese Stuffies

\$18.00

## Slider Bar: Choice of (3)

·Tenderloin of Beef, Gorgonzola, Arugula, Horseradish Dressing

·Pulled Pork, Kimchi Slaw, Sriracha Aioli

·BBQ Pulled Pork, Creamy Southern-Style Slaw

·Ahi Tuna, Asian Slaw, Wasabi Aioli

·Crab Cake, Corn Salsa, Remoulade Sauce

Served with Fried Onion Strings, Parmesan Fries and Pickles

## Small Plates: Choice of (3)

·Ahi Tuna, Crispy Sesame Green Beans

·Seared Sea Scallops, Chopped Brussels Sprouts with a Creamy Lemon Sauce

·Pan Seared Crab Cake, Succotash, Spicy Remoulade

·Braised Short Ribs, Mashed Potatoes, Crispy Onions

·Beef Tenderloin, Blue Cheese Mashed Potatoes, Horseradish Dressing

·Chicken Roulade, Creamy Risotto

·Sautéed Scallop Topped with Crispy Bacon Pieces in an Avocado Dressing

·Crab Cake Topped with Fresh Crab, Spicy Remoulade, Creamy Cauliflower Mash

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# PLATED DINNER STARTERS



All plated dinners include choice of Soup or Salad, Entrée, Vegetable, Choice of Starch and Dessert and Coffee/Tea selections

## CHOOSE 1:

Lobster Bisque

New England White Clam Chowder

### House Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Diced Apples, Cranberries, Feta Cheese with Champagne Vinaigrette

### Wedge Salad

Iceberg Lettuce, Crispy Bacon, Grape Tomatoes, Crumbled Blue Cheese with Creamy Blue Cheese Dressing

### Caesar Salad

Romaine Lettuce, Freshly Shaven Parmesan Cheese, House Made Herb Croutons with Traditional Caesar Dressing

### Mediterranean Salad

Green & Red Leaf, Arugula, Olives, English Cucumbers, Shaved Fennel, Feta Cheese with Lemon and Olive Oil Dressing

### Burrata Salad

Green Leaf, Arugula, Baby Greens, Creamy Burrata Cheese, Prosciutto di Parma, Freshly Shaven Parmesan with House Made Italian Dressing

### Beet Salad

Arugula, Baby Greens, Red and Yellow Roasted Beets, Goat Cheese, Candied Walnuts with Blood Orange Vinaigrette

### RI Convention Center Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Roasted Pears, Goat Cheese, Toasted Pecans with Lemon Vinaigrette

# PLATED DINNER ENTREES

All plated dinners include choice of Soup or Salad, Entrée, Vegetable, Choice of Starch and Dessert, and Coffee/Tea Selections

Roasted Statler Chicken Breast with Lemon Herb Sauce	\$44.00
Sautéed Chicken Breast with Tuscan Sauce	\$44.00
Chicken Piccata with White Wine, Capers, and Butter Sauce	\$44.00
Chicken Saltimbocca with a Marsala Demi Glaze	\$44.00
Apple Stuffed Pork Loin with Maple Mustard Sauce	\$44.00
Grilled Pork Chop with Creamy White Wine Sauce	\$44.00
Grilled Filet Mignon with Bearnaise Sauce	\$54.00
Sliced Filet Mignon with Horseradish Cream Sauce	\$54.00
Braised Short Rib with Burgundy Demi Glaze	\$54.00
Seared Sea Scallops with Lobster Bearnaise	\$48.00
Grilled Salmon with Citrus Glaze	\$45.00
Potato Crusted Cod with Lemon Buerre Blanc Sauce	\$46.00
Creamy Risotto with Asparagus, Peas, Peppers, Broccolini	\$42.00
Butternut Squash Ravioli with Brown Butter Sauce	\$42.00
Seasonal Roasted Vegetable Cassoulet	\$42.00
Stuffed Zucchini with Quinoa and Diced Vegetables	\$42.00
Filet Mignon & Sautéed Shrimp with Garlic Cream Sauce	\$70.00
Roasted Chicken Breast & Baked Stuffed Shrimp with Butter Cream Sauce	\$70.00
Filet Mignon & Lobster Tail with Bearnaise Sauce	MP

PER ATTENDEE

## SIDES: CHOOSE 1

**Starch:** Garlic Mashed Potatoes, Roasted Fingerling Potatoes, Wild Rice, Rice Pilaf

**Vegetables:** Buttered Green Beans, Grilled Asparagus, Glazed Carrots, Creamed Spinach, Creamed Sweet Corn, Roasted Brussel Sprouts with Bacon, Veggie Medley

**Dinner Desserts: CHOOSE 1** - Crème Brûlée, Lemon Zest Cake, NY Style Cheesecake, Chocolate Mousse, Tiramisu, Bread Pudding, Seasonal Berries with Whipped Cream

*Minimum attendees for above service: 50*

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# DINNER BUFFETS

All Dinner Buffets include Bakery Rolls, Coffee, Decaf Coffee, Tea



## THE ALL AMERICAN BUFFET

### SOUP - CHOOSE 2

Roasted Corn Chowder, New England Clam Chowder, Chicken Noodle, Lentil, Minestrone, White Bean

### SALAD: CHOOSE 2

#### House Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Diced Apples, Cranberries, Feta Cheese with Champagne Vinaigrette

#### Caesar Salad

Romaine Lettuce, Freshly Shaven Parmesan Cheese, House Made Herb Croutons with Traditional Caesar Dressing

#### Mediterranean Salad

Green & Red Leaf, Arugula, Olives, English Cucumbers, Shaved Fennel, Feta Cheese with Lemon and Olive Oil Dressing

#### RI Convention Center Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Roasted Pears, Goat Cheese, Toasted Pecans with Lemon Vinaigrette

### ENTREES - CHOOSE 3

Sautéed Chicken with Lemon Pepper Sauce

Chicken Saltimbocca with Marsala Demi Glaze

Roasted Pork Loin in a Creamy White Wine Sauce

Marinated Flank Steak with a Red Wine Reduction

Meatloaf with Maple Glaze

Grilled Salmon in Garlic Lemon Butter Sauce

New England Baked Scrod

Oven Roasted Turkey with Pan Gravy

Chicken Parmigiana in Marinara Sauce

Traditional Mac & Cheese

Vegetarian Lasagna with Fresh Tomato Sauce

Penne in a Pink Vodka Sauce

### SIDES: CHOOSE 2

Roasted Yukon Gold Potato Wedges, Garlic Mashed Potatoes, Sweet Potato Wedges,

Roasted Fingerling Potatoes, Medley of Seasonal Vegetables, Buttered Green Beans

**DESSERT ASSORTMENT:** Cakes, Fruit Pies, Pastries

PER ATTENDEE

**\$58.00**

*Minimum attendees for above service: 50*

*\$150.00 surcharge on total cost if below 50*

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# DINNER BUFFETS



All Dinner Buffets include Bakery Rolls, Coffee, Decaf Coffee, Tea

## THE NEW ENGLANDER

### SOUP - CHOOSE 2

Roasted Corn Chowder, Lobster Bisque, Lentil, Clam Chowder, Tomato Basil, White Bean

### SALAD: CHOOSE 2

#### House Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Diced Apples, Cranberries, Feta Cheese with Champagne Vinaigrette

#### Caesar Salad

Romaine Lettuce, Freshly Shaven Parmesan Cheese, House Made Herb Croutons with Traditional Caesar Dressing

#### Mediterranean Salad

Green & Red Leaf, Arugula, Olives, English Cucumbers, Shaved Fennel, Feta Cheese with Lemon and Olive Oil Dressing

#### RI Convention Center Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Roasted Pears, Goat Cheese, Toasted Pecans with Lemon Vinaigrette

### ENTREES - CHOOSE 3

Sautéed Chicken Breast with Creamy Sauce

Chicken Piccata with White Wine, Capers, and Butter Sauce

Chicken Saltimbocca with Marsala Demi Glaze Sauce

Roasted Pork Loin in a Creamy White Wine Sauce

Sliced Ribeye in a Red Wine Sauce

Sliced Tenderloin with Madeira Sauce

Braised Short Rib with a Burgundy Demi Glaze

Grilled Salmon with Lemon Butter Cream Sauce

Baked Cod Provençale

Chicken Parmigiana in a Marinara Sauce

Cheese Tortellini in a Cream Sauce

Butternut Squash Ravioli in a Brown Butter Sauce

Tri Color Tortellini in a Cream Sauce

### SIDES: CHOOSE 2

Roasted Yukon Gold Potato Wedges, Garlic Mashed Potatoes, Sweet Potato Wedges,

Roasted Fingerling Potatoes, Medley of Seasonal Vegetables, Buttered Green Beans,

Honey Glazed Carrots

**DESSERT ASSORTMENT:** Tortes, Tarts, Pastries

PER ATTENDEE

\$60.00

*Minimum attendees for above service: 50*

*\$150.00 surcharge on total cost if below 50*

Gluten Free & Dietary Options Available. All prices quoted are subject to a 22% Administrative Fee. A portion (15%) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining 7% of the Administrative Fee is retained to defray administrative costs. This percentage (7%) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to 7% RI State Sales Tax and 1% Meal Tax, unless tax exempt. All prices and fees are subject to change.

# DINNER BUFFETS



All Dinner Buffets include Bakery Rolls, Coffee, Decaf Coffee, Tea

## RHODE ISLAND CLAM BAKE

PER ATTENDEE

**\$68.00**

### SOUP - CHOOSE 2

New England Clam Chowder, Roasted Corn Chowder, Lobster Bisque, Seafood Chowder, Tomato Basil, Vegetable

### SALAD: CHOOSE 2

#### House Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Diced Apples, Cranberries, Feta Cheese with Champagne Vinaigrette

#### Mediterranean Salad

Green & Red Leaf, Arugula, Olives, English Cucumbers, Shaved Fennel, Feta Cheese with Lemon and Olive Oil Dressing

#### RI Convention Center Salad

Green & Red Leaf, Arugula, Baby Greens, Cucumbers, Carrots, Roasted Pears, Goat Cheese, Toasted Pecans with Lemon Vinaigrette

### ENTREES

Clam Cakes

Steamers & Mussels with Drawn Butter and Broth

Grilled Chicken Breast in a Herb Sauce

Boiled Lobster mp\*

Sausage, Peppers & Onions

Corn on the Cob

New England Boiled Potatoes

**DESSERT ASSORTMENT:** Sliced Watermelon, Tortes, Tarts, Cakes, Pastries

*Minimum attendees for above service: 50*

*\$150.00 surcharge on total cost if below 50*

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# CARVING & ACTION STATIONS



Ask your Catering Manager about Quantities & Meal Pairings

PER ATTENDEE

## ROASTED TENDERLOIN OF BEEF

**\$22.00**

Horseradish Cream Sauce, Bearnaise Sauce, Homemade Crispy Onion Ring

## ROASTED TURKEY BREAST

**\$18.00**

Cranberry Chutney, Herb Mayonnaise on a Pretzel Roll, House Made Chips

## ROASTED CHICKEN BREAST

**\$18.00**

Cranberry Mayonnaise on a Hawaiian Roll, House Made Sweet Potato Chips

## SALMON EN CROÛTE

**\$18.00**

Baked Salmon Wrapped in Pastry, Dill Sauce, Apple Cabbage Slaw

# DESSERT STATIONS



PER ATTENDEE

## Summertime Pie Table:

Cherry, Blueberry, Peach

Toppings: Vanilla Ice Cream, Whipped Cream

## Fall Pie Table:

Apple, Pumpkin, Pecan,

Toppings: Caramel Salted Ice Cream, Whipped Cream

## Shortcake Station:

Biscuit, Buttery Pound Cake, Sponge Cake

Toppings: Strawberries, Blueberries, Peaches

Vanilla Ice Cream, Whipped Cream, Strawberry Whipped Cream

## Cannoli Bar:

Traditional Ricotta, Chocolate Ricotta

Toppings: Chocolate Chips, Chopped Pistachios, Sprinkles, Mini M&Ms

Crushed Oreo Cookies

## Candy Station:

Individual Wrapped Mini Candy: M&Ms, Swedish Fish, Hershey Mini Candy Bars, Twix, Starburst, Snickers, Milky Way, Jolly Ranchers, Chewy Caramel, Reese's Peanut Butter Cups, Hershey Kisses

## White/Dark Chocolate Fondue:

White, Dark or Milk Chocolate (**Select Two**)

Fresh Fruits, Pretzels, Marshmallows, Macaroons, Biscottis, Chocolate Chip Cookies, Oatmeal Cookies

## Crepe Station:

Warm Crepes served with Sliced Cinnamon Apples or Chocolate Mousse

Vanilla Ice Cream, Caramel Sauce, and Whipped Cream

\$14.00

\$12.00

*Please speak with your Catering Manager about minimums.*

*Additional surcharge may apply if station attendant is needed.*

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# DESSERT STATIONS



PER ATTENDEE

## Bananas Foster

Sliced Bananas Sautéed with Brown Sugar, Butter and Rum  
Dolloped with Vanilla Ice Cream

\$12.00

## Patisserie Station:

Classic Crème Brûlée, Chocolate Pot de Crème, Macarons, Crème Puff, Éclairs,  
Apple Tarte Tatin, Lemon Thyme Pot de Crème

## Forno Station:

Vanilla Panna Cotta, Chocolate Panna Cotta, Tiramisu, Cannolis, Sfogliatellas,  
Lemon Ricotta Cheesecake, Assorted Biscottis, Zeppoles

## Barista Bar #1

Cappuccino, Espresso & Latte Station

\$5.00

## Barista Bar #2

Chocolate Dipped Biscotti, Almond Biscotti, Chocolate Fudge Cake, Lemon  
Squares, Carrot Cake

\$10.00

## Bubbly Bar\*

Topped with Cotton Candy or Sugar Pops

\*Hourly rates may apply: One (1) Hour: \$28/pp

One and One Half (1.5) Hours: \$42/pp

*Please speak with your Catering Manager about minimums.*

*Additional surcharge may apply if station attendant is needed.*

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# COCKTAIL & BEVERAGE MENU



## BAR SERVICE

Premium Brand Cocktails	\$10.00
Martinis	\$12.00
Domestic Beer	\$8.00
Premium Beer	\$8.00
Wine by the Glass	\$10.00
Bubbly Bar	\$10.00
Soda	\$4.00
Juice	\$4.00
Bottled Water	\$4.00
Sparkling Water	\$4.00

## FULL BAR PACKAGES

	1 HOUR	+HOURS
Imported & Domestic Beer, Wine, Soda	\$23.00	\$9.00
Premium Brand Beer, Wine, Soda, Water	\$24.00	\$11.00

## PER BOTTLE

Wine Varietals	\$50.00
*Premium selections available upon request	

## KEG SELECTIONS

Domestic: 160 servings - 12 oz.	\$500.00
Micro brews: 135 servings - 12 oz	\$575.00
Heineken : 135 servings - 12 oz	\$575.00

1 Bartender per 100 guests. Please discuss extra bar needs with your Catering Manager.

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# GENERAL INFORMATION



Our catering menu is a guideline to assist in selecting a menu to fit your Event. The Rhode Island Convention Center's Catering Staff will be more than happy to design a unique menu for your Event. The Rhode Island Convention Center has exclusive rights to all catering needs. Outside food & beverage of any kind is not permitted.

## MENU SELECTION

In order to ensure the availability of all chosen menu selections and to avoid additional fees, we request that menu selections be submitted to your Catering Sales Manager at least fourteen (14) days prior to your Event.

## SPECIAL DIETARY SELECTIONS

We can accommodate most dietary needs and restrictions with advance notice. Please notify your Catering Sales Manager in advance of any dietary needs or food restrictions as it pertains to allergies, religion, or preferences.

## GUARANTEES/PRICING

All prices are subject to a change due to fluctuations in the market. Guarantees are due by 10:00 a.m. five (5) business days prior to Event. **If a guarantee is NOT received, the estimated guarantee will become the final guarantee and will NOT be subject to reduction.**

All prices quoted are subject to a **22%** Administrative Fee. A portion (**15%**) of the total amount of the Administrative Fee is distributed to the employees providing the service as a gratuity. The remaining **7%** of the Administrative Fee is retained to defray administrative costs. This percentage (**7%**) is not intended to be a gratuity or service charge and will not be distributed to employees. In addition, prices quoted are subject to **7%** RI State Sales Tax and **1%** Meal Tax, unless tax exempt. All prices and fees are subject to change.

## CANCELLATION

Once a contract is executed, it is understood that if the group should cancel, the group will be subject to a cancellation fee of up to 100% of the estimated expenses. All deposits are non-refundable.

## LABOR CHARGES

- A Bartender Fee of \$150.00 will be applied if bars do not exceed the \$600.00 minimum.
- Carvers and Chef Attendant Fees of \$150.00 will apply to all Action Stations.
- A \$150.00 labor charge will be applied to any meal services that do not meet minimums.

## DECORATIONS

Arrangements for floral pieces, linens and special props may be made through your Catering Sales Manager. All decorations must meet with the approval of your Event and Catering Sales Manager. Please communicate your decor needs prior to your Event. The Center will not permit the affixing of anything to the walls or ceiling. When helium balloons are being used, a balloon waiver must be signed. No open flames are allowed in the facility.

## ELECTRICAL/AUDIO/VISUAL

A complete line of modern Audio/Visual equipment and services are available through our In-House Audio Visual Team. Please contact your Catering Sales Manager to assist with these needs.