

# SHOW FACTS

## Northeast Hardscapes Expo Mohegan Sun - Earth Expo Center March 19-20, 2025



2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

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### BOOTH EQUIPMENT

Each 10' x 10' booth space includes one 8' high back drape, two 3' high side drapes, and one 7"x44" Booth ID Sign. Show colors are Green & White.

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### EXHIBIT HALL CARPET

The hall is not carpeted. Booth carpet is available for rental (see page 4).

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### DISCOUNT PRICES

In order to receive the discounted rates listed in this manual, we must receive your order by:  
**Monday, March 3, 2025** Order online (see page 2) and save the 8% Administrative Fee.

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### SHOW SCHEDULE:

#### Exhibitor Move-In:

Monday, March 17, 2025 from 8:00am - 4:30pm

Tuesday, March 18, 2025 from 8:00am - 4:30pm

#### Show Hours:

Wednesday, March 19, 2025 from 8:00am - 5:00pm

Thursday, March 20, 2025 from 8:00am - 2:00pm

#### Exhibitor Move-Out:

Thursday, March 20, 2025 from 2:00pm - 6:00pm

**FACILITY WORK RULES ARE IN EFFECT AT THE EXPO CENTER  
THESE RULES MAY IMPACT YOU AS A VENDOR  
PLEASE SEE PAGE 18 & 19 FOR FURTHER INFORMATION**

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DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave - East Hartford, CT 06108  
860.882.0003 - Fax 860.579.3976 - Email [info@demersexpo.com](mailto:info@demersexpo.com)



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# ONLINE ORDERING

**Looking for an easier way to place you order?  
Tired of faxing or emailing forms?**

**Try our fully PCI-Compliant Online Ordering System!**

Simply request an online login by emailing [info@demersexpo.com](mailto:info@demersexpo.com)  
(please specify show name and date). We will then create an  
online login and notify you of this via email.

All products and services offered in this Exhibitor Services Kit  
are available on our online storefront.

**Using our online storefront saves you an 8% administrative fee!  
Orders placed via email or fax will be assessed this fee.**

**Deadline to receive advance pricing is Monday, March 3, 2025.  
Floor prices apply after that date.  
The storefront will close on Monday, March 10, 2025.  
No online orders after that date.**



# CREDIT CARD AUTHORIZATION

To have orders charged to a credit card account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your credit card account.

CREDIT CARD: VISA MasterCard AMEX  
ACCOUNT NUMBER: \_\_\_\_\_  
EXPIRATION DATE: \_\_\_\_\_  
SECURITY CODE (Visa/ MasterCard 3 digit # on back, Amex 4 digit # on front): \_\_\_\_\_  
CARDHOLDER'S NAME: \_\_\_\_\_  
CARDHOLDER'S SIGNATURE: \_\_\_\_\_ DATE : \_\_\_\_\_

## ADDRESS BELOW MUST MATCH CARDHOLDER'S BILLING ADDRESS

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_  
Card Billing Address: \_\_\_\_\_ Authorized by: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_ Signature: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Date: \_\_\_\_\_  
Email Address: \_\_\_\_\_

## CREDIT AND PAYMENT POLICY

The Credit Card Authorization section above must be completed and accompany all credit card orders.  
Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before services are rendered.
- There will be no invoicing. Purchase Orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order or credit card.
- Event site orders can be paid by cash or charged to a credit card.
- International exhibitors must prepay all services in U.S. Currency.
- Items ordered, delivered to booth, then cancelled, will not be refunded.
- Other refund requests will not be considered unless exhibitor makes request of Demers prior to the close of the event.
- Exhibitor is responsible for the cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- Payment must be received by **Monday, March 3, 2025** for discount pricing to apply.
- Orders received without payment will be assessed a late fee.

By submitting this credit card authorization, you knowingly authorize Demers to charge your credit card for any service rendered under the terms and conditions stated in this Exhibitor Kit. You also knowingly authorize your show-site representative to sign for charges on your behalf.

**PAYMENT MUST BE INCLUDED WITH ALL ORDERS**

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# STANDARD FURNISHINGS

Order Online and Save the 8% Administrative Fee

CARPETING				
QTY	Carpet Size	Advance	Floor	Subtotal
	9' x 10' Carpet	238.00	323.00	
	9' x 20' Carpet	478.00	571.00	
	9' x 30' Carpet	717.00	800.00	
	9' x 40' Carpet	958.00	1037.00	
Carpet Color: Black Gray Blue Red Emerald Green (Circle Choice)				
SPECIAL CUT CARPETING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 3.25= _____				
CARPET PADDING				
Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 2.75= _____				
SKIRTED TABLES				
Skirt Colors: Gray Blue Red Black White Green Burgundy (circle choice)				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	141.00	179.00	
	2' x 6' x 30" high	184.00	218.00	
	2' x 8' x 30" high	217.00	256.00	
	2' x 4' x 40" high	184.00	218.00	
	2' x 6' x 40" high	223.00	257.00	
	2' x 8' x 40" high	263.00	297.00	
UNSKIRTED TABLES				
QTY	Table Size	Advance	Floor	Subtotal
	2' x 4' x 30" high	116.00	140.00	
	2' x 6' x 30" high	141.00	175.00	
	2' x 8' x 30" high	175.00	210.00	
	2' x 4' x 40" high	109.00	145.00	
	2' x 6' x 40" high	145.00	181.00	
	2' x 8' x 40" high	181.00	216.00	

CHAIRS			
QTY		Advance	Floor
	Upholstered arm chair	96.00	106.00
	Black Bar Stool w/ foot rest	96.00	113.00
	Tubular folding chair	32.00	42.00
	Upholstered bar stool	157.00	204.00
	Padded side chair	61.00	71.00
SPECIAL DRAPERY/SKIRTING			
Drape Colors: Gray Blue Red Black White Green Burgundy (circle choice)			
QTY		Advance	Floor
	8' high drapery Per Linear Foot	12.00	18.00
	3' high drapery Per Linear Foot	12.00	15.00
	13'-long table skirting	75.00	91.00
ACCESSORIES			
QTY		Advance	Floor
	Clothes Tree	75.00	104.00
	Easel (Tripod Display)	56.00	61.00
	Garment Rack	91.00	131.00
	Panelboard	273.00	313.00
	Pegboard	215.00	302.00
	Stage (4' x 4' all heights up to 36")	210.00	269.00
	Stage (4' x 4' w/ carpet & skirt)	273.00	332.00
	Stanchion Post	61.00	81.00
	Stanchion Belt	7.00	10.00
	Waste Basket	34.00	41.00

## - ORDER SUMMARY -

Subtotal:	\$	
6.35% Sales Tax:	\$	
8.00% Admin Fee:	\$	
Grand Total:	\$	

Advance price deadline: **Monday, March 3, 2025**. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rental are based on availability. Order early to guarantee what you want is available.

Order online and save the 8% administrative fee.

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# ELITE SERIES FURNITURE

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025



SORRENTO WHITE



SORRENTO BLACK

## SORRENTO COUCH



SOUTH BEACH BISTRO 42" TABLE



SOUTH BEACH BAR CHAIR



SANIBEL BISTRO 42" TABLE



SANIBEL BAR CHAIR  
HIGH BACK ALSO AVAILABLE

## SOUTH BEACH

## SANIBEL



SORRENTO CHAIR WHITE



SORRENTO CHAIR BLACK

## SORRENTO CHAIR

ITEM	QTY	X	PRICE	=	TOTAL
SORRENTO COUCH WHITE		X	\$ 575.00	=	
SORRENTO COUCH BLACK		X	\$ 550.00	=	
SOUTH BEACH BISTRO 42" TABLE		X	\$ 295.00	=	
SOUTH BEACH BAR CHAIR		X	\$ 165.00	=	
SANIBEL BISTRO TABLE		X	\$ 295.00	=	
SANIBEL BAR CHAIR - LOW BACK		X	\$ 165.00	=	
SANIBEL BAR CHAIR - HIGH BACK		X	\$ 165.00	=	
SORRENTO CHAIR WHITE		X	\$ 300.00	=	
SORRENTO CHAIR BLACK		X	\$ 300.00	=	
SUBTOTAL					\$
6.35% SALES TAX					\$
8.00% ADMIN FEE					\$
GRAND TOTAL					\$

**Advance price deadline: Monday, March 3, 2025.** Orders placed after deadline date will be access a 25% late charge. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rental are based on availability. Order early to guarantee what you want is available.

**Order online and save the 8% administrative fee.**

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Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# AUDIO/VISUAL EQUIPMENT

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Your order must be placed in advance. A/V orders will not be accepted at the show site. Equipment must be rented for the duration of the event. You are responsible for the cost of repair or replacement if equipment is lost, damaged, or stolen while you are renting it. If you require technician assistance an \$90.00 per hour labor charge will apply.

Monitor will come with standard HDMI connection. Please ensure your computer is compatible.

## MONITOR RENTAL (per device/per show)

Description	QTY	Rental Rate (Duration of Show)	Total
32" LCD Flat Screen Monitor (tabletop)		\$420	
42" LCD Flat Screen Monitor (tabletop)		\$475	
50" LCD Flat Screen Monitor		\$795	
Monitor Stand (fits 50" monitor only)*		\$150	
*Only our 50" Monitor will fit the Monitor Stand; all monitors may be displayed on a tabletop. Please contact the Demers AV department with questions.		Sub-total	
		6.35% Sales Tax	
		8.00% Admin Fee	
		<b>Total</b>	



Order Online and Save the 8% Administrative Fee

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City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# CUSTOM BOOTH RENTAL

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Added Side Rail Panels & Kiosk



Standard - No Side Rail Panels

## Standard custom booth rental package includes:

- Three full white backwall panels (8-10 linear ft total)
- Two full white sidewall panels (3 linear ft each side)
- Brushed aluminum trim
- One 9'x10' booth carpet
- One 30" high draped table
- One padded arm chair
- One wastebasket
- One Company I.D. Sign
- Show site delivery, setup and dismantle

## Optional add on items:

- 3' siderail panels
- 8" x 38" Plexi shelf
- One meter front reception kiosk

**Quantities are limited and are available on a first-come first-serve basis. This special booth package can not be ordered on show site.**

Other custom options available.  
Please call for a quote.

**\*Customizable panels with Logos and/or Graphics:** Prices quoted upon request. Please call 860-882-0003.

## Custom Graphic Specs:

Back Panel (3) - 38.25"x92.5" per panel, Side Panel (2) - 38.25"x92.5", Header (1) - 117.09"x14"

## PLEASE INDICATE YOUR CHOICES FOR THE FOLLOWING ITEMS:

9'X10' Carpet Color:	<input type="checkbox"/> Red	<input type="checkbox"/> Blue	<input type="checkbox"/> Gray	<input type="checkbox"/> Burgundy
Table Length:	<input type="checkbox"/> 4'	<input type="checkbox"/> 6'	<input type="checkbox"/> 8'	
Table Skirt Color:	<input type="checkbox"/> Red	<input type="checkbox"/> Blue	<input type="checkbox"/> Gray	<input type="checkbox"/> Burgundy
	<input type="checkbox"/> White	<input type="checkbox"/> Green	<input type="checkbox"/> Black	
I.D. Sign Letter Color:	<input type="checkbox"/> Red	<input type="checkbox"/> Blue	<input type="checkbox"/> Black	
I.D. Sign Text (up to 20 characters):	_____			

ITEM	QTY	X	PRICE	=	TOTAL
CUSTOM BOOTH RENTAL		X	\$ 2163.00	=	
SET OF 3' SIDE RAIL PANELS		X	\$ 650.00	=	
8" x 38" PLEXI SHELF		X	\$ 125.00	=	
ONE METER RECEPTION KIOSK		X	\$ 755.00	=	
SUBTOTAL					\$
6.35% SALES TAX					\$
8.00% ADMIN FEE					\$
GRAND TOTAL					\$

PRINTED GRAPHICS ARE NOT INCLUDED, ADDITIONAL COSTS APPLY

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**Order online and save the 8% administrative fee.**

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Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# DIGITAL GRAPHICS AND SIGNS

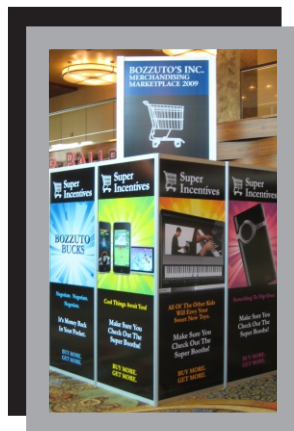
2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

## Your presentation is everything!

Impress your potential new customer and stand out from your competitors with high impact digital graphics in your booth. Let our team of graphic designers and sign professionals bring your booth to the next level with high impact digital graphics.

The next pages are graphics order forms. Use these forms as a guideline or consult with our graphics team to determine what will be best for your booth.

Contact us at 860.882.0003.





# SIGN & GRAPHICS ORDER FORM

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

To order your graphics, complete this order form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files on the following page. Note: All graphics are subject to a 100% cancellation charge.

## DIGITAL GRAPHICS

Demers Expo can provide the finest state-of-the-art digital graphic reproduction available on the market today. Capabilities include full-color spectrum, photo-quality, high-resolution digital printing in any size for banners, easel signage, and more.

## PRICING GUIDE

<input type="text"/>	L	X	<input type="text"/>	W	=	<input type="text"/>	Square Feet
<small>Round length and width up to nearest foot</small>							
<input type="text"/>	Square Feet	X	\$10.50 per Sq. Ft. Discount Price or \$16.00 per Sq. Ft. Standard Price		=	<input type="text"/>	Total

In order to receive discounted price, order must be received by **Monday, March 3, 2025**.  
**Minimum order per graphic 6 sq. ft.**; Double sq. ft. for double-sided graphics; File conversion, retouching, cloning or color correcting may incur additional labor charges (Demers will advise of charges before work is performed).

**Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.**

## BACKING MATERIAL

### Standard:

- ☐ Foam Core  
☐ PVC Fluted  
☐ Vinyl Banner

### Upgraded: (additional 15% charge)

- ☐ Sintra  
☐ Gator Board  
☐ Plexi

If backing material is not selected, PVC Fluted will be used.

## SIGN LAYOUT



☐ Vertical



☐ Horizontal



☐ Designer to decide

## SPECIAL INSTRUCTIONS

Please indicated the file name that will be e-mailed or uploaded to our FTP (see next page)

<input type="text"/>	Total	X	<input type="text"/>	6.35% Sales Tax	+	<input type="text"/>	8.00% Admin Fee	=	<input type="text"/>	Grand Total
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*If you will be ordering more than one sign, please use one order form per graphic/sign.*

**Order Online and Save the 8% Administrative Fee**

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# ARTWORK & FILE GUIDELINES

DES-Demers Expo will provide you with the best possible quality graphics for your event or exhibit. You can assist us in that effort by providing digital art files using the guidelines listed below. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

## PREFERRED SOFTWARE AND FILE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs:

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW

The Following Files can be submitted for graphic reproduction:

- EPS and AI
- TIF
- PDF
- JPG

Vector formats are best to use. When using vector based formats include all fonts, or convert fonts to outlines or paths

File types that cannot use to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

## HOW TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via email. Files may be shared via online file sharing with program of your choice, saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)
- Files may also be uploaded to DES-Box Files. Please contact Demers at 860-882-0003 to obtain access.
- If your artwork files are below 6 megabytes they can be e-mailed to [info@demersexpo.com](mailto:info@demersexpo.com).



# MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements. Collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and all material handling services must be prepaid. Demers Material Handling Services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

## ADVANCE SHIPPING ADDRESS Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number  
FOR: NE Hardscapes Expo  
c/o Demers Exposition Services, Inc.  
151A Park Ave  
East Hartford, CT 06108

Demers Warehouse will receive shipments and provide up to 30 days storage prior to the event. Loose materials will not be received at Demers Warehouse. Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm.

**Deadline to receive advance shipments without late fee: Monday, March 3, 2025**  
**Rate: \$99.00 per CWT (100 lbs.) per shipment; 2 CWT minimum applies**  
(weights are rounded to the next 100lbs).

**Double Stacked Freight:** All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.

**Special Handling:** Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.

**Overtime:** See Rate sheet pg 12.

**Late Shipments:** Items received at the Advance Warehouse after the Deadline Date will be charged a late fee of \$25.00 per cwt (\$100.00 minimum applies), plus additional fees if special transportation is required.

**Non-Payment:** Shipments received without a completed Material Handling form and full payment will be assessed a late payment fee of \$25.00 per cwt, (\$100.00 minimum applies).

**Insurance Liability:** By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 15.

## DIRECT SHIPPING ADDRESS – TO EVENT SITE Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number  
FOR: NE Hardscapes Expo  
c/o Demers Exposition Services, Inc.  
Earth Expo Center  
Loading/Receiving Dock 1  
1 Mohegan Sun Blvd  
Uncasville, CT 06382

Demers will receive shipments at the event site on **March 17-18, 2025** only. Arrival at any time other than **March 17-18, 2025** may be refused and redirected to the Advance Warehouse. **Direct shipments will only be received on March 17-18, 2025.**

**Rate: \$96.00: per CWT (100 lbs.) per shipment; 2 CWT minimum applies**  
(weights are rounded to the next 100lbs).

**Double Stacked Freight:** All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.

**Special Handling:** Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.

**Overtime:** See Rate sheet pg 12.

**Non-Payment:** Shipments received without a completed material handling form and full payment on file will be charged a late payment fee of \$25.00 per cwt (\$100.00 minimum).

**Direct Shipments:** Direct shipments will only be received at the venue on **Mar 17-18, 2025**. Shipments received at the venue, or addressed to 'hotel guest' other than on **Mar 17-18, 2025** will be assessed a redirect fee of 50% of the total drayage charges.

**Insurance Liability:** By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 15.

### Outbound Shipments:

- Exhibitors who have freight going outbound after the event must complete a bill of lading at the Demers Service Desk PRIOR to show close.
- All shipping costs must be paid for by the exhibitor with either pre-paid shipping labels or "collect" charge terms.
- Exhibitors can make arrangements with the designated show carrier, ABF at the Demers Service Desk to take their shipment(s) for no additional material handling fee if drayage was paid on the inbound.
- Exhibitors may also arrange to use their own carrier. LTL Carriers must check into the venue by **3pm on Thursday, March 20, 2025**. If the shipment(s) is not picked up from venue, the shipment(s) will be forced out ABF Freight.
- All Fedex Express/Ground or UPS ground Shipments will be returned to the warehouse for an additional \$1.35 per pound charge for outbound handling, a minimum outbound charge of \$95.00 with pick up by Exhibitor's carrier beginning **Tuesday, March 25, 2025** (warehouse hours are 8:30am - 3:30pm Monday-Friday excluding Holidays).
- Any freight left on show floor without a DES Bill of Lading will be assessed a minimum 1 hour labor charge, actual charge to be determined.
- Empties may take up to two hours to return at the close of the show.

### PLEASE COMPLETE THE FOLLOWING:

	CARRIER	# PIECES	SHIPMENT WEIGHT ROUND UP TO NEAREST 100 lbs	CWT Minimum Charge 2 CWT	RATE per CWT	SUB TOTAL CHARGES	APPLICABLE OVER TIME CHARGES ADD 25% OT or ADD 50% DT	ESTIMATED CHARGES
SHIPMENT 1			lbs. ÷ 100 =		x			
SHIPMENT 2			lbs. ÷ 100 =		x			
SHIPMENT 3			lbs. ÷ 100 =		x			
SHIPMENT 4			lbs. ÷ 100 =		x			
<b>LATE SHIPMENT(s) to DES Warehouse</b>						\$25.00 per cwt	\$100.00 Minimum Charge	\$
<b>Order Online and Save the 8% Administrative Fee</b>							6.35% Service Fee	\$
							8.00% Admin Fee	\$
							<b>TOTAL ESTIMATED CHARGES</b>	\$

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

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# MATERIAL HANDLING RATE SCHEDULE

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

## Rate Classifications

- **Crated** - Material that arrives as a single shipment on a dedicated truck that is skidded and/or crated or in any type of shipping container that can be unloaded at the dock with no additional handling required.
- **Special Handling** - material delivered in such a manner that it requires additional handling, such as (but not limited to) shipments that are loaded by cubic space, ground loading/unloading, stacked or constricted space loading/ designated piece loading/unloading, alternate delivery location, loads mixed with pad wrapped material, carpet/pad, multiple shipments, pad wrapped shipments, uncrated shipments, no documentation (including weight tickets), and inaccurate or missing weights which require shipment to be re-weighed on the dock. Shipments loaded in this manner require additional time, equipment and/or labor. Courier type companies such as Fed Ex, UPS or DHL, airfreight and local cartage companies, POVs and company trucks are included in this category due to their delivery procedures.
- **Uncrated** - Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.
- **Small Packages** - A shipment of any number of pieces with a combined weight not to exceed 25lbs that is received on the same day, from the same shipped and delivered by the same carrier.
- **Double Stacked Freight** - All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.

## Additional Fees May Apply

- Off-Target: Direct shipments that do not arrive on the date or time assigned.
- Late to Warehouse Fee: **Shipments arriving after Monday, March 3, 2025.**
- Early Shipment to the Warehouse: Any shipment arriving prior to Monday, February 3, 2025
- Refer to previous page regarding availability of warehouse for outbound shipments.
- Non-LTL Shipments Returned to Warehouse: Shipments returned to the warehouse at the close of the show will be charged an additional fee of \$1.35 per lb or \$95 minimum for outbound handling.
- Any freight left on the show floor without a DES Bill of Lading will be assessed a minimum 1-hour labor charge and it will be shipped out with the house carrier at the exhibitor's expense to the last known address from the inbound bill of lading.

## Overtime

- Overtime is Monday through Friday prior to 8:00am and after 4:30pm; all day Saturday and Sunday. **Double time** is from 12:00am - 7:59am, Monday through Sunday and all holidays.
- Overtime will be applied to all freight received at or moved from the warehouse and/or show site during above listed times at a rate of 25% per occurrence.
- Double time will be applied to all freight received at or moved from the warehouse and/or show site during above listed times at a rate of 50% per occurrence.- The show schedule is set by show management and the venue. Your shipment is moved into or out of showsite on overtime due to scheduling beyond Demers control.



# SHIPPING LABELS ADVANCE

Copy and use this label for Advanced Shipment to Warehouse.

Please have shipment(s) arrive by  
**March 3, 2025** to avoid the late fee.

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

# RUSH!

**D  
E  
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I  
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T**

TO:

*EXHIBITING COMPANY Please write exhibiting company's name in this box*

**NE Hardscapes Expo**

*BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment*

**c/o Demers Exposition Services, Inc.**

**151A Park Ave**

**East Hartford, CT 06108**

Carrier \_\_\_\_\_

Number \_\_\_\_\_ of \_\_\_\_\_ pieces



NE Hardscapes Expo



Mohegan Sun Earth Expo



# SHIPPING LABELS DIRECT

Copy and use this label for Direct Shipment  
to SHOWSITE on **March 17 or 18, 2025.**

<b>RUSH!</b>		<b>D E S  F R E I G H T</b>
TO:	<div></div> <p><i>EXHIBITING COMPANY Please write exhibiting company's name in this box</i></p> <p><b>NE Hardscapes Expo</b></p> <div></div> <p><i>BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment</i></p> <p><b>c/o Demers Exposition Services, Inc. Earth Expo Center Loading/Receiving Dock 1 1 Mohegan Sun Blvd Uncasville, CT 06382</b></p>	
Carrier _____		
Number _____ of _____ pieces		
<div></div> <p><small>NE Hardscapes Expo</small></p> <div></div> <p><small>Mohegan Sun Earth Expo</small></p>		

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025





# LIABILITY AND INSURANCE BULLETIN

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's material after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at the time of our actual pick-up from exhibitor's booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs which may result from any loss or damage to an exhibitor's materials which may make it impossible to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipment) of the terms and conditions set forth in this bulletin.

**EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD  
ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.**



# USE OF THE LOADING DOCK

Use of the loading dock to load / unload exhibit materials is available to exhibitors during scheduled move-in / move-out hours. **ALL exhibitors MUST FOLLOW** the procedures specified on this page in order to access and use the loading dock.

## **MOVE IN HOURS:**

Monday, March 17, 2025 from 8:00am - 4:30pm

Tuesday, March 18, 2025 from 8:00am - 4:30pm

## **MOVE OUT HOURS:**

Thursday, March 20, 2025 from 2:00pm - 6:00pm (carriers must check in by 3pm)

- EXHIBITORS MUST FIRST go to the Bear Marshaling Yard before accessing the loading dock. At the Bear Marshaling Yard you will receive a Dock Pass that must be presented to access the dock.
- Loading dock access is allowed **ONLY DURING** scheduled load-in and load-out hours, and **ONLY AFTER FIRST REPORTING** to the Bear Marshaling Yard and obtaining a Dock Pass. If loading out, you must first breakdown your booth before obtaining a Dock Pass.
- Vehicles arriving at the loading dock without a Dock Pass will be turned away and redirected to the Bear Marshaling Yard.
- When arriving to the loading dock, you will be directed to either the self-unloading area or to the Demers unloading area. The self-unloading area is for mini-van/van style vehicles or smaller that the exhibitor can completely unload without the use of mechanized equipment. All other vehicles like straight trucks and trailers **MUST** be unloaded at the Demers assisted area (Drayage fee, with a minimum of 2 cwt applies to this service).
- At the self-unloading area, **YOU WILL HAVE 15 MINUTES TO UNLOAD / LOAD YOUR VEHICLE** without incurring a fee. Vehicles **MUST REMAIN RUNNING WITH LIGHTS ON** during this time.
- If you require more than 15 minutes to unload or load your vehicle, you **MUST HIRE DEMERS LABOR/DRAYAGE STAFF** to assist you in loading/unloading your vehicle and in moving your items to/from your booth. Fees will apply and must be paid at the time of service.
- Use of the loading dock is for **LOADING AND UNLOADING ONLY**. Once your vehicle is unloaded and exhibit items brought to your booth, your vehicle **MUST BE MOVED** to an alternate parking location. Your vehicle may not remain parked on the loading dock while you set-up your booth.



# BEAR LOT DIRECTIONS

Please use these directions to access the Bear Lot.  
The Bear Lot will be used as a staging (marshaling) lot for all vehicles requiring access to the loading dock.

You must first check-in at the Bear Lot before proceeding to the loading dock.

## From 395:

Take Exit 9 onto 2A East. Then take Exit 6 from 2A East (this turns into Mohegan Sun Boulevard). Turn Right at the first traffic light. Then take next right into Bear Lot. (you will likely see several large trucks staged in this lot).

## From 2A West:

Take Exit 2. Once off the exit ramp you will come to a Traffic Light (this is Mohegan Sun Boulevard). At this Light continue straight, crossing Mohegan Sun Boulevard. The Bear Lot entrance will be on your right. (you will likely see several large trucks staged in this lot).



Type the following code into GOOGLE MAPS for direction to Bear Lot:  
FWMC+J3 Uncasville, Montville, CT

# FACILITY LABOR REGULATIONS

**FACILITY WORK RULES ARE IN EFFECT AT THE EARTH EXPO  
PLEASE READ THE FOLLOWING SUMMARY OF WHEN LABOR RULES APPLY  
THESE RULES MAY IMPACT YOU AS A VENDOR:**

**(1) If You Require Mechanized Equipment To Move Your Items:**  
(pallet or rider jack, forklift, moffett lift, bobcat)  
You are required to use Union Labor to operate this equipment.

**(2) If You Require Assistance To Set Your Booth:**  
You may have your full time employees perform the work to set your booth.  
The employees used **MUST BE FULL TIME EMPLOYEES** of the Exhibiting Company.  
Employment ID to verify full time employment must be produced if requested.  
Assistance needed in addition to your full time employees must be ordered through  
Demers Exposition Services.

**Notice to Exhibitors Regarding use of Exhibitor Appointed Contractors:**  
Exhibitor Appointed Contractors (EAC) may supervise the work performed, but  
employees of the EAC may not perform the actual work to set the booth.

**\*\* THE EXPO CENTER DOES NOT PROVIDE CARTS FOR VENDOR USE \*\***  
See the Demers Exhibitor Services Desk with any questions.

## ADVANCED SHIPMENTS OF FREIGHT

Vendor items may be shipped in advance of the event to the Demers Expo Warehouse, or directly to the  
Convention Center via a third party carrier (i.e. UPS, FedEx and all other contract or freight carriers).  
All direct deliveries to the Expo Center will be received only on event setup days, so please  
plan accordingly. Items shipped in advance will be delivered to the Vendor by Demers Expo Services.  
Applicable material handling / drayage fees will apply.

## FLAMEPROOFING / FIRE REGULATIONS

All booth items and decorative materials, including tents & table coverings, must be non-flammable and flame-resistant  
in accordance with applicable fire code standards and regulations as set forth by the office of the Mohegan  
Sun Fire Marshal. Specifically, all such items must meet or exceed NFPA 701 standards.  
***All tents must have a non-flammable tag affixed to it or the Fire Marshall will have it removed.***

## INSURANCE

You are advised to consult your insurance broker to determine the appropriate level of insurance coverage  
required for your display items and materials from the time they leave your premises until their return thereto.  
Demers Exposition Services, Inc., the Event Venue, and their respective officers, employees, agents, associates,  
successors and assigns, are not responsible for loss or damage sustained to exhibitor items or materials,  
whether sustained by fire, water, theft, accident or other cause, foreseeable or unforeseeable.



# FACILITY LABOR REGULATIONS CON'T

## THE FOLLOWING ARE NOT PERMITTED:

Gambling, as is defined as risking something of value for gain contingent on chance.

Any products containing THC.

Alcohol served for sale or tasting, unless purchased and served by Mohegan Sun Banquet Bartenders

Perishable food served for immediate consumption to the consumer (such as meals, tacos, sandwiches, etc)

Cooking on site in or outside the building, unless approved by the Mohegan Sun Health and Fire Department.

Fireworks including haze.

Animals (other than licensed service animals).

## RULES & REGULATIONS

Food sales or tastings are prohibited unless the food show application has been received and approved by the Mohegan Tribe Health Department (MTHD) no later than 10 business days prior to the event and communication between the vendor and MTHD and may include a request for additional information.

Medically based therapy treatments (barbering, body piercing, cosmetology, hairdressing, esthetician, eyelashes, massage therapy, nails, tanning, tattooing, etc) are prohibited unless an application for temporary health and beauty license has been received and approved by the Mohegan Tribal Health Department (MTHD) no later than 10 business days prior to the event and communication between the vendor and the MTHD and may include a request for additional information.

Vehicles must have 1/4 tank of gas or less and be inspected prior to entry into the building.

Open flame & other combustibles need to be pre-approved by the Mohegan Tribal Fire Department.



# LABOR ORDER FORM

ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

## Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday - Friday  
OVERTIME 8:00am to 4:30pm, Saturday & Sunday  
4:31pm to 11:59pm, Monday - Sunday  
DOUBLE TIME 12:00am - 7:59am, Monday - Sunday & all Holidays

\*Two Hour Minimum per Laborer

**Rates: per person/per hour**

<b>ADVANCE PRICE</b>	<b>SHOWSITE PRICE</b>
\$104.00	\$148.00
\$156.00	\$222.00
\$208.00	\$296.00

**Advance Pricing Deadline: Monday, March 3, 2025**

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

## INSTALLATION LABOR

☐

**Demers Exposition Supervised Labor** - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐

**Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8.00% Admin Fee										
<b>Total</b>										

## DISMANTLE LABOR

☐

**Demers Exposition Supervised Labor** - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

Emergency Contact:	Phone:
Display Contact:	Phone:

☐

**Exhibitor Supervised Labor** - Supervisor must check-in at the Demers Service Desk to pick-up labor.

Supervisor Contact:	Phone:
---------------------	--------

Date	Start Time	No. of Laborers	X	Approx. Hrs Per Laborer	=	Total Hours	@	Hourly Rate	=	Estimated Total Cost
			X		=		@		=	
			X		=		@		=	
DEMERS Supervision 30% or \$60.00 Minimum										
8.00% Admin Fee										

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com



**Demers  
Events  
& Expo  
Services**



# FORKLIFT ORDER FORM

## ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

This form can be used to unload exhibitor's show materials. The following conditions apply. Show material must be transported on exhibitor's company vehicle. Rented trucks are permissible but they must be driven by a bonafide company employee. Show materials must be palletized and able to move with a single pick (if above conditions are not met, material handling rates will apply). Minimum of 30 minutes is required. After the first 30 minutes, additional time will be rounded up by 30 minute increments. Show materials must be floor loaded not double stacked and maximum weight not to exceed 5000lbs. Exhibitor must sign driver in and out at the exhibitor services desk to verify time.

**Advance Pricing Deadline: Monday, March 3, 2025, a late fee of 25% will apply to all labor placed after Monday, March 3, 2025.**

Start time guaranteed only when labor is requested for the start of a working day (8:00am).  
Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

### INSTALLATION FORKLIFT

Date	Start Time	Finish Time	Total Hours	@	30 Minute Rate	=	Estimated Total Cost
				@	\$95.00	=	
				@	\$95.00	=	
				@	\$95.00	=	
				@	\$95.00	=	
8% Admin Fee							
6.35% Service Fee							
<b>Total</b>							

### DISMANTLE FORKLIFT

Date	Start Time	Finish Time	Total Hours	@	Hourly Rate	=	Estimated Total Cost
				@	\$95.00	=	
				@	\$95.00	=	
				@	\$95.00	=	
				@	\$95.00	=	
8% Admin Fee							
6.35% Service Fee							
<b>Total</b>							

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
860.882.0003 – Fax 860.579.3976 – Email [info@demersexpo.com](mailto:info@demersexpo.com)



**Demers  
Events  
& Expo  
Services**

# CLEANING ORDER FORM

Vacuuming of booth carpet per booth space @ \$90.00 per day; service includes general booth vacuuming prior to the opening of the show on each day requested.

VACUUMING						
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost
Vacuuming			X	\$90.00	=	
Vacuuming			X	\$90.00	=	
Vacuuming			X	\$90.00	=	
Vacuuming			X	\$90.00	=	
<i>Order Online and save the 8% Administrative Fee!</i>					8% Admin Fee	
					Total	

## BULK SPACE VACUUMING (AREA OVER 600 SQ FT)

Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$0.41	=	Estimated Total Cost
		L	X	W						
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
Vacuuming			X		=		X	\$0.41	=	
<i>Order Online and save the 8% Administrative Fee!</i>								8% Admin Fee		
								Total		

Porter service per booth space @ \$90.00 per day; service includes emptying of trash cans replacement of trash can liners and disposal of trash in your booth space.

PORTER SERVICE						
Description	Date Requested	No. of Booths	X	Rate per Day	=	Estimated Total Cost
Porter Service			X	\$90.00	=	
Porter Service			X	\$90.00	=	
Porter Service			X	\$90.00	=	
Porter Service			X	\$90.00	=	
<i>Order Online and save the 8% Administrative Fee!</i>					8% Admin Fee	
					Total	

## BULK SPACE PORTER SERVICE (AREA OVER 600 SQ FT)

Description	Date Requested	Booth Dimensions			=	TTL SQ FT	X	\$0.41	=	Estimated Total Cost
		L	X	W						
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
Porter Service			X		=		X	\$0.41	=	
<i>Order Online and save the 8% Administrative Fee!</i>								8% Admin Fee		
								Total		

Company Name:	Booth# (if known):
Address:	Phone:
City/State/Zip:	Date:
Authorized by:	Signature:
E-mail:	

2025 NE Hardscapes Expo, Mohegan Sun Earth Expo Center, March 19-20, 2025

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**Demers  
Events  
& Expo  
Services**

**ELECTRICAL ORDER FORM**

MAIL OR FAX TO


**Demers  
Events  
& Expo  
Services**
**Demers Exposition Services**

151A Park Ave., East Hartford, CT. 06108

Ph: (860) 882-0003 Fax (860) 579-3976

info@demersexpo.com

Questions? Visit [www.demersexpo.com](http://www.demersexpo.com)

<b>COMPANY:</b>		<b>BTH #</b>	
<b>EVENT:</b>	<b>NE Hardscapes Expo</b>		
<b>FACILITY:</b>	<b>Earth Expo Center</b>		
<b>DATES:</b>	<b>March 19-20, 2025</b>		<b>Event ID#</b>

**ELECTRICAL OUTLETS** Approximately 120V/208V A.C. 60hz Cycle

QUANTITY Per Show	QUANTITY (For 24hrs Service)	ADVANCED PAYMENT PRICE	STANDARD PAYMENT PRICE	TOTAL COST
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Prices are per event, maximum three days. For longer exhibits, add \$53 per additional day per item ordered.

**120 VOLT** All 120 Volt Connections are supplied with NEMA 5-15R, 5-20R

1000 - 1500 WATTS (15 AMPS)			\$196.00	\$254.00	
1500 - 2000 WATTS (20 AMPS)			\$236.00	\$307.00	

**208 VOLT SINGLE PHASE**All 208 Volt Single Phase Connections are supplied with NEMA 10-30R, 6-50R, 10-50R, 14-50R, L6-20, L6-30  
One Dedicated Line for Heavy Duty Service ONLY - Multiple Connections Not Allowed)

15 AMPS			\$196.00	\$254.00	
20 AMPS			\$236.00	\$307.00	
30 AMPS			\$371.00	\$483.00	
50 AMPS			\$437.00	\$568.00	
60 AMPS			\$638.00	\$829.00	
100 AMPS			CALL	CALL	
200 AMPS			CALL	CALL	

**208 VOLT THREE PHASE**

All 208 Volt Three Phase Connections are supplied with Pin &amp; Sleeve to 5 Wire RBBWG Cam-lok Connectors

60 AMPS			\$1750.00	\$1950.00	
100 AMPS			CALL	CALL	
200 AMPS			CALL	CALL	
400 AMPS			CALL	CALL	

**RENTALS** (Electricity not included)

20' EXTENSION CORD		\$54.00	
QUAD BOX / MULTI OUTLET STRIP		\$64.00	

**LABOR**

ST (Mon - Fri 8:00 - 4:30 pm, excluding Holidays)		\$98.28	
OT (Mon - Fri 4:30 pm - 8:00 am, Sat, Sun & Holiday)		\$147.42	
Additional Show Days		\$53.00	

Subtotal Labor &amp; Subtotal Goods

Sales Tax (All items are taxable) No labor will be Taxed 6.35%

**FOR ADVANCE PAYMENT PRICE**(posted on online portal) to apply we must receive your order, payment and floor plan showing main power location and distribution points, **10 Business days prior to your show event.****Avoid Duplication !!**

If you fax this form with credit card info, do not mail the original form or send another form of payment.

**ONLINE ORDERING**This show may be available online. Visit [www.demersexpo.com](http://www.demersexpo.com). Click on Exhibitor Login. **Login access must be requested prior to portal login is possible by emailing info@demersexpo.com****ISLAND BOOTHS**

There is a minimum labor charge of (1) hour to deliver power to all Island booths. All additional distribution is done by Demers electricians on a time &amp; material basis.

**208V & HIGHER VOLTAGES**

There is a minimum labor charge of (1) hour for installation &amp; 1/2 hour for removal of all high voltage services. Material charges may apply. If you require services not listed on this form please call for a quote.

**DEDICATED OUTLETS**

Dedicated outlets require a 20 amp outlet.

**24 HOUR SERVICES**

Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only. If you require power at any other time order 24 hour power at double the outlet rate.

**SEE REVERSE SIDE FOR ADDITIONAL TERMS AND CONDITIONS****FOR OFFICE USE ONLY**

DATE RECEIVED	
PAYMENT METHOD	
AMOUNT RECEIVED	
RECEIVED BY:	

**PLACE YOUR TOTAL PAYMENT HERE**

All foreign checks must be drawn on U.S. Banks Only. Demers reserves the right to correct orders figured incorrectly.

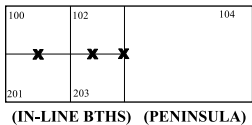
COMPANY NAME:		PHONE:		FAX:	
ADDRESS:		CITY:		ST:	ZIP:
SIGNATURE:		PRINT NAME:		Country:	
EMAIL ADDRESS:				EXPIRATION DATE:	
PAID BY: CHECK	AMX	VISA	MC	CVV:	
CARD HOLDER SIGN:			PRINT NAME:		
<b>CREDIT CARD BILLING ADDRESS (If different from address above)</b>					
ADDRESS:		CITY:		ST:	ZIP:

## TERMS & CONDITIONS

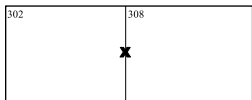
1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received no later than 10 days prior to event set up for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
2. In the event order totals are calculated incorrectly, Demers Exposition Services reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by email or fax of any such corrections.
3. Outlet rates listed include bringing the services to one location at the rear of in-line and peninsula booths.
4. Outlet rates listed **do not** include the connection of any equipment, special wiring, or distribution of the outlets to other location's within the booth space. Distribution to all other locations *regardless of booth type* require labor and is performed on a time and material basis. Exhibitors are invited to contact the local Demers Exposition Services office to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where an electrical service is required. 15 amps or 1500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
6. Island booths - If a floor plan showing main power location is not submitted to Demers Exposition Services prior to our first move-in date, Demers Exposition Services will deliver the power to the most convenient location.
7. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1) hours labor will apply for all installation work. The removal of this work will be charged a minimum of 1 hour.
8. Demers Exposition Services employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
9. Demers Exposition Services is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitors booth space. This material is provided on a rental basis **ONLY** and remains the property of Demers Exposition Services. It shall be removed only by Demers Exposition Services employees.
10. Any extension cords or power strips ordered on the front of this form should be picked up at the service desk. Credit will not be issued for unused items.
11. Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Demers Exposition Services.
12. All equipment regardless of source of power, must comply with federal, state and local codes. Demers Exposition Services reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Demers Exposition Services is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
13. All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
14. All Exhibitors' cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, non-current carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
15. Payment in full must be rendered during the event. Services may be interrupted if payment is not received.
16. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if canceled in writing & received by Demers Exposition Services within 14 calendar days prior to show opening. Except sales tax, Demers Exposition Services will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
17. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
18. Exhibitor holds Demers Exposition Services harmless for any and all losses of power beyond Demers Exposition Services control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor.
19. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Demers Exposition Services its attorney fees or applicable agency fees.
20. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Demers Exposition Services for all applicable rental taxes.
21. By signing this and/or the Method of Payment form, exhibitor hereby agrees to all terms and conditions on this order form.

## COMMONLY ASKED QUESTION - WHERE WILL MY OUTLET BE LOCATED?

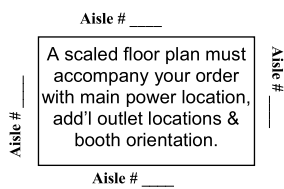
Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Demers Exposition Services to bring power inside the booth on a time and material basis.



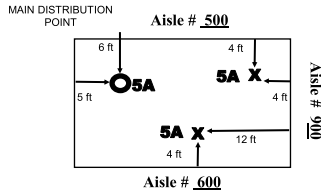
**(IN-LINE BTHS) (PENINSULA)**



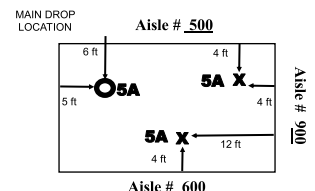
**(BACK TO BACK PENINSULAS)**



## ISLAND BOOTHS



### EXAMPLE-FLOOR POWER



### EXAMPLE-CEILING POWER

**FOR OTHER COMMONLY ASKED QUESTIONS VISIT OUR WEB SITE @  
WWW.DEMERSEXPO.COM OR CALL 860.882.0003**



## Event Information Technology Request Form

Today's Date \_\_\_\_\_ Master Account # \_\_\_\_\_  
 Event Name \_\_\_\_\_ Start Date/Time \_\_\_\_\_ End Date/Time \_\_\_\_\_  
 Load-in date \_\_\_\_\_ Departure date \_\_\_\_\_  
 Company Name \_\_\_\_\_ Street Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Technical Contact Name \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_

Convention Services Manager \_\_\_\_\_ Phone # \_\_\_\_\_ Email \_\_\_\_\_  
 Event Location \_\_\_\_\_ Room \_\_\_\_\_ Booth \_\_\_\_\_

SERVICE ITEMS	#	Advanced Rate*	Onsite Rate	Total	Location #	Load-In Date/Time	Load-Out Date/Time
<b><i>Voice Services</i></b>							
Analog Services							
Fax / modem / credit card line		125.00	250.00				
With Phone – in-house / local calling only		150.00	300.00				
ISDN Services – 2B + 1D with 2 SPIDs		250.00	500.00				
VoIP Services (long distance and international options)							
IP Polycom		300.00	600.00				
Basic IP Phone		150.00	300.00				
Display IP Phone		200.00	400.00				
Custom Call Center Features (Special Quote)		Custom	Custom				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	500.00				
<b><i>Internet Services</i></b>							
Public Wireless Services – Best Effort based on usage		Complimentary					
<b>Dedicated Wireless Services</b>							
10Mbps		600.00	1,000.00				
20Mbps		1,200.00	1,700.00				
50Mbps		2,500.00	3,000.00				
100Mbps		5,000.00	5,500.00				
300Mbps		10,000.00	11,000.00				
Custom Wireless Options (Special Quote)		Custom	Custom				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	300.00				
<b>Dedicated Wired Services (0-5 static IP addresses)</b>							
10Mbps		600.00	1,000.00				
20Mbps		1,200.00	1,500.00				
50Mbps		2,500.00	3,000.00				
100Mbps		4,000.00	4,500.00				
300Mbps		10,000.00	12,000.00				
Custom Wired Options (Special Quote)		Custom	Custom				
Additional static IP address		100.00	125.00				
VPN Services with 1 static IP address		250.00	300.00				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	300.00				

DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
 860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com



**Demers  
Events  
& Expo  
Services**



## Event Information Technology Request Form

SERVICE ITEMS- <i>Continued</i>	#	Advanced Rate*	Onsite Rate	Total	Location #	Load-In Date/Time	Load-Out Date/Time
<b>VLAN – Private Wired Network</b>							
Local Network Connections							
2-10 Connections		500.00	600.00				
11-25 Connections		1,000.00	1,200.00				
Ethernet Switch Rental (8 – 24 Port)		200.00	250.00				
Multi Venue Fee – Expo, Earth Conv., Sky Conv.		250.00	300.00				
<b>CATV</b>							
High Definition 55" TV Rental – with channel lineup		500.00	600.00				

**\* IMPORTANT NOTES:** FEES FOR SERVICES NOT LISTED ABOVE WILL BE DETERMINED AT THE TIME OF ORDER

1. All setup and rental fees are for the duration of the event, not to exceed 7 days, plus usage unless otherwise indicated.
2. CT sales tax is included in the price.
3. Direct Dial Long Distance calls billed on a per minute basis (AT&T operator assisted plus 40%).
4. Orders cancelled with less than 48 hours notice will incur a 50% cancellation charge.
5. Advance Rate. Order must be received a minimum of 15 Days prior to first (1<sup>st</sup>) scheduled move-in date.
6. Technical Assistance charges are \$50.00 per hour. There is a minimum of 1 hour required. 15 days advance notice required. Standard Rate \$100 per hour with 3 hour minimum
7. Provision 3<sup>rd</sup> party circuits @ \$200 plus standard labor of \$50 per hour.
8. VoIP telephones are required for multi conference call, speed dialing and other specially programmed features.
9. It is our policy to prohibit the use of any device which advertises wireless services on the 2.4 or 5.0 GHz frequencies.

Please take the opportunity to explain what services you are requesting and how they will be used.

For example:

- 1) We will have 50 people using wireless for email, surfing and social media.
- 2) There will be 5 credit card devices using wireless to access the Internet to process transactions.
- 3) We need a TV for our DVD player to run our marketing videos.

Service Request Explanation:

### SUBMIT COMPLETED TO:



**Demers  
Events  
& Expo  
Services**

**Demers Exposition Services, Inc.**  
151A Park Ave., East Hartford, CT 06108  
Ph: 860.882.0003 Fax 860.579.3976  
info@demersexpo.com

COMPANY NAME:		PHONE:		FAX:	
ADDRESS:		CITY:		ST:	ZIP:
SIGNATURE:		PRINT NAME:		Country:	
EMAIL ADDRESS:					
PAID BY: CHECK		AMX	VISA	MC	
CARD HOLDER SIGN:		PRINT NAME:			
<b>CREDIT CARD BILLING ADDRESS (If different from address above)</b>					
ADDRESS:		CITY:		ST:	ZIP:

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108  
860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com



**Demers  
Events  
& Expo  
Services**



# OMNIEVENT™ LEAD RETRIEVAL ORDER FORM

**Northeast  
Hardscape**



**MARCH 19-20, 2025**

**MOHEGAN SUN - UNCASVILLE, CT**

**NEHEXPO.com**

PLEASE FILL OUT ALL INFORMATION COMPLETELY - TYPE OR PRINT - PAYMENT MUST ACCOMPANY ORDER

COMPANY: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE: \_\_\_\_\_ ORDERED BY: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ON-SITE CONTACT: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

## SERVICES AVAILABLE

### EXPOLEADS MOBILE APP

**EARLY COST - REGULAR COST**  
(order before 2/19) (2/20 - 3/19)

#### EXPOLEADS MOBILE APP

Allows you to capture, qualify, and follow up on leads directly from your smartphone or tablet, and access this data in real time from any location. Features include custom qualifiers, note taking, surveys and web access to your leads. License is per device. Devices not provided.

<input type="checkbox"/> license for 1 device	- \$ 179.00	- \$ 219.00
<input type="checkbox"/> license for 2 devices	- \$ 299.00	- \$ 339.00
<input type="checkbox"/> license for 3 devices	- \$ 419.00	- \$ 459.00
<input type="checkbox"/> license for 4 devices	- \$ 539.00	- \$ 579.00
<input type="checkbox"/> license for 5 devices	- \$ 659.00	- \$ 699.00

### HANDHELD BADGE READER

#### PREMIUM HANDHELD BADGE READER

A lightweight, battery powered reader with color graphical touchscreen display. Features include custom qualifiers, note taking, automatic upload and web access to your leads. Battery lasts for a show on a single charge. (Must order by 3/9/25 to ensure availability).

<input type="checkbox"/> Premium Reader	- \$ 329.00	- \$ 369.00
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#### CMP10 PORTABLE PRINTER FOR HANDHELD READER

Fast, quiet, and battery powered. Prints up to 40,000 lines on a single charge. Wireless thermal printer – 20' range from scanner, includes 1 roll of paper).

<input type="checkbox"/> Portable Printer	- \$ 79.00	- \$ 99.00
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#### CUSTOMIZATION OF UP TO 20 LEAD QUALIFIERS

Please submit your qualifiers on a separate sheet.

<input type="checkbox"/> Custom Qualifiers	- \$ 49.00	- \$ 49.00
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#### EXTRA PRINTER PAPER (price is per roll)

<input type="checkbox"/> Quantity: _____	\$ 4.00	- \$ 4.00
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#### DELIVERY

Handheld Badge Reader delivered to your booth, training provided

<input type="checkbox"/> Delivery	\$ 39.00	- \$ 49.00
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**NOTE: On-site orders will incur a \$30 surcharge - order early to save money.**

**TOTAL COST: \$ \_\_\_\_\_**

## METHOD OF PAYMENT:



CHECK

CARD #: \_\_\_\_\_ EXP DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_ CVV: \_\_\_\_\_

PRINT NAME AS IT APPEARS ON CARD

SIGNATURE OF CARDHOLDER

**FOR MORE DETAILS ON THE AVAILABLE SERVICES AND TO ORDER ONLINE PLEASE VISIT <https://omnieventlr.com/NEHARD25>**

**SEND TO: OmniEvent, 2380 North Lark Drive, Fenton, MO 63026 ATTN: Sales**

**Email: [leadretrieval@omnievent.com](mailto:leadretrieval@omnievent.com)**

**Questions: (314) 900-2272**

**Please review the terms & conditions as your order indicates acceptance of these terms.**

## TERMS AND CONDITIONS

1. OmniEvent agrees to perform lead retrieval / data collection services to the customer for the agreed upon fee, as listed on the front of this agreement. The service will include use of a bar code scanner (except for the ExpoLeads Mobile App option unless the iPhone device is selected) and the processing of the collected information.
2. The method of payment shall be in United States dollars, and must be submitted with the order for service. OmniEvent will accept for payment the following: Checks drawn on banks in the United States of America; Certified checks or money orders; valid American Express, Discover, MasterCard, or Visa charge cards. Except as provided in Paragraph 4 below, any payments to OmniEvent will not be refunded for any reason. OmniEvent reserves the right to hold all collected data until the fee for services is paid in full.
3. OmniEvent will furnish the equipment to the customer in good working order, and the customer agrees to return the equipment to OmniEvent in the same condition received excepting normal wear and tear. The customer agrees to the immediate payment, upon demand by OmniEvent, for all damages or loss to OmniEvent's equipment, except such as may result from the normal operation thereof. The customer acknowledges and understands that the total replacement of each Premium Handheld Badge Reader will be \$3,000<sub>USD</sub> and the total replacement of each iPhone device will be \$2,500 <sub>USD</sub>. The customer agrees to the processing of payment for lost scanners on the credit card shown on the front of this agreement; or if payment is made by check, to the immediate payment for the loss.
4. OmniEvent will use all reasonable care in handling the information collected by the scanner, however, OmniEvent SHALL NOT BE LIABLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING FROM THE LOSS OF SUCH INFORMATION, FOR ANY REASON, ARISING FROM OR RELATED TO OMNIEVENT'S EQUIPMENT. OMNIEVENT'S SOLE LIABILITY FOR DAMAGE FOR ANY CAUSE WHATSOEVER SHALL BE LIMITED TO THE TOTAL FEE PAID FOR THE SERVICES PROVIDED BY OMNIEVENT.
5. Customer agrees to return all equipment to OmniEvent's service desk at the conclusion of the show, and obtain a written receipt for the equipment. Equipment left in the exhibit area, lost, or stolen is the responsibility of the customer, pursuant to Paragraph 3. Customer acknowledges that they are responsible to obtain all equipment at the OmniEvent service desk located in the registration area, equipment **will not** be delivered to the customer's booth.
6. It is agreed that the governing law pertaining to this contract will be the laws of the State of Missouri and the United States of America.
7. Customer agrees that it is purchasing the data collection service for its own use, and that it will not resell for any reason the information or output generated by this service. The customer will be held liable for any incidental damages caused by the resale or improper use of this information.