Dear Exhibitors,

Displays Unlimited is pleased to provide complete exhibitor services for the 147th South Carolina Dental Association Annual Session Being held April 28 - May 1, 2016 at the Hilton Head Marriott Resort and Spa in Hilton Head, SC.

We have prepared an exhibitor kit detailing all of the information & Services available to you from beginning to end, to ensure you have a successful event!

George T Crowe
General manager
Displays Unlimited

Displays Unlimited Contacts

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Important Exhibitor Dates

Freight Open Date:           Monday, March 28
Freight Due Date:            Monday, April 25
Warehouse Load Date:         Tuesday, April 26
   All Orders & Shipments Due

If any freight or orders are received on this date - Late charges will apply.
Booth Color: Blue
Skirt Color: Beige

Your Booth Includes:
1 - 6’ Skirted Table
1 - Exhibitor Sign

For additional booth furnishings, please see the Exhibitor Booth Furnishing Form in this packet.
Frequently Asked Freight Questions

1. **Where do I ship my show material?**
   Displays Unlimited
   196A Shop Grove Drive
   Columbia, SC 29209

2. **When does my freight need to arrive at Displays Unlimited?**
   All freight and show materials need to arrive 2 - 14 days prior to show date. If freight or show materials cannot arrive by the specified date, then your company may incur additional charges.

3. **Where will my freight be located when I arrive to the show?**
   If you have already paid for Displays Unlimited to handle your freight, your freight will be in your booth waiting for you. If you have yet to pay for freight handling, you will need to see the Displays Unlimited representative at the show to pay for your freight.

4. **How should I label my freight?**
   Displays Unlimited recommends that ALL show materials be marked with the shipping labels provided in your exhibitor kit. Freight not marked properly may get lost or delayed.

5. **What should I do with my freight after the show?**
   Once your show is over, pack up your freight and place the outbound shipping labels with the freight company that your company has chosen to ship with (completely filled out) on top of your freight. A Displays Unlimited representative will be on-site to collect your freight and answer any questions you may have.
   We will have some extra UPS & FedEx ground shipping labels available if you need them.

6. **When will you ship out my freight and when can I schedule a pick-up at your warehouse?**
   We will ship out your freight to the designated shipper the next business day. We ask that you schedule your freight pick-ups the next business day as well.
   Our office hours are M-F 8:00 am - 5:00 pm

7. **What is included in my freight handling charges?**
   Your charges include but not limited to:
   - Receiving & Storing your show freight at our warehouse
   - Your show freight & materials delivered to your booth at setup
   - Collecting your freight after your show and shipping it out for you
<table>
<thead>
<tr>
<th>EXHIBITOR NAME</th>
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<tbody>
<tr>
<td>C/O: DISPLAYS UNLIMITED 196A SHOP GROVE DR. COLUMBIA, SC 29209</td>
</tr>
<tr>
<td>WAREHOUSE</td>
</tr>
<tr>
<td>EVENT: SOUTH CAROLINA DENTAL ASSOCIATION</td>
</tr>
<tr>
<td>BOOTH NO: _____ NO. ____ OF ____ PCS</td>
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</tbody>
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</tr>
<tr>
<td>BOOTH NO: _____ NO. ____ OF ____ PCS</td>
</tr>
</tbody>
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TERMS AND CONDITIONS

1. RATES ARE $75.00 PER 100 LBS (CWT) AND IT IS A MINIMUM CHARGE OF $150.00. THE FOLLOWING ARE ADDITIONAL CHARGES AND ARE $15 EACH. THEY INCLUDE: TAPPING, STRAPPING, SHRINK WRAPPING, LABELING FREIGHT AND FILLING OUT ANY TYPE OF FREIGHT FORMS FOR EXHIBITORS.

2. SHIPMENTS CAN BE RECEIVED AT WAREHOUSE TWO WEEKS PRIOR TO SHOW. THIS SERVICES INCLUDES RECEIVING AT OUR WAREHOUSE, UNLOADING FROM MOTOR CARRIER, STORAGE AT WAREHOUSE, DELIVERY FROM OUR WAREHOUSE TO THE CONVENTION SITE, EMPTY CRATE STORAGE, DELIVERY OF CRATES TO AND FROM BOOTH AFTER THE SHOW TO DESIGNATED OUTBOUND VEHICLE.

3. BILL OF LADING FOR OUTBOUND WILL CAN BE AVAILABLE AT THE END OF THE SHOW UPON REQUEST.

4. IT IS THE EXHIBITORS SOLE RESPONSIBILITY TO LABEL EACH PIECE OF OUTBOUND SHIPMENT AND SUBMIT TO DISPLAYS UNLIMITED, A COMPLETED BILL OF LADING COVERING EACH OUTBOUND SHIPMENT.

5. DISPLAYS UNLIMITED WILL NOT BE RESPONSIBLE FOR CONCEALED DAMAGE, MATERIAL INADEQUATELY PACKED OR FOR DAMAGE TO UN-CRATED, UN-SKIDDED OR LOOSE MATERIALS, DAMAGE OR LOSS FROM ANY CAUSE AT ANY TIME AFTER DELIVERY TO BOOTH AND AFTER IT IS SHIPPED OUT TO IT’S NEXT DESTINATION.

6. ALL SHIPMENTS SHOULD BE INSURED BY THE EXHIBITOR FROM THE TIME IT LEAVES HIS OR HER FIRM, UNTIL IT IS RETURNED FROM THE SHOW.

7. PLEASE USE THE SHIPPING LABELS PROVIDED ON THE PREVIOUS PAGE.

8. SHIPMENTS BY WHATEVER MEANS OF TRANSPORTATION MUST BE PREPAID.

9. PAYMENT FOR FREIGHT HANDLING MUST BE PAID IN ADVANCE OF THE SHOW. Freight WILL NOT be delivered to your booth until payment for handling has been paid in full.

10. COLLECT SHIPMENTS WILL NOT BE ACCEPTED. DISPLAYS UNLIMITED WILL NOT BE RESPONSIBLE FOR PAYING ANY FREIGHT CHARGES FROM OTHER FREIGHT COMPANIES REGARDING YOUR FREIGHT, UNLESS PREVIOUSLY DISCUSSED WITH VENDOR.

11. FREIGHT DELIVERED TO WAREHOUSE AFTER THE DEADLINE DATE, WILL BE REFUSED. Freight delivered to warehouse after the deadline date for local shows, the vendor will be charged a late fee.

12. IF ANY FREIGHT HANDLING FEES ARE NOT UP TO DATE, DISPLAYS UNLIMITED WILL HOLD THE FREIGHT UNTIL PAYMENT IS RECEIVED.

13. PLEASE MAKE SURE THAT YOUR BILL OF LADING OR SHIPPING LABELS ARE LABELED CORRECTLY TO ENSURE A FAST RETURN OF YOUR FREIGHT TO IT’S NEXT DESTINATION.

Signature: ____________________________
I agree to the terms and conditions above.

Email: du@displaysunlimited.net • 196A Shop Grove Drive • Columbia, SC 29209 • Office # 803-926-5300 • Fax # 803-926-5500
FREIGHT SERVICE FORM

PLEASE RETURN THIS FORM TO DISPLAYS UNLIMITED WITH PAYMENT

EVENT: ___________________________ DATE: ____________

COMPANY NAME: ___________________ BOOTH #: __________

REPRESENTATIVE: ___________________ PHONE #: __________

ADDRESS: ________________________________

EMAIL: ________________________________

FREIGHT CARRIER: ________________________________

# OF PIECES: _______ WEIGHT: _______ DATE SHIPPED: _______

Email: du@displaysunlimited.net • 196A Shop Grove Drive • Columbia, SC 29209 • Office # 803-926-5300 • Fax # 803-926-5500
**Exhibitor Booth Furnishing Form**

Show Date: ____________________________ Booth #: ____________________________

Company Name: ____________________________________________________________

Address: __________________________________________________________________

City, State, Zip Code: ________________________________________________________

Phone #: ____________________________ Fax #: _________________________________

Email: ________________________________ Ordered By: __________________________

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**DISPLAY TABLES ONLY**

<table>
<thead>
<tr>
<th>Size</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>4FT X 2FT WIDE</td>
<td>40.00</td>
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<tr>
<td>6FT X 2FT WIDE</td>
<td>45.00</td>
</tr>
<tr>
<td>8FT X 2FT WIDE</td>
<td>50.00</td>
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**DISPLAY TABLES W/SKIRTING**

<table>
<thead>
<tr>
<th>Size</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
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<td>65.00</td>
</tr>
<tr>
<td>6FT X 2FT WIDE</td>
<td>70.00</td>
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<tr>
<td>8FT X 2FT WIDE</td>
<td>75.00</td>
</tr>
<tr>
<td>4TH SIDE DRAPED</td>
<td>25.00</td>
</tr>
</tbody>
</table>

Select Skirt Color: Includes white vinyl top
- blue
- red
- white
- black
- teal
- dusty rose
- green
- burgundy
- gold
- gray
- navy
- plum
- berry
- beige
- orange
- purple

**COUNTER HIGH TABLES ONLY**

<table>
<thead>
<tr>
<th>Size</th>
<th>Price</th>
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<tbody>
<tr>
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<td>55.00</td>
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<td>6FT X 2FT X 42&quot; H</td>
<td>60.00</td>
</tr>
<tr>
<td>8FT X 2FT X 42&quot; H</td>
<td>65.00</td>
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**COUNTER HIGH TABLES W/SKIRTING**

<table>
<thead>
<tr>
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<td>8FT X 2FT X 42&quot; H</td>
<td>90.00</td>
</tr>
<tr>
<td>4TH SIDE DRAPED</td>
<td>25.00</td>
</tr>
</tbody>
</table>

Select Skirt Color: Includes white vinyl top
- blue
- red
- white
- black
- teal
- plum
- green
- burgundy

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**ACCESSORIES**

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<tr>
<th>Item</th>
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<tr>
<td>BLACK FOLDING CHAIRS</td>
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<tr>
<td>RESIN CHAIRS (BLACK or WHITE)</td>
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<tr>
<td>ARM CHAIR</td>
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<tr>
<td>COUNTER-HI CHAIR</td>
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<tr>
<td>WOODEN STOOL</td>
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<td>METAL EASEL</td>
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<td>TICKET BOX (PURCHASE)</td>
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<td>FLOOD LIGHT</td>
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<tr>
<td>WASTEBASKETS</td>
<td>15.00</td>
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<tr>
<td>BAG STANDS</td>
<td>25.00</td>
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<tr>
<td>GRID WALL 2’X6’</td>
<td>30.00</td>
</tr>
<tr>
<td>GRID W/LEGS</td>
<td>36.00</td>
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<tr>
<td>24&quot; ROUND TABLES</td>
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<tr>
<td>24&quot; X 42&quot; COCKTAIL ROUNDS</td>
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<tr>
<td>30&quot; ROUND TABLES</td>
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<td>50.00</td>
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<tr>
<td>72&quot; ROUND TABLES</td>
<td>55.00</td>
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**ADDITIONAL CURTAINS**

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<tr>
<th>Size</th>
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<tbody>
<tr>
<td>8FT &amp; 3FT SIDE CURTAIN</td>
<td>$30.00 a Section</td>
</tr>
</tbody>
</table>

Select Curtain Color:
- beige
- white
- black
- red
- royal blue
- blue carolina blue
- blue gold
- brown
- green
- forest green
- yellow
- gray
- teal purple
- berry
- burgundy

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On Floor orders will be subject to a 30% increase

Email: du@displaysunlimited.net  Office # 803-926-5300  Fax # 803-926-5500  196A Shop Grove Drive  Columbia, SC
Labor Order Form

Terms and Conditions

- In the interest of prompt & efficient processing of exhibitors labor requirements, it is urged that advance notice be provided below.
- Starting time can be guaranteed only in those instances where labor is requested for the start of the working day, which is 8:00 AM.
- While every attempt will be made to provide labor at a time requested subsequent to 8:00 AM, such starting time must be approximate, since employees are assigned to jobs at the start of the day & it is impossible to gauge exact time of completion of first job assignments.
- All work is done under the supervision of the exhibitor or his/her representative who has the responsibility of overseeing the performance of labor provided the service described herein is that of providing a pool of appropriate personnel.
- Work can be done under the direction of a Displays Unlimited Supervisor @ $60.00 per Hour.
- The Exhibitor can refuse supervision from Displays Unlimited if they choose. If the Exhibitor does not want supervision from Displays Unlimited, then the Exhibitor agrees that Displays Unlimited will not be held accountable for missing or damaged items in or around the exhibitor booth area.

Labor Rates Per Man

Straight Time $50.00 Per Hour ---- Overtime $75.00 Per Hour

Straight time rates: 8am - 5pm, Monday - Friday
Overtime rates: After 5pm & Prior to 8am / All Day Sat, Sun & Holidays

Work Authorization

We will need ___ laborers to work under the supervision of __________
To assist in the installation of our exhibit.

We will need ___ laborers to work under the supervision of __________
To assist in the dismantle of our exhibit.

Minimum Charge: One Hour per Person

Labor & Services ordered on behalf of exhibitors by Display Builders or other third parties must be authorized in a letter from exhibitors. Payment for all labor services will be the responsibility of the exhibitors.

Please Estimate Payment:

# Of Men ___ x # Of Hours ___ x Dollar Rate ___ = Installation: __________

# Of Men ___ x # Of Hours ___ x Dollar Rate ___ = Dismantling: __________

Total: __________

Signature: __________________________

I agree to the terms and conditions above
CREDIT CARD FORM

Please complete the form if you are using our services. This will protect your exhibiting representative from being responsible for personally covering any additional charge that may be incurred at the event. Credit will be issued only if the form is returned prior to show. No Services can be provided without advance payment in full or completion of this credit card form. Credit Card information is required for additional services, rentals ordered at show site or any freight services. At the conclusion of the show, a receipt will be sent to you reflecting all charges and payments.

Name of Event:_________________________________________________________

Company Name:________________________________________________________

Address:_____________________________________________________________

City, State, Zip Code:___________________________________________________

Phone #:________________________Email:_____________________________

Ordered by:____________________Booth #:______________________________

Please check card type:

- MASTERCARD
- VISA
- AMERICAN EXPRESS
- DISCOVER

Name on card:_________________________________________________________
(Please print)

Card #:____________________________________________Expiration Date:_____

CVV CODE:__________

Signature:________________________________________
OUTBOUND FREIGHT SERVICE & HANDLING

TERMS AND CONDITIONS

It is the exhibitor's responsibility to call your carrier of choice to schedule a pick up time and date. If your carrier is unable to pick up your freight 3 days after the show end date, you can be subject to storage fees.

Storage fees are $12.00 per cwt per week starting 3 days after the show ends.

If Displays Unlimited handled your inbound freight and the exhibitor has decided to use another carrier to pick up at the show site, it is the exhibitor's responsibility to inform Displays Unlimited prior to leaving the show site. Displays Unlimited will not be held responsible for any missing or damaged freight not being picked up by Displays Unlimited.

If you have chosen UPS or FedEx Ground, Displays Unlimited will deliver your outbound freight to the designated carrier the next business day.

Exhibitor: ___________________________________________ Booth #: ______

Carrier: ________________________________________________

Account Number (with your carrier): _________________________

<table>
<thead>
<tr>
<th>SHIP TO: (DESTINATION)</th>
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<tr>
<td>To:</td>
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If you need more space, please do so on another form.
Other Services

Signs & Graphics

Please check out our website at www.displaysunlimited.net for anymore needs you may have or give us a call.