



Show Dates: January 21-23, 2025

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Expo Quick Facts/ Show Information

Deadline date to receive discounted rates: December 30, 2024

SCHEDULE

<i>Exhibitor Move-in:</i>			
<i>Booths 60sqm or Larger Hall A-D,</i>	Saturday,	January 18, 2025	8:00am - 5:00pm
<i>All Booths except Discover Beauty,</i>	Sunday,	January 19, 2025	8:00am - 5:00pm
<i>All Booths and Discover Beauty,</i>	Monday,	January 20, 2025	8:00am - 7:00pm
<i>Show hours:</i>	Tuesday,	January 21, 2025	10:00am - 6:00pm
	Wednesday,	January 22, 2025	10:00am - 6:00pm
	Thursday,	January 23, 2025	10:00am - 3:00pm
<i>Exhibitor Move-out:</i>	Thursday,	January 23, 2025	3:00pm - 11:00pm
	Friday,	January 24, 2025	8:00am - 12:00pm
<i>Reroute freight:</i>	Friday,	January 24, 2025	12:00pm

MOVE-OUT NOTE

All carriers must check-in no later than **10:00am on Friday, January 24, 2025**. If your carrier does no check-in by the designated time above your freight will be rerouted through eLogistics.

All freight must be labeled and a Bill of Lading filled out and returned to the Expo service desk before leaving the show floor. **Any exhibitors without a credit card on file will have their freight held until paid in full.**

BOOTH EQUIPMENT PACKAGE

Ready Stand Booth Packages:
Each 12sqm booth area includes

- Tuxedo Carpet on all booth sizes
- BeMatrix Structure with white double fabric walls
- (1) 500 Watt outlet
- (1) White table
- (4) White Chairs
- (1) Free standing shelving unit (46 1/2"W x 76"H x 13 3/4"D)
- (1) 4' Track light + 3 adjustable heads
- (1) Company Name Sign (24"W x 16"D)
- Wastebasket
- First day of show cleaning

Please see [READY STAND PACKAGE INCLUSIONS](#) for more information.

RAW SPACE:
FLOOR SPACE ONLY

All Booths are sold as Raw Space or Ready Stands. If you are unsure of the type of contracted space, contact your sales representative.

ALL BOOTHS ARE MEASURED IN METERS
NO PIPE AND DRAPE ALLOWED

CARPET COLOR

Individual RAW booth spaces are NOT carpeted. **ALL booths must have carpet, including RAW space booths.** You may carpet your booth area in any offered color, please see our enclosed [Carpet form](#).

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TO AND FROM
A TRADESHOW?



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Ready Stand Package Inclusions

A 12 sqm inline Ready Stand Package includes the following items:

- Tuxedo Carpet on all booth sizes
- BeMatrix Structure with white double fabric walls
- (1) 500 Watt outlet *at the backwall*
- (1) White table
- (4) White Chairs
- (1) Free standing shelving unit 46 1/2"W x 76"H x 13 3/4"D
- (1) 4' Track light + 3 adjustable heads
- (1) 24"W x 16"D Company Name Sign
- Wastebasket
- First day of show cleaning

BOOTH TYPE	BOOTH SIZE					
	12-23 sqm		24-35 sqm		36 + sqm	
	inline	corner	inline	corner	inline	corner
5' x 3' Table	1	1	2	2	3	3
White Chairs	4	4	8	8	12	12
Name Sign	1	2	1	2	1	2
Track light	1	1	2	2	3	3
Shelving Unit	1	1	2	2	3	3
500 Watt Outlet	1	1	2	2	3	3
Wastebasket	1	1	1	1	1	1

- There is a strict maximum height rule of 2.5 meters (8 feet).
- Hanging Banners are only allowed in peninsula and island booths that are 36 sq. meters or larger. Banners are not permitted for any other type of booth or space.

Discount deadline:
December 2, 2024

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Phone: 305-751-1234
| Fax: 305-751-1298

Attention Exhibitors,

Please be advised that there will be a fee of **\$100.00 (USD)** for each damaged 1mt panel associated with your booth space. You may **NOT** apply, hang or attach any item on or to the booth package elements provided in the Ready Stand Panels.

Should you have questions please contact your Expo Project Manager or visit the Expo Service Desk.

*Picture below is based on 12sqm inline booth



ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE ONLINE PORTAL (<https://expocci.boomerecommerce.com>)


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Ready Stand Graphic wall options


[The discounted deadline to receive orders, payments, and ready-to-print graphics is December 2, 2024. The standard pricing deadline to receive orders, payments, and ready-to-print graphics is December 30, 2024. Any order, payment and ready-to-print graphics submitted on December 31, 2024 or after will inquire a 30% late fee charge.]

Our BeMatrix structure allows versatile variations. We are able to customize each booth to the individual needs of the exhibiting company considering their booth layout and design.




1M_Fabric Graphic_39.06"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 507.00	\$ 660.50

[click here](#)
to download template




2M_Fabric Graphic_78.11"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 1,014.00	\$ 1,318.50

[click here](#)
to download template




3M_Fabric Graphic_117.17"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 1,520.50	\$ 1,977.00

[click here](#)
to download template




4M_Fabric Graphic_156.22"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 2,028.00	\$ 2,636.50

[click here](#)
to download template



5M_Fabric Graphic_195.28"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 2,534.00	\$ 3,294.50

[click here](#)
to download template



6M_Fabric Graphic_234.33"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 3,041.00	\$ 3,953.50

[click here](#)
to download template

Please return along with payment policy via email to info@expocci.com or via fax 305-751-1298.

2 PAGES FORM, SEE OTHER OPTIONS ON NEXT PAGE - PLEASE CHECK THE GRAPHIC WALL OPTION REQUIRED

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Ready Stand Graphic Wall Options

**(The discounted deadline to receive orders, payments, and ready-to-print graphics is December 2, 2024.
The standard pricing deadline to receive orders, payments, and ready-to-print graphics is December 30, 2024.
Any order, payment and ready-to-print graphics submitted on December 31, 2024 or after will incur a 30% late fee charge.)**



7M_Fabric Graphic_273.39"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 3,548.50	\$ 4,613.50

click here
to download template



8M_Fabric Graphic_312.44"W x 95.20"H		
Qty	Advance Price	Standard Price
	\$ 4,053.50	\$ 5,269.00

click here
to download template

Please submit graphics to - designanddisplay@expocci.com - Specifying the SHOW NAME AND COMPANY NAME.

- *Send the files ready to print in one of these formats: EPS, PDF, TIFF, JPEG [300 dpi].
- *Send Graphic Files to designanddisplay@expocci.com.
- *You may send large files via <https://expocci.wetransfer.com/> (Make sure to specify the Show and Exhibitor name).
- *FOR READY STAND HARD WALLS ONLY

Company name:

Booth #:

Contact name:

Email:

Phone:

Fax:

Orders received after the deadline date will be subject to an additional 30% charge.

A GRAPHIC ORDER INCLUDES THE FOLLOWING:

- Graphic Panels. (Graphics need to be approved by discount deadline date or will be subject to surcharges.)
- Labor to install the panels and remove after the show. Graphics are installed per placement plans. Any requests to move graphic panels to a different location after installation is a new billable labor order at the regular rate.

THE FOLLOWING IS REQUIRED BY THE DISCOUNT DEADLINE DATE: DECEMBER 2, 2024

IN ORDER TO OBTAIN THE DISCOUNT RATE AND GUARANTEE GRAPHIC INSTALL BY THE TARGET MOVE-IN DATE

- Graphic order(s) with payment in full. Unpaid graphic orders will not be processed until balance is settled.
- Any artwork file changes provided after the deadline date will be billed at the regular rate.
- Graphics are installed per placement plans/instructions. Any requests to move graphic panels to a different location after installation is a new billable labor order at the regular rate. Any orders submitted without a placement plan/instructions by the date stated above will automatically be placed on the center backwall as the default location
- Graphics need to be approved by discount deadline date or will be subject to surcharges.

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Storage Closets

**(The discounted deadline to receive orders, payments, and ready-to-print graphics is December 2, 2024.
The standard pricing deadline to receive orders, payments, and ready-to-print graphics is December 30, 2024.
Any order, payment and ready-to-print graphics submitted on December 31, 2024 or after will inquire a 30% late fee charge.
If you are placing an order for Storage Closets and also ordering graphics, please contact designanddisplay@expocci.com)**

1m x 1m STORAGE CLOSET



Qty	Advance Price	Standard Price
	\$ 955.00	\$ 1,241.50
BeMatrix Structure with Lockable Door (Fabric Outside / White PVC Inside)		

*Only for hard walls

Amount	<input type="text"/>
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1m x 2m STORAGE CLOSET



Qty	Advance Price	Standard Price
	\$ 1,910.00	\$ 2,483.00
BeMatrix Structure with Lockable Door (Fabric Outside / White PVC Inside)		

*Only for hard walls

Amount	<input type="text"/>
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Custom Units	<input type="text"/>
Accessories	<input type="text"/>

Amount	<input type="text"/>
7% TAX	<input type="text"/>
Amount Due	<input type="text"/>

If you are placing an order for Storage Closets and also ordering graphics, please contact designanddisplay@expocci.com

Payment Policy form must be submitted along with this form

Exhibitor:	Contact name:	Booth #:
Address:		
City:	State:	Zip:
Phone:		Country:
	Email:	

Please return along with payment policy via email to info@expocci.com or via fax 305-751-1298.

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