SfN Exhibitor Prospectus		**IMPORTANT DATES** **October 9** for discounted services **October 16 - October 30** Advance Warehouse Deadline **September 22** exhibitor housing deadline **Thursday, Nov 9 - Saturday, Nov 11** Exhibitor Move In 8 am - 6pm **Sunday, Nov 12 - Wednesday, Nov 15** Exhibitor Hall Open 9:30 - 5pm **Wednesday, Nov 15 - Thursday, Nov 16** Exhibitor Hall Move Out Wed: 5pm - 10pm Thur: 8am - 2pm		Questions regarding ordering booth services:			
Exhibit Services Manual				Customer Service Management			
Exhibiting Company Name:	DANDI			972.580.9000 | ExhibitorService@theexpogroup.com			
Booth #:	3316						
FLOORPLAN							

Updated Furniture List - need to decide on chairs	**price per each**	**quantity**	**total**
Duet Stack Chair	$73.25	4	$293.00
Carpet - Blue Jay	$330	2	$660
Naples Black Vinyl Sofa	$912	1	$912
42" Round Table	$420	1	$420
Wastebasket - do we need?	$30	1	$30
		total with Duet Chairs	**$2,315.00**

			Bring Ourselves	**10'x20'**	**NOTES**
BOOTH TO DO	**rent from Expo Group**	**10'x20'**	- 2 tables - 4 chairs - reusable linen/cover - carpet = $330 + tax - Need to pay M&H & shipping to & from - CANNOT walk in items ourselves as large as tables	$837.40	DECISIONS blue jay carpet 42" round table + 4 chairs + 1 sofa bar table, no chairs side table camping table
Furniture	**Includes:** **• 1 - 6' x 30" white draped table** **• 2 - side chairs** **• 1 - wastebasket** **• 10'x10' pepper standard cut carpet**	$1,465.45	20 Amp / 2000 Watts	$220.00	bring socket strip
Electrical Floor Plan	• Note: Linear booths requiring standard placement [back center of booth] do not require a floor plan. **20 Amp / 2000 Watts**	$220.00	From Vista Print - 6' banner w/ grommets	$70	hanging banner from backdrop drape hang notebooks from backdrop? posters on the backdrop?
Signage	All signs are printed using six color printing and are printed on 3/16" thick foam board, unless alternative material is agreed upon at the time of placing your order. **Banner per Sq. Ft. (Single Sided) @ $ 18.00 =**	$270	40" Samsung Monitor + Stand + M&H	$208	2 - 30" MONITORS? need 5.5-6' stand stand
A/V needs	No equipment will be left in unattended booths. Delivery of equipment to your booth will begin on the first day of exhibitor move-in. Failure to receive equipment at scheduled time will result in an additional delivery charge. **40" HD Samsung Monitor (1920 x 1080) X $ 475.00** **Dual Post 84" Floor Stand Single Display X $ 125.00** **Service Fee - Set/Strike Labor $150.00** **Total =**	$750		n/a	
Security	Do we need it? I've asked	n/a	~~End of Show Day DAILY VACUUMING (4 days) =~~	~~$680~~	don't think we need
~~Cleaning~~	~~*Includes emptying wastebasket within your booth at the time of vacuuming and/or shampooing. 100 square foot minimum applies for all services listed.~~ ~~**End of Show Day DAILY VACUUMING (4 days) =**~~	~~$680~~	- One individual from each exhibiting company is permitted one trip to hand-carry items into the facility. will be charged M&H fee if we cannot carry it in, in one trip, unless it's less than 10 lbs. $2.75/lb	$275	< assumed 100 lbs for 2 tables, 4 chairs & monitor & stand
Material & Handling Fee	n/a	n/a	Pop Up Banner	$100	
			wifi included		
			Shipping To		that they'll have all the information needed, the packing labels are very specific
			Shipping From		- Fedex/UPS won't do show pickup, so in order to ship our materials back to Ben(?), we'd have to use freight co
			Approximate total if we ship our own TV & Stand & Furniture, and carry in our own signage	**$1,710**	
	Approximate Total to include furniture package, power, signage, a/v, cleaning	**$2,705**	**$1,893**		
	Total for a mix of rentals & bringing our own				