



## CES Exhibitor Manual



### Section 13: Sands/Venetian Show Utilities



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## CES Exhibitor Manual



### Electrical, Internet, Telecommunications and Rigging Overview

Specialized Event Services (SES) is the exclusive provider for electrical service and labor, telephone and Internet network service, rigging and video signal distribution at the Sands/Venetian. These services may be ordered using the forms located in the SES brochure in this section. You may also contact SES at (702) 733-5070 or order their services online at [www.SandsEXPO.com](http://www.SandsEXPO.com).



### SES Electrical Service Information

General overhead hall lighting is provided to exhibitors without charge. Where electrical services for special lighting, outlets, spotlights and the operation of exhibitor's products are required, please complete the electrical order form included in the SES brochure. If 24-hour electrical service is required in your booth be sure to order such service. **Save money by ordering in advance!** Advance orders, along with full payment, must be received by December 19, 2006 in order to receive the advance rates.

#### SES ELECTRICIAN LABOR RATES (Sands/The Venetian)

Straight Time	\$81 per hour	Overtime*	\$153 per hour
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*\*Before 8 a.m. and after 5 p.m. on weekdays and all hours Saturday, Sunday, and Holidays*

### New this year – SES Electrical Blue Box

SES has a new blue box to ensure that exhibitors receive the power they ordered and to help reduce chances of service interruption.

If you order a 5 amp/500 watt service, that is the fuse you will get with your blue box. If you overload your box, the fuse will blow at your location only – it will not effect the power of adjacent exhibitors who are on the same line or “stringer.”

In the event an exhibitor blows a fuse SES will provide one complimentary replacement. After that the exhibitor has the option of removing some electrical devices plugged in to the blue box or going to the SES Service Desk and ordering additional power.

Please be sure to calculate your electrical loads and order the proper amount of service required. Beyond your display requirements, don't forget to include calculations for smaller, personal items you need to plug in such as laptops and cell phone charges. The blue box will only give you the power you order.



## CES Exhibitor Manual



### SES Electrical in Venetian Exhibitor Meeting Rooms

Each Venetian meeting room has 100 amps 3-phase from the ceiling power track, 60 amps 3-phase left or right of meeting room entry door, in addition to two (2) 20 amp outlets per meeting room. Exhibitors will receive the two (2) 20 amp outlets that are in each meeting room complimentary. Any additional electrical that is required will be billed to the exhibitor. Additional electrical can be ordered using the forms located in the SES brochure in this section. You may also contact SES at (702) 733-5070. You must provide SES with a floor plan indicating desired locations for power drop(s).

SES will inspect all exhibitor meeting rooms prior to show opening to ensure there is no trip hazard or electrical safety issues and to maintain certain requirements such as a 12-gauge three wire flat cords are only permitted, no zip cords or two wire household extension cords will be permitted.

### SES Electrical Frequently-Asked Questions:

*Do I need to order electrical if I am a Venetian meeting room exhibitor?*

Exhibitors will receive the two existing (2) 20 amp outlets that are in each meeting room complimentary. Any usage above this will be billed to the exhibitor. If you require additional electrical in your meeting room, you must provide SES with a floor plan indicating desired locations for power drop(s).

*On the exhibit show floor, where does power come from?*

In Halls B, C and D the power comes from the overhead catwalks.

*On the exhibit show floor, where is power dropped in my booth?*

For island booths, all power is dropped in one (1) location. If more than one (1) drop location is requested, additional drops will be charged for time & material. Exhibitors must provide a booth floor plan indicating desired locations for power drop(s) and all plans must have adjacent booth numbers for direction.

*On the exhibit show floor, what is the size of the columns in my booth space?*

The square columns in Halls B, C and D are 2' square.

*Can I bring my own cords and plug strips?*

Yes, as long as they meet national and local electrical codes. However, only SES cords can be placed under the carpet/flooring – NO EXCEPTIONS.

*When does power get turned on and off?*

Power is turned on 30 minutes prior to the show's opening and turned off 30 minutes after the show's closing.

*Does SES charge a minimum labor charge?*

Yes. There is a one (1)-hour minimum charge for installation. Labor to disconnect will be based on one-half of installation time.



## CES Exhibitor Manual



### SES Telephone, Internet / Network Service

SES is the exclusive provider of telephone, Internet, data network and wireless service at the Sands/Venetian. Please use the order forms in the SES brochure (located under this tab) or contact SES at (702) 733-5070. You may also order SES services online at [www.SandsEXPO.com](http://www.SandsEXPO.com). **Save money by ordering in advance!** Advance orders, along with full payment, must be received by **December 19, 2006** in order to receive the advance rates.

Telephone service which is pre-ordered cannot be guaranteed prior to one (1) day before event opening due to temporary conditions which exist during move-in. All telephone instruments should be picked up at the SES Customer Service Center located in the lower lobby. Instruments will not be delivered to your booth or meeting room.

### SES Internet Service – Please note

Because many exhibitors bring in their own wireless equipment to demonstrate their new equipment and services, the high number of these devices creates interference to other exhibitors attempting to access wireless service. This often results in a saturation of wireless signals and conflicts on the show floor.

To ensure reliable service and minimal disruption, SES encourages exhibitors to order one of the wired services instead of wireless. Your Sands service brochure provides all the available options for you to order wired service. Be sure to order early to receive price discounts.

### Catering at the Sands

SES is the exclusive provider of catering at the Sands. SES has a variety of menus to choose from and can even customize exhibitor orders as needed. The SES catering order forms can be found in the SES brochure in this tab. Be sure to place your order by **December 19** in order to take advantage of advance pricing! If you have SES catering questions please contact them at (702) 733-5366 or e-mail [catering@SandsEXPO.com](mailto:catering@SandsEXPO.com).

### Catering at the Venetian

Venetian Catering is the exclusive provider of catering in Venetian exhibitor meeting rooms. They have a variety of menus to choose from and can even customize exhibitor orders as needed. Be sure to place your order by **December 19** in order to take advantage of advance pricing! There will be a 15 percent surcharge for all orders received after this date. If you would like to order Venetian catering services or have Venetian catering questions please contact Gene Capuano at (702) 414-3661 or e-mail Gene at [gene.capuano@venetian.com](mailto:gene.capuano@venetian.com).



## CES Exhibitor Manual



### Rigging at the Sands

SES is the exclusive provider of hanging, assembly and operation of all electrical and non-electrical (in excess of 200 lbs.) hanging items within the Sands. Take advantage of advance pricing by placing your order no later than **December 19**. For questions about hanging applications, call (702) 733-5047 or e-mail [rigging@SandsEXPO.com](mailto:rigging@SandsEXPO.com).

### Rigging at the Venetian

SES is the exclusive provider of hanging, assembly and operation of all hanging items within the Venetian. Take advantage of advance pricing by placing your order no later than **December 19**. For questions about hanging applications at the Venetian, call (702) 733-5047 or e-mail [rigging@SandsEXPO.com](mailto:rigging@SandsEXPO.com).

All items to be hung from the ceiling in Venetian exhibitor meeting rooms must be submitted in writing and submitted to SES by December 19. All items hung from the ceiling must be installed by SES.

### Signs for Venetian Meeting Room Exhibitors

Please note that show management will be providing all Venetian meeting room exhibitors with a complimentary 22"x28" exhibitor ID sign for the front entrance to your exhibitor meeting room. Please fill out and submit the "Venetian Meeting Room Sign Order Form", found under this tab, by Friday, December 8. Orders and changes received after this date will be assessed a fee and on-time delivery cannot be guaranteed.



Venetian meeting room exhibitors are permitted to have additional signage directly outside the entrance to your room, but you are responsible for ordering this directly. Exterior room signage may not extend more than two (2) feet into the corridor, must be adjacent to the room's permanent outside wall, and must have prior written approval from CES Operations.

Interior room signage is not to be placed on or leaned against any wall in the meeting rooms. A two (2) foot distance must be maintained between the wall and any object. Nothing may be attached to the air wall tracks at any time.

### Cleaning Services at Sands/Venetian

SES is the exclusive provider of booth cleaning on the show floor and in Venetian exhibitor meeting rooms. Please note that CES provides all show floor exhibitors and meeting room exhibitors with in-booth and in-meeting room nightly vacuuming and small trash removal beginning on Sunday evening through Wednesday evening for Venetian meeting room exhibitors. For Venetian meeting room exhibitors, if you would prefer to decline this service as a security precaution, please contact Gaiya Sims, CES Operations, at (703) 907-7685 or via e-mail at [gsims@CE.org](mailto:gsims@CE.org).



## CES Exhibitor Manual



### Sands/Venetian Cable TV and Satellite Antenna Service

Specialized Event Services (SES) is the exclusive video signal provider at Sands/Venetian. Cable TV and antenna service is available. The antenna drop includes all cable, adapters, service fees and amplification to deliver one feed into your booth or meeting room. One feed can be distributed throughout the booth on a time and material basis.

All locating of satellite dishes for outside access is done by SES. Please contact SES at (702) 733-5070 if you have any questions regarding this service or if you would like an estimate.

Additional information and order forms for SES services are located in the SES Brochure under this tab.

### Lights-Out Request

If you are interested in having facility lights turned off over your exhibit, please submit the Lights Out Request Form, located on the following page. All lights out requests are handled by show management and are contingent on approval from on-site CES Floor Managers to ensure lighting adjustments will not adversely affect neighboring exhibits.



## Lights Out Request Form

2007 International CES

January 8-11, 2007

*(Sands Exhibitors Only – Applicable to island and peninsula booths with 400 square feet or more)*

- If your booth is at the Sands Expo and Convention Center, please use this form to request “Lights Out” service. Please NOTE: this service is available to exhibitors with 400 square feet or more.
- The Sands’ lighting system is set up in light banks, whereby, individual lights can not be turned off without turning off all the lights in the bank. It may be possible to unscrew or cover an individual light if it is easily accessible after booth set-up.
- An official order for this service (via this form) is required. Once on-site, it will be determined if your request can be met, how many lights can be turned off over your booth, and what the estimated charge for this service will be. Payment for all associated charges will be due on-site to Specialized Event Services (SES).
- All lights out orders are contingent upon approval by CES Show Management as they may affect neighboring exhibits.
- For questions regarding the Sands “Lights Out” service, please contact Colleen Phalen, CES Operations Manager at (703) 907-5243 or via e-mail at [cphalen@CE.org](mailto:cphalen@CE.org). This form can be faxed into (703) 907-4153, ATTN: Colleen Phalen.

Company \_\_\_\_\_

Email Address \_\_\_\_\_ Booth Number \_\_\_\_\_

Authorized Contact – (please print) \_\_\_\_\_

Authorized Contact Signature \_\_\_\_\_

Date \_\_\_\_\_

Description of What You'd Like Done \_\_\_\_\_



# Venetian Meeting Room & Suite Exhibitors Complimentary Sign Order Form

**DEADLINE: DECEMBER 8, 2006**

**Fax this form to: (703) 907-8130 or e-mail it to [gsims@CE.org](mailto:gsims@CE.org)  
Attn: Gaiya Sims, CES Operations Manager**

- Show management will be providing all Venetian meeting room exhibitors with a complimentary 22"x28" exhibitor ID sign for the front entrance to your exhibitor meeting room. Suite exhibitors will receive a complimentary sign for their assigned suite.
- Logos and graphics cannot be included on this complimentary sign. If you require additional signage or banners, please contact GES. Their graphics order form is located under the "GES Order Forms" section of this manual.
- Please fill out and submit this form by Friday, December 8. **Orders and changes received after this date will be charged at published rates and on-time delivery cannot be guaranteed.**
- Please list the primary exhibiting company name that should be listed on the sign in the indicated space below. You may also list share companies you would like listed on the sign, in addition to the primary company name.
- If you are not filling this form out electronically, please be sure to print clearly. Company titles will be printed just as listed, therefore be sure it is clear which letters should be capitalized (for example, Consumer Electronics Association).
- If you have any questions, please contact Gaiya Sims, CES Operations Manager at (703) 907-7685 or [gsims@CE.org](mailto:gsims@CE.org).

Contact Name

Phone

Email

Fax

## SIGN INFORMATION:

Meeting Room or  
Suite # (required)

Primary Company to  
be listed

Share Company



## International CES

2500 Wilson Blvd.  
Arlington, Virginia  
22201-3834 USA  
(703) 907-7600 main  
(703) 907-7602 fax  
[www.CESweb.org](http://www.CESweb.org)

Attention Sands/Venetian Exhibitors,

The following 2007 SES brochure contains information and order forms for a variety of services. Some of these services are exclusive to SES. These include telecommunications, Internet, electrical, catering, cleaning, hanging/rigging applications, video signal distribution, compressed air, water, and drainage.

### **Floral and audio-visual, computer, and office equipment are not exclusive to SES.**

The 2007 International CES official providers for these services are listed below. Their order forms may be found under tab 15, labeled "Supplemental Services" in your Exhibitor Manual.

### **Audio-Visual, Computer, and Office Equipment at the Sands Expo and Convention Center**

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Encore Productions  
Las Vegas Convention Center  
3150 S. Paradise Rd., Ste. 100  
Las Vegas, NV 89109

Russ Callahan  
(702) 943-6780 Phone  
(702) 943-6781 Fax  
[rcallahan@encoreproductions.net](mailto:rcallahan@encoreproductions.net)

Or visit our website at:  
[www.clients.encoreprod.com/tradeshow](http://www.clients.encoreprod.com/tradeshow)



### **Floral**

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Spring Valley Floral  
PO Box 760, 169 Route 303  
Valley Cottage, NY 10989

Howard Meyer  
(845) 268-7555  
(845) 268-6570 fax  
[www.springvalleyfloral.com](http://www.springvalleyfloral.com)



DECORATING COMPANY INC.

You may find a full list of exclusive and official contractors and their contact information located under tab 17, labeled "Key Contact Info" in your Exhibitor Manual.





## ORDER FORM INDEX-2007

*Credit Card Authorization / Method of Payment Form .....	4
<i>Make a payment or leave a credit card on file with us.</i>	
Specialized Event Services (SES) Scope of Work.....	5
<i>Used when an exhibit house is also paying for services in your booth.</i>	
*Service Location Plan .....	7
<i>Use this form to indicate service locations within your booth.</i>	
A/V: HDTV Order Form .....	8
<i>High definition equipment, installation and technical support.</i>	
A/V: Satellite Dish Order Form .....	9
<i>Satellite dish and roof space rentals.</i>	
 Business Center / Customer Service Information .....	10
<i>For all your business needs during your show, from photocopies to shipping and more!</i>	
●  *Catering Information .....	11
<i>Catering to your needs: special events, receptions, and theme parties.</i>	
● *Catering Booth Services Order Form & Menu.....	12-13
<i>All food and drink in your booth must be provided by SES at the Sands.</i>	
● Catering / Water Cooler Rental Order Form.....	14
<i>Single serving water bottles are also available, see page 13.</i>	
●  *Custodial / Booth Cleaning Services Order Form .....	15
<i>Order cleaning and porter services for your booth.</i>	
●  *Electrical Services General Information (2-Part) .....	16-17
<i>What you need to know about having electricity in your booth.</i>	
● *Electrical Services Order Form .....	18
<i>Need electricity in your booth? Use this form to order it.</i>	
● *Electrical / Booth Lighting Services Order Form, Conditions & Instructions .....	19-20
<i>Track lights, stanchions, overheads, and other lighting packages.</i>	
●  *Internet Services Instructions, Conditions & Order Form .....	21-22
<i>Broadband Internet and technical services.</i>	
●  Plumbing / Compressed Air, Water & Drain Services Instructions, Conditions & Order Form .....	23-24
<i>Air, water, drain, and other plumbing services, Fire Suppression (Sprinkler System).</i>	
●  Rigging / Hanging: Truss / Lighting Rental & Labor Order Form .....	25
<i>Motorized hoists, trussing, robotics, lighting, dimmers and controls.</i>	
Rigging / Hanging Sign Services Order Form .....	26
<i>SES is responsible for all hanging and rigging in the building.</i>	
●  *Telecommunications Services Instructions, Conditions & Order Form .....	27-28
<i>Single- and multi-line phones, voice mail, fax and modem lines.</i>	
● Indicates that SES is the exclusive provider of these services at the Sands Expo & Convention Center.	
<i>* These forms and services are likely to be particularly important to you.</i>	

For information regarding these or any other services, please call (702) 733-5070



Dear Future Exhibitor:

Welcome to the Sands Expo & Convention Center! We have created this brochure for your convenience in ordering services for your 2007 event. Included are order forms and informational/instructional sheets. We hope you find this brochure to be a tool that will assist you in the preparation of your booth space.

Listed below is a synopsis of Specialized Event Services' (SES) departments and capabilities at the Sands Expo & Convention Center (SECC):

**BUSINESS CENTER** An exclusive, full-service center for reliable business support services including sundries, photocopies, fax transmissions, office supplies and shipping. For your convenience, we are located in the main Ground Lobby of the SECC.

**CATERING** As the exclusive provider for all food and beverage needs, our services range from meeting room coffee service and booth service to receptions, cocktail parties and banquets.

**CUSTODIAL/BOOTH CLEANING SERVICES** SES is also the exclusive cleaning contractor. We offer full booth cleaning services with a professionally-trained staff to ensure quality cleaning.

**FLORAL & PLANT** A full-service Floral Department which can provide a wide variety of plants and floral designs. Combine this with special effects, such as fog, bubbles, sound, special lighting, waterfalls and fountains, and your booth will be widely admired.

**TECHNICAL SERVICES** Specialized Event Services (SES) is pleased to provide a complete range of services for your booth, event, or meeting; utilizing equipment that is the cutting edge in technology for the trade show and convention industry. Technical services include electrical, Internet services, telecommunication, truss and lighting rental, booth lighting, hanging sign service, full-service audio/visual rentals, video signal distribution, compressed air, and water and drain service.

We at the Sands Expo & Convention Center hope that your experience with us will be rewarding and enjoyable. If you have any questions regarding this brochure or placing orders with the Order Processing Department, please call (702) 733-5070 for customer service assistance.

Sincerely,

**Raymond T. Matyas**  
*Director of Technical Operations*



## HELPFUL HINTS

### SAVE MONEY

You can save money by placing your orders by 5PM PST twenty-one (21) calendar days prior to the show opening date. Full payment must be included to receive advance rates. Orders received after the cut-off will be invoiced at the show site rate where applicable.

Orders may be mailed to:      Sands Expo & Convention Center (SECC)  
Order Processing Department  
201 Sands Avenue  
Las Vegas, Nevada 89169

Orders may be faxed to:      (702) 733-5568

### SEND ACCURATE INFORMATION

It is very important that we receive accurate and detailed information. Where indicated, please complete installation date requirements, labor dates, and all other forms of information. If your booth number changes prior to event move-in, please notify SECC in writing of your company name, prior booth number, and new booth number. We also request that you send us a floorplan indicating where you require any electrical service, telecommunication services, and compressed air, water, and drain requirements. If you are placing orders for hanging applications, we will need more detailed prints for this service.

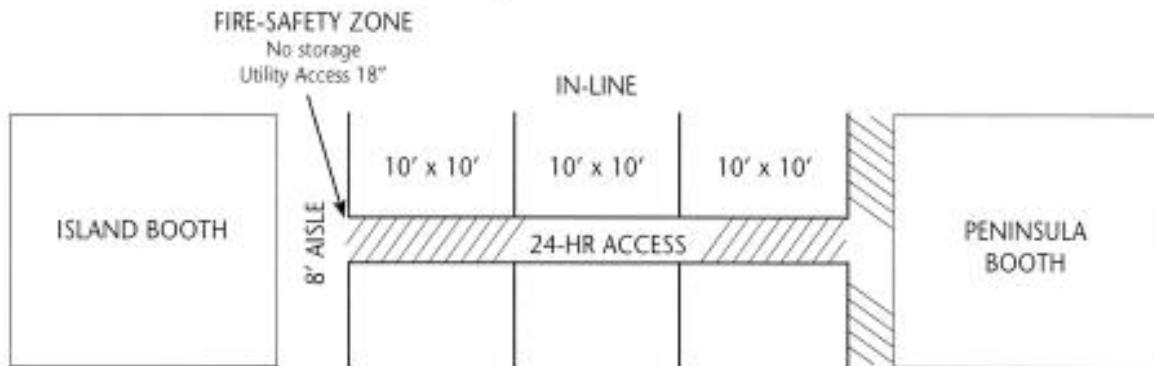
### ALLOW US TO ASSIST YOU

If you have questions regarding any of our services that we did not adequately address in this service brochure or on any of the forms, please feel free to contact our offices for additional information.

You can call us at:                    (702) 733-5070  
*We are pleased to assist you with all of your on-site services.*

### EXHIBIT SPACES

There are three (3) major types of exhibit spaces (or booth types) used at trade shows, conventions and events. You will find these types of booths mentioned in several of the service forms you will be completing. The following are the standard installations for electrical, Internet, compressed air/water/drain service, and telecommunication service:



Standard installation for services are as indicated above. Line (in-line) booths and peninsula booths will have electrical outlets, telephone lines, and compressed air/water/drain outlets placed at the back of the booth. For island booths, you should send a floorplan which indicates the one main location for your services. If no floorplan is received for island booths, we will designate the center of the booth (or another location at our discretion) as the primary location. Changes in service location and multiple locations for service will be charged the appropriate time and materials rate.



**CREDIT CARD AUTHORIZATION/  
METHOD OF PAYMENT FORM-2007**

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568

**ORDER ONLINE AT**  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007		EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #	
EXHIBITING COMPANY NAME:		HALL LOCATION:		
STREET ADDRESS:		CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:		TELEPHONE:	FAX:
E-MAIL:				
<b>IMPORTANT:</b> <b>TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.</b>				

**METHOD OF PAYMENT & AUTHORIZATION**(will be used for all SES services you order or incur):

- Cash       Check No. \_\_\_\_\_

Credit Card (Please complete information below)

Personal Credit Card:  MasterCard  VISA  Discover  Diners Club  American Express

Company Credit Card:  MasterCard  VISA  Discover  Diners Club  American Express

Account Number:

Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Cardholder's Name: \_\_\_\_\_

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

Cardholder's Billing Address: \_\_\_\_\_

**City/State/Zip:** \_\_\_\_\_

#### **OTHER AU**

**OTHER AUTHORIZED SIGNER(S):** Please list all authorized signers with position, name, and signature.

**SERVICES TO BE COVERED BY THIS CARD:**  ALL  
 AUDIOvisual  ELECTRICAL  MECHANICAL

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> AUDIO/VISUAL            | <input type="checkbox"/> ELECTRICAL (ALL)           | <input type="checkbox"/> TELECOMMUNICATIONS (ALL) |
| <input type="checkbox"/> HDTV                    | <input type="checkbox"/> EQUIPMENT                  | <input type="checkbox"/> CALL DETAIL              |
| <input type="checkbox"/> BOOTH CLEANING SERVICES | <input type="checkbox"/> LABOR                      | <input type="checkbox"/> OUTLETS                  |
| <input type="checkbox"/> BOOTH LIGHTING          | <input type="checkbox"/> MATERIALS                  | <input type="checkbox"/> TRUSS/LIGHTING RENTAL    |
| <input type="checkbox"/> BUSINESS SERVICES       | <input type="checkbox"/> OUTLETS                    | <input type="checkbox"/> EQUIPMENT                |
| <input type="checkbox"/> CATERING                | <input type="checkbox"/> PLANT AND FLORAL           | <input type="checkbox"/> LABOR                    |
| <input type="checkbox"/> HANGING APPLICATIONS    | <input type="checkbox"/> PLUMBING SERVICES          | <input type="checkbox"/> MATERIALS                |
| <input type="checkbox"/> INTERNET                | <input type="checkbox"/> AUTOMATED SPRINKLER SYSTEM | <input type="checkbox"/> OUTLETS                  |
| <br><input type="checkbox"/> OTHER               |   |   |

#### **OTHER INFORMATION**

For Exhibitors who have arranged for an exhibit house or third party agent to handle your display and pay for services, SECC and/or SES agrees to charge this third party agent. However, the exhibitor and their designated agent must both complete the "Third Party Agent Form."

All invoices need to be settled prior to show close unless special billing privileges have been established with the Sands Expo & Convention Center. Credits will not be issued on services installed as ordered even though not used. All orders are subject to a 25% cancellation fee. Please review all work orders and invoices prior to leaving show site. Credits will not be issued after show closing. Please read all forms thoroughly for all instructions and conditions prior to placing orders.

THIS FORM CAN BE USED FOR SERVICES DELIVERED TO THE SLOTS EXPO & CONVENTION CENTER AND/OR THE VENETIAN HOTEL.



## SPECIALIZED EVENT SERVICES (SES) SCOPE OF WORK-2007

### **SCOPE OF WORK PROVIDED AS AN EXCLUSIVE SERVICE THROUGH SPECIALIZED EVENT SERVICES (SES) AT THE SANDS EXPO & CONVENTION CENTER (SECC).**

1. Installation and dismantle of all attachments to ceilings or walls to include, but not limited to, chain hoists and dead hang points for such items as drapery; scenery; banners; electrical and non-electric signs; truss; lighting; cabling; and projection, audio, and video equipment.
2. Attachment of all equipment and cabling to all ceiling and wall attachments. This includes, but not limited to, truss systems, lighting, video, audio, special effects gear, screens, display monitors, lasers, drapery, scenery, banners, and signage including all adjustments, repairs or replacement to said equipment.
3. Assembly and dismantle of all floor truss systems. This includes attachment of all equipment and cabling as described in Item #2.
4. Installation and dismantle of all floor-supported items that exceed 16' from floor such as drapery, scenery, banners, and electrical and non-electric signs.
5. Installation and dismantle of all lighting for stages, display areas, booth areas, including models, sales demos, various types of specialty lighting that are used in displays, presentations, productions, and entertainment that takes place within the confines of the facility including all adjustments, repairs or replacement to said equipment and the operation of such equipment.
6. Operation of all lighting control systems and rigging control systems. This includes all lighting boards, dimming systems and the house light control system.
7. Installation, handling, moving of all electrical equipment.
8. Portable power, connections, distribution for all electrical and all voltages for all areas whether in the exhibit area or not.
9. Final distribution to outlets, installation of cords under carpet and over carpet distribution, overhead to equipment, lighting including operating of man-lifts, forklifts, scissor lifts, etc. required to perform the scope of work.
10. All electrical equipment, lighting fixtures, fixture repair, power track and other apparatus that requires electrical and mechanical fastening to the display, exhibit or structure.
11. Electrical signage that comes separate from the display and must be mechanically and electrically installed separately from the display. This excludes such signs that may be fastened to an exhibit. All antennas on or around the building including set up and removal and interconnecting cables from outside of the building to inside of building to the exhibit or from booth-to-booth excluding interconnecting of computer-type equipment with service connections between components.
12. Portable generators, motor generators, converter transformers and hook-up of same. Responsibility of all maintenance and repair of all electrical installations on the property. Portable cabling from main switch gear to sub-panels to branch circuit panels to secondary distribution.
13. Installation of communication cable, audio/visual, data and telephone cable from booth-to-booth, outside-to-inside, inside-to-outside, excluding interconnects from exhibitor's equipment within the confines of their exhibit.
14. Portable plumbing service, air, water, gas and drains for all areas whether in the exhibit area or not. Air compressors, pumps and sumps and hook-up of same. Final distribution of plumbing service to equipment whether overhead or under the carpet.
15. The use of individual air compressors or pumps are prohibited; however, if they are an integral part of the exhibited products, please notify SES in advance for approval.



## THIRD PARTY AGENT FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568

**ORDER ONLINE AT**  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

FOR EXHIBITORS WHO HAVE ARRANGED FOR AN EXHIBIT HOUSE OR THIRD PARTY TO HANDLE YOUR DISPLAY AND PAY FOR YOUR SERVICES, SANDS EXPO & CONVENTION CENTER (SECC) AGREES TO CHARGE THIS THIRD PARTY AGENT. HOWEVER, THIS FORM MUST BE COMPLETED BY BOTH THE EXHIBITING COMPANY AND THEIR DESIGNATED REPRESENTATIVE AND BOTH COMPANIES MUST SUBMIT CREDIT CARD INFORMATION TO SECC. THE EXHIBITING COMPANY IS ULTIMATELY RESPONSIBLE FOR PAYMENT OF CHARGES. THIS FORM DOES NOT EXCLUDE EITHER PARTY FROM PAYMENT POLICIES WHICH ARE LISTED BELOW:

- To receive advance prices, we must receive your order with full payment by 5pm PST twenty-one (21) calendar days prior to show opening date. All other orders will be processed at the show site rate where applicable.
- All invoices must be settled prior to show close.
- No credits will be issued on services installed as ordered even though not used.

We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges. In the event that the named third party agent does not make payment for the services provided prior to the closing date of the event, charges will revert to the exhibiting company. All invoices are due and payable upon receipt by either party.

### TO BE COMPLETED BY THIRD PARTY AGENT: (Please provide all information below.)

EVENT NAME:	CES 2007	EVENT DATES:	JAN. 8-11, 2007		BOOTH # / MTC. ROOM #
THIRD PARTY COMPANY NAME:				HALL LOCATION:	
STREET ADDRESS:		CITY:			STATE: ZIP:
ORDERED BY (SIGNATURE):		PRINT NAME:	TELEPHONE:		FAX:
E-MAIL:					
IMPORTANT: TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.					

### CREDIT CARD AUTHORIZATION (will be used for all SES services you order or incur) – THIRD PARTY AGENT:

CARDHOLDER'S STREET ADDRESS:		CITY/STATE/ZIP:																
CARDHOLDER'S SIGNATURE:		CARDHOLDER'S NAME: (PLEASE PRINT)																
TYPE:	D/S/C	VISA	M/C	D/C	A/E	EXP. DATE:	ACCOUNT NO.											

### ADDITIONAL AUTHORIZED SIGNERS:

AUTHORIZED SIGNER 1.:	AUTHORIZED SIGNER 2.:	AUTHORIZED SIGNER 3.:
-----------------------	-----------------------	-----------------------

### THIRD PARTY TO BE INVOICED FOR THE FOLLOWING SERVICES: ALL

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> AUDIO/VISUAL            | <input type="checkbox"/> ELECTRICAL (ALL)           | <input type="checkbox"/> TELECOMMUNICATIONS (ALL) |
| <input type="checkbox"/> HDTV                    | <input type="checkbox"/> EQUIPMENT                  | <input type="checkbox"/> CALL DETAIL              |
| <input type="checkbox"/> BOOTH CLEANING SERVICES | <input type="checkbox"/> LABOR                      | <input type="checkbox"/> OUTLETS                  |
| <input type="checkbox"/> BOOTH LIGHTING          | <input type="checkbox"/> MATERIALS                  | <input type="checkbox"/> TRUSS/LIGHTING RENTAL    |
| <input type="checkbox"/> BUSINESS SERVICES       | <input type="checkbox"/> OUTLETS                    | <input type="checkbox"/> EQUIPMENT                |
| <input type="checkbox"/> CATERING                | <input type="checkbox"/> PLANT AND FLORAL           | <input type="checkbox"/> LABOR                    |
| <input type="checkbox"/> HANGING APPLICATIONS    | <input type="checkbox"/> PLUMBING SERVICES          | <input type="checkbox"/> MATERIALS                |
| <input type="checkbox"/> INTERNET                | <input type="checkbox"/> AUTOMATED SPRINKLER SYSTEM | <input type="checkbox"/> OUTLETS                  |
| <input type="checkbox"/> OTHER _____             |   |   |

### TO BE COMPLETED BY EXHIBITING COMPANY: (This section must be signed to complete the order process.) CREDIT CARD AUTHORIZATION (will be used for all SES services you order or incur) – EXHIBITING COMPANY:

EXHIBITING COMPANY NAME:	AUTHORIZED SIGNATURE:																	
CARDHOLDER'S STREET ADDRESS:	CITY/STATE/ZIP:																	
CARDHOLDER'S SIGNATURE:	CARDHOLDER'S NAME: (PLEASE PRINT)																	
TYPE:	D/S/C	VISA	M/C	D/C	A/E	EXP. DATE:	ACCOUNT NO.											

Please read all forms thoroughly for all instructions and conditions prior to placing orders.

THIS FORM CAN BE USED FOR SERVICES DELIVERED TO THE SANDS EXPO & CONVENTION CENTER AND/OR THE VENETIAN HOTEL.



## SERVICE LOCATION PLAN-2007

To assist us in placing your services in the proper location, please utilize this service location plan. If you send us your own floorplan, please make sure that it includes all of the information that we have indicated on this plan.

### ELECTRICAL SERVICES:

- Indicate main power location.
- Indicate additional outlet locations.  
(Indicate wattage or amperage required at each location.)

### COMPRESSED AIR/WATER OUTLETS:

- Indicate these locations (for island booths) by writing "Air/Water" at appropriate locations.

### HANGING APPLICATIONS:

- You must submit a detailed plan for hanging applications. Please see page 5 or contact us with questions regarding hanging signs, truss, or use of motorized hoist(s).
- Detach the Service Location Plan and send with your order forms.
- Please complete this information for ease of booth identification.

### TELECOMMUNICATION SERVICES:

- Indicate main telephone line location.
- Indicate extensions locations.

### INTERNET SERVICES:

- Indicate location of main drop.

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007
EXHIBITING COMPANY NAME:	BOOTH:

Please indicate scale: 1 square = \_\_\_\_\_ feet. Or other: \_\_\_\_\_

			INDICATE BOOTH NO. THIS DIRECTION _____ ↑			
INDICATE BOOTH NO. THIS DIRECTION _____ ←						INDICATE BOOTH NO. THIS DIRECTION _____ →
			INDICATE BOOTH NO. THIS DIRECTION _____ ↓			



## A/V: HDTV ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

BOOTH # / MTG. ROOM #

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007		
EXHIBITING COMPANY NAME:	HALL LOCATION:		
STREET ADDRESS:	CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:
E-MAIL:			

**IMPORTANT:** TO RECEIVE ADVANCED DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY SPM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

CODE	SERVICE	QTY	ADVANCED RATE	SHOW SITE	SUB TOTAL
STANDARD CABLE					
pr-AV15CABDRP	Standard Cable TV Drop		\$350	\$487.50	
HDTV CABLE					
pr-AV15CABDRP HD	1st HDTV Cable Line Drop (required - handles up to 16 outlets)		\$1,000	\$1,200	
pr-AV15HD1OUT	2nd HDTV Outlet		\$700	\$800	
pr-AV15HDADDOUT	Each Additional HDTV Outlet (per television)		\$500	\$600	
pr-AV15HDRELRM	HDTV Receiver & Remote Rental (each)		\$250	\$375	
pr-AV15HDCABDRPADD	Each Additional Cable Line Drop (if needed, same booth/room)		\$500	\$600	
pr-AV15HDCABDRPREL	Cable Line Drop Relocation (per line moved, same booth/room)		\$300	\$300	
pr-AV15HDOUTREL	Outlet Moved (per line moved)		\$100	\$100	
pr-AV15HDCABDFEE	Distance Fee (if over 100 feet from cable tap)		\$300	\$300	
HDTV AIR (ANTENNA)					
pr-AV15HDANTRM	HDTV Terrestrial Antenna		\$250	\$375	
pr-AV15HDANTREL	High Definition Receiver		\$300	\$400	
pr-AV15HDANTFOOT	Antenna Footprint Charge		\$600	\$750	
MISCELLANEOUS					
pr-AV15CTIRG11	Cable to Infrastructure (RG11)		\$200	\$300	
pr-AV05VAP	Infrastructure Video & Audio Patch		\$150	\$250	
LABOR					
pr-AVLAV12A	Sig Dist Labor (2 Techs @ 2 hours @ \$81.00/hr IN)		\$312	\$312	
pr-AVLAV12AO	Sig Dist Labor (2 Techs @ 1 hour @ \$81.00/hr OUT)		\$156	\$156	
<b>TOTAL</b>					

All orders are subject to a 25% cancellation fee if canceled within twenty-one (21) calendar days prior to show opening date. No refunds will be issued for services canceled after they have been installed. All prices are subject to change without prior notice.

All locating of satellite dishes for outside access is done by SES and SECC personnel. Please call if you plan on bringing your own satellite dish or up-link vehicles. We will advise you of the areas where they may be located. Consideration will be given to direction from which signal is relayed.

### PAYMENT AUTHORIZATION (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## A/V: SATELLITE DISH RENTAL ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS, NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #
EXHIBITING COMPANY NAME:	HALL LOCATION:	
STREET ADDRESS:	CITY:	STATE: ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:
E-MAIL:		
<b>IMPORTANT:</b> TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.		

### SATELLITE REQUIREMENT (RENTAL DISH ONLY)

Satellite requested: \_\_\_\_\_ Transponder: \_\_\_\_\_ Compressed: \_\_\_\_\_ Analog: \_\_\_\_\_ C-Band: \_\_\_\_\_ Ku-Band: \_\_\_\_\_  
 Dish Type: DSS \_\_\_\_\_ Dish Network \_\_\_\_\_ VSAT \_\_\_\_\_ Ka-Band \_\_\_\_\_ Other \_\_\_\_\_

### SATELLITE CABLING REQUIREMENT (RENTAL OR EXHIBITOR DISH)

Cabling Requirement: Estimated length: \_\_\_\_\_ RG11: \_\_\_\_\_ X \$2/foot      RG6: \_\_\_\_\_ X \$1/foot

Fiber: \_\_\_\_\_ feet of multimode X \$2/foot or \_\_\_\_\_ feet of single-mode X \$2/foot (plus tips)

Service to the booth requested: L-Band Vertical: \_\_\_\_\_ Horizontal: \_\_\_\_\_ Both: \_\_\_\_\_

**LABOR WILL BE CHARGED AT \$81/PER HOUR STRAIGHT TIME AND \$153/PER HOUR OVERTIME**

### SATELLITE BOOTH REQUIREMENTS (RENTAL OR EXHIBITOR DISH)

Receiver/Descrambler (IRD) Type: \_\_\_\_\_ Address/Access Numbers: \_\_\_\_\_  
 (i.e., Digicipher II, DVC, S.A. BMAC, S.A. MPEG II, Videocipher II, other)

Each rental dish service costs \$2,000, plus the cost of cable runs to exhibitor's booth.

Each rental space (exhibitor dish) costs \$600, plus the cost of cable runs to exhibitor's booth. Send materials to:  
 Specialized Event Services, Attn: Facilities Dept., 201 Sands Avenue, Las Vegas, Nevada 89169

**CABLING WILL REQUIRE QUOTATIONS BASED ON INDIVIDUAL NEEDS (CALL FOR ESTIMATE ASSISTANCE).  
 SATELLITE BOOTH REQUIREMENTS FOR RECEIVER, DECODERS, OR IRDS WILL BE ADDED TO ESTIMATE.  
 BOOTH-TO-BOOTH CABLING REQUIREMENTS WILL BE INCLUDED IN ESTIMATE.**

### PAYMENT AUTHORIZATION (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:          EXP. DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## BUSINESS CENTER / CUSTOMER SERVICE INFORMATION-2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

While you are exhibiting at or visiting the Sands Expo & Convention Center, stay on top of all your business needs by using the SES Business Center. The SES Business Center has the resources and experience to assist you with any business need that should arise during a show.

From the SES Business Center's Customer Service Window, located in the Ground Lobby, we offer:

**FAXING SERVICES** Send or receive a fax, domestic or international

- *SES Customer Service Center FAX NUMBER: (702) 733-5317*

**OFFICE SUPPLIES** Pens, pencils, paper, staplers, staples, glue, tape, marking pens, clipboards, paper clips, writing tablets, packaging supplies (shipping boxes, bubblewrap, shrink-wrap, tape, etc.), and Velcro® are all available at the service window. Please check our display case for additional items.

**PHOTOCOPY SERVICE** Prices are based on volume, using standard 8.5" X 11" or 8.5" X 14" white paper, single-sided copy. Price includes machine collating and stapling, if needed. Alternate color paper may be available. Color copy services are also provided.

**PRINTING SERVICES** Printing services are available for Microsoft Word, Excel, and Adobe Acrobat files from disk, CD-Rom, or memory sticks.

**SHIPPING SERVICES** (Domestic – UPS & Federal Express)

Prices are determined by weight and destination. There will be a handling fee per item in addition to shipping fees. Shipping notes:

- To assure next-day delivery, please keep in mind that all shipping is picked up by 3:30PM.
- No Saturday or Sunday pick up.
- Shipping is outbound from SECC/SES only.

**SUNDRIES** Pain relievers, breath fresheners, lip protection, disposable cameras, color film, nail files, brushes, combs, antacids, cough drops, sewing kits, tissues, and much more are available at the service window.

**OTHER SERVICES** Coat and baggage check.



## CATERING INFORMATION—2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

Our SES Catering Department is here to help make sure you have a very successful and smooth-running show. Our knowledgeable and helpful staff will assist you in planning all your food and beverage functions. From Show Management Offices, to Exhibit Booth deliveries, to cocktail receptions and special events, with your input we can develop custom menus to accommodate any specific theme.

- Our SES Catering Department is the exclusive caterer for all patrons of the SECC and we retain the exclusive rights for all food and beverage services therein.

**It is not permissible to bring any food or beverage into the facility. This includes items for personal consumption. Failure to comply with this policy will result in a corkage fee in addition to any other damages to which SECC may be entitled.**

### GUARANTEES

The SES Catering Department must be notified no later than 12 Noon three (3) business days (72 hours) prior to the scheduled function as to the number of guests that will be attending all planned functions. In some instances, more advance notice may be required due to menu complexity, holidays, delivery, or other constraints.

### PAYMENT / CANCELLATIONS

The SES Catering Department requires full payment on all food and beverage orders by 5PM PST 21 (twenty-one) days prior to the date of the function. For all orders prepaid by a check, wire transfer, or cash, an additional 10% will be added to the amount due for any anticipated overage when a credit card is not on file. Cancellation policy is as follows:

Less than 21 days but more than 10 days\*— 50% of total order refunded

10 days but more than 3 days\*— 25% of total refunded

3 days or less\*— No refund

\*All days referred to will be business days.

### TAXES AND GRATUITY

Please note that all food and beverage orders are subject to an additional 20% service charge and 7.75% sales tax. Please do not hesitate to call our Catering Department at (702) 733-5366 should you have any questions.

### SES CATERING REQUEST TO DISTRIBUTE SAMPLES

SES Catering is the exclusive catering contractor, with exclusive food and beverage distribution rights. Show Management and/or their exhibitors may distribute sample food and/or beverages only upon written authorization.

### GENERAL CONDITIONS:

- Items dispensed are limited to products manufactured, processed, or distributed by exhibiting company.
- Food and beverage items used as traffic promoters (i.e., popcorn, coffee, bar service, ice cream) MUST be purchased from the SES Catering Department.
- Product liability insurance is required when sample food is distributed in the SECC. For alcohol dispensing, \$1 million (one million dollars) in host liability insurance is required and must comply with federal and state liquor laws.
- All items are limited to sample size:
  - Beverages are limited to two ounces
  - Food items are limited to one ounce
- All food service specifications by the Clark County Health Department must be adhered to by the exhibitor and/or their contractor. Clark County Health Department can be reached at (702) 759-0620.
- Alcoholic beverages served must be purchased from a licensed Nevada distributor and dispensed by a person over the age of 21 who must possess a valid TAM card by the state of Nevada.
- Disposal of food items and cleaning of food service equipment must be arranged through the Sands Expo & Convention Center.
- The Sands Expo & Convention Center will institute a charge for any rental equipment, storage of items, or cleaning of equipment associated with the distribution of samples.

NAME OF EVENT \_\_\_\_\_ COMPANY NAME \_\_\_\_\_

CONTACT PERSON \_\_\_\_\_ BOOTH/ROOM NUMBER \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ST \_\_\_\_\_ ZIP \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

Product(s) to dispense \_\_\_\_\_

Portion size to be dispensed \_\_\_\_\_ Quantity \_\_\_\_\_

Please explain purpose of product offering:

Please indicate any special services required:

Storage	cu. ft. required	Refrigeration	Disposal
Freezer	Food Handling	Cleaning	

- RENTAL FEE MAY BE CHARGED FOR STORAGE OR CLEANING OF EQUIPMENT

For information concerning availability and charges, please call the SES Catering Department at (702) 733-5366.

Approved \_\_\_\_\_

SES Director of Catering



**CATERING BOOTH SERVICES ORDER FORM-2007**

Mail or fax forms with payment to:  
SANDS EXPO & CONVENTION CENTER, FOOD & BEVERAGE DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5366 • F: (702) 733-5214



**ORDER ONLINE AT**  
**[www.SandsEXPO.com](http://www.SandsEXPO.com)**

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #	
EXHIBITING COMPANY NAME:	HALL LOCATION:		
STREET ADDRESS:	CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:
E-MAIL:			
<b>IMPORTANT:</b> SES IS THE EXCLUSIVE CATERING, FOOD & BEVERAGE PROVIDER AT SECC. NO OTHER PROVIDER OR CATERING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.			

DURING THE SHOW, PLEASE CALL OUR CATERING DEPT. AT (702) 733-5366 OR VISIT THE SES CUSTOMER CENTER SERVICE DESK.

## **IMPORTANT INFORMATION**

- The SES Catering Department holds the exclusive rights to all food and beverage service. Absolutely NO food or beverage, logo bottled water, samples, etc. are allowed to be brought into the Sands Expo & Convention Center. Decreases and/or cancellations must be received 72 hours in advance of service. Please see Catering Instructions regarding corkage fees.

**SUB-TOTAL**

2001 SERVICE CHARGE

**TOTAL** \_\_\_\_\_

## **LABOR**

**TOTAL** \_\_\_\_\_

exhibit space. Tables and electricity must be ordered through the appropriate contractor.

Service Personnel / Service Ware (There is a four-hour minimum per day for service personnel.)

FOOD SERVER.....\$30.00/hr BARTENDER.....\$35.00/hr CHEF.....

**OVER 8 HOURS ..... \$45.00/hr      OVER 8 HOURS .... \$52.50/hr      OVER 8 HOURS ..... \$52.50/hr**

CHINA SERVICE (services en ligne, attendants)

**CHINA SERVICE** (requires service attendant)  
Full China Service \$3.00 (per meal)

**Full China Service** ..... \$3.00 (per serving)  
**Glasses Service** ..... \$1.20 (each)

CHINA COFFEE SERVICE (cup, saucer, spoon) ..\$1.00 (per setting)

## LINENS

GLASSES (Wine, Water, Highball or Juice).....\$1.00 (each)

CHINA COFFEE SERVICE (cup, saucer, spoon) .. \$1.00 (per setting)

## LINENS

### **Nackins**

(Please call for availability.)

—  
—  
—  
—



## CATERING BOOTH SERVICES MENU-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, FOOD AND BEVERAGE DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5366 • F: (702) 733-5214



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

For additional menus and services, please call (702) 733-5366 • E-mail us at [catering@SandsEXPO.com](mailto:catering@SandsEXPO.com), or fax to (702) 733-5214.

Advance discount prices are effective prior to 5pm PST 21 days of the event. Show prices are effective for orders placed by 5pm PST 21 days of the event.

• SES is the exclusive catering contractor at the SECC. ABSOLUTELY NO OUTSIDE FOOD & BEVERAGE IS PERMITTED.

Any exception must be approved in writing and a corkage fee will apply.

## CUSTOM MENUS UPON REQUEST

ITEM	DESCRIPTION	ADVANCE PRICE	SHOW SITE PRICE	ITEM	DESCRIPTION	ADVANCE PRICE	SHOW SITE PRICE				
<b>BEVERAGES</b>											
BS20	Individual Fruit Juices 10 oz. (Each)	\$3.25	\$3.58	BS41	Chef's Sandwich Platter*	\$200.00	\$220.00				
EQ23	Individual Naked Juice 16oz. (Each)	\$4.50	\$4.95	BS42	Italian Hoagies*	\$200.00	\$220.00				
BS21	Assorted Soft Drinks 12 oz. (Each)	\$2.50	\$2.75	BS59	Chicken Breast & Sliced Beef Tenderloin*	\$275.00	\$302.50				
BS27	Bottled Water 16 oz. (Each)	\$3.00	\$3.30	BS46	Egg, Chicken & Tuna Salad Sandwiches	\$160.00	\$176.00				
BS24	Coffee (5 Gallons)	\$215.00	\$236.75	BS43	Build Your Own Deli*	\$175.00	\$192.50				
BS25	Decaf (5 Gallons)	\$215.00	\$236.75	BS47	Chicken Caesar Wraps	\$200.00	\$220.00				
BS26	Hot Tea (5 Gallons)	\$160.00	\$176.25	BS50	Vegetarian Caesar Wraps	\$200.00	\$220.00				
BS22	Iced Tea (5 Gallons)	\$160.00	\$176.25	BS107	Sweet Tooth Platter - Ass. Candy Bar/Brownie/Cakes	\$125.00	\$137.50				
BS23	Lemonade (5 Gallons)	\$160.00	\$176.25	BS56	Sliced Seasonal Fresh Fruit Tray	\$150.00	\$165.00				
EQR7	Coffee Pour Over Unit - For entire show	\$199.00	\$218.90	BS57	Vegetable Crudite	\$145.00	\$159.50				
Includes: 8 bags of coffee, 2 bags of decaf, 10 tea bags, cups and condiments				BS58	Imported & Domestic Cheese Platter	\$165.00	\$176.00				
EQ7	Additional Coffee Kit	\$135.00	\$148.50	*Includes Relish Tray & Appropriate Condiments							
BS261	Orange juice (1 Gallon)	\$45.00	\$49.50								
BS28	Domestic Beer 16 oz.	\$4.75	\$5.23								
BS29	Imported Beer 16 oz.	\$5.75	\$6.33								
Keg Beer and Wine Service Available											
<b>BREAKFAST ITEMS (PER DOZEN)</b>											
BS19	Individual Fruit Yogurt	\$42.00	\$46.20	BS34	Mixed Greens Salad w/Ranch Dressing	\$72.00	\$79.20				
BS67	Whole Fresh Fruit	\$30.00	\$33.00	BS341	Field Green Salad w/Ranch Dressing	\$95.00	\$104.50				
BS31	Assorted Danish	\$35.00	\$38.50	BS351	Caprese Salad w/Balsamic Vinegar & Olive Oil	\$115.00	\$126.50				
BS32	Assorted Muffins	\$35.00	\$38.50	BS35	Caesar Salad	\$85.00	\$93.50				
BS33	Assorted Danish and Muffins	\$35.00	\$38.50	BS36	Caesar Salad w/Chicken	\$110.00	\$121.00				
BS52	Croissants	\$37.00	\$40.70	BS37	Caesar Salad w/Shrimp	\$125.00	\$137.50				
BS44	Bagels with Cream Cheese	\$37.00	\$40.70	BS38	Pasta Salad	\$85.00	\$93.50				
BS73	Biscotti	\$35.00	\$38.50	BS381	Potato Salad	\$85.00	\$93.50				
BS105	Assorted Granola/Breakfast/Energy Bars	\$42.00	\$46.20	BS382	Cole Slaw	\$85.00	\$93.50				
FBCB4	Breakfast Sandwiches	\$57.00	\$62.70	BS39	Cucumber, Tomato, & Onion Salad	\$85.00	\$93.50				
FBBC	Combo Breakfast Basket	\$37.00	\$40.70	BS40	Fruit Salad	\$95.00	\$104.50				
BSSA	Assorted Fruit Breads	\$35.00	\$38.50								
CAK6	Krispy Kreme Donuts	\$25.00	\$33.00								
CAK7	Assorted Donuts	\$20.00	\$27.50								
<b>SNACKS &amp; FINGER FOOD (PER POUND - SERVES 10 GUESTS)</b>											
BS14	Potato Chips (per lb.)	\$29.00	\$31.90								
BS15	Potato Chips with Dip (per lb.)	\$35.00	\$38.50								
BS11	Tortilla Chips w/Salsa (per lb.)	\$30.00	\$33.00	BS1	Roast Beef	\$19.50	\$21.45				
BS103	Indv. Bags of Chips/Pretzels/Popcorn (24 min.)	\$42.00	\$46.20	BS2	Smoked Ham	\$19.50	\$21.45				
BS12	Snack Mix (per lb.)	\$24.00	\$26.40	BS3	Turkey Breast	\$19.50	\$21.45				
BS16	Pretzels (per lb.)	\$29.00	\$31.90	BS4	Tuna Pita	\$19.50	\$21.45				
BS13	Fancy Mixed Nuts (per lb.)	\$35.00	\$38.50	BS603	Chicken Caesar Wrap	\$19.50	\$21.45				
BS17	Assorted Cookies (per dozen)	\$29.00	\$32.00	BS114	Caesar Salad	\$16.50	\$18.15				
BS18	Brownies (per dozen)	\$35.00	\$38.50	BS5	Chicken Caesar Salad	\$18.50	\$20.35				
BS104	Assorted Candy Bars (per dozen)	\$24.00	\$26.40	BS115	Fresh Vegetable Medley w/Ranch Dressing	\$16.50	\$18.15				
BS82	Fruit Basket	\$54.00	\$59.40	BS116	Vegetarian Delight - Fresh Fruit, Yogurt, & Pasta Salad	\$16.50	\$18.15				
BS57	Assorted Finger Sandwiches (100 pcs.)	\$250.00	\$275.00	BS117	Italian Hoagie	\$19.50	\$21.45				
BS81	Jumbo Shrimp on Ice (100 pcs.)	\$350.00	\$385.00	* Minimum of 6 per total order. Please call for availability of less than 6.							

\*All services include disposable service ware at no additional charge. All prices are subject to change and a 20% service charge and 7.75% sales tax.

**Labor Charges (There is a four hour minimum.) Overtime (over 8 hrs.)**

Food Servers - per person, per hour	\$30.00/hr.	\$45.00/hr.
Bartenders - per person, per hour	\$35.00/hr.	\$52.50/hr.
Chef Attendant - per person, per hour	\$35.00/hr.	\$52.50/hr.

The SES Catering Department requires full payment on all food and beverage orders by 5pm PST 21 (twenty-one) days prior to the date of the function. For all orders prepaid by a check, wire transfer, or cash, an additional 10% will be added to the amount due for any anticipated overage when a credit card is not on file. Cancellation policy is as follows:

Less than 21 days but more than 10 days*— 50% of total order refunded
10 days but more than 3 days*— 25% of total refunded
3 days or less*— No refund
*All days referred to will be business days.



## CATERING / WATER COOLER RENTAL ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, FOOD AND BEVERAGE DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5366 • F: (702) 733-5214



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #	
EXHIBITING COMPANY NAME:	HALL LOCATION:		
STREET ADDRESS:	CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:
E-MAIL:			
<b>IMPORTANT:</b> SES IS THE EXCLUSIVE CATERING PROVIDER AT SECC. NO OTHER PROVIDER OR CATERING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.			

Water Coolers are delivered the day before the first show day for the duration of the show.

Unit price includes delivery to booth, cup dispenser, one sleeve of cups, plus one five-gallon bottle of water.

Electrical outlet (requires one (1) 5-amp 120 volt outlet @ \$84) to be provided by Exhibitor. (Use electrical order form in the Exhibitor Kit.) A representative must be present at booth to receive the order.

Qty.	Item	Advance Price	Show Site Price	Total
	FB-1 Water Cooler Unit *	\$135.00	\$148.50	\$
	FB-2 Additional Water Bottles	\$10.00	\$16.00	\$
	FB-3 Additional Sleeve of Cups	\$7.00	\$9.00	\$
* Cold water only				Sub-Total \$
Orders placed on-site are subject to availability.				20% Service Charge \$
				7.75% Sales Tax \$
				TOTAL \$

Exhibitors are responsible for the return of each water cooler unit and empty bottles.

There will be a \$250 charge for each unit damaged or not returned. There is no refund for unused water bottles or sleeves of cups.

Water coolers will be picked up from booth two (2) hours prior to close of the show. No later than one (1) hour after close of show.

**NOTE:** Sales taxes are subject to change by local entities and you will be charged the tax rate in effect at the time of your event.

The SES Catering Department is the exclusive catering contractor at the SECC.

### PAYMENT AUTHORIZATION (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:           EXP. DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



**CUSTODIAL:  
BOOTH CLEANING SERVICES ORDER FORM-2007**

Mail or fax forms with payment to:  
SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)  
BOOTH # / MTG. ROOM #

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007		
EXHIBITING COMPANY NAME:	HALL LOCATION:		
STREET ADDRESS:	CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:
E-MAIL:			

**IMPORTANT:**

SES IS THE EXCLUSIVE BOOTH CLEANING PROVIDER. NO OTHER PROVIDER OR CLEANING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR, EXCEPT FOR INITIAL WIPE DOWN. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

SERVICE REQUESTED:	ADVANCE ORDER DAILY RATE	SHOW SITE DAILY RATE	DATES REQUIRED	\$ SUB-TOTAL
BC-1 VACUUM/EMPTY TRASH CANS & ASHTRAYS sq. ft. @ _____ x _____ days	\$0.28 per sq. ft.	\$0.37 per sq. ft.		
BC-2 DAMP MOP/BUFF & WAX sq. ft. @ _____ x _____ days	\$0.32 per sq. ft.	\$0.49 per sq. ft.		
<b>PERIODIC PORTER SERVICE:</b> (Emptying of trash cans and ashtrays approx. every 90 minutes during show hours.)				
PP-1 UP TO 1,000 SQ. FT. PP-2 1,001 TO 3,000 SQ. FT. PP-3 3,001 SQ. FT. AND ABOVE	\$52 PER DAY \$94 PER DAY \$120 PER DAY	\$65 PER DAY \$120 PER DAY \$162 PER DAY		
PORTR SERVICE (4-HOUR MINIMUM):	\$25 / HOUR	\$30 / HOUR		
SHAMPOO - CARPET ADP-1 UP TO 1,000 SQ. FT. ADP-2 1,001 TO 3,000 SQ. FT.	\$0.55 /SQ. FT. \$0.55 /SQ. FT.	\$0.78 /SQ. FT. \$0.78 /SQ. FT.		
TOTAL:				

**OTHER INFORMATION**

- SES is the exclusive cleaning contractor at the SECC. No other contractor or cleaning service will be allowed on the show floor, except for initial wipe down. Periodic porter service is a service performed by a cleaning attendant every ninety (90) minutes. This service consists of emptying of trash cans and ashtrays. If you plan to serve food or beverages in your booth, it is strongly recommended that you order Periodic Porter Service. Unsatisfactory service must be reported before opening of show.

**PAYMENT AUTHORIZATION** (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:  EXP. DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## ELECTRICAL SERVICES GENERAL INFORMATION-2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

- SES is the exclusive provider of electrical services at the Sands Expo & Convention Center.
  - By signing and delivering the Electrical Services Form to SES, customer agrees to all terms and conditions printed on the form.
  - Dedicated and 24-hour power will be at double the listed price. Please indicate these requirements in the 24-hour column at double the appropriate rate.
  - Electrical service cannot be guaranteed prior to one (1) hour before event opening due to temporary conditions which exist during set-up.
  - For Hall G, you need to call SES for outlets over 60 amps 208 volt or for any 480 volt requirements.
  - Call SES for pricing at (702) 733-5070 on outlets not indicated on this form (i.e., special or foreign voltages, or outlets exceeding those indicated for 208 or 480 volt).

### SERVICE LOCATION PLAN / FLOORPLANS

- A Service Location Plan/Floorplans must be submitted to process electrical orders. Included should be the date and time the equipment and/or service is requested and the type of labor requested. A floorplan is located on p.6 that is to be used for booth diagramming.

### PAYMENT POLICY

- All services ordered through the Sands Expo & Convention Center must be prepaid prior to any work being performed, therefore, a valid credit card must be on file.
- To receive advance discount prices, SES must receive your order with full payment by 5PM PST twenty-one (21) calendar days prior to show opening date. All orders received after this date will receive show site prices.
- No credit will be issued on services installed but not used.
- All orders are subject to a 25% cancellation fee if canceled within twenty-one (21) calendar days prior to show opening date. No refunds will be issued or outlets canceled after they have been installed. All prices are subject to change without prior notice.

### LABOR INFORMATION

- Straight time: \$81/per hour • Overtime: \$153/per hour
- Labor between the hours of 8:00AM and 5:00PM, Monday through Friday will be at the straight time rate, except for holidays.
  - Labor to disconnect will be based on one-half (1/2) of the installation time and will be automatically applied to your invoice.

- Starting time may only be guaranteed in those cases where electrical labor begins at 8:00AM (requires a minimum of 48-hour notice to assure request) for move-in only. Not available on show days.
- A minimum charge per booth of one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half (1/2) of the installation time and will be automatically applied to your invoice.

### EXHIBITOR GUIDELINES

- Neither Specialized Event Services (SES) nor the Sands Expo & Convention Center (SECC) are responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector or over/under voltage protector on your computer or other equipment as necessary. Installations and connections to all electrical service should be made by SES personnel. SES will not be responsible for any damage or loss of equipment, component, computer hardware or software, and/or any injury to any person caused by the installation or connection into any electrical outlet by persons other than SES personnel.

- Electricity will be live within thirty (30) minutes of show opening and turned off within thirty (30) minutes of show close.
- Twenty-four (24)-hour service to any outlet will be at double the listed price and can only be guaranteed before show opening with advance arrangements for date needed.
- All electrical outlets will be installed on the floor at the back wall of in-line booths and peninsula spaces. It is the exhibitor's responsibility to provide access for electrical outlets and electrical panels which may need to be serviced during the operation of the show. Outlets which are overloaded by the exhibitor will be reset one time as a courtesy. Prior to the resetting of the electrical circuit, the exhibitor will have this opportunity to purchase additional power or agree to operate within the limits of his original circuit purchase. If the circuit needs to be reset a second time, a one (1)-hour labor charge will be incurred at the appropriate rate.

*Continued on next page*


 ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)
**EXHIBITOR GUIDELINES (CONTINUED)**

- To prevent overloading of circuits, exhibitors cannot add wattage except as ordered. All outlets for lighting are provided by SES. Column and/or wall outlets are not a part of exhibitor booth space. A separate outlet must be ordered for each piece of equipment to be connected.
- All wiring, motors, electrical installations, etc. must be approved. Exhibitor's equipment should be properly tagged and wired with full information as to current, voltage, phase, cycle, horsepower, etc. and ready for connection.
- All halogen lights must have a safety lens or shield over the lamp/bulb.

**FACILITIES EXCLUSIVE RESPONSIBILITIES/**
**LABOR NEEDS**

- Additional power drops from overhead are chargeable on a time and material basis.
- Special handling of electrical signs or apparatus, hook-up of electrical equipment, and repairs or installation of electrical will be done on a time and material basis.
- All outlets over 15 amps and with a voltage of over 120 volts require electrical labor. This includes a one-hour minimum to inspect exhibits that are pre-wired to plug into our system.
- As the exclusive in-house contractor, we will be responsible for the following:
  - a) All distribution of electrical wiring under carpet or flooring.
  - b) All distribution overhead of electrical wiring, including coaxial cable, fiber optics and the distribution of same from product to booth and from booth-to-booth.
  - c) All motor and equipment hook-ups requiring electricity.
  - d) Installation and/or repair of electrical fixtures.
  - e) Installation of electrical motors and apparatus to be energized.
  - f) Motorized hoists, truss and lighting installation.
  - g) Installation and removal of all overhead electrical signs, trusses, motors, or apparatus.
  - h) Installation and removal of free-standing electrical signs which require assembly, rotating electrical signs, sequencing electrical signs and various related applications, and the operation of such equipment. This also includes any apparatus that hangs from the ceiling wherein the sum total is over 200 pounds and/or is electrical. See Rigging Hanging Sign Services Form for instructions on hanging electrical signage.

**ELECTRICAL CODE**

Too frequently, fires have been traced to faulty wiring due to carelessness or lack of understanding of the risks involved in wiring. In the interest of public safety, exhibits in the Sands Expo & Convention Center may be inspected to determine if any violation exists. If violations are found, qualified personnel are available to correct the problems. This work will be performed on a time and material basis. If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be energized. If an exhibitor does not understand basic safety standards, a qualified person should be consulted before the exhibit is sent to the Sands Expo & Convention Center. Serious risks can be eliminated by understanding basic requirements of safe wiring within your booth. For the safety of yourself and the public, remember these points:

- All extension cords that run under the carpet or flooring must be provided and installed by SES.
- All extension cords taped to the top of any carpet or flooring within booth space or meeting space must be supplied and installed by SES.
- All wiring utilized for booth work must have a 3-wire grounded cord with a minimum of #14 gauge.
- Spotlights or floodlights are a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of two-wire fixtures is prohibited.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities.
- Electrical requirements for an exhibit at the Sands Expo & Convention Center are for the safety of all exhibitors and are based on national and city electrical codes and ordinances.
- Local ordinances prohibit more than 2000 watts/20 amps per lighting circuit and only one connection for power and motor outlets.
- Electrical permits required by the local Building and Safety Code will be obtained by SES. No storage is allowed behind booth for fire safety reasons.



## ELECTRICAL SERVICES ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #			
EXHIBITING COMPANY NAME:	HALL LOCATION:				
STREET ADDRESS:	CITY:	STATE)	ZIP:		
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:		
E-MAIL:					
<b>IMPORTANT:</b> SES IS THE EXCLUSIVE ELECTRICAL PROVIDER AT SECC. NO OTHER PROVIDER OR ELECTRICAL SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED; ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.					
ELECTRICAL USAGE: 120 VOLT - 60 HZ - AC	QTY (SHOW HRS)	*QTY (24 HR POWER)	ADVANCE RATE (DOUBLE FOR 24HR POWER)	SHOW SITE RATE (DOUBLE FOR 24HR POWER)	SUB-TOTAL
E005 5 Amps / 500 Watts or less			\$84	\$155	
E010 10 Amps / 1000 Watts or less			\$151	\$222	
E020 20 Amps / 2000 Watts or less			\$220	\$325	
ELECTRICAL USAGE: 208 VOLT 1 PHASE - 60 HZ - AC	QTY (SHOW HRS)	*QTY (24 HR POWER)	ADVANCE RATE (DOUBLE FOR 24HR POWER)	SHOW SITE RATE (DOUBLE FOR 24HR POWER)	SUB-TOTAL
E2010 10 Amps / 1/2 h.p. or less			\$268	\$407	
E2020 20 Amps / 1 1/2 h.p. or less			\$370	\$567	
E2030 30 Amps / 2 h.p. or less			\$428	\$639	
E2040 40 Amps / 3 h.p. or less			\$515	\$644	
E2060 60 Amps / 5 h.p. or less			\$546	\$866	
E2100 100 Amps / 10 h.p. or less			\$824	\$1,298	
ELECTRICAL USAGE: 208 VOLT 3 PHASE - 60 HZ - AC	QTY (SHOW HRS)	*QTY (24 HR POWER)	ADVANCE RATE (DOUBLE FOR 24HR POWER)	SHOW SITE RATE (DOUBLE FOR 24HR POWER)	SUB-TOTAL
E3010 10 Amps / 1 h.p. or less			\$315	\$490	
E3020 20 Amps / 3 h.p. or less			\$438	\$639	
E3030 30 Amps / 5 h.p. or less			\$541	\$824	
E3060 60 Amps / 10 h.p. or less			\$747	\$1,195	
E3100 100 Amps / 20 h.p. or less			\$938	\$1,417	
E3200 200 Amps / 50 h.p. or less			\$1,788	\$2,987	
E3400 400 Amps or less			\$3,193	\$4,532	
ELECTRICAL USAGE: 480 VOLT 3 PHASE - 60 HZ - AC	QTY (SHOW HRS)	*QTY (24 HR POWER)	ADVANCE RATE (DOUBLE FOR 24HR POWER)	SHOW SITE RATE (DOUBLE FOR 24HR POWER)	SUB-TOTAL
E4020 20 Amps / 7 h.p. or less			\$608	\$979	
E4030 30 Amps / 10 h.p. or less			\$716	\$1,030	
E4040 40 Amps / 15 h.p. or less			\$1,030	\$1,185	
E4060 60 Amps / 20 h.p. or less			\$1,133	\$1,545	
E4100 100 Amps / 50 h.p. or less			\$1,442	\$1,983	
E4150 150 Amps / 75 h.p. or less			\$2,060	\$2,678	
E4200 200 Amps / 100 h.p. or less			\$2,266	\$3,193	
EUROPEAN POWER 380					
CALL FOR PRICING					
*24-HOUR POWER IS DOUBLE THE APPLICABLE RATE				TOTAL	

**ALL EXTENSION CORDS RUNNING UNDER CARPET OR FLOORING MUST BE PROVIDED AND INSTALLED BY SES.**

**PAYMENT AUTHORIZATION** (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## ELECTRICAL: BOOTH LIGHTING INSTRUCTIONS-2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

### BOOTH LIGHTING INSTRUCTIONS

Please indicate placement of your booth lighting and return with your order. Packages A,B,C and D are intended for in-line booths and for standard booth sets with booth lighting placed at the FRONT of the booth and hung from poles or stanchions only. All other installations will be completed on a labor and material basis.

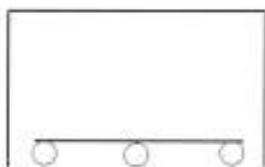
#### SAMPLE

(2) PACKAGE "D"



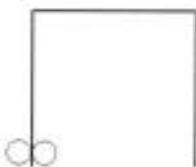
#### SAMPLE

(1) PACKAGE "B"



#### SAMPLE

PACKAGE "D"  
PACKAGE "E"



BOOTH NUMBER  
THIS  
DIRECTION

BOOTH NUMBER  
THIS  
DIRECTION

YOUR BOOTH  
NUMBER:

FIRE SAFETY ZONE  
No storage  
Utility Access 18"

#### EXHIBIT SPACE

IN-LINE

10' x 10'

10' x 10'

10' x 10'

ISLAND BOOTH

8' AISLE

24-HR ACCESS

PENINSULA  
BOOTH



## ELECTRICAL: BOOTH LIGHTING SERVICES ORDER FORM & CONDITIONS-2007

MAIL OR FAX FORMS WITH PAYMENT TO:  
SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVE. • LAS VEGAS, NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007	EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM #	
EXHIBITING COMPANY NAME:	HALL LOCATION:		
STREET ADDRESS:	CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:
E-MAIL:			
<b>IMPORTANT:</b> SES IS THE EXCLUSIVE BOOTH LIGHTING PROVIDER AT SECC. NO OTHER PROVIDER OR BOOTH LIGHTING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.			
<b>BOOTH LIGHTING PACKAGES</b>			
<b>PRICES FOR MOST LIGHTING PACKAGES INCLUDE ELECTRICAL POWER FOR LIGHTS, LIGHT TRACK, FIXTURES, INSTALLATION, MAINTENANCE, AND REMOVAL. (SEE BOX BELOW FOR THOSE THAT DO NOT.) ALL TRACK AND FIXTURES FOR STANCHION AND TRACK INSTALLATION ARE BLACK IN COLOR. LAMPS ARE MR-16 / 75-WATT (THESE LAMPS EXCEED THE LUMENS OF 150-WATT FLOOD LAMP). ALL FIXTURES ARE ADJUSTABLE.</b>			
ITEM DESCRIPTION	QUANTITY	ADVANCE PRICE	SHOW SITE PRICE
EMLA PACKAGE "A" - TRACK LIGHTS ONE 4' TRACK W/TWO FIXTURES		\$190	\$294
EMLB PACKAGE "B" - TRACK LIGHTS ONE 4' TRACK W/THREE FIXTURES		\$232	\$387
EMLC PACKAGE "C" - TRACK LIGHTS ONE 4' TRACK W/FOUR FIXTURES		\$289	\$438
EMLD PACKAGE "D" - STANCHION LIGHT ONE 18" TRACK W/ONE FIXTURE MOUNTED TO STANCHION FRONT OF BOOTH (EITHER SIDE)		\$109	\$144
EMLE PACKAGE "E" - ADDITIONAL FIXTURE ADD ADDITIONAL FIXTURES TO PACKAGES A, B, C, or D		\$57	\$88
EMLF PACKAGE "F" - OVERHEAD LIGHT 1000 WATT QUARTZ LIGHT MOUNTED IN CATWALK - ONLY		\$284	\$449
EMLG PACKAGE "G" - OVERHEAD LIGHTS FOR HALL G 200 WATT - PAR56 - FOR USE IN HALL G - GROUND LEVEL		\$226	\$340
NOTE: PACKAGES A, B, C, D, E: WHEN USED AT THE VENETIAN HOTEL, PLEASE ADD ONE (1) HOUR OF LABOR FOR INSTALLATION + ONE (1) HOUR OF LABOR FOR DISMANTLE.			TOTAL

### FILL OUT FORM ON THE FOLLOWING PAGE WITH BOOTH LOCATION AND LIGHTING LOCATION

Packages A, B, C and D are intended for in-line booths and for standard booths set with booth lighting placed at the FRONT of the booth and hung from poles or stanchions only.

All other installations will be completed on a labor and material basis.

### PAYMENT AUTHORIZATION (will be used for all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:  EXP. DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## INTERNET SERVICE TERMS AND CONDITIONS



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

Service	Connection Speed	Limit of IP Addresses	Recommended Usage
Standard Ethernet 512	512Kbps maximum	Includes one IP address	For up to six computers with low bandwidth needs
Fast Ethernet 1000	1Mb maximum	Includes five IP addresses	For up to ten computers with medium bandwidth needs
Dedicated Ethernet	1.54Mb maximum	Full T1 speed with 25 static, public IP addresses	For a high bandwidth, private network (fully public with no firewall protection)
Fully Open Ethernet	Varies	Based on usage	For high-speed users with many devices. Not protected by firewall.
VLAN	Based on needs	Must bring DHCP server	For private connection to link to areas throughout the complex
Wireless	Up to 256Kb	One user per access code; additional access codes may be purchased	Wireless connection to one computer, recommended for browsing and sending/receiving e-mail

The network connection provided by Specialized Event Services (SES) may be used only by the contracted corporation, its directors, officers, and employees, or guests when performing service for the company. **This service cannot be resold or distributed to any other company.** Users of the SES network will put forth every effort to avoid unnecessary network traffic and interference with the usage of others. Users of the network shall not transmit any communication which violates any local law or regulation or is likely to offend other users on the network. Each device will be provided a code, which is for use with **one device only**. All devices on the SES network will be charged an access fee in the form of an additional access code or a network package. **Once you use the access code on a device, it cannot be reset for use on another device.** Be cautious about entering your access code.

**Any use of an RF-emitting device – connected to the SES network or not – which can interfere with the SES RF signal is strictly prohibited.** In the event of discovery of such device, the abuser will be subject to disconnection of their Internet service, or, if necessary, their electrical service. Compliance with this policy is imperative for the smooth operation of the SES wireless network, SEEnet.

SES makes no guarantee of the performance, routing, or throughput of any data circuit connected to the Internet outside the facility's own backbone. SES provides security via Pix firewall, and special arrangements must be made to have your service supplied outside this firewalled area. Please call (702)733-5531 for assistance in planning your network.

SES requires all devices using the network be protected by updated virus software, Windows security updates, and any other technological precautions deemed necessary to protect yourself and other users from viruses, malicious programs, pop-ups, popunders, and other disruptive applications.

Any device which adversely impacts the SES network will result in service interruption with or without prior notice to the user at the discretion of SES. The device in question will remain disconnected until SES personnel deem that all issues have been resolved. No discount or refund will be issued in these circumstances. Additional fees for problem diagnosis and resolution will apply.

### LIMITATIONS

VPN (Virtual Private Networks) may not work at lower-speed connections. VPN should work with the Dedicated Ethernet line, which is not behind a firewall and will require protection on the devices being connected to it. SES does not support VPN software or VPN concentrator issues and does not guarantee its success.

NetMeeting will not work inbound or outbound.

Applications such as PC Anywhere, Citrix, and Remote Terminal Service will not work. Some features of Instant Messaging may not work.

Labor includes configuration of devices and any changes made to SES equipment to enhance the exhibitor's network, running cable, tipping cable, or observing as the exhibitor makes changes to his own devices. No drivers or software will be loaded onto an exhibitor's device, and no hardware changes will be made to an exhibitor's device by an SES Internet technician.

Due to the unpredictable nature of the World Wide Web, SES does not warrant that the services provided will meet the user's requirements or that the user's access to and use of the services will be uninterrupted. SES cannot and does not guarantee the privacy, security, authenticity, or non-corruption of any information transmitted through the system from the Internet. If a situation occurs involving nonperformance of services furnished by SES, user's sole remedy shall be a refund of a pro-rata portion of the price paid for services which were not provided. No credit will be issued for periods of lost service with a duration less than **eight hours**.



## INTERNET SERVICES ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5531 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007		EVENT DATES: JAN. 8-11, 2007	BOOTH # / MTG. ROOM / BALLROOM	
EXHIBITING COMPANY NAME:		HALL LOCATION:		
STREET ADDRESS:		CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:	
PLEASE PRINT E-MAIL ADDRESS:				
<b>TO RECEIVE ADVANCE PRICES, SECC MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 3PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE.</b>				

CONNECTIVITY	QTY	ADVANCED RATE	SHOW-SITE RATE	SUBTOTAL
IE512 Ethernet 512 - up to 512kb connection speed with one IP address.		\$1,200.00	\$1,400.00	
IE1000 Fast Ethernet 1000 - up to 1Mb connection speed with five IP addresses.		\$2,100.00	\$2,450.00	
IT1DE Dedicated Ethernet - private 1.54Mb connection with 25 IP addresses.		\$5,000.00	\$6,600.00	
ILCD Fully open Ethernet line with one public IP address. Additional IP addresses may be purchased for \$150 each.		\$3,500.00	\$4,000.00	
ICAT Booth-to-booth or room-to-room cabling for demonstration purposes.		\$320.00	\$410.00	
ADDITIONAL NEEDS	QTY	ADVANCED RATE	SHOW-SITE RATE	SUBTOTAL
IHUBA8 Hub rental - 8-port 10/100 auto-sensing. Must pay deposit.		\$150.00	\$175.00	
IHUBA16 Hub rental - 16-port 10/100 auto-sensing. Must pay deposit.		\$200.00	\$225.00	
IACC Additional connection to allow access for one device behind the firewall.		\$125.00	\$125.00	
IACP Public IP address for one user. Must purchase ILCD to use these addresses.		\$150.00	\$150.00	
NETWORK PACKAGES	QTY	ADVANCED RATE	SHOW-SITE RATE	SUBTOTAL
ICYBER Cyber Café with one Internet line, 10 IP addresses, 16-port hub, cabling and labor.		\$2,800.00	\$3,220.00	
LABOR CALL (see page 21 for details) (Straight time is between 8:00 am and 5:00 pm excluding holidays.)		STRAIGHT TIME	OVERTIME	TOTAL LABOR
DATE/TIME: _____ / _____ Type of labor requested: <input type="checkbox"/> Set up computer equipment <input type="checkbox"/> Set up network <input type="checkbox"/> Configuration assistance		\$78.00/hour	\$155.00/hour	\$
<b>TOTAL (INTERNET AND LABOR)</b>				\$

By signing this order form, you agree to the terms and conditions of the SES Internet Department as explained on page 21 of this brochure.

### PAYMENT AUTHORIZATION (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:        EXP. DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



# PLUMBING/AUTOMATIC SPRINKLER SYSTEM/ COMPRESSED AIR / WATER / DRAIN SERVICES INSTRUCTIONS & CONDITIONS-2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

## INSTRUCTIONS AND CONDITIONS

1. All material and equipment furnished by SES for these service orders shall remain SES property and shall be removed ONLY by SES personnel at the close of the show.
2. Wall, column, and permanent building utility outlets are not a part of booth space and are not to be used by exhibitors.
3. All equipment must comply with state and local safety codes.
4. Prices are based upon current wage rates and are subject to change without notice.
5. Exhibitors are encouraged to make their booth connections within their booth. The standard connector for compressed air outlets is a 1/4" AMFLO-C1 connector, the standard connector for water is 1/2" FIP connector. However, no modifications to facility system or equipment is allowed. Exhibitors who are in violation of this will be charged an hourly service charge to repair system or equipment.
6. Special equipment requiring company engineering or technicians for assembly, servicing, preparatory work and operation may be executed without SES Plumbing personnel. However, if exhibitor requests labor from SES, they will be charged an hourly service charge for these services.
7. Equipment using water must have inlet and outlet properly marked and identified.
8. Unless otherwise directed in writing by exhibitor or his representative, SES Plumbing personnel may be required to cut floor coverings to permit installation of service.
9. Connection rates listed cover bringing service from main line to booth and do not include connecting equipment. Standard placement for compressed air, water, and drain outlets is at the back wall of line (in-line) and peninsula booths. For island booths, outlets will be placed in the center of the booth (or at our discretion) unless we receive a floorplan indicating the main location where you require your services.
10. Due to the portable nature of the air lines in the Sands Expo & Convention Center, we recommend that exhibitors supply a filter or other equipment to limit the moisture or water in lines.
11. Special supplies such as regulators, strainers, traps, and other such specialized equipment as may be necessary for your booth should be ordered with thirty (30) days written notice. Every effort will be made to provide you with all special requirements.
12. All utility outlets include up to fifty feet (50') of accomplished distance. Use of additional footage or equipment will be charged at the prevailing labor and material rates.
13. Any of your plumbing services that require electricity or electrical labor to connect and/or operate should be ordered on the "Electrical Services Form." You will also be charged for electrical outlets for any services which require power for special plumbing needs, such as pumps, ejectors and/or compressor outlets.
14. Automatic Fire Sprinkler System (AFSS) must comply with National Fire Protection Act #13. All Booths must comply with these requirements. It is not the responsibility of the SES nor the SECC to approve or deny your exhibit floorplans. All questions should be addressed to Clark County Fire Department at 702-455-7100. SES is the exclusive provider at Sands Expo & Convention Center (SECC) for this service. When AFSS is required in your booth, please submit the following information to: [Plumbing@SandsEXPO.com](mailto:Plumbing@SandsEXPO.com) or call 1-800-758-6246. The mailing address is: SES-Plumbing Department / 201 Sands Avenue / Las Vegas, NV 89169.
  - A) Plan view drawing of the display indicating (by shading) the areas/elements that are covered including stairwells and their dimensions. Walls, kiosks, showcases or products with less than 20" of clearance from bottom of the deck or ceiling must be indicated with dimensions.
  - B) Please send perspective/isometric drawings to better define your display.



## PLUMBING/AUTOMATIC SPRINKLER SYSTEM/ COMPRESSED AIR/WATER/DRAIN SERVICES ORDER FORM-2007

Mail or fax forms with payment to:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

BOOTH # / MTG. ROOM #

EVENT NAME: CES 2007		EVENT DATES: JAN. 8-11, 2007		
EXHIBITING COMPANY NAME:		HALL LOCATION:		
STREET ADDRESS:		CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:	TELEPHONE:	FAX:	
E-MAIL:				

**IMPORTANT:**

SES IS THE EXCLUSIVE COMPRESSED AIR/WATER/DRAIN SERVICE PROVIDER. NO OTHER PROVIDER OR COMPRESSED AIR/WATER/DRAIN SERVICE WILL BE ALLOWED ON THE SHOW FLOOR. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

**COMPRESSED AIR:** 90-100 Pounds PSI. The standard connector for compressed air is a 1/4" AMFLO-C1 connector. For any other connections, contact Specialized Event Services (SES).

ITEM	QTY	ADVANCE RATE	SHOW SITE RATE	TOTAL QUANTITY X PRICE
P1CA SERVICE CHARGE FOR FIRST OUTLET AT REAR OF BOOTH		\$405	\$630	\$
P1CAA EACH ADDITIONAL CONNECTION WITHIN THE SAME BOOTH (WITHIN 5 FT. OF 1ST OUTLET) TOTAL NUMBER _____		\$200	\$315	\$
P1CFM CFM REQUIRED: MINIMUM OF 5 CFM SIZE OF CONNECTION: _____		\$7.50/EACH CFM	\$11.55/EACH CFM	\$

**WATER SERVICE:** Pressure may vary, no guarantee can be made of minimum or maximum pressures. If pressure is critical, exhibitor should arrange to have a pressure regulator valve installed. Standard connections for water outlets are 1/2" FIP.

ITEM	QTY	ADVANCE RATE	SHOW SITE RATE	TOTAL QUANTITY X PRICE
P2WS SERVICE CHARGE FOR FIRST OUTLET AT REAR OF BOOTH		\$419	\$641	\$
P2WSA EACH ADDITIONAL OUTLET WITHIN THE SAME BOOTH		\$210	\$315	\$
Size of connection required:	Number of connections:	GPM required:		

**DRAINS:** Please call to verify drain availability or supplemental charges which may be incurred. This condition pertains to all Exhibit Halls at the SECC.

ITEM	QTY	ADVANCE RATE	SHOW SITE RATE	TOTAL QUANTITY X PRICE
P3D SERVICE CHARGE FOR FIRST OUTLET AT REAR OF BOOTH		\$419	\$641	\$
P3DA EACH ADDITIONAL OUTLET WITHIN THE SAME BOOTH		\$210	\$336	\$
Size of connection required:	Number of connections:	GPM required:		

**WATER FILLING & DRAINING:** Prices include a one-time fill and drain for each container based on straight time.

ITEM	QTY	ADVANCE RATE	SHOW SITE RATE	TOTAL QUANTITY X PRICE
UNIT(S) 1 TO 149 GALS.		\$221	\$336	\$
UNIT(S) 150 TO 299 GALS.		\$326	\$493	\$
UNIT(S) 300 TO 999 GALS.		\$578	\$893	\$
UNIT(S) 1,000 TO 4,999 GALS.		\$772	\$1,260	\$
UNIT(S) 5,000 TO 10,000 GALS.		\$1,040	\$1,575	\$

Automatic Sprinkler System needed; contact \_\_\_\_\_ (Name & Phone Number of Exhibitor) TOTAL PLUMBING SERVICE ORDER \$

**LABOR RATES (\$75/HR. STRAIGHT TIME, \$144/HR. OVERTIME):**

Labor between the hours of 8:00AM and 5:00PM Monday through Friday will be at the straight time labor rate. Labor before 8AM and after 5PM Monday through Friday, Saturdays, Sundays and Holidays will be at the overtime rate. Holidays will be billed at two times (2X) the overtime rate.

**PAYMENT AUTHORIZATION** (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_ / \_\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



## RIGGING/HANGING: TRUSS / LIGHTING RENTAL / LABOR ORDER FORM-2007

MAIL OR FAX FORMS WITH PAYMENT TO:

SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.  
201 SANDS AVE. • LAS VEGAS, NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

BOOTH # / MTG. ROOM #

EVENT NAME:	CES 2007			EVENT DATES:	JAN. 8-11, 2007	
EXHIBITING COMPANY NAME:				HALL LOCATION:		
STREET ADDRESS:		CITY:		STATE:	ZIP:	
ORDERED BY (SIGNATURE):		PRINT NAME:		TELEPHONE:	FAX:	
E-MAIL:						
<small>BY SIGNING AND DELIVERING THIS FORM TO SECC, CUSTOMER AGREES TO ALL TERMS AND CONDITIONS PRINTED ON THIS FORM. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.</small>						

ALLOW US TO ASSIST YOU WITH ALL OF YOUR PRODUCTION REQUIREMENTS.  
FROM THE SMALLEST TO THE LARGEST, WE CAN PROVIDE IT ALL!

- Motorized Hoists/ Trussing
- Robotics and Conventional Lighting
- Dimmers and Controls
- No Shipping Costs for In-House Products
- Fully-Trained and Professional Staff
- Lighting Design Services

### NO DRAYAGE COST for SES-PROVIDED equipment

*(Drayage is the cost of hauling goods.)*

#### LABOR REQUEST / RATES

- Labor between the hours of 8:00AM and 5:00PM Monday through Friday will be at the straight time labor rate. Labor before 8:00AM and after 5:00PM Monday through Friday, Saturdays, Sundays and Holidays will be at the overtime rate.
- A minimum charge per booth of one hour for installation will apply to all booths requiring labor. Labor to dismantle will be based on one-half (1/2) of the installation time and will be automatically applied to your invoice.
- Supervision - A 20% supervision fee will be charged when SES personnel are not working under the direct supervision of the exhibitor or exhibitor representative.

LABOR RATES: STRAIGHT TIME = \$78/PER HOUR    OVERTIME = \$150/PER HOUR

SERVICES REQUESTED: DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ NO. OF PERSONS: \_\_\_\_\_ (3-PERSON MINIMUM FOR RIGGING)

SEE SPECIALIZED EVENT SERVICES "SCOPE OF WORK" FOR INFORMATION ON EXCLUSIVE LABOR SERVICES.

PLEASE PROVIDE DESCRIPTION OF WORK AND DRAWINGS OR PRINTS WITH REQUEST.

#### PRODUCT LIST

PLEASE CALL FOR ANY ITEMS NOT LISTED HERE OR IF YOU WISH TO HAVE OUR ASSISTANCE IN PLANNING YOUR LIGHTING DESIGN PRODUCTION REQUIREMENTS.  
PRICING UPON REQUEST FOR INDIVIDUAL ITEMS OR FOR COMPLETE PRODUCTION PACKAGES.  
PHONE: (702) 733-5047    E-MAIL: [LIGHTING@SANDSEXPO.COM](mailto:LIGHTING@SANDSEXPO.COM)

- |                     |                           |
|---------------------|---------------------------|
| • LIGHTING FIXTURES | • MOTORIZED HOISTS        |
| • MOVING LIGHTS     | • DIMMERS                 |
| • CONTROL           | • PERISHABLES             |
| • TRUSS             | • CUSTOM RIGGING PACKAGES |

#### PAYMENT AUTHORIZATION

(will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:  EXP. DATE: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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



**RIGGING/HANGING SIGN SERVICES ORDER FORM-2007**

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201 SANDS AVENUE • LAS VEGAS NV 89169  
P: (702) 733-5070 • F: (702) 733-5568



**ORDER ONLINE AT**  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

EVENT NAME: CES 2007		EVENT DATES: JAN. 8-11, 2007		BOOTH # / MTCL ROOM #	
EXHIBITING COMPANY NAME:		HALL LOCATION:			
STREET ADDRESS:		CITY:		STATE:	ZIP:
ORDERED BY (SIGNATURE):		PRINT NAME:		TELEPHONE:	FAX:
E-MAIL:					
BY SIGNING AND DELIVERING THIS FORM TO SES, CUSTOMER AGREES TO ALL TERMS AND CONDITIONS PRINTED ON THIS FORM.					
<p><b>IMPORTANT:</b>          SES IS THE EXCLUSIVE HANGING SIGN/RIGGING PROVIDER AT SBC. NO OTHER PROVIDER OR HANGING SIGN/RIGGING SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.</p>					

**INFORMATION AND INSTRUCTIONS - HANGING ITEMS**

- Specialized Event Services is responsible for hanging, assembly, and operation of all electrical and non-electrical (in excess of 200 pounds) hanging items within the Sands Expo & Convention Center. Display companies or exhibitor's representative may supervise these activities.
  - For safety reasons, all signs in excess of 200 pounds will be hung using a motorized hoist(s).
  - Items must include blueprints or drawings with detailed information, which must include orientation in booth, pick points for hanging, and assembly instructions.
  - All items must be in working order, structurally sound, and in accordance with applicable codes.
  - Hanging sign packages start at \$2,250 (includes 6hrs. straight time for installation, 3hrs. overtime for dismantle, 1 boomsift, and 1-ton hoist).
  - **IMPORTANT:** You should contact your general service contractor for shipping instructions for all hanging items.

There will be a 30% service charge for orders for hanging applications that are placed on site.

**SIGN SIZE/CONFIGURATION**

<input type="checkbox"/> ELECTRICAL	<input type="checkbox"/> NON-ELECTRIC SIGN (IN EXCESS OF 200 LBS)	<input type="checkbox"/> LIGHTING TRUSS	<input type="checkbox"/> OTHER
POWER REQUIREMENTS:	AMP OR WATTS	VOLTAGE	<b>PRINT, PLOTS OR DRAWINGS MUST BE PROVIDED</b>

## **LABOR AND EQUIPMENT RATES FOR HANGING APPLICATIONS**

- Labor between the hours of 8:00AM and 5:00PM Monday – Friday will be at the straight time labor rate. Labor before 8:00AM and after 5:00PM Monday – Friday, Saturdays, and Sundays will be billed at the overtime rate. Holidays will be billed at two times (2X) the overtime rate.
  - A minimum charge per booth of one hour for installation will apply to all booths requiring labor. Labor to dismantle will be based on one-half (1/2) of the installation time and will be automatically applied to your invoice.
  - Supervision – A 20% supervision fee will be charged when SES personnel are not working under the direct supervision of the exhibitor or exhibitor representative.

**SERVICE REQUESTED: DATE**      **TIME**      **NO. OF PERSONS**      **(3-PERSON MINIMUM FOR RIGGING)**

See Specialized Event Services scope of work for information on exclusive labor services.

#### EQUIPMENT / MOTORIZED HOISTS

**BOOMLIFT = \$150 per hour      FORKLIFT/BASKET = \$75 per hour      MOTORIZED HOISTS 1-TON = \$450**

- Please provide drawing with detailed information, including engineering approval, booth dimensions, orientation, pick points, and assembly instructions.
  - In order for us to hang your sign to the proper height, please provide the measurements from the floor to the top of the sign.
  - Specialized Event Services reserves the right to refuse to hang any application if they deem it unsafe.

For specific questions concerning HANGING APPLICATIONS, call (702) 733-5047 or e-mail [rraigina@SandsEXPO.com](mailto:rraigina@SandsEXPO.com)

**NO DRAYAGE COST**  
for SES-PROVIDED equipment

#### **Discussion** (the end of the first study)

**PAYMENT AUTHORIZATION** will be used for any and all SES services you order in addition to those listed on this form.

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER: \_\_\_\_\_ EXP. DATE: \_\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS:

**CITY/STATE(ZIP):**



## TELECOMMUNICATIONS SERVICES INSTRUCTIONS & CONDITIONS–2007



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

### INSTRUCTIONS AND CONDITIONS

- 1) The Sands Expo & Convention Center (SECC) and Specialized Event Services (SES) shall not be liable for, and are hereby released from, any special, indirect, incidental or consequential damage, including, without limitation, the following: lost profits, damage to business reputation, lost opportunity or commercial loss of any kind to the customer which results from the use (or the inability to use) any of the services or equipment which is contemplated herein, or from the breach by the Sands Expo & Convention Center or Specialized Event Services or any of their employees, agents or contractors.
- 2) **Cancellation:** All orders are subject to a 25% cancellation fee. No refund will be given for lines cancelled after they have been installed.
- 3) All charges are subject to change without prior notice.

#### ADDITIONAL CHARGES/FEES:

- **Call Detail Charges** - Local call, operator-assisted and 800-calls will be charged a minimum of \$0.75 per call. All long-distance and international calls are charged based on the prevailing rates.
- **Instruments** - Instruments with attachment line must be returned to the SES Exhibitor Service Desk within one hour following the close of the event. **Exhibitors who do not return their instruments will be charged: \$125 for single-line instruments and \$500 for multi-line and polycom instruments.**
- **Labor Charges** - Labor between the hours of 8:00AM and 5:00PM - Monday through Friday (except holidays) will be at the straight time labor rate; all other hours will be at the overtime rate. Exhibitors will be charged to move lines, program exhibitor's equipment, or for damage to telephone lines which occurs in the booth and is caused by the exhibitor, exhibitor's employees, or any appointed representatives. Exhibitors will be charged on a labor and material basis for these occurrences.  
**Labor Rates: Straight time = \$81 per hour      Overtime = \$153 per hour**
- **Cancellation Notice** - All orders are subject to a 25% cancellation fee. No refund will be given for services canceled after they have been installed. All prices are subject to change without prior notice.

#### LOCATION GRID

Please utilize attached grid to indicate all telephone line locations within your booth.

Please indicate scale: 1 square = \_\_\_\_\_ feet.      Or other: \_\_\_\_\_

Indicate booth number this direction ↑ \_\_\_\_\_


Indicate booth  
number this  
direction  
\_\_\_\_\_



Indicate booth  
number this  
direction  
\_\_\_\_\_



Indicate booth number this direction ↓ \_\_\_\_\_



## TELECOMMUNICATIONS SERVICES ORDER FORM-2007

Mail or fax forms with payment to:  
**SANDS EXPO & CONVENTION CENTER, ORDER PROCESSING DEPT.**  
 201 SANDS AVENUE • LAS VEGAS NV 89169  
 P: (702) 733-5070 • F: (702) 733-5568



ORDER ONLINE AT  
[www.SandsEXPO.com](http://www.SandsEXPO.com)

BOTH # / MTG. ROOM #

EVENT NAME: CES 2007		EVENT DATES: JAN. 8-11, 2007		
EXHIBITING COMPANY NAME:		HALL LOCATION:		
STREET ADDRESS:		CITY:	STATE:	ZIP:
ORDERED BY (SIGNATURE):	PRINT NAME:		TELEPHONE:	FAX:
E-MAIL:				
<b>IMPORTANT:</b> SES IS THE EXCLUSIVE TELECOMMUNICATIONS SERVICE PROVIDER AT SECC. NO OTHER PROVIDER OR TELECOMMUNICATIONS SERVICE WILL BE ALLOWED ON THE SHOW FLOOR AT ANY TIME. TO RECEIVE ADVANCE DISCOUNT PRICES, SES MUST RECEIVE YOUR ORDER WITH FULL PAYMENT BY 5PM PST TWENTY-ONE (21) CALENDAR DAYS PRIOR TO SHOW OPENING DATE TO ENSURE AVAILABILITY. ALL OTHER ORDERS WILL BE PROCESSED AT THE SHOW SITE RATE. NO CREDITS WILL BE ISSUED ON SERVICES INSTALLED AS ORDERED EVEN THOUGH NOT USED. ALL ORDERS ARE SUBJECT TO A 25% CANCELLATION FEE. REVIEW INVOICE PRIOR TO DEPARTURE. NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.				

**FORM INFORMATION: (Please read carefully.)**

- \* BEFORE TELEPHONE LINES ARE INSTALLED, A CREDIT CARD MUST BE ON FILE. PLEASE FILL OUT THE CREDIT CARD AUTHORIZATION FORM. THE CREDIT CARD WILL BE USED TO INVOICE TELEPHONE CALLS THAT EXCEED THE DEPOSIT OR TO CREDIT ANY UNUSED PORTION OF YOUR DEPOSIT.
- \* PRE-PLANNING CAN SAVE YOU MONEY. Telephone lines are dropped with the main power drop into booth. PLEASE INDICATE ALL TELEPHONE LINE LOCATIONS BY FILLING OUT THE LOCATION GRID ON THE BACK OF THIS FORM. Failure to notify SES of telephone location will result in a charge on a time and material basis to relocate line.
- \* Telephone service which is pre-ordered cannot be guaranteed prior to one (1) day before event opening due to temporary conditions which exist during set-up. Orders that are placed after the cut-off date will be handled on a first-come, first-serve basis. Orders placed at show site cannot be guaranteed. Instruments should be picked up at SES Customer Center Service Desk.
- \* Instruments will not be delivered to your booth. Instruments should be picked up at SES Customer Center Service Desk.
- \*\* SECC/SES has a limited number of ISDN lines available. Call for availability. All others must be ordered through Embarq Telephone (702) 244-7779 directly one month in advance of show date. For each direct data or ISDN line ordered through Embarq Telephone, a single line must also be ordered from SES. Please inform SES when you are ordering a direct data or ISDN line by completing the information below. These special feature phones will not work unless you have ordered the additional single-line telephone service from SES.

ITEM	QTY	ADVANCE PRICE	SHOW SITE PRICE	TOTAL QUANTITY X PRICE
T9SL SINGLE-LINE TOUCH-TONE PHONE (VOICE ONLY)		\$380 INCLUDES \$125 DEPOSIT	\$430 INCLUDES \$125 DEPOSIT	\$
TMD MODEM LINE (For fax, credit cards, and other applicable equipment) EQUIPMENT MUST BE PROGRAMMED TO DIAL NINE (9) FIRST. YOU MUST HAVE YOUR OWN ISP.		\$380 (NO DEPOSIT RETURNED)	\$430 (NO DEPOSIT RETURNED)	\$
T9ML MULTI-LINE TOUCH-TONE PHONE INSTALLED WITH UP TO SIX ROLLOVERS. (I.E., YOU RECEIVE ONE EXTENSION NUMBER THAT HAS THE ABILITY TO RECEIVE SIX INCOMING CALLS SIMULTANEOUSLY.)		\$660 INCLUDES \$250 DEPOSIT	\$720 INCLUDES \$250 DEPOSIT	\$
TRVM VOICE MAIL WILL ACT AS AN ANSWERING MACHINE FOR YOUR SINGLE- OR MULTI-LINE SERVICE.		\$75	\$75	\$
T1EX EXTEND T1 ** EXTEND YOUR T1 LINE TO YOUR MEETING AREA.		\$2,000	\$2,225	\$
TISDN EXTEND ISDN ** EXTEND YOUR ISDN LINE TO YOUR MEETING AREA.		\$750	\$1,000	\$
T9ISDN ISDN LINE INCLUDES PHONE LINE - LIMITED NUMBER		\$800 INCLUDES \$200 DEPOSIT	\$1,000 INCLUDES \$200 DEPOSIT	\$
			<b>TOTAL</b>	<b>\$</b>

**PAYMENT AUTHORIZATION** (will be used for any and all SES services you order in addition to those listed on this form):

CHECK NO. \_\_\_\_\_ MAKE PAYABLE TO: SANDS EXPO & CONVENTION CENTER

CREDIT CARD:  MASTERCARD  VISA  DISCOVER  DINERS CLUB  AMERICAN EXPRESS

ACCOUNT NUMBER:        EXP. DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_

CARDHOLDER'S NAME (AS IT APPEARS ON CARD): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

CARDHOLDER'S BILLING ADDRESS: \_\_\_\_\_

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