

# ATLANTIC CITY RV & CAMPING SHOW

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015



6575 DELILAH ROAD  
PO BOX 3000  
PLEASANTVILLE, NJ 08232  
Tel: (609) 485-2421 Fax: (609) 485-2392  
WWW.VISTACS.COM

# BOOTH PACKAGE AND EXHIBIT TIMES

FRI., OCT. 9 - 12:00NOON - 8:00PM  
SAT., OCT. 10 - 10:00AM - 7:00PM  
SUN., OCT. 11 - 11:00AM - 4:00PM

Dear *Atlantic City RV & Camping* Exhibitor:

Vista Convention Services is pleased to have been selected as the official service contractor for this exposition. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

All questions regarding the convention's policies, space assignments, display limitations, and event schedules should be directed to:

**FOR BULK QUESTIONS CONTACT:**

Anthony Tedesco  
GS Media & Events  
250 Parkway Drive, Suite 270  
Lincolnshire, IL 60069  
Tel: (804) 243-8847  
Anthony.tedesco@goodsam.com

**FOR BOOTH QUESTIONS CONTACT:**

Marybeth Tedesco  
GS Media & Events  
250 Parkway Drive, Suite 270  
Lincolnshire, IL 60069  
Tel: (804) 873-2056  
Mary.tedesco@goodsam.com

**ADDITIONAL CONTACT INFO:**

Ms. Laurie Hallowell  
GS Media & Events  
Dir. of Operations-Consumer Shows  
250 Parkway Drive, Suite 270  
Lincolnshire, IL 60069  
Tel: (800) 848-6247  
Laurie.hallowell@goodsam.com

All questions regarding shipping, storage, furniture, and labor should be directed to:

*Customer Service*  
**VISTA CONVENTION SERVICES**  
*6575 Delilah Road*  
*PO Box 3000*  
*Pleasantville, NJ 08232-0036*  
*Tel: (609) 485-2421*  
*Fax: (609) 485-2392*  
*email: info@vistacs.com*

Included in this service kit are order forms for various items you may require for your exhibit. **The Vista forms are to be returned to our office and the others to the specific contractor who is providing the service.** Please analyze and submit your order forms as early as possible.

Your booth is equipped with the following inventory. Additional equipment is available on the forms enclosed:

***8' high backdrape - green / white***  
***3' high siderails - green***  
***7"x44' ID Sign***

# ATLANTIC CITY RV & CAMPING SHOW

## EXHIBIT AREA INSTALLATION AND DISMANTLE

### Set -Up Dates & Times

|           |  |
|-----------|--|
| WEDNESDAY | OCTOBER 7, 2015 - RV'S 8:00am - 5:00 pm  |
| THURSDAY  | OCTOBER 8, 2015 -<br>RV's - 8:00am - 5:00pm<br>Booth Exhibitors - 11:00am - 5:00pm |

### Exhibit Dates & Times

|          |  |
|----------|--|
| FRIDAY   | OCTOBER 9, 2015 - 12:00 NOON - 8:00 PM |
| SATURDAY | OCTOBER 10, 2015 - 10:00 AM - 7:00 PM  |
| SUNDAY   | OCTOBER 11, 2015 - 11:00 AM - 4:00 PM  |

### Dismantle Dates & Times

|        |  |
|--------|--|
| SUNDAY | OCTOBER 11, 2015 - 4:00 PM - 12:00 AM<br>All RV's & Booth Exhibitors |
|--------|--|

**\*\*Any display not removed by the exhibitor, will be moved to Vista's Warehouse at the Exhibitor's expense\*\***

Thank you,  
Vista Convention Services  
Customer Service

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## PAYMENT & CREDIT CARD CHARGE AUTHORIZATION FORM

DEADLINE DATE:  
SEPTEMBER 23, 2015

Please complete the information requested and return payment in full with this form and your orders. **You may choose to pay by credit card, check or bank wire transfer, however, we require your credit card authorization to be on file with Vista Convention Services. For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for this event.**

### ORDER RECAP

|   |                               |
|---|-------------------------------|
| Standard Booth Furnishings & Carpet Order Form..... | \$ _____                      |
| Plush Booth Carpet Order Form.....                  | \$ _____                      |
| Perfboard Order Form .....                          | \$ _____                      |
| Grid Walls Order Form .....                         | \$ _____                      |
| Aisle Carpet Order Form for RV Vendors .....        | \$ _____                      |
| Estimated Labor Order Form .....                    | \$ _____                      |
| Estimated Sign Hanging Order Form .....             | \$ _____                      |
| Estimated Rigging Labor Order Form.....             | \$ _____                      |
| Estimated Material Handling Order Form.....         | \$ _____                      |
|   | SUB TOTAL \$ _____            |
|   | *ADD 7% NJ SALES TAX \$ _____ |
|   | NET AMOUNT DUE VISTA \$ _____ |

**\*Note: All Services are Taxable in the State of NJ.**

Check # \_\_\_\_\_ Dated \_\_\_\_\_ Amount \$ \_\_\_\_\_

Charge to:  MasterCard  VISA  American Express  
Indicate:  Personal Credit Card  Company Credit Card

Account # 

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
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|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|

Expiration Date 

|  |  |  |  |  |  |
|--|--|--|--|--|--|
|  |  |  |  |  |  |
|--|--|--|--|--|--|

PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER \_\_\_\_\_

Cardholder's Name \_\_\_\_\_ (Print or Type)

Cardholder's Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Signature \_\_\_\_\_

*ALL ORDERS SUBJECT TO LIMITS OF LIABILITY AS SET FORTH ON REVERSE SIDE.*

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Street Address \_\_\_\_\_ Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE

## **Limits of Liability and Responsibility**

1. Vista Convention Services shall not be responsible for damage to uncrated materials, material improperly packed, or concealed damage.
2. Vista Convention Services shall not be responsible for loss, theft, or disappearance of exhibitor's material after same has been delivered to exhibitor's booth.
3. Vista Convention Services shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the Show. Bill-of-lading covering outgoing shipments, which are furnished by Vista Convention Services to exhibitor, will be checked at time of actual pick-up from booth and corrections made where discrepancies occur.
4. Vista Convention Services shall not be responsible for any loss, damage, or delay due to fire, Acts of God, strikes, lockouts or work stoppages of any kind or to any causes beyond its control.
5. Vista Convention Services liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event Vista Convention Services maximum liability shall be limited to \$.30 per pound per article with a maximum liability of \$50.00 per item, or \$1,000.00 per shipment, whichever is less.
6. Vista Convention Services shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same.
7. The consignment or delivery of a shipment to Vista Convention Services by an exhibitor, or by any shipper to or on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth.

# ATLANTIC CITY RV & CAMPING SHOW



# PAYMENT POLICIES

ATLANTIC CITY CONVENTION CENTER  
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DEADLINE DATE:  
SEPTEMBER 23, 2015

## PAYMENT OPTIONS

We offer three convenient ways for you to pay for furniture and carpet rentals, material handling, signs and other services provided by Vista Convention Services in our role as the Official Service Contractor for this show.

**1. All checks must be in U.S. funds drawn on a U.S. bank.**

**2. Advance Payment by Company**

Attach check to order forms. Additionally, although you may choose to pay by company check or cash for charges incurred at show site, **we require your signed Payment and Credit Card Charge Authorization Form to be on file** with Vista Convention Services in advance to guarantee payment. Please make all checks payable to Vista Convention Services.

**3. Wire Transfer in U.S. Funds**

Bank information-call Vista Convention Services (609)485-2421 or E-mail: [info@vistacs.com](mailto:info@vistacs.com). Wire transfers must be initiated and confirmed at least two weeks before move-in. Wire transfers must include the show name, company name and booth number. Due to various processing fees we incur from banks clearing wire transfers into our accounts, Vista Convention Services will charge the following fees:

**Domestic incoming wire transfer fee: \$25.00**

**International incoming wire transfer fee: \$35.00**

**4. Credit Card**

Use MasterCard, Visa or American Express. To accept charges, you must complete the PAYMENT AND CREDIT CARD AUTHORIZATION form on the following page. For discount rates to apply, Vista Convention Services must receive this form by **SEPTEMBER 23, 2015**.

## SHOW SITE ORDERS

To save money, take advantage of the pre-show discounts by ordering as many of your requirements as possible before the Discounted Deadline Date. **For the discount prices to be in effect, your order must be received by the Discounted Deadline Date, and payment must accompany your order.** Orders received after the Discounted Deadline Date or made at the Exhibitor Service Desk during the show will be billed at the "standard" prices listed on the various forms.

## PAYMENT TERMS

To process your order for services and materials listed in the Exhibitor Service Manual, **we require your signed Payment and Credit Card Charge Authorization Form to be on file** with Vista Convention Services in advance to guarantee payment. Invoices for outstanding balances will be available at the Exhibitor Service Desk for your review and payment. Prepayments will be indicated, and any balance due must be paid in full by cash, check or credit card upon presentation. All payment inquiries should be resolved before you leave the show.

Invoices will be distributed the last day of the show. If you have any concerns about your charges for inbound freight, installation labor, furniture or accessories, please stop by the Exhibitor Service Desk. Charges for these items may not be disputed after the show.

Additionally, Vista Convention Services is authorized to charge the exhibitor's credit card for any charges incurred following the show, i.e., dismantle labor, outbound overtime drayage charges, etc. In these circumstances, Vista will charge the exhibitor's credit card on file, and mail an invoice to the exhibitor, outlining charges which were billed.

All charges payable in U.S. Funds only. Checks, cash, Traveler's checks, VISA, MasterCard and American Express are accepted. No telephone orders accepted.

**CANCELLATION POLICY:** Items cancelled before the Deadline Date will be refunded at 50%. **NO REFUNDS AFTER DEADLINE DATE.**

**NOTE:** All materials are on a rental basis for the duration of the show and remain the property of Vista Convention Services.

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## OFFICIAL SUPPLIERS

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

### AUDIOVISUAL / COMPUTER RENTALS

PSAV  
ONE OCEAN WAY  
ATLANTIC CITY, NJ 08401  
P: 609-449-2474  
[WWW.AVHQ.COM](http://WWW.AVHQ.COM)

### GROUND/AIR FREIGHT CARRIER SERVICE

YRC  
P: 800-610-6500  
[WWW.YRC.COM](http://WWW.YRC.COM)

### DELUXE FURNITURE SERVICES

AGILE an AFR COMPANY  
30 ENTERPRISE AVE. NORTH  
SECAUCUS, NJ 07094  
P: 800-867-8147  
[WWW.AGILETRADESHOW.COM](http://WWW.AGILETRADESHOW.COM)

### TELEPHONE / INTERNET SERVICE

SMART CITY NETWORKS  
5795 W. BADURA, SUITE 110  
LAS VEGAS, NV 89118  
P: 888-446-6911  
[CSR@SMARTCITY.COM](mailto:CSR@SMARTCITY.COM)

### ELECTRIC SERVICE

ATLANTIC CITY CONVENTION CENTER  
ONE OCEAN WAY  
ATLANTIC CITY, NJ 08401  
P: 609-449-2291 / F: 609-449-2464

### WATER, AIR, DRAIN & COMPRESSED GASES

ATLANTIC CITY CONVENTION CENTER  
ONE OCEAN WAY  
ATLANTIC CITY, NJ 08401  
P: 609-449-2291 / F: 609-449-2464

### FLORAL SERVICE

THE SECRET GARDEN  
2 CENTRAL SQUARE  
LINWOOD, NJ 08221  
P: 609-926-8999

### BOOTH CATERING SERVICE

OVATIONS  
ATLANTIC CITY CONVENTION CENTER  
ONE OCEAN WAY  
ATLANTIC CITY, NJ 08401  
P: 609-449-2058 / F: 609-449-2416

### BOOTH CLEANING SERVICES

ATLANTIC CITY CONVENTION CENTER  
ONE OCEAN WAY  
ATLANTIC CITY, NJ 08401  
P: 609-449-2291 / F: 609-449-2464

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## NON-OFFICIAL CONTRACTORS' RULES & REGULATIONS

DEADLINE DATE:  
SEPTEMBER 23, 2015

Vista Convention Services has been selected as the Official Service Contractor and must be used for all material handling, furniture rental, signs, forklift, cleaning, and installation and dismantling of decorations.

*A NON-OFFICIAL CONTRACTOR IS:* Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site and does not represent one or more of the official contractors.

1. Each representative of a Non-Official Contractor must physically pick up, in person, an "EXHIBIT CREW" badge at the Vista Convention Services Labor Desk. If a representative of a Non-Official Contractor does not have any identification that verifies his/her employment by a Non-Official Contractor, he/she must be accompanied to the Vista Convention Services Labor Desk by a representative who does have verifying identification.
2. These services shall not conflict with existing labor regulations or contracts, and in fulfilling obligations, the representative of a Non-Official Contractor shall adhere to the regulations set up by the hall and show management regarding entrance.
3. The representative of a Non-Official Contractor shall have a true and valid order for service from an Exhibitor in advance of the show move-in date and shall not solicit business on the show floor.
4. The representative of a Non-Official Contractor will share with the Official Service Contractor all reasonable costs related to his operation, including overtime pay for stewards, restoration of exhibit space to its initial condition etc.

**IMPORTANT! It is the responsibility of each Exhibiting Firm using a Non-Official Contractor to complete and return the following forms to Vista Convention Services no later than the Deadline Date shown above.**

- ▶ "INTENT TO USE NON-OFFICIAL CONTRACTORS" form located in this Exhibitor Service Manual.
- ▶ Liability "Certificate of Insurance" form which names Vista Convention Services as additionally insured for each Non-Official Contractor firm being used. (Note: The exhibitor-appointed contractor must maintain at least \$1 million in Employer's Liability, General Liability, Automobile Liability and Worker's Compensation as required in the state the exposition is located.)

**ANY REPRESENTATIVE OF THE EXHIBITING FIRM OR NON-OFFICIAL CONTRACTOR WILL BE REQUIRED TO ORDER LABOR FROM VISTA CONVENTION SERVICES IF BOTH THE "INTENT TO USE NON-OFFICIAL CONTRACTORS" FORM AND "CERTIFICATE OF INSURANCE" ARE NOT SUPPLIED TO VISTA CONVENTION SERVICES BY THE DEADLINE DATE SHOWN ABOVE.**

It is the responsibility of the exhibitor to see that each representative of a Non-Official Contractor abides by the *Official Rules and Regulations* of this exposition.

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# STANDARD BOOTH FURNISHINGS & CARPET ORDER FORM

DEADLINE DATE:  
SEPTEMBER 23, 2015

Rental price includes delivery to and removal from your booth.

| QTY.           | DISCOUNT RATES                                 | STANDARD AMT. RATES | AMT. |
|----------------|--|---------------------|------|
| <b>SEATING</b> |  |                     |      |
| ___            | Upholstered Arm Chair (black only).....\$63.15 | \$79.00             | ___  |
| ___            | Side Chair (black only).....\$52.00            | 63.15               | ___  |
| ___            | Padded Stool (black only).....\$67.85          | 83.40               | ___  |

| QTY.               | DISCOUNT RATES                                     | STANDARD AMT. RATES | AMT. |
|--------------------|--|---------------------|------|
| <b>ACCESSORIES</b> |  |                     |      |
| ___                | Cocktail Table (18" h x 24" rd).....\$62.65        | 79.00               | ___  |
| ___                | Round Pedestal Table (30" h x 30" rd).....\$94.85  | 117.85              | ___  |
| ___                | Round Pedestal Table (42" h x 30" rd).....\$114.05 | 141.75              | ___  |
| ___                | Wastebasket.....\$19.75                            | 23.80               | ___  |
| ___                | Easel.....\$39.85                                  | 47.30               | ___  |
| ___                | Chrome Sign Frame (22" x 28").....\$75.45          | 94.60               | ___  |
| ___                | Bag Holder.....\$94.60                             | 118.40              | ___  |
| ___                | 8' Stanchion.....\$29.30                           | 36.65               | ___  |
| ___                | Crossbar.....\$29.30                               | 36.65               | ___  |
| ___                | Garment Rack.....\$82.30                           | 101.95              | ___  |
| ___                | Literature Rack.....\$152.55                       | 175.80              | ___  |

### STANDARD CARPET

Price includes installation & taping front edge.

No guarantee of color match when ordering multiple carpets.

|     |                       |        |     |
|-----|-----------------------|--------|-----|
| ___ | 9' x 10'.....\$144.90 | 177.35 | ___ |
| ___ | 9' x 20'.....\$289.80 | 354.70 | ___ |
| ___ | 9' x 30'.....\$434.70 | 532.05 | ___ |
| ___ | 9' x 40'.....\$579.60 | 709.40 | ___ |
| ___ | 9' x 50'.....\$724.50 | 886.75 | ___ |

Circle color: **Blue Burgundy Gray Teal Red Purple Black**  
**Hunter Green Blue Jay Pepper**

### CUSTOM SIZE CARPET

Price includes installation to fit booth space, protective covering, and edges taped.

INDICATE OVERALL DIMENSIONS:

\_\_\_ ft. x \_\_\_ ft. (100 sq. ft. minimum) \$3.05 sq. ft. \$5.05 sq. ft. \_\_\_

Circle color: **Blue Burgundy Gray Teal Red Purple Black**  
**Hunter Green Blue Jay Pepper**

### CARPET PADDING

INDICATE OVERALL DIMENSION:

\_\_\_ ft. x \_\_\_ ft. (100 sq. ft. minimum) \$1.40 sq. ft. \$1.70 sq. ft. \_\_\_

| QTY.   | DISCOUNT RATES             | STANDARD AMT. RATES | AMT. |
|--|----------------------------|---------------------|------|
| <b>DRAPED DISPLAY TABLES - 30" HIGH</b>  |                            |                     |      |
| Price includes white vinyl top & 3 sides   |                            |                     |      |
| Circle color: <b>Blue Black Burgundy Purple Gray Red Teal</b><br><b>White Hunter Green</b> |                            |                     |      |
| ___  | 2' x 4' x 30".....\$100.90 | \$125.80            | ___  |
| ___  | 2' x 6' x 30".....\$119.20 | 149.00              | ___  |
| ___  | 2' x 8' x 30".....\$139.70 | 174.40              | ___  |

| QTY.   | DISCOUNT RATES             | STANDARD AMT. RATES | AMT. |
|--|----------------------------|---------------------|------|
| <b>DRAPED DISPLAY TABLES - 42" COUNTER HIGH</b>  |                            |                     |      |
| Price includes white vinyl top & 3 sides   |                            |                     |      |
| Circle color: <b>Blue Black Burgundy Purple Gray Red Teal</b><br><b>White Hunter Green</b> |                            |                     |      |
| ___  | 2' x 4' x 42".....\$133.50 | 160.75              | ___  |
| ___  | 2' x 6' x 42".....\$153.05 | 182.55              | ___  |
| ___  | 2' x 8' x 42".....\$164.25 | 205.30              | ___  |

| QTY.                                      | DISCOUNT RATES            | STANDARD AMT. RATES | AMT. |
|---|---------------------------|---------------------|------|
| <b>UNDRAPED DISPLAY TABLES - 30" HIGH</b> |                           |                     |      |
| ___                                       | 2' x 4' x 30".....\$46.40 | 57.70               | ___  |
| ___                                       | 2' x 6' x 30".....\$54.70 | 67.80               | ___  |
| ___                                       | 2' x 8' x 30".....\$65.35 | 79.30               | ___  |

| QTY.                                      | DISCOUNT RATES            | STANDARD AMT. RATES | AMT. |
|---|---------------------------|---------------------|------|
| <b>UNDRAPED DISPLAY TABLES - 42" HIGH</b> |                           |                     |      |
| ___                                       | 2' x 4' x 42".....\$59.90 | 72.75               | ___  |
| ___                                       | 2' x 6' x 42".....\$67.30 | 83.40               | ___  |
| ___                                       | 2' x 8' x 42".....\$77.95 | 95.25               | ___  |

### DRAPED RISERS

|             |                         |       |     |
|-------------|-------------------------|-------|-----|
| White Vinyl |                         |       |     |
| ___         | 4' One Step.....\$46.00 | 55.80 | ___ |
| ___         | 6' One Step.....\$54.45 | 67.55 | ___ |

### MISCELLANEOUS

|                     |   |       |     |
|---------------------|---|-------|-----|
| ___                 | 3' Black Stanchion/Pull out Tape..\$56.95 | 73.25 | ___ |
| (7 1/2 ft. lengths) |   |       |     |

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your advance order prior to Deadline Date to qualify for discount rates. All orders received after deadline date or placed at the the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted.  
**CANCELLATION POLICY:** Items cancelled **before the deadline date will be refunded at 50%. NO REFUNDS AFTER DEADLINE DATE.**

ALL CHARGES SUBJECT TO NJ SALES TAX (7%)  
FULL PAYMENT MUST ACCOMPANY ORDER  
TOTAL ALL ITEMS ORDERED  
ATTACH TO ORDER RECAP & CREDIT CARD AUTHORIZATION FORM  
ENTER TOTAL

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax# \_\_\_\_\_  
Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
Signature \_\_\_\_\_ Title \_\_\_\_\_

MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE



# ATLANTIC CITY RV & CAMPING SHOW



# PLUSH BOOTH CARPET ORDER FORM

ATLANTIC CITY CONVENTION CENTER  
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**DEADLINE DATE:  
SEPTEMBER 23, 2015**

INCLUDES LABOR TO INSTALL AND REMOVE VISQUEEN COVER.

## Plush Booth Carpet - 28 oz.

*Orders MUST be received by the Deadline Date above to guarantee delivery.*

Carpet Size \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ (calculate to the next full foot, 100 square feet minimum)

QUANTITY

TOTAL

\_\_\_\_\_ Square feet (100 square feet minimum).....\$4.10 per sq. ft. \_\_\_\_\_

*Please mark your selection.*

Samples are available on request

- |  |  |
|--|--|
| <input type="checkbox"/> CHARCOAL GRAY | <input type="checkbox"/> FRENCH BEIGE  |
| <input type="checkbox"/> COLONY BLUE   | <input type="checkbox"/> EMERALD GREEN |
| <input type="checkbox"/> BLACK         | <input type="checkbox"/> WHITE         |
| <input type="checkbox"/> CREAM         | <input type="checkbox"/> NAVY          |
| <input type="checkbox"/> RED           |  |

**CANCELLATION POLICY:**

*Plush carpet cancelled after orders have been received will be charged at 100% of original price.*

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your Advance Order prior to Deadline Date to qualify for Discount Rates. All orders received after Deadline Date and placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to Show closing. No telephone orders accepted.

**SUBJECT TO NJ SALES TAX (7%)  
FULL PAYMENT MUST ACCOMPANY ORDER  
TOTAL ALL ITEMS ORDERED  
ATTACH TO PAYMENT & CREDIT CARD AUTHORIZATION FORM  
ENTER TOTALS**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Street Address \_\_\_\_\_ Phone # \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_

Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_

Signature \_\_\_\_\_ Title \_\_\_\_\_

**MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE**

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## AISLE CARPET ORDER FORM FOR RV VENDORS

**DEADLINE DATE:  
SEPTEMBER 23, 2015**

**INCLUDES LABOR TO INSTALL AND REMOVE**

## 10' WIDE AISLE CARPET

### Indicate Overall Dimensions:

|                         | <u>Discount Rate</u> | <u>Standard Rate</u> | <u>Total</u> |
|-------------------------|----------------------|----------------------|--------------|
| 10 ft. wide x _____ ft. | \$4.00 ft.           | \$5.25 ft.           | = \$ _____   |

*Please mark your selection.*

Samples are available on request

- BLUE
- TEAL
- BLACK
- BURGUNDY
- RED
- GRAY
- HUNTER GREEN

**PAYMENT POLICY:** Payment in full of rental charges including applicable tax, must accompany your Advance Order prior to Deadline Date to qualify for Discount Rates. All orders received after Deadline Date and placed at the Service Desk will be invoiced at standard rates. Invoices must be settled at the Service Desk prior to Show closing. No telephone orders accepted.

**SUBJECT TO NJ SALES TAX (7%)  
FULL PAYMENT MUST ACCOMPANY ORDER  
TOTAL ALL ITEMS ORDERED  
ATTACH TO PAYMENT & CREDIT CARD AUTHORIZATION FORM  
ENTER TOTALS**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_  
Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
Signature \_\_\_\_\_ Title \_\_\_\_\_

**MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE**



# ATLANTIC CITY RV & CAMPING SHOW



# GRID WALLS ORDER FORM

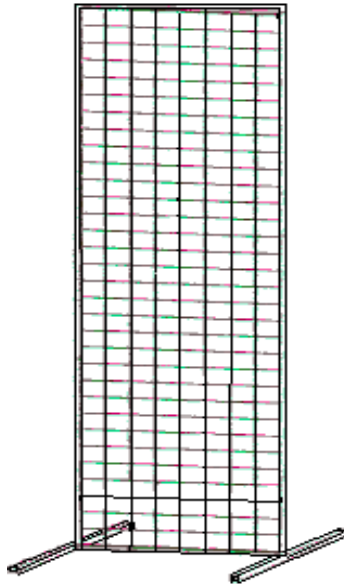
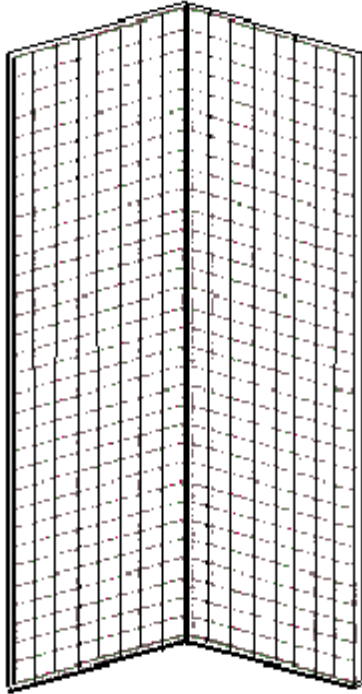
ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

6575 DELILAH ROAD  
PO BOX 3000  
PLEASANTVILLE, NJ 08232  
Tel: (609) 485-2421 Fax: (609) 485-2392  
WWW.VISTACS.COM

**DEADLINE DATE:  
SEPTEMBER 23, 2015**

Style A: 2' x 8'

Style B: 2' x 6'



**STYLE A:**

ORDER 2'x8' GRIDS IF YOU ARE PLANNING TO STRING THE GRIDS TOGETHER. MINIMUM ORDER 2 GRIDS

**STYLE B:**

ORDER 2'x6' GRID WITH FEET FOR A SINGLE FREE STANDING GRID.

PLEASE SUPPLY DIAGRAM OF LOCATION IN BOOTH FOR SET-UP

**NOTE:** NO GRID CAN BE HUNG OFF THE BOOTH EQUIPMENT DRAPE.

HOOKS TO BE SUPPLIED BY EXHIBITOR

**QUANTITY OF GRIDS REQUIRED:**

|             |   | DISCOUNT RATE | STANDARD RATE | AMOUNT |
|-------------|---|---------------|---------------|--------|
| ___ Style A | 2' x 8' Grid (Minimum order (2) Grids)..... | \$61.50       | \$76.30       | _____  |
| ___ Style B | 2' x 6' Grid (w/feet).....                  | 72.20         | 91.80         | _____  |

**PAYMENT POLICY:** Payment in full including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed at the service desk will be invoiced at Standard Rates. Invoices must be settled at the service desk prior to show closing. No telephone orders accepted. All charges payable in U.S. funds only. Check, Cash, Traveler's Check, VISA, MasterCard and American Express are accepted.

**CANCELATION POLICY:** Items cancelled before the deadline date will be refunded at 50%. NO REFUNDS AFTER DEADLINE DATE.

**SUBJECT TO NJ SALES TAX (7%)  
FULL PAYMENT MUST ACCOMPANY ORDER  
TOTAL ALL ITEMS ORDERED  
ATTACH TO ORDER RECAP & CREDIT CARD AUTHORIZATION FORM  
ENTER TOTALS**

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_  
 Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax # \_\_\_\_\_  
 Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Signature \_\_\_\_\_ Title \_\_\_\_\_

MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE

# ATLANTIC CITY RV & CAMPING SHOW



# RIGGING LABOR ORDER FORM

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

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**DEADLINE DATE:  
SEPTEMBER 23, 2015**

Order rigging labor only if you need to assemble, move, unskid, relocate, unpack heavy equipment, after it has been delivered to your booth.

**PLEASE NOTE:** Exhibitors are allowed a one-time spotting of equipment or machinery (within 6" tolerance) in its initial delivery as handled from carrier to booth, provided exhibitor or his representative is present at time of delivery to booth. It is not necessary to order rigging labor for this function. However, any additional movement or unskidding at exhibit booth will require a rigging order. Do not order rigging labor for motorized or mobile equipment.

Workmen and material handling equipment ordered for the start of the day will be provided at 8:00 AM. Any orders, after 8:00 AM, will be assigned after finishing earlier requests.

Exhibitors must verify any rigging labor and material handling equipment orders on the show floor. All workmen and material handling equipment must be signed in and out at the Service Desk. Cancellation of any advance order for rigging labor or material handling equipment must be at least 24 hours in advance.

**Rigging crew consists of:** Forklift w/Operator  
1 or 2 Riggers

There is a minimum charge of one hour per crew member. Half-hour increments will apply after the first hour. Straight time rates apply 8:00AM - 4:30 PM weekdays, overtime before 8:00 AM and after 4:30 PM weekdays and all hours on Saturday and Sunday, and double time on holidays.

|  | <u>STRAIGHT TIME</u> | <u>OVERTIME</u>   | <u>DOUBLETIME</u> |
|--|----------------------|-------------------|-------------------|
| RIGGER   | \$88.00 per hour     | \$132.00 per hour | \$176.00 per hour |
| FORKLIFT<br>w/OPERATOR - (up to 5,000 lbs. capacity) | \$154.00 per hour    | \$198.00 per hour | \$242.00 per hour |

Larger forklift and/or crane service is available by advance request.

**RIGGING LABOR REQUEST**

|           | 5,000 lbs. forklift<br>w/operator | # Riggers<br>1 or 2 | Date | Time | Approx. Hours |
|-----------|-----------------------------------|---------------------|------|------|---------------|
| SET-UP    |                                   |                     |      |      |               |
| DISMANTLE |                                   |                     |      |      |               |

# Pieces to be spotted \_\_\_\_\_ Heaviest Pieces \_\_\_\_\_

**PAYMENT POLICY: CREDIT CARD INFORMATION MUST BE ON FILE FOR SET-UP & DISMANTLE LABOR ORDERS.**

Company Name \_\_\_\_\_ Booth \_\_\_\_\_  
 Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax# \_\_\_\_\_  
 Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
 Signature \_\_\_\_\_ Title \_\_\_\_\_

**PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER \_\_\_\_\_**

|  |                     |                         |
|--|---------------------|-------------------------|
| CREDIT CARD:<br><input type="checkbox"/> M/C <input type="checkbox"/> VISA <input type="checkbox"/> AMEX | ACCOUNT NUMBER:<br> | EXPIRATION DATE:<br>    |
| CARDHOLDERS SIGNATURE: _____   |                     | CARDHOLDERS NAME: _____ |

# ATLANTIC CITY RV & CAMPING SHOW



# HANGING OF CEILING SIGNS ORDER FORM

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

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WWW.VISTACS.COM

**DEADLINE DATE:  
SEPTEMBER 23, 2015**

VISTA Convention Services reserves the right to assemble, install, and dismantle "Hanging Signs", non-electrical with approved devices and type of cable to safely hang sign.

- \* All signs must be approved by Show Management and Vista Convention Services, prior to hanging.
- \* **All sign orders must be received in Advance of Deadline Date. All orders received after the Deadline Date will be charged an additional 25%. Orders received at the Service Desk are subject to availability and a 50% surcharge.**
- \* Complete plans must be provided and forwarded to VISTA Convention Services together with the completed Sign Hanging Order Form.

**RATES FOR HANGING NON-ELECTRICAL SIGNS:**

If sign requires assembly, dismantle, installation of supporting devices or hoisting cable, work will be done on a Time and Material basis.

**There will be a minimum charge of 1 hr. per crew on Installation and 1 hr. minimum charge per crew on Dismantle.**

**HIGH LIFT AND CARPENTERS - Two (2) Man Crew Required**

**Straight Time** \$370.00 per hr. - 2 man crew & lift.  
8:00 AM - 4:30 PM Monday through Friday

**Overtime** \$555.00 per hr. - 2 man crew & lift.  
Before 8:00 AM and after 4:30 PM  
Monday thru Friday, and all hours on Saturday and Sunday

**Double Time** \$740.00 per hr. - 2 man crew & lift.  
All Holidays

**THE FOLLOWING INFORMATION MUST BE COMPLETED FOR THE ACCURATE HANGING OF SIGN:**

DATE REQUIRED \_\_\_\_\_  
 TYPE OF SIGN:  Wood  Metal  Cloth Banner  Other \_\_\_\_\_  
 SIZE OF SIGN: \_\_\_\_\_ Height \_\_\_\_\_ Length \_\_\_\_\_ Width \_\_\_\_\_ Weight \_\_\_\_\_  
 SHAPE OF SIGN:  Square  Rectangle  Circle  Triangle  Other \_\_\_\_\_  
 NUMBER OF FEET FROM FLOOR TO TOP OF SIGN \_\_\_\_\_  
 NUMBER OF FEET IN FROM FRONT OF BOOTH \_\_\_\_\_  
 NUMBER OF FEET IN FROM LEFT EDGE OF SIGN \_\_\_\_\_

**PAYMENT POLICY: CREDIT CARD INFORMATION MUST BE ON FILE FOR SET-UP AND DISMANTLE LABOR ORDERS**

|                                  |               |
|----------------------------------|---------------|
| Company Name _____               | Booth _____   |
| Street Address _____             | Phone # _____ |
| City _____ State _____ Zip _____ | Fax# _____    |
| Ordered by (Print or Type) _____ | E-Mail _____  |
| Signature _____                  | Title _____   |

**PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER** \_\_\_\_\_

|  |                     |  |                  |
|--|---------------------|--|------------------|
| CREDIT CARD:<br><input type="checkbox"/> M/C <input type="checkbox"/> VISA <input type="checkbox"/> AMEX | ACCOUNT NUMBER:<br> |  | EXPIRATION DATE: |
|--|---------------------|--|------------------|

|                        |                   |
|------------------------|-------------------|
| CARDHOLDERS SIGNATURE: | CARDHOLDERS NAME: |
|------------------------|-------------------|

**MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE / SUBJECT TO NJ SALES TAX (7%)**

# ATLANTIC CITY RV & CAMPING SHOW



# INTENT TO USE NON-OFFICIAL CONTRACTORS

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

6575 DELILAH ROAD  
PO BOX 3000  
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WWW.VISTACS.COM

DEADLINE DATE:  
SEPTEMBER 23, 2015

**A NON-OFFICIAL CONTRACTOR IS:** Any individual who is not a full-time permanent employee of an exhibiting firm, who is providing a service to an exhibitor on-site at the convention facility and does not represent one or more of the official contractors.

1. Exhibitors who choose to use a Non-Official Contractor must complete and sign this form. It must be received at Vista Convention Services no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
2. The Non-Official Contractor must provide Vista Convention Services with an original "Certificate of Insurance". This certificate must be received no later than the **Deadline Date** shown above. No extensions or exceptions will be granted after the published deadline.
3. Failure to provide Vista Convention Services with the above items 1 and 2 will result in said firms being required to hire installation and dismantling labor from Vista Convention Services. Non-Official Contractors will be able to provide supervision only.
4. All representatives of the Non-Official Contractors must obtain an "EXHIBIT CREW" badge at Vista Convention Services Labor Desk.

**NOTIFICATION DEADLINE DATE: See above**

Exhibiting Firm: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized Name & Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Full Name of Non-Official Contractor: \_\_\_\_\_

Complete Address: \_\_\_\_\_

City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Non-Official Contractor "Show Site" Representative: \_\_\_\_\_

Type of Service to Be Performed: \_\_\_\_\_

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*Retain one copy for your files.*

# ATLANTIC CITY RV & CAMPING SHOW



# LABOR ORDER FORM

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

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**DEADLINE DATE:  
SEPTEMBER 23, 2015**

## CARPENTER LABOR FOR INSTALLATION AND DISMANTLING OF EXHIBITS

### CARPENTER RATES:

**Straight Time**  
\$98.00 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
ST: 8:00 AM to 4:30 PM  
Monday through Friday

**Overtime**  
\$147.00 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
OT: Before 8:00 AM and after 4:30 PM  
Monday through Friday  
and all hours on Saturday and Sunday

**Double Time**  
\$198.00 per hour  
one hour minimum per worker  
thereafter 1/2 hr. increments  
DT: all Holidays

**ALL LABOR ORDERS RECEIVED AFTER THE ABOVE SPECIFIED DEADLINE DATE WILL BE CHARGED AN ADDITIONAL 25%.**

**NOTE:** 8:00 AM is the only guaranteed starting time. All the other orders will be filled as labor is available. All labor must be signed in/out at the Service Desk. Exhibitors not checked in by their requested starting times are subject to a 1 hour minimum charge per man ordered, unless we received written cancellation 24 hours prior to starting time.

### PLEASE INDICATE SERVICE REQUIRED:

**PLAN A - EXHIBITOR'S SUPERVISION** - All work performed must be under the supervision of the Exhibitor.

|           | No. Men | Date | Time | Approx. Hours |
|-----------|---------|------|------|---------------|
| SET-UP    |         |      |      |               |
| DISMANTLE |         |      |      |               |

**PLAN B - VISTA CONVENTION SERVICES SUPERVISION** - Hourly rate plus 35% Supervision Charge/Minimum \$36.00

Name of Carrier \_\_\_\_\_ # Crates \_\_\_\_\_ Cartons \_\_\_\_\_ Skids \_\_\_\_\_

Shipped to:  Warehouse  Showsite  Display Includes Carpet  Vista's Rental Carpet

### PLEASE INCLUDE SET-UP PLANS WITH ORDER

After Dismantle Return Display

To: \_\_\_\_\_

VIA: \_\_\_\_\_

**Vista shall not be responsible for damage, loss, or theft of display installed and/or dismantled under our Supervision. Vista shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booths for reloading after the show.**

### **PAYMENT POLICY: CREDIT CARD INFORMATION MUST BE ON FILE FOR SET-UP & DISMANTLE LABOR ORDERS**

Company Name \_\_\_\_\_ Booth \_\_\_\_\_  
Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Fax# \_\_\_\_\_  
Ordered by (Print or Type) \_\_\_\_\_ E-Mail \_\_\_\_\_  
Signature \_\_\_\_\_ Title \_\_\_\_\_

|  |                     |                   |
|--|---------------------|-------------------|
| CREDIT CARD INFORMATION:<br><input type="checkbox"/> M/C <input type="checkbox"/> VISA <input type="checkbox"/> AMEX | ACCOUNT NUMBER:<br> | EXPIRATION DATE:  |
| PURCHASING CARD: VISA & MASTERCARD REQUIRES YOUR CUSTOMER CODE NUMBER _____  |                     |                   |
| CARDHOLDERS SIGNATURE:   |                     | CARDHOLDERS NAME: |

**MAIL OR FAX TO VISTA CONVENTION SERVICES BEFORE DEADLINE DATE / SUBJECT TO NJ SALES TAX (7%)**



# **EXHIBITOR RIGHTS:**

**The Atlantic City Convention Center has set up a variety of Exhibitor Rights clauses to create a very “user friendly” atmosphere.**

***Full-time Exhibitor personnel have the right to perform the following work:***

- **Unload their own vehicle in an area specified by the show contractor for the unloading of privately owned vehicles provided:**
  - \_ They utilize the space designated by the ACCC for said purpose.
  - \_ They provide their own dollies or hand trucks.
  - \_ They utilize no motorized lift equipment.
  - \_ The vehicle is no larger than a van.
  
- **Hand carry exhibit materials through public doorways, provided:**
  - \_ They do not utilize material handling equipment other than personal luggage carriers.
  
- **Set up their own display in 10’x10’, 10’x20’ & 20’x20’ Island booths:**
  - \_ The installation can be accomplished by full time company employees.
  - \_ Set up and handle their own product; including but not limited to the installation, interconnection, calibration, and operation of equipment.
  
- **The following work shall be performed by Union Labor.**
  - \_ In-Line booths larger than a 10’x20’
  - \_ Island booths larger than a 20’x20’
  - \_ Installation of Display
  - \_ Laying Exhibitor owned carpet
  - \_ Crating & uncrating of show materials

**ATLANTIC CITY  
RV & CAMPING  
SHOW**

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015



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WWW.VISTACS.COM

**LIMITS OF LIABILITY  
AND  
RESPONSIBILITY  
FOR LABOR**

**LIMITS OF LIABILITY AND  
RESPONSIBILITY FOR LABOR**

1. Vista Convention Services and its subcontractors shall not be responsible for loss, delay or damage due to strikes, lockouts or work stoppages of any kind.
2. Vista Convention Services and its subcontractors shall not be responsible for loss, injury or damage caused by laborers or equipment furnished by Vista Convention Services or its subcontractors, except when such laborers are working or operating equipment under the direct supervision of a supervisor designated by Vista Convention Services or its subcontractor.
3. Vista Convention Services and its subcontractors shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs, which may result from any loss, injury or damage to an exhibitor's materials or exhibitor personnel, which may make it impossible or impractical to exhibit exhibitor's materials.
4. Claims for loss, injury or damage which are not submitted to Vista Convention Services within thirty (30) days of the close of the show on which the loss, injury or damage occurred shall be considered waived. No suit or action shall be brought against Vista Convention Services or its subcontractors more than one year after the accrual of the cause of action.
5. Vista Convention Services will not be responsible for improper packing of exhibitor material and products or incorrect labeling if working under the supervision of the exhibitor.
6. Vista Convention Services will not be responsible for improperly packed or concealed damages to exhibits.
7. The placing of an order for the services of laborers and the use of equipment by an exhibitor or any agent of the exhibitor shall be construed as an acceptance by such exhibitor or agent of terms and conditions set forth in Sections 1 through 6 above.
8. If granted permission for early move-in (off-target move-in) by show management and Vista Convention Services, the exhibitor is required to use Vista Convention Services labor for booth installation.

# ATLANTIC CITY RV & CAMPING SHOW



# MATERIAL HANDLING ORDER FORM

ATLANTIC CITY CONVENTION CENTER  
ATLANTIC CITY, NEW JERSEY  
OCTOBER 9-11, 2015

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DEADLINE DATE:  
SEE #3

## RATES AND SHIPPING INSTRUCTIONS

1. Vista Convention Services has been designated as the official drayage contractor with responsibility for the unloading, delivery, reloading and processing of all exhibitors' freight shipments.
2. ALL SHIPMENTS MUST BE SENT PREPAID and all shipments must have a bill-of-lading showing number of pieces, weight, and description of merchandise. Trucks without a bill-of-lading or documented weight, estimated weights will prevail. Estimated weights will be binding by both parties.
3. **WHEN TO SHIP: SHIPMENTS CONSIGNED TO THE WAREHOUSE MUST ARRIVE NOT LATER THAN TUESDAY, SEPTEMBER 29, 2015. SHIPMENTS RECEIVED AFTER THIS DATE WILL BE SUBJECT TO 35% SURCHARGE. SHIPMENTS CONSIGNED TO THE SHOWSITE SHOULD BE TIMED TO ARRIVE NOT EARLIER THAN RV'S ON WEDNESDAY & THURSDAY, OCTOBER 7-8, 2015 @8AM - 5PM & BOOTH EXHIBITS ON THURSDAY, OCTOBER 8, 2015 @11AM - 5PM**
4. **WHERE TO SHIP:**

Address all shipments consigned to **SHOWSITE** to:

Address all shipments consigned to **WAREHOUSE** to:

Exhibitor's Name \_\_\_\_\_  
Booth No. \_\_\_\_\_

ATLANTIC CITY RV & CAMPING SHOW  
c/o Vista Convention Services  
Atlantic City Convention Center  
Bacharach Blvd.  
Atlantic City, NJ 08401

Exhibitor's Name \_\_\_\_\_  
Booth No. \_\_\_\_\_

ATLANTIC CITY RV & CAMPING SHOW  
c/o Vista Convention Services  
300 Commerce Drive  
Egg Harbor Township, NJ 08234

### 5. RATE SCHEDULE:

Warehouse Inquiries: (609) 485-2421

#### A. WAREHOUSE ADVANCE RECEIVING - Roundtrip - CRATED MATERIALS

ST Rate: \$84.75 per cwt. - 200# Minimum

The above rate includes the following:

- \*Receive crated shipments only at our warehouse 30 days prior to Show.
- \*Deliver to booth space.
- \*Removal, storage, return of empty containers.
- \*Pick-up at the booth and load onto outbound carrier.
- \*Shipments of loose or uncrated materials will not be received at warehouse.

#### B. DIRECT SHIPMENT TO SHOWSITE - Roundtrip - CRATED MATERIALS

ST Rate: \$76.00 per cwt. - 200# Minimum

The above rate includes the following:

- \*Receive shipments at showsite on move-in dates.
- \*Deliver to booth space.
- \*Removal, storage, return of empty containers.
- \*Pick-up at the booth and load onto outbound carrier.

#### C. DIRECT SHIPMENT TO SHOWSITE - Roundtrip - UNCRATED AND LOOSE MATERIALS

ST Rate: \$114.00 per cwt. - 200# Minimum

The above rate includes the following:

- \*Receive shipments at showsite on move-in dates.
- \*Deliver to booth space.
- \*Removal, storage, return of empty containers.
- \*Pick-up at the booth and load onto outbound carrier.

#### D. OVERTIME RATE: Add 25% if handled IN or OUT on overtime.

Add 50% if handled both IN & OUT on overtime.

All shipments handled on Saturday, Sunday and holidays and before 8:00 AM or checked in after 3:00 PM on weekdays will be charged at the overtime rate.

ALL CHARGES SUBJECT TO NJ SALES TAX (7%)



# ATLANTIC CITY RV & CAMPING SHOW

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WWW.VISTACS.COM

# MATERIAL HANDLING RECAP

WAREHOUSE  
DEADLINE DATE:  
SEPTEMBER 29, 2015

## SHIPPING AND MATERIAL HANDLING RECAP

For complete information and descriptions on shipping and material handling, refer to the MATERIAL HANDLING order form in this Exhibitor Service Manual.

|  |                         |          |
|--|-------------------------|----------|
| <b>COMPUTATION OF ORDER:</b> When recording weight, round up to the next 100 pounds.   |                         |          |
| <b>A. CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS</b>   |                         |          |
| <b>Warehouse</b><br>We will ship _____ lbs. @ \$84.75 per 100 lbs. (200 lb. minimum/\$169.50)  |                         | \$ _____ |
| <b>B. CRATED AND/OR SKIDDED FLOOR LOAD SHIPMENTS</b>   |                         |          |
| <b>Showsite</b><br>We will ship _____ lbs. @ \$76.00 per 100 lbs. (200 lb. minimum/\$152.00)   |                         | \$ _____ |
| <b>C. UNCRATED, UNSKIDDED OR WRAPPED SHIPMENTS (SHOWSITE SHIPMENTS ONLY)</b>   |                         |          |
| <b>Showsite</b><br>We will ship _____ lbs. @ \$114.00 per 100 lbs. (200 lb. minimum/\$228.00)  |                         | \$ _____ |
| <b>D. OVERTIME FEES</b>  |                         |          |
| All rates quoted above are straight time rates. All freight received at the warehouse and/or showsite that must be moved <b>into or out of</b> your booth before 8:00 a.m. or after 4:30 p.m. on weekdays, or anytime on Saturday, Sunday or Holidays, will be <b>charged each way</b> in addition to the above rates. |                         |          |
| <b>Warehouse</b><br>We will ship _____ lbs. @ \$21.20 per 100 lbs. (200 lb. minimum/\$42.40)   |                         | \$ _____ |
| <b>Showsite Crated</b><br>We will ship _____ lbs. @ \$19.00 per 100 lbs. (200 lb. minimum/\$38.00)   |                         | \$ _____ |
| <b>Showsite Loose</b><br>We will ship _____ lbs. @ \$28.50 per 100 lbs. (200 lb. minimum/\$57.00)  |                         | \$ _____ |
| <b>Delivery After Deadline Date:</b> Shipments received at the warehouse after 3:30pm or after <b>Tuesday, September 29, 2015</b> , and any shipment received at showsite after show opening will be charged 35% in addition to the above rates.   |                         |          |
| <b>Note: Due to possible move-in on overtime and move-out on overtime, overtime fees will be applied</b>   |                         |          |
|  | 7% Sales Tax            | \$ _____ |
|  | <b>PAYMENT ENCLOSED</b> | \$ _____ |

We understand that your calculation is only an estimate. Invoicing will be completed from the actual weight as listed on the inbound bills of lading. Adjustments will be made accordingly. Adjustments must be paid at show site. If you have any questions about material handling, please contact Vista Convention Services, Exhibitor Service Department.

COMPANY NAME:

BOOTH #

Retain one copy for your files. Attach the original to the PAYMENT AND CREDIT CARD CHARGE AUTHORIZATION form.

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**MATERIAL  
HANDLING SPECIAL  
SERVICES**

**MATERIAL HANDLING SPECIAL SERVICES**

**EMPTY STORAGE**

Those exhibitors who elect to **hand-carry in one trip** items into the exhibit hall without the assistance of Vista Convention Services may acquire on-site storage for empty containers based on the following rates: \$20 per carton and \$30 per fiber case. This service includes removing empties from your booth, storing them during the show and returning them to your booth after show closing. Please refer to the union regulations included in this manual.

**SHIPMENTS RETURNED TO WAREHOUSE**

At the close of show, for re-forwarding or storage, there will be an additional charge of \$16.00 per cwt. on straight time; \$20.00 per cwt. on overtime, with a 1,000 lb. minimum. Warehouse storage space is limited. Please call our Customer Service Department at (609) 485-2421 to confirm availability prior to show.

**SPECIAL RATES AND SERVICES**

Steel banding is available at \$1.05 per linear foot, plus one-half hour minimum labor.

**UPS & FEDEX SHIPMENTS**

A fee of \$75.00 will apply for all UPS & FedEx shipments going back to Vista Convention Services Warehouse.

**ALL CHARGES SUBJECT TO NJ SALES TAX (7%)**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
300 COMMERCE DRIVE  
EGG HARBOR TOWNSHIP, NJ 08234**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
300 COMMERCE DRIVE  
EGG HARBOR TOWNSHIP, NJ 08234**

**FOR ADVANCE SHIPMENTS ONLY**

**DELIVER NO LATER THAN TUESDAY, SEPTEMBER 29, 2015  
RECEIVING 8AM - 3:30PM, MONDAY-FRIDAY, CHECK IN BY 3PM**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
300 COMMERCE DRIVE  
EGG HARBOR TOWNSHIP, NJ 08234**

**ADVANCE WAREHOUSE SHIPMENTS ONLY**

FROM: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO: \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
300 COMMERCE DRIVE  
EGG HARBOR TOWNSHIP, NJ 08234**

**ON-SITE DIRECT SHIPMENTS ONLY**

**FROM:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO:** \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
ATLANTIC CITY CONVENTION CENTER  
BACHARACH BLVD.  
ATLANTIC CITY, NJ 08401**

**ON-SITE DIRECT SHIPMENTS ONLY**

**FROM:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO:** \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
ATLANTIC CITY CONVENTION CENTER  
BACHARACH BLVD.  
ATLANTIC CITY, NJ 08401**

**FOR ON-SITE DIRECT SHIPMENTS ONLY**

**ON-SITE DIRECT SHIPMENTS ONLY**

**FROM:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO:** \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
ATLANTIC CITY CONVENTION CENTER  
BACHARACH BLVD.  
ATLANTIC CITY, NJ 08401**

**ON-SITE DIRECT SHIPMENTS ONLY**

**FROM:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**TO:** \_\_\_\_\_  
(EXHIBITOR NAME) (BOOTH #)

**ATLANTIC CITY RV & CAMPING SHOW  
c/o VISTA CONVENTION SERVICES  
ATLANTIC CITY CONVENTION CENTER  
BACHARACH BLVD.  
ATLANTIC CITY, NJ 08401**