INTERNATIONAL IPPE PRODUCTION & PROCESSING EXPO

VENDOR SERVICES

Agility
Fairs & Events

PROUD MEMBER OF IELA

INTERNATIONAL SHIPPING INSTRUCTIONS

Preferred VENDOR for INTERNATIONAL IPPE PRODUCTION & PROCESSING EXPO

Agility Fairs & Events has been appointed by show management as the **Official International Freight Forwarder and Customs Broker** for **IPPE 2021**.

It's time to plan your shipping, so let our exposition freight experts assist you with all of your international transportation needs, including:

- Shipping of international exhibits to the show
- Customs clearance procedures
- Delivering your cargo to the appointed site handling contractor
- Re-exporting your freight at the conclusion of the show.

Please CLICK HERE to request a quotation for our services.

Agility Fairs and Events Logistics LLC
Tel: + 1 941 861 8930
US Toll Free: 866 298 3422
www.agility.com

Contact: Pat Vidal
E-mail: pvidal@agility.com
Mobile: + 1 770 855 2515

All business is transacted only in accordance with our General Trading Conditions.
A copy of these conditions are available via this **LINK**

Arrival Deadline Dates

LCL OCEAN INTO ATLANTA TERMINAL

Freight for **advance warehouse delivery** should arrive by **December 23rd**

Freight for **direct to show delivery** should arrive **21 days** before assigned target move-in date

FCL OCEAN INTO SAVANNAH PORT

Freight for **advance warehouse delivery** should arrive by **December 28th**

Freight for **direct to show delivery** should arrive **14 days** before assigned target move-in date

AIR FREIGHT INTO ATLANTA (ATL)

Freight for **advance warehouse delivery** should arrive by **January 4th**

Freight for **direct to show delivery** should arrive **10 days** before assigned target move-in date

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Consignment and Marking Instructions

- Georgia World Congress Center
- 285 Andrew Young Int'l Blvd.
- Atlanta, GA 30313 USA

Consignee

- "Exhibitor Name" / Booth No.
- IPPE 2021
- E-mail: pvidal@agility.com
- Tel: + 1 941 861 8930
- Fax: + 1 941 237 5681

Notify

- Mark all goods as follows;
- "Exhibiting Company Name"
- c/o IPPE 2021
- Booth No.
- Georgia World Congress Center
- Atlanta, GA USA
- Made in (country of origin)

Marks

All business is transacted only in accordance with our General Trading Conditions.
A copy of these conditions are available via this **LINK**

To find an ***Agility Fairs & Events*** agent office in your country please CLICK HERE

If you only require services from arrival USA, then CONTACT US prior to shipping for handling and coordination

Please CLICK HERE for access to blank documents, such as commercial invoice / packing list, Power of Attorney, pre-alert template, and more detailed shipping information

NOTIFICATION - You must notify Agility Fairs & Events with details of your shipment before it departs the origin country

INSURANCE – Take out adequate insurance to cover the value of your exhibit to and from the show

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A copy of these conditions are available via this **LINK**

Contact Us

Agility Fairs & Events is ready to make your international shipping needs easy. Contact Agility Fairs & Events USA today to get started!

Show Project Manager: Pat Vidal
Email: pvidal@agility.com
Mobile: + 1 770 855 2515

Agility Fairs & Events
1100 Tamiami Trail South, Suite B
Venice, FL 34285 USA
Tel: + 1 941 861 8930
US Toll Free: 866 298 3422
Fax: + 1 941 237 5681
www.agility.com

Please CLICK HERE to request a quotation for our services.

Agility Fairs & Events Logistics LLC terms and conditions require that all transportation services be paid before the show opens. International exhibitors may make credit arrangements through our coordinating offices in their home country. Payment may also be made via wire transfer or credit card.

All business is transacted only in accordance with our General Trading Conditions.
A copy of these conditions are available via this **LINK**

Agility Agent Offices

Agility Fairs & Events has an agent office in most countries. If you do not see your country listed below, then please contact Agility Fairs & Events USA so that we can provide local contact info.

Australia
Agility Fairs & Events
28-32 Sky Road
Melbourne Airport
VIC 3045
Australia
Contact: Fiona Ostoja
Tel: + 61 3 9330 3303
Fax: + 61 3 9330 3337
Email: expoeasy@agility.com

Austria
AMB Logistics GmbH
Messeplatz 1
Graz 8010
Austri0061
Contact: Patrick Görgl
Tel: + 43 316 8088 150
Fax: + 43 316 8088 159
Email: patrick.goergl@amb-logistics.at

Belgium
Schenker Fairs & Exhibitions
Vliegveld 756
1820 Steenokkerzeel
Belgium
Contact: Selma Demir
Tel: + 32 2 716 37 86
Fax: + 32 2 716 38 55
Email: selma.demir@dbschenker.com

Brazil
Fulstandig Shows e Eventos
Estrada dos Bandeirantes
Camorim, 10875
Brazil
Contact: Claudia Almeida
Tel: + 55 21 3388 0764
Fax: + 55 21 2434 4070
Email: claudia@fulstandig.com.br

Canada
Agility Fairs & Events
185 Courtney Park Drive East
Suite B, Mississauga
Ontario L5T 2T6
Canada
Contact: Paula Collaco
Tel: + 1 905 612 7158
Fax: + 1 905 612 7560
Email: pcollaco@agility.com

China
Agility Fairs & Events
Unit 408 Prime Tower
No. 22 Chaowai Street
Chaoyang District
Beijing 100020
P.R. China
Contact: Roaddy Lu
Tel: + 86 86 10 8412 8899 x 828
Fax: + 86 10 6588 9165
Email: blu@agility.com

Denmark
Agility A/S
Stamholmen 70
DK-2850 Hvidovre
Copenhagen, Denmark
Contact: Henrik Barth
Tel: + 45 32462965
Fax: + 45 32462950
Email: hbarth@agility.com

Finland
Suomen Messulogistiikka Oy
Sinimäentie 6
02630 Espoo
Finland
Contact: David Palomo
Tel: + 358 50 4307 082
Fax: + 358 10 309 6611
Email: David.Palomo@SMLog.fi

France
E.S.I.
2 Rue du Meunier
Zac du Moulin
95700 Roissy en France
France
Contact: Rachid Bensaber
Tel: + 33 1 30 11 93 43
Fax: + 33 7 88 63 82 46
Email: bensaber.rachid@group-esi.com

Germany
Agility Fairs & Events GmbH
Reisholzer Bahnstrasse 41
40599 Duesseldorf
Germany
Contact: Max Trimborn
Tel: + 49 211 9952 0 x243
Fax: + 49 211 9952 259
Email: mtrimborn@agility.com

Hong Kong
Agility Fairs & Events
Suite 3001-3, 30/F
Skyline Tower
39 Wang Kwong Road
Kowloon Bay, Hong Kong
Contact: Dick Leung
Tel: + 852 2211 8207 / 8852 8207
Fax: + 852 2866 2421
Email: dleung@agility.com

India
PS Bedi Group
D-14/1 & 14/2
Okhla Industrial Area
Phase – I, New Delhi
110 020 India
Contact: Neha Nijhawan
Tel: + 91 11 4605 5200
Fax: + 91 11 4173 5021
E-mail: outboundexh@psbedi.com

Ireland
Interflow Logistics Ltd.
Suite 304
The Crescent Building
Northwood Business Park
Santry, Dublin 9 Ireland
Contact: Niall Thompson
Tel: + 353 16 853 845
Fax: + 353 64 662 0558
Email: niall@interflow.ie

Italy
Agility Fairs & Events
Strada Vecchia Paullese 5/A
Pantigliate, Milan 20090
Italy
Contact: Marco Simone
Tel: + 39 02 269 05324
Fax: + 39 02 269 05208
Email: msimone@agility.com

Japan
Agility Fairs & Events
7F NO F, Kanda Iwamoto-cho
Building., 8-16 Iwamoto-cho
3-chome, Chiyoda-ku, Tokyo
101-0032, Japan
Contact: Tokiko Inaba
Tel: + 81 03 5821 4617
Fax: + 81 03 5821 4610
Email: expojapan@agility.com

All business is transacted only in accordance with our General Trading Conditions.
A copy of these conditions are available via this **LINK**

Korea
Agility Fairs & Events
18F Jangkyo Bldg.
(South Gate 1 & 2)
#1 Jangkyo-Dong, Jung-Ku
Seoul, 100-760
Korea
Contact: Chris Lim
Tel: + 82 2 2192 7420
Fax: + 82 2 539 9420
Email: chrislim@agility.com

Malaysia
Agility Fairs & Events
Bukit Jelutong, Shah Alam
Selangor Darul Eshan
40150
Malaysia
Contact: Susan Ng
Tel: + 60 03 7841 8888
Fax: + 60 03 7957 3295
Email: sng@agility.com

Netherlands
Hudig & Veder Forwarding BV
Debussystraat 2
3161 WD Rhoon
Netherlands
Contact: Bas Oversier
Tel: + 31 10 5066 187
Mobile: + 31 68 3597 246
Email: B.Oversier@hudigveder.nl

New Zealand
Agility Fairs & Events
9 Richard Pearse Drive
Mangere, P.O. Box 53-071
Auckland,
New Zealand
Contact: Selvan Govender
Tel: + 64 9 926 4800 / 4857
Fax: + 64 9 926 4899
Email: sgovender@agility.com

Portugal
Agility Fairs & Events
Rua Abade Correia da Serra, 112
Senhora da Hora
4460-208
Portugal
Contact: Silvia Eloi
Tel: + 351 266 088 642
Fax: + 351 266 088 691
E-mail: seloi@agility.com

Singapore
Agility Fairs & Events Pte Ltd
No.5 Changi North Way
3rd Floor, 498771
Singapore
Contacts: Michael Ng
Tel: + 65 6500 0250
Fax: + 65 6214 9592
E-mail: mng@agility.com

Spain
Agility Logistics SA
Av. Ports d'Europa
2 - Zona de Actividades
Logísticas (ZAL)
08040, Barcelona
Spain
Contact: Belina Flores
Tel: + 34 93 2970 857
Fax: + 34 93 2970 839
Email: beflores@agility.com

Sweden
On-Site Exhibitions AB
Norra Gubberogatan 30
S-416 63 Gothenburg
Sweden
Contact: Lena Widman
Tel: + 46 31 707 3070
Fax: + 46 31 707 3075
Email: lena@onsitegroup.se

Switzerland
BTG Suisse AG
Salinenstrasse 61
4133 Pratteln
Switzerland
Contact: Dominique Geiser
Tel : + 41 61 487 87 02
Fax : + 41 61 487 87 09
Email: Dominique.Geiser@
btg-suisse.ch

Taiwan
Agility Fairs & Events / Translink
Room 5-2, 5th Floor
No. 99, Chung Shan N. Rd
Sec 2.
Taipei 104-48
Taiwan R.O.C.
Contact: Frances Lin
Tel: + 886 2 2581 1133
Fax: + 886 2 2523 9449
Email: FLinYuKuei@agility.com

Thailand
Agility Fairs & Events
136 Romklao Road
Klongsampravej, Ladkrabang
Bangkok 10520
Thailand
Contact: Ms. Saowakon Chaisiri
Tel: + 66 2 326 3456 x1180
Fax: + 66 2 360 8634
Email: schaisiri@agility.com

Turkey
Agility Fairs & Events
Rüzgarlıbahçe mah.
Cumhuriyet Cad. Acarlar Is
Merkezi F Blok K:2 D:8 Beykoz
Istanbul, Turkey
Contact: Tandogan Ozman
Tel: + 90 216 680 16 00
Fax: + 90 216 680 00 45
Email: tozman@agility.com

United Arab Emirates
Agility Fairs & Events
Level 15, Office No: 07-08
Sheikh Rashid Tower
Dubai World Trade Centre
P.O.Box 36683
Dubai, UAE
Contact: Abu Turab Kuvawala
Tel: + 971 4 813 1485
Mobile: + 971 50 554 9926
Email: AKuvawala@agility.com

United Kingdom
Agility Fairs & Events Logistics Ltd.
One Western Gateway
Royal Victoria Dock
London E16 1XL
United Kingdom
Contact: Alev Emin
Tel: + 44 (0) 207 069 5328
Fax: + 44 (0) 843 227 2033
Email: f&euksales@agility.com

Vietnam
Agility Fairs & Events Co., Ltd.
8th Fl – Etown 1 Building
364 Cong Hoa Str .
Tan Binh District , Vietnam
Contact: Steven Nguyen Duc Trong
Tel: + 84 8 38132848 / 49
Fax: + 84 8 38122965
Email: Ntrong@agility.com

All business is transacted only in accordance with our General Trading Conditions.
A copy of these conditions are available via this **LINK**

RELIABLE SECURITY SERVICES, LLC
166 Jackson Heights Ln, Marietta, GA. 30064
770-858-1730 (Office)
866-711-3120 (E-fax)

SHOW OR CONVENTION: International Production & Processing Expo (IPPE)

LOCATION: Georgia World Congress Center

Show management will provide security for the general area during installation, show period and removal to protect exhibitor's booths as much as reasonably possible. However, individual booth security is available and recommended. If security service is ordered, and payment is received by _December 21, 2020_ we will offer a discounted rate of $_17_ per hour/officer. All orders received after December 21, 2020, will be billed at a rate of $_25_ per hour/officer and 100% of security service total is due prior to the start of service. Deposits are refundable if written notice is received prior to the start of service. Any costs incurred by Reliable Security in filling the order will be deducted from the deposit, not to exceed 20% of the original deposit. **(There is a Five-hour minimum per Security Guard, per shift.)** Final Service as follows:

DATE	DAY	START/END TIME

DATE	DAY	START/END TIME

Reliable Security is not an insurer. Charges are based solely upon the value of services provided for, and are unrelated to the value of the client's operations, property or the property of others. The amounts payable by the client are not sufficient to warrant Reliable assuming any risk of damage or loss to property due to Reliable negligence or failure to perform.
Reliable Security will not be responsible for Lap-Top computers. Reliable Security, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control. The client, by signing this agreement holds Reliable Security harmless for any and all losses and agrees to have in effect at the time of signing this agreement, insurance to cover all product, and personnel damages and any claims arising from engaging in business as an exhibitor at the **IPPE**.

PLEASE PRINT

Card Type: (5% processing fee) AMERICAN EXPRESS ☐ **VISA** ☐ **MASTERCARD** ☐

Credit Card Number:_____Expiration Date:_____/_____ 3 or 4-digit code: _____

Billing Address:_____City_____St_____Zip_____

Print Name of Cardholder_____Card Holder Signature: _____

Company Name: _____ Date: _____

Address: _____

City:_____State:_____ Zip: _____

Company Rep:_____ Phone:_____Fax: _____

Email: _____ Location/Booth #: _____

Reliable Security, LLC reserves the right to not accept an order and the accompanying deposit for any reason. In addition, we reserve the right to recommend what security measures should be taken to ensure proper security coverage, and if the client decides not to take the advice of Reliable Security, LLC, will hold Reliable Security, LLC harmless from any damage, loss or theft of property. Any and all claims arising from the services offered by Reliable Security, LLC will not exceed the cost of services rendered by Reliable Security, LLC. The client agrees to adhere to convention/exhibitor rules and regulations.

CLIENT SIGNATURE_____PO#_____

Georgia World Congress Center
Regulations for Cooking and Cooking Equipment

Approval is required for event activities and exhibits that involve cooking and cooking equipment within the Georgia World Congress Center. The information requested will be used to evaluate the safety of operations and decisions will reference NFPA 101 Life Safety Code and NFPA 96 (Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations), as well as the recommendation and final decision of the Georgia Fire Safety Division and the Georgia World Congress Center Authority.

Cooking and food-warming devices in exhibit booths shall comply with the following regulations:

(1) Gas-fired devices shall comply with the following:
   a. Natural gas-fired devices shall be in accordance with the following fire codes adopted by the Safety Fire Commissioner's Rules and Regulations.
   b. The use of LP- Gas cylinders shall be prohibited. EXCEPTION: Non-refillable LP- Gas cy cylinders not exceeding 2.5 pounds may be permitted to be used where permitted by the authority having jurisdiction.

(2) The devices shall be isolated from the public by not less than 4 feet (1.2 m) or by a barrier between the devices and the public.

(3) All cooking equipment using combustible oils or solids shall comply with 9.2.3. of the 2012 Life Safety Code.

(4) Portable fire extinguishers with a minimum of a 2A:10B:C rating are placed within the booth, or an approved automatic extinguishing system shall be provided.

(5) Combustible materials within exhibit booths shall be limited to a one-day supply. Storage of combustible materials behind the booth shall be prohibited.

Please provide the following information to the Event Services Department of the Georgia World Congress Center (404-223-4300) by 30 DAYS OUT from the first event day.

Company Name _____
Event Name _____
Primary Contact for Exhibit Booth _____
Address _____
_____
Telephone Number **Office** _____ **Cell phone:** _____
E-mail Address _____
Exhibit Booth # _____

Please list equipment to be used and attach manufacturer's specification sheets to this form (required):

_____

_____

_____

Please indicate food item (s) you would like to prepare and fuel source (electric, gas, etc):

_____

_____

_____

Please direct information to:
Melinda Buchanan
MBuchanan@GWCC.com
Event Services

Georgia World Congress Center
285 Andrew Young International Blvd., NW
Atlanta, GA 30313
FAX: 404-223-4311

Approval of equipment and method of operation must be approved in advance

SCOOTAROUND - GEORGIA WORLD CONGRESS CENTER

ACCESSIBLE SERVICES & SPECIAL NEEDS

Scootaround is the preferred provider of accessible services at the Georgia World Congress Center (GWCC). Our broad range of services includes scooter and wheelchair rentals, oxygen and shuttle services for major events held at the GWCC. Equipment is available for daily or weekly rental.

MOBILITY SERVICES AT THE GEORGIA WORLD CONGRESS CENTER

Mobility Scooters (3 and 4 wheel)

Electric mobility scooters available for daily or weekly rental. Standard and heavy duty models are available.

Manual Wheelchairs

Manual wheelchairs available for daily or weekly rental. Wheelchairs equipped with adjustable footrests.

Oxygen Tanks and Accessories

Oxygen, accessories and scooter carrying racks. *Two week advance notice required for these items.

Shuttle and Event Seating Services

Shuttle program provides qualified staff and electric carts to transport attendees between venue locations.

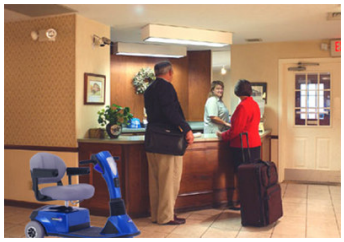
SERVICES AVAILABLE TO SHOW MANAGERS

OSR (Onsite Service Rentals)

This program provides a pre-determined number of scooters and qualified staff to run a rentals program from start to finish, including hands on training.

Fleet Orders (Multiple Vehicles)

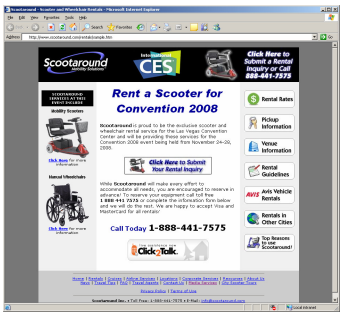
A fleet of scooters is provided for your event, based on its attendance estimates. Equipment is delivered charged and ready for use.



AR (Attendee Reservations)

We deliver the rental equipment directly to the attendee's hotel. Marketing tools are included to increase attendee awareness of the service.

SCOOTAROUND NO-CHARGE SERVICES TO SHOW MANAGERS INCLUDE

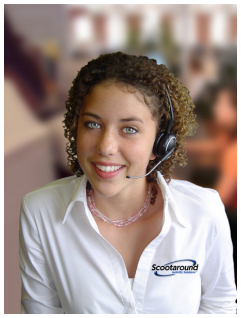


Custom Rentals Web Page

Custom-designed web page with link to showcase your event and automate the rentals process.

Custom Event Flyer Template

Printable flyer with your event's information for mailing to your attendees or to send via e-mail.



7-Day Call Centre Support

Our staff is available 7-days a week for assistance and technical advice about our mobility equipment.

Need More Information?

If you would like more information on how Scootaround can help you with accessible needs and ADA compliancy, please contact the Scootaround Corporate Services Department at **(888) 441-7575**.

2021 International Production & Processing Expo

January 26 - 28, 2021 | Atlanta, Georgia

Preferred VENDOR for IPPE INTERNATIONAL PRODUCTION & PROCESSING EXPO

Choose the solution that will *instantly* capture contact & demographic data/

NEW Features!

LEAD RETRIEVAL OPTIONS	on or before 12/2/20	from 12/3/20 to 12/17/20	after 12/17/20	number of units	TOTAL
Handheld Badge Scanner (RT2000)	$375	$435	$460		$
Tablet (Android Device)	$320	$340	$380		$
Bluetooth Printer Order 1:1 for all SWAP Mobile Users, Handheld Scanners and Tablets purchased	$75	$100	$125		$
				Amount	$
				Subtotal with 8.9% tax applied	$
LEAD RETRIEVAL OPTIONS (not taxed)	**on or before 12/2/20**	**from 12/3/20 to 12/17/20**	**after 12/17/20**		
SWAP® Mobile App (Up to 3 users) Use your own device	$399	$399	$399		$
Add SWAP Mobile App Users (to any above producrs after purchase of initial lead option)	$129 each				$
				Subtotal	$
ADDITIONAL SERVICES					
Developer's Kit (Real Time Data Services) Click here for more information	$950				$
Delivery of Reader to Booth (Post show pickup not available)	$200				$
				Subtotal with 8.9% tax applied	$
See page 2 for enhanced product descriptions				Add all subtotals	$
			(Order online to avoid this fee)	Processing Fee*	$ 9.99
				FINAL TOTAL	$

Risk-Free COVID-19 Refund Policy
click here

Lead Retrieval Order Confirmation will be emailed to you.

Note: All equipment must be picked up at the exhibitor services desk unless delivery arrangements are made and paid for in advance of the show.

TERMS AND CONDITIONS:
Purchase Orders are not accepted.

All orders cancelled prior to 30 days of the show will incur a $100 cancellation fee. Orders cancelled within 30 days of the show will not be refunded.

Click here for additional Terms and Conditions

* Processing fee waived when order is placed using company's online lead portal.

** Taxable items and rates vary among states and are subject to change. Please call for exact quote.

Order Online Now: https://exhibitor.experientswap.com

Exhibiting Company: _____ Booth #: _____

Check if information is for: ○ Exhibiting Company ○ Third Party

3rd Party Company (if applicable): _____ Contact Name: _____

Address: _____ City: _____

State/Country: _____ Zip: _____

Phone: _____ Fax: _____ Email: _____

Do not *email* credit card information

Upon registration for this event, all guests (foreign and domestic) agreed to Terms of Use which include voluntarily sharing their personal information with exhibiting companies via lead retrieval. Experient recommends all customers seek their own expert advice for GDPR Compliance concerns.

Order Online Now: https://exhibitor.experientswap.com

For Assistance Contact:

Exhibitor Services
P: 800.787.0475
E: ExhibitorServices@experient-inc.com

It is against Experient's security policy to accept credit card information via email.

experient® A Maritz Global Events Company

USP211

LEAD MANAGEMENT ORDER FORM

experient®
A Maritz Global Events Company

All Experient badge scanners run on the easy-to-use SWAP platform. Choose the option that's right for your booth or mix and match to create a custom solution.

Every lead choice allows you to:

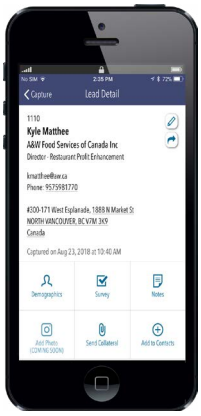
- Gather data from attendee badges
- Rank leads
- Provide custom surveys
- Add notes to leads
- Access and download data from your secure portal
- Mix and match scanning solutions
- Scan leads with or without data connection
- View and edit data in real time

What's NEW with our badge scanning devices:

- Automated emails to scanned leads
- Printers pair 1:1 with all lead solutions
- Copy over surveys from previous events
- Business card scanning
- Enhanced surveys: new branching functionality to allow for better lead qualification
- Lead matchmaking

NEW Features!

Which Solution is Right for Your Booth?



SWAP

- Native app for Android or iOS
- Economical way to get scanning solution into the hands of each salesperson
- Tracks leads by individual
- Supports sending marketing collateral through email
- Talk to text to easily add notes
- Printers pair 1:1 with each SWAP mobile device

Handheld Scanner
(RT2000)

- High speed
- Ergonomic—left and right hand enabled
- Good for busy booths that require shared devices
- Printers pair 1:1 with each device

Tablet
(Android Device)

- Full connectivity with integrated scanning
- Good for booths that require a shared scanning device
- Larger screen is perfect for long surveys or detailed notes
- Printers pair 1:1 with each device

Order Online Now: https://exhibitor.experientswap.com

LEAD MANAGEMENT ORDER FORM

We Provide Brands with Unforgettable Human Connections All Over The World

We Have What You Need

Special request? Give us a call!

- Booth Staffers
- Emcees
- Lead Generators
- Sales Assistants
- Brand Ambassadors
- Bartenders
- Crowd Gatherers
- Hosts / Hostesses
- Promotional Models
- Bilingual Staffers
- Demonstrators
- Receptionists
- CDL Drivers
- Greeters
- Survey Takers
- Corporate Presenters
- Guerilla Marketers
- Product Specialists
- Tour Managers
- Costume Characters
- Hospitality Staffers
- Print / Runway Models
- Ultrasound / Heart Monitor Models
- Interpreters and Translators

cmtinfo@cmt.com cmtagency.com 866-238-9349

SERVICE ORDER FORM Call us on 866-238-9349

1. Contact Information (Please Print Clearly)

Company Name: _____ Booth: _____

Address: _____

City: _____ State/Province: _____

Phone: _____ Fax: _____

Contact: _____ Email: _____

Event Name: _____ Event Location: _____

Date(s) Requested: _____ Hours Requested: _____

2. Please indicate your interest with the number of people needed below:

_____ Booth Greeter ($350 - $375)

_____ Crowd Gather ($375 - $400)

_____ Product Demonstrator ($400 - $700)

_____ Corporate Presenter ($1,000 - $2,500)

_____ Hospitality Staffing ($75/hr)

_____ Interpreter ($400 - $1,200)

_____ Brand Ambassador ($50/hr)

_____ Other (Call for pricing)

Rates are a per day basis except where specified. Ranges vary by experience of talent and client needs. A 20% Agency fee will be added to all invoices. Total payment must be received at least 7 days prior to an event in order to guarantee reservation

Email this form to:
cmtinfo@cmtagency.com

Fax this form to:
888-607-7205

A credit card guarantee is required to confirm an order. We accept: Check / American Express / Master Card / Visa

Phil Skinner Photography
Exhibit Photography Form

Georgia World Congress Center
Atlanta GA, USA
January 26-28, 2021

Booth Name: _____ Booth#: _____

Person to Contact at Exhibit: _____ Cell #: _____

Person Ordering: _____ Signature: _____

Company Name: _____

Street Address (No PO Boxes): _____

City, State, Zip: _____

Phone: _____ Email: _____

CHOOSE VIEWS:	**Digital Only**	**Print only**	**Print & File**	**$ Amount**
Floor view without people	@$180- qty: _____	@$160- qty: _____	@$215- qty: _____	_____
Floor view with people (crowd or staff)	@$205- qty: _____	@$185- qty: _____	@$240- qty: _____	_____
Elevated Views	@$230- qty: _____	@$210- qty: _____	@$265- qty: _____	_____
Island Booth Special - 4 views	$675	$600	$785	_____

CHOOSE ADDITIONAL ITEMS or SERVICES:

CANDID BOOTH IMAGES for Press or Social Media (Jpeg, unretouched) $75 each _____ _____

VIDEO PRODUCTION SERVICES --- call for info & quote _____

DIGITAL VIDEO --- call for info & quote _____

In-Booth Event/Press Photography (1 hr. min, Incl images on CD) $300 per hr _____ _____
Call us for half-day or full-day rates

PRODUCT PHOTOGRAPHY- small products to large machinery call for info & quote _____

CALL US for a quote for Off-Site Events, Portraits or Other Services not listed _____

CHOOSE SHIPPING METHOD: U.S. SHIPPING & HANDLING $10.00
▢ (INDICATE CHOICE) UPS Overnight or FedEx $25.00
▢ RECIPIENT'S FED-EX Acct#_____ (Handling Fee) $5.00 ▢

ALL ORDERS MUST BE PREPAID OR PAID ON-SITE PRIOR TO PHOTOGRAPHY **Total Order:**_____

Payment may be made by check or via PayPal @ phil@philskinnerphotography.com

Phil Skinner Photography
5579 B Chamblee Dunwoody Rd # 422, Dunwoody, GA 30338 404-513-2134
Phil@philskinnerphotography.com

IPPE 2021

2021 IPPE Expo
Jan 26 - Jan 28, 2021
Georgia World Congress Center

Total Plant and Floral Service, Inc.

COMPANY NAME	Booth:	[Order by Email, Fax or Online: www.total-plant.com]			Convention Code: 477318
☐ Please have a designer stop by.	Date:	Time:	PRICE	QTY	TOTAL

Floral Arrangements-THESE ARE EXAMPLES ONLY

Seasonal Floral Arrangements

Exotic Floral Arrangements

Small Floral Arrangements ($60.00 and up) 3-sided_____ Round_____			
Medium Floral Arrangements ($70.00 and up) 3-sided_____ Round_____			
Large Floral Arrangements ($80.00 and up) 3-sided_____ Round_____			
Medium Tropical Floral Arrangements ($90.00 and up) Height _____ Colors_____			
Large Tropical Floral Arrangements ($115.00 and up) Height_____ Colors_____			
Custom Arrangements available:			
Description:			
Small Center Pieces & Bud Vases Priced upon request			

Potted Flowers-THESE ARE EXAMPLES ONLY

Azaleas

Mums

Bromeliads

Mums	☐ Yellow	☐ White	☐ Purple	$25.00	
Azaleas	☐ Red	☐ White	☐ Pink	$35.00	
Bromeliads	☐ Red	☐ Orange	☐ Purple	$35.00	
Seasonal Flowering				$25.00	
European Dish Gardens:	Medium			$45.00	

Dish Garden

Fern

Ivy

Pothos

Green Desk Top Plant	$28.00		
Large Fern	$35.00		
Small Ivy/Pothos	$25.00		
Large Ivy/Pothos	$35.00		

Spath

Arboricola

Croton

Janet Craig

2-3 Ft Green Plant	$48.00		

Package & Pre Order Deadline: 1-8-21

Package #1
1 Large Fern
2 Mums (Yellow, White, Purple)
$80.00

Package #2
(2) 5' Green Plants
2 Large Ferns
4 Mums (Yellow, White, Purple)
$290.00

Package #3
(2) 6' Green Plants
4 Large Ferns
8 Mums (Yellow, White, Purple)
$475.00

Package #4
(4) 3' Green Plants
2 Large Ferns
(2) 6' Green Plants
12 Mums (Yellow, White, Purple)
$685.00

Package #5

7' Ficus Tree Top Dressed with 2 ivy or ferns & 1 blooming plant $175.00

Please send by email, fax or mail to: Total Plant and Floral Service, Inc
751 James P. Brawley Dr NW Ste 7
Atlanta, GA 30318
Phone: (404) 881-0809 - Fax: (404) 881-8795 - sales@total-plant.com - www.total-plant.com

 [Order by Email, Fax or Order Online @ www.total-plant.com - (2020 Convention Code: 477318)

Ficus Tree

Palm

Other Items

ITEM	PRICE	QTY	TOTAL
4 Ft Green Plant	$60.00		
5 Ft Green Plant	$70.00		
6 Ft Green Plant	$80.00		
7-8 Ft Green Plant	$90.00		
9-10 Ft Green Plant (priced upon request)			
Bowls for business cards or promotions	$30.00/ea		
Complimentary Decorative Containers □ Black □ White	*$0.00*	-	$0.00
Upgraded Containers for blooming and desktop plants □ Gold □ Silver □ Baskets	$10.00/ea		
Upgraded Containers for larger Plants □ Gold □ Silver □ Baskets	$20.00/ea		
Package 1	$80.00		
Package 2	$290.00		
Package 3	$475.00		
Package 4	$685.00		
Package 5	$175.00		
		Subtotal	
Special Services Upon Request: Garden Areas/ Luncheons/Banquets/Fountains/Hospitality Suites. Onsite orders are subject to availability.		**Tax (8.9%)**	
		Delivery	**$15.00**
		Total Due	

Package & Pre Order deadline is: January 8th, 2021

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*For assistance in ordering, please call: (404) 881-0809 ext 101. For special orders or design assistance, please call Alison at 404-881-0809 x 102

- **ALL ORDERS MUST BE PAID IN FULL PRIOR TO CLOSE OF SHOW**
- **PRICES INCLUDE COMPLIMENTARY DECORATIVE CONTAINER, MAINTENANCE, INSTALLATION & REMOVAL**
- **RENTAL ITEMS MISSING UPON DISMANTLE ARE THE RESPONSIBILITY OF THE EXHIBITOR AND A FEE WILL BE CHARGED**
- **25% CANCELLATION FEE FOR SPECIAL ORDERS CANCELLED LESS THAN 14 DAYS PRIOR TO SHOW OPEN**
- **ABOVE PRICES ARE VALID THROUGH JANUARY 8, 2021. PLEASE ADD 10% IF ORDERING AFTER THAT DATE.**

Company Name:	Booth: Room:
Billing Address	Office Contact:
City, State, Zip	Business Phone:
Onsite Contact Name:	Email for Invoice Receipt:
Onsite Contact Phone Number:	2nd Email for Invoice Receipt, if needed:
Please print name as it appears on credit card:	
Credit card #:	Exp Date:
Sec Code:	Check #:
Authorized Signature:	

Please send by email, fax or mail to: Total Plant and Floral Service, Inc
751 James P. Brawley Dr NW Ste 7
Atlanta, GA 30318
Phone: (404) 881-0809 - Fax: (404) 881-8795 - sales@total-plant.com - www.total-plant.com