



EXPOSITION SERVICES

DMAI's Destinations Showcase Washington

Walter E. Washington Convention Center

Washington, DC

February 28, 2012



Order Form

Submit this form if you wish to rent hanging signs labor from Brede Exposition Services. Brede is available for assembly, installation, and removal of any hanging signs. Enter the Total below on Order Summary / Payment form. Orders received without full payment or credit card information will not be processed.

Advance Order Discount Deadline: February 10, 2012

Signs Conditions

- Must conform to show management rules and regulations and facility limitations.
- Must have approved rigging points with the exception of cloth banners.
- Signs requiring electrical must be in working order and in accordance with the National Electrical Code. *(Place electrical order on the appropriate form).*
- A detailed diagram must be forwarded to our office with this completed form prior to the show.

Hanging Signs Rates

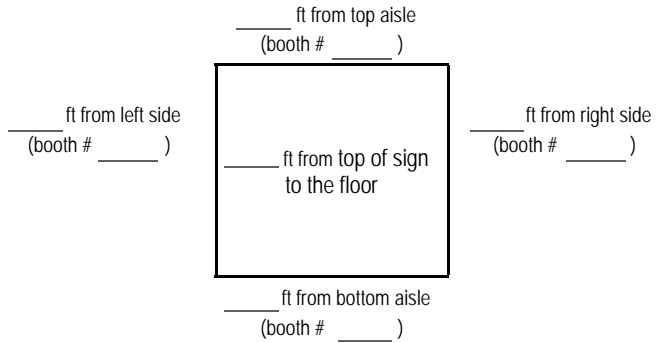
Rate for Lift & Crew
Per Hour

Straight Time 8:00 a.m.—4:30 p.m. Monday-Friday	\$359.00
Overtime 4:30 p.m.—8:00 a.m. Monday-Friday All day Saturday, Sunday, and observed union holidays	\$463.00

- The minimum crew consists of an operator, an additional laborer, and the equipment.
- There is a **one hour minimum** per laborer & equipment. Charges are by 1/2 hour increments thereafter for installation.
- There is a **one hour minimum** charge for the removal of hanging signs.
- Materials and pick points will be priced as needed.

Order Details

Weight (lbs)	Height (ft)	Length (ft)	
Type	Shape	Electrical	Assembly Required
<input type="checkbox"/> Fabric	<input type="checkbox"/> Circle	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes
<input type="checkbox"/> Metal	<input type="checkbox"/> Square	<input type="checkbox"/> No	<input type="checkbox"/> No
<input type="checkbox"/> Wood	<input type="checkbox"/> Triangle	Chain Motor	
<input type="checkbox"/> Truss		<input type="checkbox"/> Yes	
		<input type="checkbox"/> No	



Estimate Costs

	Date Time	Hanging Signs Rate	Est. Hrs.	Subtotal Cost	Brede Supervision (Subtotal X .30)	Estimated Cost
Installation	_____	\$ _____	X _____ =	_____	+ \$ _____	= \$ _____
Dismantle	_____	\$ _____	X _____ =	_____	+ \$ _____	= \$ _____

Important Notes

- Brede reserves the right to refuse to hang a sign if, in their opinion, it appears unsafe.
- Orders cancelled prior to move-in will be charged 50% of the original price.
- Orders cancelled after move-in will be charged a one-hour fee per crew & equipment.
- A credit card on file is required when using Brede Exposition Services.
- All charges must be paid prior to close of show.

Calculate Total

Est. Total \$ _____

- Transfer this total to the *Order Summary / Payment* form.
- Payment Method must be completed to process orders.
- Orders received without full payment or credit card will not be processed.

Exhibiting Company _____

Booth Number

COMPLETE and SUBMIT this form:

by mail Brede Exposition Services | 6801 Mid-Cities Avenue | Beltsville, MD 20705-1411 | USA by fax 301-937-6513

Hanging Sign