



Dear Exhibitor,

We are delighted that you are participating in AASP/NJ's NORTHEAST® 2017 Automotive Services Show. Your involvement in our 40th annual event will put your company in front of your current customers as well as new leads, allowing you to grow in the automotive repair industry.

If you would prefer to order your items from SMGX online (carpet, furniture, labor, etc.) please visit www.smgexpo.com.

Please take some time to review the exhibitor kit as it should contain everything you need to successfully prepare for NORTHEAST® 2017 Automotive Services Show. (You may print one page or all pages.) If you have any questions, please feel free to call me at 201-330-7773, extension 311 or email me at fdominici@mecexpo.com.

TO REGISTER FOR BADGES, please visit www.aaspnjnortheast.com. We also encourage you to invite your existing clients and leads to attend the show for free by pre-registering online.

Thank you for continued support of the Alliance of Automotive Service Providers of New Jersey (AASP/NJ). I look forward to working with you in the coming months.

Sincerely,

Frank Dominici

Frank Dominici
General Manager

Certificate of Insurance Guidelines

Friday-Sunday, March 17-19, 2017
Meadowlands Exposition Center
Secaucus, NJ



DEADLINE

Please submit your Certificate of Insurance upon receipt of this reminder. Exhibitor badges will not be distributed to your company nor will you be allowed to set-up your booth without a current Certificate of Insurance on file with AASP/NJ.

REQUIRED CERTIFICATE DETAILS

Certificate of Insurance must identify AASP/NJ as Certificate Holder as follows:

AASP/NJ
355 Plaza Drive
Secaucus, NJ 07094

*Required minimum coverage: \$1,000,000 general liability.

SUBMITTING THE CERTIFICATE OF INSURANCE

Please submit your company's Certificate of Insurance to:

AASP/NJ
c/o Meadowlands Exposition Center
355 Plaza Drive
Secaucus, NJ 07094
Attn: Frank Dominici

or fax a copy to: 201-330-1172



Dear Exhibitor,

SMG Exposition Services is the exclusive Decorator and Service Contractor for the **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW** to be held at the **Meadowlands Exposition Center, FRIDAY-SUNDAY, MARCH 17-19, 2017.**

Enclosed are order forms for rentals and services available at the show as well as information from other companies which may be helpful.

Please note the following details:

Advance Order Pricing: is available at a substantial savings over on-site pricing if full payment including 7% sales tax is received by:

MARCH 9, 2017

Orders received without full payment including 7% tax will not be processed

SORRY, NO EXCEPTIONS WILL BE MADE.

Freight Shipments sent to either our Advance Warehouse or directly to our loading dock ***require a credit card to be on file in our office*** before shipments can be accepted.

PAYMENT AND ORDER SUMMARY FORM: This form is required with all orders. If paying by credit card, or shipping freight, please also complete the credit card information in the space below your order summary. Orders received without full payment, **INCLUDING 7% SALES TAX** will not be processed.

NOTE: Electric, Audio Visual and Telephone Service forms included in this packet **are from other companies.** All such **orders must be placed with the individual companies.**

FURNITURE/ACCESSORIES RENTAL ORDER FORM: Use this form to order items in addition to what is included with your booth package.

Booth Package includes:

- 10' X 10' Pipe and Drap (Red, White and Black)**
- (1) 6' Table (Black)**
- (2) Folding Chairs**
- (1) Exhibitor I. D. Sign**
- (1) Wastebasket**



LABOR ORDER FORM: Use this form to order labor to set-up and dismantle your exhibit, indicating the number of laborers, and estimated time required. *The Meadowlands Exposition Center is a union hall. Please read the enclosed Union Regulations sheet for specific details concerning labor regulations. Exhibitors who intend to use an outside I & D House may only provide a supervisor at the Meadowlands Exposition Center, and must submit the "Notification of Intent to Use Exhibitor Hired Contractor" form, along with the proper Certificate of Insurance, 30 days prior to the move-in date.*

MATERIAL HANDLING INFORMATION/RATE FORM: The Meadowlands Exposition Center cannot receive advanced shipments. Direct shipments to the Exposition Center **will be refused if sent prior to the exhibitor move-in date.**

All advanced Shipments must be sent PREPAID to our Advance Warehouse. The appropriate addresses and rates per hundred weight (Minimum 200#) are listed on this form. **A credit card is required to be on file in our offices for freight to be accepted. (See payment/order summary form for charge authorization.)**

GROUND OR AIR SERVICE: UPS is our chosen carrier. A representative will be on-site to answer questions, and to arrange ground shipments.

Please note that rental prices include: Use of materials for the entire duration of the show, delivery to your booth, and pick up at the close of the event. All materials are to remain the sole property of SMG Exposition Services.

MOVE IN DATES/HOURS

Thursday	March 16, 2017	10:00 am to 5:00 pm
<i>Thursday is for Large Equipment ONLY. Please call SMG directly at (201) 330-1586.</i>		
Friday	March 17, 2017	8:00 am to 5:00 pm
<i>Friday is for Small Equipment and everyone else.</i>		

SHOW HOURS

Friday	March 17, 2017	5:00 pm to 10:00 pm
Saturday	March 18, 2017	10:00 am to 5:00 pm
Sunday	March 19, 2017	10:00 am to 3:00 pm

MOVE OUT DATES/HOURS

Sunday	March 19, 2017	3:00 pm to 11:00 pm
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If drivers have not checked in at the Service desk by 6:00pm, freight will be forced onto common carrier.

Please feel free to contact our office staff at (201) 330-8227 if you have any questions.



Show Name: **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW**

Show Dates: **Friday, Saturday & Sunday, March 17-19, 2017**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **March 9, 2017**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

ALL CONTRACTED LABOR FALLS UNDER THE JURISDICTION OF I.A.T.S.E. LOCAL 59 THROUGH SMG EXPOSITION SERVICES. EXHIBITORS MAY SET UP AND DISMANTLE THEIR OWN DISPLAYS, IF WORK CAN BE COMPLETED WITHIN (1) HOUR WITHOUT THE USE OF POWER TOOLS BY A FULL TIME EMPLOYEE OF THE EXHIBITING COMPANY.

EXHIBITORS MAY HANDLE THEIR OWN MATERIALS SUBJECT TO THE FOLLOWING:

IF MATERIALS CAN BE HAND CARRIED AND/OR WITH THE USE OF A (2) WHEEL HAND CART IN (4) TRIPS OR LESS THROUGH DESIGNATED DOOR.



Service Contractor

Please mail or fax Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
FAX: (201) 330-1586 • PHONE (201) 330-8227

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NOTIFICATION OF INTENT TO USE EXHIBITOR HIRED SERVICE CONTRACTOR

The Meadowlands Exposition Center has selected *SMG Exposition Services* as the Exclusive Contractor. If your company plans to use a firm who is not the Exclusive Service Contractor, i.e., not *SMG Exposition Services*, please complete this form and mail to the address listed below.*

The Meadowlands Exposition Center is a Union Hall. The Exhibitor Hired Service Contractor may provide (1) supervisor only. All labor must be ordered through SMG Exposition Services.

Company Name _____ Booth No. _____

Contact at Show: _____

Exhibitor Hired Service Contractor: _____

Address of Hired Service Contractor: _____

Telephone Number of Hired Service Contractor: _____

FAX Number of Hired Service Contractor: _____

Type of Service to be performed: _____

It is your responsibility to inform your Exhibitor Hired Service Contractor that they are required to send a copy of General Liability Insurance Certificate no later than 30 days prior to show date. If the Exhibitor Hired Service Contractor fails to do so, they will not be permitted to service your exhibit. It is the responsibility of the exhibitor to see that each representative of the Exhibitor Hired Service Contractor abides by the official rules and regulations of this event.

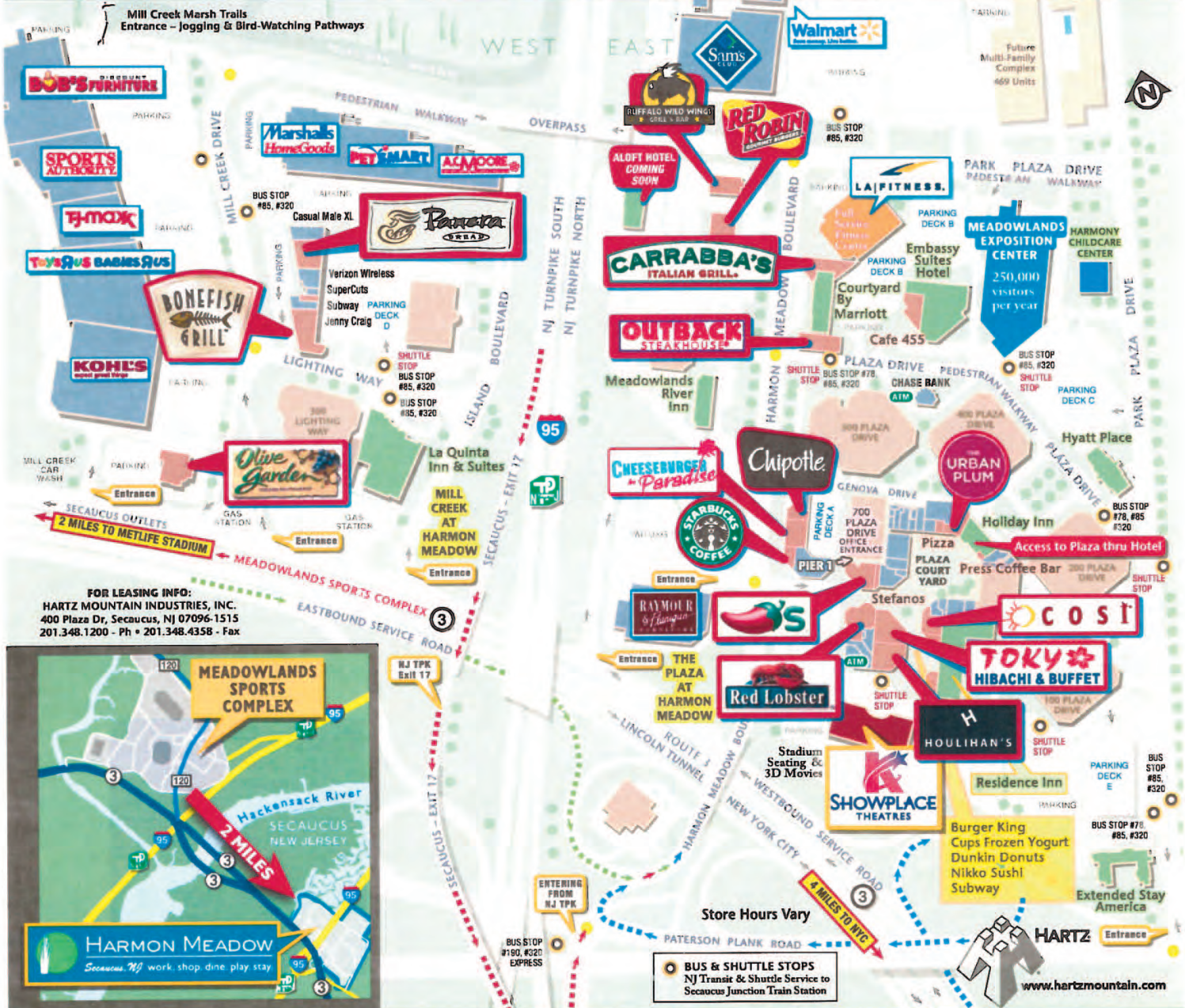
This form must be received no later than: **February 16, 2017**

**Return to: SMG Exposition Services
355 Plaza Drive
Secaucus, NJ 07094**

Welcome

HARMON MEADOW

Secaucus, NJ work. shop. dine. play. stay.



- Over 25 Restaurants
- 14-Screen Movie Theatre
- Convention Center
- No Sales Tax on Clothing and Shoes

- 9 Hotels
- Full-Service Fitness Center
- Open Sundays
- All are within walking distance

Harmon Meadow: Mill Creek • The Plaza
 Route 3 West Local to Mill Creek Drive / Route 3 East Local to Harmon Meadow Blvd Exit • NJ Turnpike to Exit 16E or 17, Secaucus, NJ
www.harmonmeadow.com • 201-348-1200 • Open 7 days
 Print directions online from www.harmonmeadow.com

NJ Transit Bus Information: 973-275-5555
 For a schedule, visit www.njtransit.com
 Free Shuttle Service to the Secaucus Train Station: 201-939-4242
 For schedule, visit www.ezride.org
 For Newark Airport Shuttle Service & Stops, visit www.ezride.org



Payment and Order Summary Form

Please mail or fax Completed Form to: SMG Exposition Services

355 Plaza Drive, Secaucus, NJ 07094

FAX: (201) 330-1586 • PHONE (201) 330-8227

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Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

NO company or personal checks will be accepted on site.

Summary of Services and Rental Items Ordered

Material Handling Information/Rate (**credit card on file is required**) \$ _____

Labor Order Form \$ _____

Carpet Rental Order Form \$ _____

Furniture/Accessories Rental Order Form \$ _____

Booth Cleaning Order Form \$ _____

Sign Order Form \$ _____

Sub-Total \$ _____

(If Tax Exempt Please Include Certificate) **Sales Tax 7%** \$ _____

Total \$ _____

Charge Authorization:

Exhibitors paying by credit card must complete the Charge Authorization below. The Charge Authorization will also include charges for labor and/or material handling, and will authorize your representative at show site to charge additional rental items and services to your card. **On site orders payable by credit card ONLY!**

Exhibitors with DRAYAGE MUST complete the Charge Authorization for freight to be accepted.

Charge To: (*circle card type*) MasterCard Visa American Express V CODE

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Account Number:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Expiration Date: _____

Print Cardholder Name _____ Signature of Cardholder _____

Please Print or Type

Company Name _____ Booth # _____

Address _____

City _____ State _____ Zip _____

Ordered By _____ Title _____

Signature _____ Phone # (_____) _____

Fax # (_____) _____ Email _____

To eliminate any misunderstanding regarding charges for show rentals, service and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.
NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.



Material Handling Information Rate Schedule

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SMG Exposition Services has been designated the official drayage contractor, and is responsible for receiving, unloading, warehousing, delivering shipments to the booth, storing of empty crates, reloading and processing of all exhibitors freight shipments.

SHIPMENTS: All shipments must be PREPAID. Collect shipments will not be accepted. All shipments should be made out on a straight bill-of-lading and include the number of pieces, weights and classification of the shipment. Heavy items which require special handling or care, please forward to SMG Exposition Services, detailing handling instructions and weight involved. Shipments arriving prior to the official move-in time must be consigned to the advance warehouse as the exhibit hall has no provision for accepting or handling freight prior to the scheduled move-in date. Warehouse shipments should be scheduled to arrive no later than five days prior to move-in. Shipments received without an official weight ticket will be estimated by SMG Exposition freight handlers upon arrival.

Where to Ship

SMG Exposition Services will not be responsible for shipments delivered to wrong booth due to improper labeling by exhibitor.

Shipments will not be accepted before exhibitors move-in date.

Advance Warehouse Shipments:

Deadline Date: _____

NOTE

See rates per 100# listed below to calculate drayage rate (200# minimum per shipment)*

*A Charge Authorization must be completed for freight to be accepted.

Direct Shipments:

To: Name of Exhibitor and Booth #
For: Event Name
c/o SMG @ UPS Freight
280 Moonachie Ave.
Moonachie, NJ 07074

To: Name of Exhibitor and Booth #
For: Event Name
c/o SMG Exposition Services
Meadowlands Exposition Center
355 Plaza Drive
Secaucus, NJ 07094

IMMEDIATELY UPON SHIPPING PLEASE FORWARD A COPY OF THE BILL OF LADING WITH THE CARRIERS PRO #

Rate Schedule:

Advance shipping rates include the following services:

1. Receipt of shipments (crated, boxed or skidded materials) and up to 30 days storage in advance of set-up date.
2. Delivery of materials to exhibitor's booth.
3. Removal of crates and containers from booth, placed in storage and returned to booth at the close of the show.
4. Assistance to exhibitors in tracing missing or delayed shipments. SMG Exposition Services will provide bills of lading, shipping/empty storage labels, and arrange for an outbound carrier service of our choice.
5. Removal of exhibitor shipments from booth and reloading same on outgoing carriers.

Direct Shipping Rates include the following services:

1. Receipt of shipments (crated, boxed or skidded materials) at the exhibit site.
2. Delivery of materials to exhibitor's booth, removal of crates and containers from booth, placed in storage and returned to booth at close of show.
3. SMG Exposition Services will provide bills of lading, shipping/empty storage labels and arrange for an outbound carrier of our choice.
4. Removal of exhibitor shipments from booth, and reloading same on outgoing carrier.

Penalty Charges:

Late arriving shipments after show opens \$7.00/cwt

Off Target Charges \$2.00/cwt

Overtime: Monday through Friday before 8:00 AM and after 4:30 PM; also anytime Saturdays, Sundays, and observed Union Holidays; and shipments where driver has not checked in before 2:30 PM. **In and out rates are based on incoming weight only.**

Please see next page for further information on Material Handling.

Crated Shipments CWT=per 100 lbs.

Advance Shipping Rates:

Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$95.00
1001-over	\$85.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.

Direct Shipping Rates:

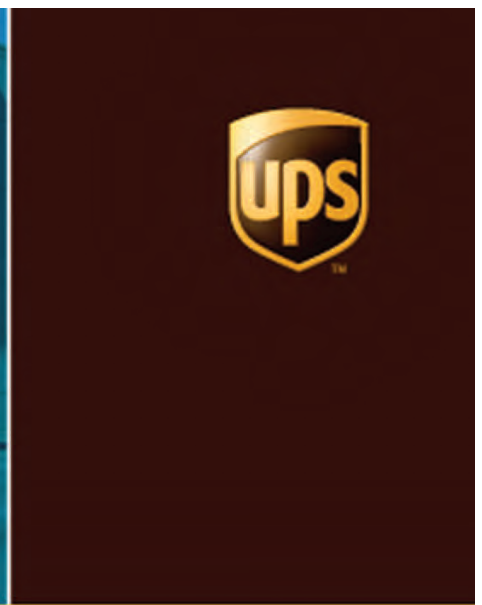
Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$90.00
1001-over	\$80.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.

Special Shipping Rates/Uncrated or Van Lines:

Per Shipment	Per 100#
1-1000 lbs. 200# Minimum	\$125.00
1001-over	\$112.00

ST Two Way: Move In & Move Out / Mon-Fri / 8:00 am to 4:00 pm
OT One Way: Move In OR Move Out / After 4:00 pm and all day Sat. or Sun.



UPS Enterprise Trade Show Services

Domestic Freight

Simplified shipping solutions

Inbound to the show

- Contact with a trade show specialist provides the right solution for moving your exhibit to and from the show—well before it begins.
- Advance warehousing streamlines the shipping process prior to shows and ensures priority delivery to the show floor.
- Round-the-clock tracking capabilities give you real-time information on exhibit materials and your booth.

Outbound from the show

- On-site UPS representatives advise on freight and package transportation options.
- Our full range of freight and package services includes ground or air service, as well as guaranteed[®] and time-definite expedited services.
- Coordinated package and freight pickups at the show help get you to the airport on time.

Contact Trade Show Services at 800.988.9889 or via email at tradeshow@upsfreight.com.



A complete range of services from the carrier you know and trust

Freight services:

- North American Ground and Air
- International Air, Ocean and Brokerage

Package services:

- Ground
- Air
- International

UPS Enterprise Trade Show Services

Dedicated trade show experts available at 800.988.9889 or via email at tradeshow@upsfreight.com

Full range of services

Expedited

- Time-specific delivery by air or ground
- Expedited air and ground to and from shows

Standard

- Intact and on-time delivery from coast to coast or within the same city (two to five days, standard time)

Package

- On-site coordination of package and freight shipping

Tips for smoother trade show shipping

- Remove all old shipping labels and affix new shipping labels.
- Take advantage of our advance warehouse capabilities to eliminate tight delivery windows.
- Include deliver-by date on bill of lading for advance warehouse shipments.
- Include target (move-in) date on bill of lading if shipping directly to show site.
- Include booth number and phone number on bill of lading and on freight and package labels.

* In the event that UPS Freight fails to deliver the shipment by the agreed time and date, freight charges will be canceled. UPS Freight is not liable for any consequential damages arising from failure to deliver as agreed. See UPS Freight's Tariff and Terms and Conditions at tl.upsfreight.com and any other applicable contract, as other restrictions may apply.



Online resources

- 24/7 shipment tracking provides real-time visibility
- Electronic bills of lading streamline shipment processing

For more information,
call 800.988.9889 option 1
or email us at:
tradeshow@upsfreight.com

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UPS Enterprise Trade Show Services

UPS International Air Freight Services

We've made it easier than ever for you to send exhibit materials around the world, with a comprehensive portfolio of global air freight services that fit your time-in-transit needs.

We provide the ability to ship and track your freight door-to-door, right from your desktop, by using UPS technology and leveraging the strength of our entire network. UPS International Air Freight services allow you to control transportation needs, ensuring your materials arrive in time for the show.

Customs Brokerage Services

When you're doing business across borders, it makes sense to work with a leader in the field.

With more than 80 years of experience and customs brokerage services in over 60 countries around the world, we can provide you with global coverage and reliable service, while helping you achieve compliance with your imports and exports. We file over four million Customs entries each year in the U.S. alone.

Our centralized Customs management facilities serve as a focal point for compliance and control within our network, providing 24/7 coverage in many locations. Centralized entry processing helps to increase your compliance rates, consistency, quality and ease of doing business. And our specialized clearance solutions focus on industry-specific issues.

Our customs brokerage experts assist in producing compliant entries time after time, efficiently moving your shipments through Customs and minimizing delays.



A complete range of services from the carrier you know and trust

Freight services:

- North American Ground and Air
- International Air, Ocean and Brokerage

Package services:

- Ground
- Air
- International

UPS International Ocean Freight Services

When cost is your concern, UPS also provides extensive ocean freight coverage, including a global network of container freight stations. As one of the world's leading Non-Vessel Operating Common Carriers (NVOCC), we can provide full- and less-than-container load services that feature:

- Global network coverage — more than 1,000 facilities in over 180 countries
- Shipment tracking and proactive problem notification and resolution
- Frequent departures to meet your transit needs
- Reliability and adherence to scheduled departures
- Competitive pricing



Tips for smoother trade show shipping

- Plan ahead to allow sufficient transportation lead time for critical checkpoints such as compliance clearance
 - Air Freight = 7 to 10 days lead time
 - Ocean Freight = 21 to 28 days lead time
- Certain commodities may be restricted for import into the United States. Please visit the United States Customs and Border Protection Web site at http://www.cbp.gov/xp/cgov/travel/vacation/kbyg/prohibited_restricted.xml for more information
- Ensure that all necessary documentation is filled out properly and double check information for accuracy
- Shrink and palletize your shipment as much as possible
- Label multiple sides of your shipment using your shipping labels and show label

Online resources

- 24/7 shipment tracking provides real-time visibility
- Electronic bills of lading streamline shipment processing

For more information, call 800.988.9889 option 2 (U.S. and Canada only) or email us at tradeshow@upsfreight.com

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Multimodal capabilities





Labor Order Form

Please mail or fax Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
FAX: (201) 330-1586 • PHONE (201) 330-8227

Labor Rates and Hours (minimum of one hour):

Straight time hours - All hours between 8:00 AM and 4:30 PM Monday through Friday

Overtime - All hours between 4:31 PM and 11:59 PM Weekdays and all hours Saturday & Sunday

	Straight Time	Overtime
Stagehand Labor:	\$87.00/labor hour	\$130.50/labor hour
Aerial Lift Crew:	\$260.00/hr.	\$384.05/hr.
Forklift Crew:	\$225.00/hr.	\$334.20/hr.

WORK AUTHORIZATION - We will require labor according to the following schedule:

	# of Workers	Date	Time	Approx. Hours
Set Up Labor				
Dismantle Labor				

PLEASE INDICATE SERVICE DESIRED:

- SUPERVISION BY SMG EXPOSITION SERVICES**

SMG Exposition Services will install and dismantle exhibit (Exhibitor need not be present)

To complete the work without your representative present, please forward all pertinent information with this order, including blueprints, set-up instructions, photographs and shipping information. Our charge for this service is 30% of the total labor bill with a \$30.00 minimum on installation and a \$30.00 minimum on dismantling.

Please provide an emergency phone number () _____ Contact Name: _____

Return Shipping Instructions are as follows:

Ship To:

Name: _____ Address _____

City: _____ State: _____ Zip: _____ Attention: _____

Via: _____ Prepaid _____ Collect _____

- SUPERVISION BY EXHIBITOR PERSONNEL**

Starting time can be guaranteed only in those instances where labor is ordered to start at 8:00 AM unless official set up time is later. It is the responsibility of the exhibitor to report to the service desk to sign labor in and out each day. **THERE WILL BE A ONE HOUR PER WORKER NO-SHOW CHARGE IF THE EXHIBITOR FAILS TO PICK UP MEN AT TIME ORDERED.**

EXHIBITOR SUPERVISOR WILL BE: _____

Banding Service: \$55.00 per pallet straight time and

Shrink Wrap Service: \$80.00 per pallet OT for either service.

Please Print or Type

Company Name _____ Booth # _____

Phone # () _____ Fax # () _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Set-Up = \$ _____

Dismantle = \$ _____

Supervision = \$ _____

Forklift = \$ _____

Other = \$ _____

Total = \$ _____

Please enter total on Order Summary Form.



Carpet Rental Order Form

Please mail or fax Completed Form to: SMG Exposition Services
 355 Plaza Drive, Secaucus, NJ 07094
 FAX: (201) 330-1586 • PHONE (201) 330-8227

Show Name: **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW**

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Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **March 9, 2017**

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Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

Cut and Lay Carpet

Carpet cut specifically to fit your exhibit area

Prices include: Matching dye lot, laying, cutting, edge taping, and plastic covering to protect carpet during set-up

<i>Size</i>	<i>Quantity</i>	<i>Advanced Price</i>	<i>Onsite Price</i>
_____ ft. x _____ ft. = _____ sq. ft.		x \$3.30/sq. ft. = \$ _____	x \$3.95/sq. ft. = \$ _____

Check color choice:

Blue Teal Burgundy Red Grey Black Tuxedo (Aisle Color)

Basic Booth Price

Carpet cut in standard widths

Prices include: Taping of one aisle side

<i>Quantity</i>	<i>Size</i>	<i>Advanced Price</i>	<i>Onsite Price</i>
_____	9' x 10'	\$160.00 \$ _____	\$221.55 \$ _____
_____	9' x 20'	\$275.00 \$ _____	\$335.05 \$ _____
_____	9' x 30'	\$390.00 \$ _____	\$568.10 \$ _____
_____	9' x 40'	\$500.00 \$ _____	\$698.75 \$ _____

Note: Variation in dye lot may occur when ordering more than one of the above.

Basic Booth Price

Item

Carpet Tape..... _____ lin. ft. x \$0.97/sq. ft. = \$ _____
 Carpet Padding..... _____ ft. x _____ ft. = _____ sq. ft. x \$1.60/sq. ft. = \$ _____
 Plastic Covering..... _____ ft. x _____ ft. = _____ sq. ft. x \$1.25/sq. ft. = \$ _____
 Logo Carpeting..... Price Quoted upon Request

Please Print or Type

Company Name _____ Booth # _____

Phone # (____) _____ Fax # (____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Cut and Lay Carpet = \$ _____

Basic Booth Carpet = \$ _____

Carpet Accessories = \$ _____

Total = \$ _____

**Please enter total on
Order Summary Form.**



Furniture/Accessories Rental Form

Please mail or fax Completed Form to: SMG Exposition Services

355 Plaza Drive, Secaucus, NJ 07094

FAX: (201) 330-1586 • PHONE (201) 330-8227

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Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

Draped Display Tables

Includes white vinyl top and pleated skirting on three sides

Qty.	Size	Advanced Price	Onsite Price	Total
_____	2' x 4' x 30" high	\$107.15	\$123.60	_____
_____	2' x 6' x 30" high	\$130.00	\$157.30	_____
_____	2' x 8' x 30" high	\$150.00	\$177.90	_____
_____	2' x 4' x 42" high	\$142.00	\$175.10	_____
_____	2' x 6' x 42" high	\$160.00	\$192.35	_____
_____	2' x 8' x 42" high	\$170.00	\$207.80	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Drape Fourth Side of Table

_____ 6' = \$22.70 _____ 8' = \$25.75

Undraped Display Tables

Includes white vinyl top ONLY (no skirting)

Qty.	Size	Advanced Price	Onsite Price	Total
_____	2' x 4' x 30" high	\$48.45	\$58.75	_____
_____	2' x 6' x 30" high	\$53.60	\$63.90	_____
_____	2' x 8' x 30" high	\$60.80	\$75.20	_____
_____	2' x 4' x 42" high	\$60.80	\$73.15	_____
_____	2' x 6' x 42" high	\$70.05	\$80.35	_____
_____	2' x 8' x 42" high	\$75.20	\$90.65	_____

Special Booth Draping

Show Mgmt. provides only standard drape for booth

Qty.	Size	Advanced Price	Onsite Price	Total
_____	3' high drape	\$ 8.25/lin. ft.	\$16.50/lin. ft.	_____
_____	8' high drape	\$11.35/lin. ft.	\$22.70/lin. ft.	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Accessories

Qty.	Type	Advanced Price	Onsite Price	Total
_____	Wastebasket	\$ 15.45	\$31.95	_____
_____	Coat Tree (adv. only)	\$ 22.70	_____	_____
_____	Easel	\$ 29.90	\$39.15	_____
_____	22" x 28" Sign Frame	\$ 39.15	\$52.55	_____
_____	Chrome Stanchion (adv. only)	\$ 31.95	\$36.05	_____
_____	Plush Rope 6' or 10' (adv. only)	\$ 21.65	_____	_____
_____	36" Pedestal x 30" high	\$ 85.00	\$ 92.70 (black)	_____
_____	36" Pedestal x 40" high	\$100.00	\$108.15 (black)	_____
_____	Extra Base and Post	\$ 16.50	\$19.60	_____
_____	Literature Rack (adv. only)	\$144.20	_____	_____
_____	Bag Rack (adv. only)	\$ 46.35	_____	_____
_____	Showcase (adv. only)	\$626.25	_____	_____

Chairs

Qty.	Type	Advanced Price	Onsite Price	Total
_____	Plastic Folding	\$21.65	\$26.80	_____
_____	Straight Chair	\$51.50	\$68.00	_____
_____	Black Padded Stool w/back	\$90.00	\$105.00	_____

Table-Top Risers

Qty.	Type	Adv. Price	Onsite Price	Total
_____	4'x12" high	\$31.95	\$52.55	_____
_____	6'x12" high	\$38.15	\$62.85	_____
_____	8'x12" high	\$44.30	\$74.20	_____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Additional Special Draping

Skirting for Skids and Crates

_____ ft x \$5.15/lin. ft. = _____, plus labor (see labor form)

Draping Exhibitors' own Tables

_____ 4' \$39.15 _____ 6' \$39.15 _____ 8' \$39.15 _____

Check Color: Black Blue Teal Gold Green
 Burgundy Red Grey White Plum

Please Print or Type

Company Name _____ Booth # _____

Phone # (_____) _____ Fax # (_____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Total = \$ _____

Please enter total on Order Summary Form.



Booth Cleaning Order Form

Please mail or fax Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
FAX: (201) 330-1586 • PHONE (201) 330-8227

Show Name: **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW**

Show Dates: **Friday, Saturday & Sunday, March 17-19, 2017**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **March 9, 2017**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

SHOW MANAGEMENT PROVIDES SWEEPING OF AISLES ONLY. You must order all cleaning that you require within your exhibit space. Individual cleaning of your booth may be ordered by checking the services desired.

CHARGES ARE BASED UPON GROSS EXHIBIT BOOTH AREA. The rates quoted are for performing the service one time only. Please indicate whether you require the service one time or daily during the show.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

VACUUMING BOOTH CARPET

Advanced Price

Onsite Price

Under 500 sq. ft.	\$0.40/sq. ft.	\$0.45/sq. ft.	(see below)
Over 500 sq. ft.	\$0.35/sq. ft.	\$0.40/sq. ft.	(see below)

Number of days required:

_____ Once _____ Daily

Booth Size*: _____ ft. x _____ ft. = sq. ft. @ \$ _____ ft. = \$ _____ /day x _____ days = \$ _____ Total

*gross exhibit area.

PORTER SERVICE

Monday-Friday 8:00 A.M. - 4:30 P.M. \$41.20/hr. (one hour minimum)

Monday-Friday after 4:30 P.M. \$49.50/hr. (one hour minimum)

Saturdays, Sundays and Holidays \$55.65/hr. (one hour minimum)

Number of days required _____ x number of hours _____ x \$41.20/hr. = \$ _____ (sub) total = \$ _____

Number of days required _____ x number of hours _____ x \$49.50/hr. = \$ _____ (sub) total = \$ _____

Number of days required _____ x number of hours _____ x \$55.65/hr. = \$ _____ (sub) total = \$ _____

Special Instructions:

Date(s): _____ Time(s): _____

Please Print or Type

Company Name _____ Booth # _____

Phone # (____) _____ Fax # (____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Vacuuming = \$ _____

Mopping = \$ _____

Porter Service = \$ _____

Total = \$ _____

**Please enter total on
Order Summary Form.**



DECORATING COMPANY INC.
 Mailing Address: 241 South Little Tor Road
 New City, NY 10956
 TEL: 845 268-7555 FAX: 845 268-6570
 Web Site: www.springvalleyfloral.com
 Email: maryann@springvalleyfloral.com

FLORAL DECORATIONS mcc

NORTHEAST®2017
Automotive Services Show
March 17-19, 2017
Meadowlands Exposition Center

CUSTOM FLORAL SERVICES	Cost Each	Quan.	Total
Fresh Floral Arrangement 12 - 14" High	66.00		
Fresh Floral Arrangement 15 - 18" High	76.00		
Exotic Floral Arrangement 14" High	81.00		
Exotic Floral Arrangement 24" High	96.00		

RENTAL GREEN & FLOWERING PLANTS

Mum Plants ___ yellow ___ white ___ lavender	26.00		
Azaleas	31.00		
Green Table Plant	26.00		
Large Fern	36.00		
3-foot Green Plant	43.00		
4-foot Green Plant	53.00		
5-foot Green Plant	63.00		
6-foot Green Plant	73.00		
8-foot Green Plant	90.00		

TOTAL: _____

ALL PRICES INCLUDE
 INSTALLATION, SERVICING,
 AND REMOVAL AT END OF
 SHOW

SPECIAL SERVICES
 AVAILABLE UPON REQUEST
 - GARDEN AREAS
 - FOUNTAINS
 - HOSPITALITY SUITES
 - LUNCHEONS
 - BANQUETS

ON SITE ORDERS SUBJECT TO
 AVAILABILITY

___ PLEASE HAVE YOUR
 DESIGNER COME BY TO
 MAKE SUGGESTIONS
 DATE/TIME _____

ALL PLANTS INCLUDE
 DECORATIVE CONTAINERS
 PLEASE CHECK ONE
 ___ WHITE ___ BLACK

PAYMENT POLICY: ALL ORDERS MUST BE PAID IN ADVANCE

Enclose your check or credit card information as indicated below. Make checks payable to : Spring Valley Floral.

Credit Account Number

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----

Expiration Date MM/YY

		-		
--	--	---	--	--

American Express (15 Digits) Check

MasterCard (16 Digits)

Visa (13 or 16 Digits)

Authorized Signature

Name on Card

Security Code

RETURN THIS ORDER WITH PAYMENT TO SPRING VALLEY FLORAL

Company _____ Phone _____

Address _____ FAX _____

City, Zip, State _____ E-mail _____

Party in Charge _____ Onsite Phone Number _____

Authorized Signature _____ **BOOTH #** _____



Select Carpet Order Form

Please mail or fax Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
FAX: (201) 330-1586 • PHONE (201) 330-8227

Show Name: **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW**

Show Dates: **Friday, Saturday & Sunday, March 17-19, 2017**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **March 9, 2017**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

Select Carpet

Carpet cut specifically to fit your exhibit area

Prices include: Matching dye lot, laying, cutting, edge taping, and plastic covering to protect carpet during set-up

_____ ft. x _____ ft. = _____ sq. ft. x \$4.10/sq. ft. = \$ _____ x \$4.35/sq. ft. = \$ _____

Check color choice:

- | | | | | | |
|--------------------------------------|---------------------------------------|------------------------------------|-----------------------------------|-----------------------------------------|-------------------------------------|
| <input type="checkbox"/> White | <input type="checkbox"/> Silver Cloud | <input type="checkbox"/> Blue Mist | <input type="checkbox"/> Creme | <input type="checkbox"/> Black | <input type="checkbox"/> Grey Pearl |
| <input type="checkbox"/> Colony Blue | <input type="checkbox"/> French Beige | <input type="checkbox"/> Red | <input type="checkbox"/> Charcoal | <input type="checkbox"/> Navy | <input type="checkbox"/> Berry |
| <input type="checkbox"/> Plum | <input type="checkbox"/> Emerald | <input type="checkbox"/> Peacock | <input type="checkbox"/> Burgundy | <input type="checkbox"/> Tuxedo (Aisle) | |

PLEASE NOTE: ALL Select Carpet orders MUST BE RECEIVED in our Offices with Full Payment including 7% Sales Tax NO LATER than 30 Days prior to move in date.

Please Print or Type

Company Name _____ Booth # _____

Phone # (____) _____ Fax # (____) _____

To Eliminate any misunderstanding regarding charges for show rentals, services and/or material handling, it is the responsibility of the Exhibitor to report discrepancies at show site.

NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING

Summary of Services

Select Carpet = \$ _____

Total = \$ _____

Please enter total on Order Summary Form.

**NORTHEAST®2017
Automotive Services Show
March 17-19, 2017
Meadowlands Exposition
Center**

ELECTRICAL SERVICE ORDER FORM



**FULL PAYMENT IS REQUIRED TO PROCESS ORDER. RETURN WITH 100% REMITTANCE TO:
Meadowlands Expo Center * 355 PLAZA DRIVE *SECAUCUS, NJ 07094 *PHONE(201)330-7773 *FAX(201)330-1172
IF YOU FAX YOUR ORDER PLEASE PRINT OUT A FAX CONFIRMATION FOR YOUR RECORDS**

COMPANY	BOOTH NUMBER	<small>ALL QUESTIONS REGARDING ELECTRIC SERVICES</small> ANDREAS@MECEXPO.COM <h2 style="margin: 10px 0;">FLOOR ORDER</h2> <p>BY SIGNING AND DELIVERING THIS FORM TO MEC ELECTRICAL, CUSTOMER AGGREGES TO ALL TERMS AND CONDITIONS PRINTED ON THIS FORM.</p> <p>WE DO NOT ACCEPT ORDERS WITHOUT PAYMENTS</p>																	
CARDHOLDERS ADDRESS	STREET		CITY	STATE	ZIP														
PHONE	FAX		EMAIL ADDRESS(INVOICES WILL BE EMAILED AT SHOW CLOSE)																
AUTHORIIED CONTACT SIGNATURE			AUTHORIZED * PLEASE PRINT		DATE														
MASTERCARD	VISA		AMERICAN EXPRESS	EXPIRATION DATE	VCODE														
ACCOUNT NUMBER																			
CARDHOLDERS SIGNATURE :										CARDHOLDERS NAME * PLEASE PRINT									
X																			

**GENERAL OUTLETS - SIMPLE CONNECTIONS FOR LIGHTING
FIXTURES AND OTHER EQUIPMENT WITHOUT MOTORS.**

QUANTITY	DESCRIPTION	ADVANCE ORDER	LATE ORDER	TOTAL
	UP TO 1000 WATTS	\$115.02	\$160.23	
	UP TO 2000 WATTS	\$125.73	\$177.62	
	PARCAN INCLUDES LABOR & POWER	\$294.25	\$374.50	

ELECTRICAL EQUIPMENT TO RENT.

QUANTITY	DESCRIPTION	ADVANCE ORDER	LATE ORDER	TOTAL
	FLOODLIGHT 150 WATT	\$85.60	\$101.65	
	EXTENSION CORD 10'	\$48.15	\$53.50	
	MULTI STRIP	\$15.75	\$18.80	

DIRECT CONNECTIONS

MULTIPLY VOLTS X AMPS TO GET WATTS, RATE IS \$150 FIRST 1000 WATTS PLUS \$25.00 FOR EACH ADDITIONAL 1000 WATTS THEROF.

DESCRIPTION	VOLTS	AMPS	PHASE	TOTAL

EACH PIECE OF EQUIPMENT MUST BE ACCOMPANIED WITH MALE AND FEMALE TWIST LOCK ATTACHMENTS PLUGS

ELECTRICAL LABOR

MAN HOURS	RATE	TOTAL

GRAND TOTAL

\$

CONDITIONS AND REGULATIONS:

- 1- ALL EQUIPMENT, REGARDLESS OF SOURCE OF POWER, MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL SAFETY CODES
- 2- ALL MATERIAL AND EQUIPMENT FURNISHED BY MEC FOR THIS SERVICE ORDER SHALL BE REMOVED ONLY BY MEC PROPERTY AND SHALL BE REMOVED AT THE CLOSE OF SHOW
- 3- WALL AND PERMANENT BUILDING OUTLETS ARE NOT TO BE USED BY EXHIBITORS.
- 4- STANDARD BUILDING VOLTAGES ARE 120 V, 208 V 277 V AND 408 V
- 5- ALL EQUIPMENT MUST BE PROPERLY TAGGED AND WIRED WITH COMPLETE INFORMATION AS TO TYPE OF CURRENT, VOLTAGE, PHASE, CYCLE, HORSEPOWER

PAYMENT POLICY

- 1- MEADOWLANDS EXPO CENTER WILL NOT BILL FOR THIS SERVICE, A CHECK, OR CREDIT CARD MUST BE PRESENTED PRIOR TO SERVICES BEING PROVIDED
- 2- ELECTRICAL ORDERS MUST BE RECEIVED A MINIMUM OF TEN(10) DAYS PRIOR TO MOVE IN ANY ORDERS PLACED AFTER THAT DATE WILL BE CHARGED THE LATE ORDER AMOUNT.
- 3- PRICES INCLUDE BRINGING OUTLET TO THE REAR OF BOOTH , EXHIBITOR'S REQUIRING AN ELECTRICIAN FOR OTHER THAN NORMAL INSTALLATION OF THE ELECTRICAL OUTLET WILL BE CHARGED ON A TIME AND MATERIAL BASIS.
- 4- ANY DISCREPANCY MUST BE RESOLVED PRIOR TO THE CLOSING OF THE SHOW.

LABOR FOR ELECTRICAL WORK ON EQUIPMENT INCLUDING REAPIRS AND TRACING MALFUNCTIONS.

(LABOR TIME WILL BE CHARGED IN ONE - HALF HOUR INCREMENTS. MINIMUM CHARGE 1 HOUR)

MONDAY - FRIDAY 8AM-430PM ST

ALL OTHER HOURS WORKED ON WEEKDAYS SATURDAYS OT

SUNDAYS AND HOLIDAYS - DT

ST - \$86.00

OT - \$130.05

DT - \$175.00

AII ELECTRIC WILL BE KEPT ON FOR 24 HOURS



Meadowlands Exposition Center

355 Plaza Drive • Secaucus, NJ 07094
201.330.7773 • Fax: 201.330.1172

ICE ORDER FORM

EVENT: NORTHEAST®2017Automotive Services Show DATE(S) March 17-19, 2017

COMPANY NAME: _____ BOOTH # _____

CONTACT PERSON: _____ PHONE # _____

LBS.	ICE	PRICE	DAY NEEDED
	CRUSHED	\$18.60 PER 40 LB. BAG	
	CUBED	\$18.60 PER 40 LB. BAG	

All prices are subject to 7% N.J. Sales Tax.

Please send your order 15 days prior to the event.

Advance Order Payment will only be accepted by either company or certified check.
Same day order payments are to be in cash only. Due on delivery of ice.

Send order and payment to: **Meadowlands Exposition Center**
355 Plaza Drive
Secaucus, NJ 07094
Attn: Rafael Cruz

Should you have any questions contact us at (201) 330-8668.

*Note: Ice will be available during the show with a \$3.10 service charge per bag.
Deliveries of full bags only. Only cubed ice is available for same day service.*



SMG Exposition Services

355 Plaza Drive • Secaucus, NJ 07094
201.330.8227 • Fax: 201.330.1586

COMPRESSED AIR ORDER FORM

Return a copy with payment made out to:

SMG Exposition Services

355 Plaza Drive, Secaucus, NJ 07094
(201) 330-8227
(201) 330-1586 - Fax

Name of Show NORTHEAST®2017Automotive Services Show	Dates of Show March 17-19, 2017	Booth #	Contact at Show
Exhibiting Firm Name	Address		
Phone #	City	State	Zip

COMPRESSED AIR: Pressure 80 PSI, Maximum size 3/4"

COMPRESSED AIR	1/4" - 1/2"	3/4"	\$ Amount
Advanced Rate	\$295.00	\$350.00	
Late Order Amount	\$350.00	\$400.00	\$

of _____ Compressed Air Lines – Size of Line _____
_____ of CFM *(Mandatory)

Your advance service order allows us to do preliminary work in your booth. When your machine is ready for connection - please check in at the service desk. Pricing includes bringing service into exhibit, making one connection to equipment and disconnecting service at the end of the show. Each branch connection in the exhibit will be 50% of the above prices. Prices quoted are based on Monday through Friday - 8:00 A.M. to 4:30 P.M. Saturday, Sunday, Holidays and after 4:30 PM will be charged connection rate, plus overtime hours at \$113.60. Hourly rates for work other than connections quoted will be at \$75.70 per hour straight time, \$113.60 per hour overtime, minimum one hour.

PAYMENT IN FULL MUST ACCOMPANY ORDER

Check Enclosed Mastercard Visa American Express

Credit Card # _____ Expiration Date _____

Credit Card Holder _____

Authorized Signature _____



LABOR Order Form

Please mail or fax Completed Form to: SMG Exposition Services
355 Plaza Drive, Secaucus, NJ 07094
FAX: (201) 330-1586 • PHONE (201) 330-8227

Show Name: **NORTHEAST®2017 AUTOMOTIVE SERVICES SHOW**

Show Dates: **Friday, Saturday & Sunday, March 17-19, 2017**

Show Location: **MEADOWLANDS EXPOSITION CENTER**

Deadline Date to Receive Discounted Rates: **March 9, 2017**

Full payment, including sales tax, must be received by the deadline date. Orders received after the deadline date will be assessed at the Onsite Price. Orders received without payment will not be processed.

Note: Changes or cancellations of orders 5 days prior to the show move-in, or later, will be assessed a 50% pick-up charge.

SPECIAL SHOW PACKAGE FOR 10' X 10' BOOTHS ONLY

9 X 10 CARPET

Check color choice:

Blue Teal Burgundy Red Grey Black Tuxedo

15 AMP ELECTRIC OUTLET

24 hour power

Discount Rate

\$260.00

Order Package
at \$260.00

Company Name _____

Booth Number _____

*Please fill out method of payment form
and fax with show package form.*

NORTHEAST[®]

FREE WIFI FOR EXHIBITORS AND ATTENDEES

ENGAGE | access

Free Internet Access Provided by:



Below is the process for accessing the Internet while at the **Meadowlands Exposition Center**:

1. Turn on your Wi-Fi enabled device and select the **Engage Access** network from the available Wi-Fi Networks. Wait until you see CONNECTED next to the Engage Access network name.
2. Open a web browser (Internet Explorer, Chrome, Firefox, etc.) and attempt to go to a website if you are not automatically redirected to the Engage Access sign up page.
3. Fill out the required information. Please make sure all information is filled out correctly before clicking **SIGN UP**.
4. You should then be automatically directed to the internet. If not, open a browser and begin using the service.

**To order hardwire or additional internet services,
please call Big Red Pin at 732-486-3217.**



Lead Retrieval Order Form

Company Name: _____
 Billing Address: _____
 City: _____ State: _____
 Zip/Postal Code: _____ Country: _____
 Booth Number: _____ Ordered By (OB): _____
 Ordered Date: _____ OB Email: _____
 OB Phone: _____ On-site Contact (OS): _____
 OS Cell: _____ OS Email: _____

Name and email to send log-in information to

Name: _____ Email: _____

Products

Products	Orders Before 2/15/17	Orders after 2/15/17	QTY	Total
mLeads Lead Capture Software. One order per booth needed. Works on IOS or Android phones and Tablets. You provide the equipment to run the application on. Leads will be automatically sent to the name listed above.	\$225.00	\$300.00		
Swiftium Lead Capture Device. This is an all in one solution to capture leads. No additional equipment required	\$150.00	\$225.00		
Paper Lead form. No computer needed, just a pencil. Leads will be returned in 3 to 4 days after the event.	\$75.00	\$150.00		
		Sub Total		
		Sales Tax	7.00%	
		Order Total		

Please scan both pages and submit this order form to rpnoble@ibksoftware.com or fax to 973-235-1963, attention **Lead Retrieval**.

Show Code: NEA2017



Terms and Conditions

An email confirmation, rental agreement and credit card receipt will be emailed within 2 business days of the submission of this form.

All equipment must be returned to IBK.NYC within 1 hour of the close of the event/show. Failure to return equipment will result in your credit card being billed an equipment replacement fee of \$3,000.00.

No refunds will be made to any order canceled with in seven days of the event.

Credit Card Payment Information

Card Number: _____

Card Holder's Name: _____

Expiration Date: _____ Security Code: _____

Billing Address: _____

City: _____ State: _____

Zip/Postal Code: _____ Country: _____

Card Holder Signature: _____

Please scan both pages and submit this order form to rpnable@ibksoftware.com or fax to 973-235-1963, attention **Lead Retrieval**.

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
355 Plaza Drive
Secaucus, NJ 07094

DIRECT FREIGHT

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
355 Plaza Drive
Secaucus, NJ 07094

DIRECT FREIGHT

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
355 Plaza Drive
Secaucus, NJ 07094

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
355 Plaza Drive
Secaucus, NJ 07094

DIRECT FREIGHT

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
c/o SMG @ UPS Freight
280 Moonachie Ave.
Moonachie, NJ 07074

ADVANCED FREIGHT

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
c/o SMG @ UPS Freight
280 Moonachie Ave.
Moonachie, NJ 07074

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
c/o SMG @ UPS Freight
280 Moonachie Ave.
Moonachie, NJ 07074

ADVANCED FREIGHT

FROM _____

NORTHEAST®2017Automotive Services Show BOOTH No. _____

TO _____

c/o  **SMG**
Exposition Services

ADDRESS: _____
c/o SMG @ UPS Freight
280 Moonachie Ave.
Moonachie, NJ 07074

ADVANCED FREIGHT