50th Annual Meeting of the Health Physics Society
(American Conference of Radiological Safety)

In conjunction with:
American Board of Health Physics
American Academy of Health Physics
NRRPT
and hosted by the
Columbia Chapter of the Health Physics Society

July 10-14, 2005
Spokane Convention Center
Spokane, Washington
About the Association

The Health Physics Society, sponsor of the Conference, is a widely recognized, non-profit organization of over 6,500 members dedicated to the development, dissemination and application of both the scientific knowledge of, and the practical means for, radiation protection. The objective of the Society is the protection of people and the environment from unnecessary exposure to radiation. The Society is thus concerned with understanding, evaluating, and controlling the risks from radiation exposure relative to the benefits derived.

About the Meeting

Don't miss this opportunity to exhibit at the 50th Annual Meeting of the Health Physics Society, American Conference of Radiological Safety, in Spokane, WA. This Annual Conference and Exposition, held at the Spokane Convention Center, and hosted by the Columbia Chapter, affords you the opportunity to meet the decision makers in the field. The speakers at this conference represent the most recognized names in the industry and will attract a broad spectrum of attendees.

Attendee Profile

This Conference will draw approximately 1,700 attendees—from the public, private and university sectors, who are involved in all facets of radiation protection. Exhibiting at the 50th Annual Meeting of the Health Physics Society, American Conference of Radiological Safety, is a cost effective way to make sales calls.

Exhibition Features

- Preregistration labels sent to the exhibitors upon request (copy of item to be mailed must be supplied)
- Opening luncheon on Monday afternoon
- Dedicated Poster Session on Monday afternoon in the exhibit hall
- Exhibitor reception prior to Awards Dinner in the exhibit area
- Upgraded coffee breaks held each day in the exhibit area
- Complimentary meeting registration for up to two booth personnel
- Description of your product in the final program
- Listing of attendees sent to exhibitors after completion of meeting

Sponsorship Opportunities

Each Exhibitor has the opportunity to sponsor an entire event (coffee break, reception, etc.). For prices and further information, please call or email either Sue Burk (SBurk@BurkInc.com) or Lori Strong (LStrong@BurkInc.com) at (703) 790-1745.

Show Services and Fees

The charge for the 1st 10’ x 10’ booth is $1400 for Affiliate Members and $1500 for Non-Members, subsequent booths are $1200 for Affiliate Members and $1300 for Non-Members. The fees include an 8’ draped back wall, 3’ draped side rails and a 7” x 44” booth identification sign. Furniture and electrical services can be arranged through ABS Expo, the official service contractor. Approximately 60 days prior to the show, ABS Expo will send out a service kit to all exhibitors.

Space Reservations

To reserve your space, you may call or FAX the Health Physics Society Secretariat (booths will be held for 30 days pending payment) or mail the enclosed Space Reservation and Contract form. Space can be paid for by check, Visa, MasterCard or American Express. Booths will be assigned on a first-come, first-served basis. For reservations or further information, contact:

Sue Burk (SBurk@burkinc.com)/Lori Strong (LStrong@burkinc.com)
Health Physics Society, 1313 Dolley Madison Blvd., Suite 402, McLean, VA 22101
(703) 790-1745, FAX (703) 790-2672

Hotel Information

The headquarters hotel is the Spokane DoubleTree Hotel Spokane City Center featuring free high speed wireless internet, in-room coffee makers, and a fitness center. Further hotel information will be sent in the Preliminary Program available in early April. Rooms rates are $115. All hospitality suites must be cleared with the Exhibit Manager before being reserved.
**Exhibition Schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sunday, 7/10</td>
<td>Noon-5:00 PM</td>
<td>Set Up</td>
</tr>
<tr>
<td>Monday, 7/11</td>
<td>8:00-11:00 AM</td>
<td>Set Up</td>
</tr>
<tr>
<td></td>
<td>Noon-5:00 PM</td>
<td>Exhibits Open (Lunch)</td>
</tr>
<tr>
<td>Tuesday, 7/12</td>
<td>9:30 AM-4:15 PM</td>
<td>Exhibits Open</td>
</tr>
<tr>
<td></td>
<td>6:30-7:30 PM</td>
<td>Exhibitor Reception</td>
</tr>
<tr>
<td>Wednesday, 7/13</td>
<td>9:30 AM-Noon</td>
<td>Exhibits Open</td>
</tr>
<tr>
<td></td>
<td>Noon-10:00 PM</td>
<td>Tear Down</td>
</tr>
</tbody>
</table>

**COST of 1st 10' x 10' Booth:**

$1400 for Affiliate Members and $1500 for Non-Members

**Additional 10' x 10' Booths:**

$1200 for Affiliate Members and $1300 for Non-Members

Please see floor plan on last page
A variety of sponsorship opportunities are available to provide additional visibility at the 2005 Annual Conference. Firms, agencies and organizations are urged to sponsor conference events and activities as a way of reaching attendees with greater name and marketing recognition. Please indicate which of these sponsorship opportunities you would like to participate in by emailing Lori Strong (lstrong@burkinc.com) or Sue Burk (sburk@burkinc.com).

<table>
<thead>
<tr>
<th>Type of Sponsorship</th>
<th>Cost of Sponsorship</th>
<th>Benefits to Sponsor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Computer Projection Other Than Plenary Session</td>
<td>$500 per day (for 1 session room)</td>
<td>Acknowledgement in Final Program, company name and logo on screen during breaks</td>
</tr>
<tr>
<td>Internet Cafe</td>
<td>$2,500 per sponsor</td>
<td>Acknowledgement in Final Program, screen saver with company logo on each computer, special signage, weblink on conference web page</td>
</tr>
<tr>
<td>Coffee Break</td>
<td>$5,000 per sponsor</td>
<td>Acknowledgement in Final Program, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>Upgraded Coffee Break</td>
<td>$7,500 per sponsor</td>
<td>Acknowledgement in Final Program, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>Welcome Reception</td>
<td>$10,000</td>
<td>Acknowledgement in Final Program, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>Lunch in Exhibit Hall</td>
<td>$18,000</td>
<td>Acknowledgement in Final Program, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>Awards Dinner</td>
<td>$50,000</td>
<td>Acknowledgement in Final Program and Awards Dinner brochure, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>50th Birthday Cupcakes</td>
<td>$3,000</td>
<td>Acknowledgement in Final Program and Awards Dinner brochure, special signage at event, weblink on conference web page</td>
</tr>
<tr>
<td>Companion Hospitality Suite</td>
<td>$5,000</td>
<td>Acknowledgement in Final Program, special signage in the suite, weblink on conference web page</td>
</tr>
<tr>
<td>Conference Tote Bag</td>
<td>$8,000</td>
<td>Your organization’s logo screen-printed on the conference tote bag along with the conference logo and distributed to all attendees, acknowledgement in Final Program, weblink</td>
</tr>
<tr>
<td>Night Out</td>
<td>$500</td>
<td>Acknowledgement in Final Program, special signage at event</td>
</tr>
<tr>
<td>Service</td>
<td>Cost</td>
<td>Description</td>
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<td>---------------------------------</td>
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<tr>
<td>5K Run Shirts</td>
<td>$600</td>
<td>Your organization's logo screen-printed on the 5k run shirt and distributed to all runners, acknowledgement in Final Program</td>
</tr>
<tr>
<td>Pub Crawl</td>
<td>$250</td>
<td>Your organization's logo printed on the T-shirts that are distributed to all crawl participants, acknowledgement in Final Program</td>
</tr>
<tr>
<td>Golf Tournament</td>
<td>$250-$1000</td>
<td>Your organization's logo printed on the T-shirts that are distributed to all crawl participants, acknowledgement in Final Program</td>
</tr>
<tr>
<td>Technical Tours</td>
<td>$700 per tour – Lunches $1400 per tour – General Support</td>
<td>Your organization's logo printed on the bus signs and acknowledgement in Final Program</td>
</tr>
<tr>
<td>Invited Speaker Support</td>
<td>$500</td>
<td>Acknowledgement in Final Program</td>
</tr>
<tr>
<td>Leaflets in Tote Bag</td>
<td>$250</td>
<td>Provide HPS with 1700 8 1/2 x 11 leaflets and they will be stuffed into the tote bags that are handed out to all attendees</td>
</tr>
<tr>
<td>Reprint of Article on &quot;History the the Society&quot;</td>
<td>$2,500</td>
<td>Acknowledgement in Final Program and on reprint</td>
</tr>
<tr>
<td>Gold Printing of Final Program Cover</td>
<td>$3,000</td>
<td>Acknowledgement in Final Program, black &amp; white ad in final program</td>
</tr>
<tr>
<td>50th Anniversary Commerative Society Pin</td>
<td>$250</td>
<td>Acknowledgement in Final Program</td>
</tr>
</tbody>
</table>

**ADVERTISING**

Maximize your exposure with an advertisement in the official Final Program of the Conference. You will reach over 1,700 attendees. This publication will be an official publication of the HPS Annual Conference. HPS reserves the right to alter the size of an ad to fit the program's dimension specifications. No bleeds allowed.

**RATE/PAGE STRUCTURE**

<table>
<thead>
<tr>
<th>Service</th>
<th>Size</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half-Page Ad</td>
<td>4 1/2 x 6 or 9 X 3</td>
<td>$250</td>
</tr>
<tr>
<td>Full-Page Ad</td>
<td>6 x 9</td>
<td>$575</td>
</tr>
<tr>
<td>Inside Front Cover</td>
<td>6 x 9</td>
<td>$750</td>
</tr>
</tbody>
</table>

**SPECIFICATIONS**

All advertisements must be camera-ready, black and white, and must arrive at the HPS Business Office with full payment no later than May 20, 2005. Please send to HPS, ATTN: Lori Strong, 1313 Dolley Madison Blvd., Suite 402, McLean, VA 22101; 703-790-1745.
The exhibit program will feature products and services used within the radiation protection industry and related fields. ’04 Exhibitors included:

- ADCO SERVICES, INC
- ADVANCED TECHNOLOGIES & LABORATORIES INC.
- AEA TECHNOLOGY QSA INC.
- ALPHA SPECTRA, INC.
- AMERICAN NUCLEAR SOCIETY ANALYTICS, INC.
- BERKELEY NUCLEONICS CORPORATION
- BIONICS, INC.
- CANBERRA INDUSTRIES
- CARDINAL HEALTH
- CHASE ENVIRONMENTAL GROUP INC.
- CORIXA CORPORATION
- DADE MOELLER & ASSOCIATES
- DURATEK, INC.
- EASTERN TECHNOLOGIES/OREX
- ECOLOGY SERVICES INC.
- F&J SPECIALTY PRODUCTS, INC.
- FEMTO-TECH INC.
- FRHAM SAFETY PRODUCTS INC.
- GAMMA PRODUCTS INC.
- GLAXOSMITHKLINE
- GLOBAL DOSIMETRY SOLUTIONS, INC.
- HEALTH PHYSICS INSTRUMENTS
- HI-Q ENVIRONMENTAL PRODUCTS CO.
- HOPEWELL DESIGNS, INC.
- ILLINOIS INSTITUTE OF TECHNOLOGY
- ISO TOPE PRODUCTS LABORATORIES
- J. L. SHEPHERD & ASSOC
- K & S ASSOCIATES, INC.
- LABORATORY IMPEX SYSTEMS LTD.
- LANDAUER INC.
- LASER INSTITUTE OF AMERICA
- LAURUS SYSTEMS, INC.
- LND, INC.
- LUDLUM MEASUREMENTS, INC.
- MGP INSTRUMENTS
- MILLENNIUM SERVICES, INC.
- MJW CORPORATION
- NATIONAL DIAGNOSTICS
- NIST
- NEWPORT NEWS INDUSTRIAL CORPORATION
- NORTH AMERICAN SCIENTIFIC
- NSSI
- NUCLEAR ENERGY INSTITUTE
- NUCLEAR NEWS/RADWASTE SOLUTIONS
- OAK RIDGE ASSOCIATED UNIVERSITIES
- ON SITE SYSTEMS, INC.
- ORDELA
- ORTEC
- OVERHOFF TECHNOLOGY CORP.
- PACIFIC ECOSOLUTIONS, LLC
- PACIFIC NORTHWEST NATIONAL LAB.
- PERMA-FIX ENVIRONMENTAL SERVICES
- PHILOTECHNICS, LTD.
- PRINCETON GAMMA TECH
- PROTEAN INSTRUMENT CORP.
- PROXTRONICS, INC.
- PULCIR, INC.
- RADIAC ENVIRONMENTAL SERVICES
- RADIATION DETECTION COMPANY
- RADIATION SAFETY & CONTROL SERVICES INC.
- RADIATION SAFETY ACADEMY
- RADIATION SAFETY ASSOCIATES, INC.
- RSO, INC.
- S. E. INTERNATIONAL, INC
- SAIC/EXPLORANIUM
- SAINT-GOBAIN/CRYSTALS
- SCIENTECH INC.
- SCIONIX
- SEVERN TRENT LABORATORIES
- SPECTRUM TECHNIQUES
- TECHNICAL ASSOCIATES
- TELETRIX CORPORATION
- THE OCCUPATIONAL SAFETY & HEALTH ADMINISTRATION
- THERMO ELECTRON CORPORATION
- THOMAS GRAY & ASSOCIATES
- TLG SERVICES, INC.
- TSA SYSTEMS INC.
- U.S. DOL-ENERGY EMPLOYEES OCCUPATIONAL ILLNESS COMPENSATION PROGRAM
- US NUCLEAR REGULATORY COMMISSION
- XRF CORPORATION
Health Physics Society
Affiliates Exhibit Space Contract and Reservation Form
50th Annual Meeting of the Health Physics Society, American Conference of Radiological Safety
Spokane Convention Center    Spokane, WA

Meeting Dates: July 10-14, 2005
Exhibit Dates and Hours:
- Monday, July 11       Noon-5 PM (Opening Lunch)
- Tuesday, July 12      9:30 AM-4:15 PM, 6:30-7:30 PM (Exhibitor Reception)
- Wednesday, July 13    9:30 AM-Noon

Set Up: Sunday, July 10 Noon-5 PM
Tear Down: Wednesday, July 13 Noon-10 PM

Amount Enclosed $_________ (10’ x 10’ Booth—$1400 for Affiliate Members, $1500 for Non-Members, add’l booths are $1200 for Affiliate Members, $1300 for Non-Members)

The following booth space is requested:
1st Choice—Booth No(s). __________________________
2nd Choice—Booth No(s). ____________________________

Company Name _________________________________________________________________
Address _________________________________________________________________________
City ___________________________ State _______________ ZIP __________________________
Phone ___________________ FAX ___________________ Web Site: _______________________

Submitted and Authorized by (This is acknowledging acceptance of Rules and Regulations on reverse.)
Name and Title: ___________________________________________ Date: ______________
Exhibitor’s copy of the accepted agreement and future correspondence regarding the exhibit should be
directed to the following individual: ____________________________ Email: __________________

BOOTH PERSONNEL (Limit of 2 per booth):
1.) Name ________________________________ 2.) Name _________________________________

General Comments as to booth assignment. (Note preference of which other exhibitors you would or would not
wish to be near.)
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Description of the equipment, supplies, processes or services to be featured: (For publication in the
Preliminary and Final Programs) This description limited to three lines of typed text.
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

PLEASE SEE OTHER SIDE OF FORM FOR IMPORTANT RULES AND REGULATIONS

Exhibit space will be allocated on a first-come, first-served basis (telephone or FAX reservations via the McLean Secretariat are permitted). Whenever possible, space will be allotted according to the Exhibitor’s request, but the final arrangement will be determined by Health Physics Society in such a way as to produce the most advantageous grouping of the exhibits shown. Please make check payable to Health Physics Society or fill in credit card payment authorization and mail to the McLean address at the bottom of this page. Enclose this agreement which will be returned upon acceptance and signature by an authorized representative of Health Physics Society.

Credit Card Payment: ___ VISA ___ MasterCard ___ American Express Card # ____________________________
Exp. _______ Cardholder Name______________________________Signature _______________________
Address ___________________________________________________________________________________

DO NOT WRITE IN THIS SPACE

MAIL TO: Health Physics Society
ATTN: Sue Burk/Lori Strong
1313 Dolley Madison Blvd, Suite 402
McLean, VA 22101
(703) 790-1745  FAX: (703) 790-2672
1. Location, Dates, and Hours of Exhibit: The Exhibition will be held at the Spokane Convention Center. The exhibit area will be open free of charge to the meeting registrants as follows:
   - Monday, July 11 Noon-5 PM
   - Tuesday, July 12 9:30 AM-4:15 PM, 6:30-7:30 PM Exhibitor Reception
   - Wednesday, July 13 9:30 AM-Noon

   These hours are subject to change as dictated by program requirements.

2. Installation and Dismantling: Booths will be accessible to exhibitors for setting up displays after Noon, Sunday, July 10, 2005 and are to be ready for display by Noon, Monday, July 11. Packing and removal can begin at Noon until midnight, Wednesday, July 13.

3. Standard and Special Booth Equipment: Standard booth equipment consists of draperies assembled with polished aluminum attachments, backs 8’ high and side rail dividers 33” high. These are included in the booth charge. A sign 7” by 44” with one line of copy for identification is furnished for the backdrop. Official Decorator for the exhibitors is ABS Expo. A complete line of furniture, display tables, and other items is available. Official Drayage Company is ABS Expo.

   All independent service companies performing work at the show site will be required to submit certificates of insurance for both workers’ compensation and general liability insurance, at amounts established by the state of Washington. Deadline for receipt of these materials is June 21, 2005—three weeks prior to the start of the show. In addition, such contractor must submit his request in writing to the show management and list the names of all company representatives working in the exhibit area and must adhere to all exhibitor move-in and move-out hours and regulations.

4. Space assigned to an Exhibitor may be transferred by the Exhibit Manager to another exhibitor, to avoid confusion in firm names, to solve competitive conditions, or similar reasons. No such transfer will be made without notice to Exhibitor in writing. An Exhibitor may not share or sublet space to another party. One Exhibitor may not exhibit the name “end product” of another Exhibitor without permission of that Exhibitor and the Exhibit Manager in writing.

5. General Regulations: Loud speaking and sound displays are prohibited. The Society reserves the right to refuse any exhibit not in good taste or inconsistent with a meeting of this kind. All exhibits, backwalls and decorations will be limited to 8’in height and not extending more that 2’ from the backwall except actual equipment which in normal operation exceeds this height. Permission to exhibit equipment with abnormal heights must be obtained from the Exhibit Manager.

6. Direct selling of products or services is prohibited. Tentative arrangements or negotiations on a trial period basis toward an ultimate sale may be arranged. The Exhibitor agrees that selling goods or services in the exhibition hall will result in closing the exhibit by the Exhibit Manager. It is agreed that no refund of exhibit fees and no demand for redress will be made by the Exhibitor or his representatives in this event. No soliciting for business shall be permitted in aisles or in other Exhibitors’ booths. Samples, catalogs, pamphlets, publications, promotional materials may only be distributed by exhibitors strictly within the confines of their own premises. No exhibitor will be permitted to give away premium items, nor to conduct any prize drawings, awards for signing of names and addresses, or other extreme promotions without first obtaining written permission from the Exhibit Manager.

7. Photographing booths is limited to non-exhibit hours or candid shots only. Exhibitors and photographers shall not disrupt visitor traffic by clearing booths or aisles for photography during the regular conference hours.

8. All exhibit and booth materials, particularly drapes, curtains, table covers, etc. must comply with Federal, State and City Fire Laws, Insurance Underwriter and Spokane, WA Safety Regulations, and must be flame-proof. All packing containers, excelsior and similar materials are to be removed from the exhibition area upon completion of the booth arrangement. The Exhibitor is restricted to materials which will pass fire inspection. Decorations of paper, pine boughs, leafy decorations or tree decorations or tree branches are prohibited. Volatile or flammable oils, gases, unprotected picture films, other explosives or flammable matter, or any substance prohibited by the City Departments or authorities, will not be permitted in the exhibition areas.

   Likewise, all electrical work and electrical wiring must be approved and installed in accordance with State and Local Regulations. Smoking in exhibits may be prohibited. Crowding will be restricted. Aisles and fire exits cannot be blocked by exhibits.

9. In their own best interest, and for security, Exhibitors shall keep an attendant in their booths during all exhibit hours. No exhibit may be dismantled before the specified time, nor may any part of the exhibit or equipment be removed, once it has been set up, without permission of the Exhibit Manager.

10. Due to the tremendous value of exhibits, it is impractical and impossible to insure Exhibitor’s equipment against loss, theft, damage and breakage. Neither the Spokane Convention Center nor any of its employees nor representatives, nor any representative of the Health Physics Society, nor Burk and Associates, Inc., nor any subcontractor will be responsible for any injury, loss or damage to the Exhibitor, the Exhibitor’s employees or property, however caused. In addition, the Exhibitor must assume responsibility for damages to the Spokane Convention Center property and indemnify and hold harmless the Spokane Convention Center from liability, which might ensue from any cause, whatsoever, including accidents or injuries to Exhibitors, their agents or employees. The Exhibitor must also assume responsibility for any accident, injury or property damage to any person viewing his exhibit where such accident, injury or property damage is caused by the negligence of the Exhibitor, his agents or employees. In view of the foregoing, Exhibitors are urged to place “extraterritorial” and other coverage on equipment and exhibits, and arrange for extended public liability insurance with their regular insurance carrier, particularly if they are conducting experiments or demonstrations using heat or high voltage.

11. The Health Physics Society and the Exhibit Manager for the meeting will cooperate fully, but cannot assume responsibility for damage to Exhibitor’s property, lost shipments either coming in or going out of the premises or for moving costs. Any damage due to inadequately packed property is Exhibitor’s own responsibility. If exhibit fails to arrive, Exhibitor will be, nevertheless, responsible for booth rent and no refund will be made. Exhibitors should carry insurance against such risks.

12. Exhibitors wishing to have Hospitality Suites must reserve them through the Exhibit Manager. Such Suites cannot be open during any Meeting or Exhibit Hours and can be open after midnight only with Exhibit Manager’s permission.

13. The Exhibit Manager will attempt to assist and generally protect Exhibitors, keep them informed and will assume responsibility for its own misconduct and negligence all in good faith.

14. Rejected Displays: Unethical conduct or infraction of rules on the part of the Exhibitor or his representatives or both will subject the Exhibitor or his representatives to dismissal from the exhibit area. In which event it is agreed that no refund shall be made and further that no demand for redress will be made by the Exhibitor or his representatives.

15. Care of Building and Equipment and Safety Precautions: Exhibitors, or their agents, must not injure or deface the walls or floors of the building, the booths, or the equipment in the booths. When such damage appears, the day the exhibit is liable to the owner of the property so damaged.

16. The Exhibitor will engage at its expense, and through the Spokane Convention Center where the Spokane Convention Center so requires, all necessary labor and trade performing functions directly related to the exhibit. The exhibitor agrees that any person employed to perform such functions on a temporary basis at the Spokane Convention Center shall be represented by the appropriate bona fide AFL-CIO Union.

17. Cancellation: If space contracted for is canceled by an Affiliate after June 3, 2005, or if the Affiliate fails to occupy space contracted for, the Society is entitled to the full amount of the booth space charge. If the space reserved is canceled by the Affiliate between May 2 and June 3, 2005, $500 for Class D dues will be retained by the Society and the balance refunded. If booth space is not occupied by 11:30 AM, Monday, July 11, 2005, the Society will have right to such space as it sees fit to eliminate blank spaces in the exhibit area.

18. Amendment to Rules: Any and all matters or questions not specifically covered by the preceding Rules and Regulations shall be subject solely to the discretion of the Health Physics Society.

The foregoing regulations have been formulated for the best interests of all Exhibitors; the cooperation of all exhibitors is requested.

Pre-Meeting Contact: Decorator and Drayage – ABS Expo: Exhibitor Services, Amy Salaney, phone: 412-650-8822, fax: 412-650-2834, absoluteseexpo@verizon.net

Please Note: Upon receipt of your contract and payment, a service kit will be forwarded to you, complete with information regarding furniture rental, freight and storage, installation, dismantling, labor and signage requirements. The service kit will be forwarded to you approximately 60 days prior to the show date.