



Project Number : 911304954
Terms : IMMED

Exhibits & Events Contract

TOWN OF ERIE
PAULA MEHLE
645 HOLBROOK PO BOX 750
ERIE CO 80516
UNITED STATES

Account Number : 609316
Facility/Event City : LVCC/110-LAS VEGAS
Show Dates : MAY-22-2017 thru MAY-24-2017
Show Name/Occr ID: ICSC RECON
Booth#/Booth Size : N1941T/30 x 20

Customer Contact

Contact Name: PAULA MEHLE

Phone: (303) 926-2769
Mobile: (303) 926-2706
Fax : (720) 413-4714
Email : pmehle@erieco.gov

Signed Contract & Payment Due By		Total Quotation
Incentive Price	MAR-09-2017	\$19,320.12
Standard Price	MAR-16-2017	\$21,735.14
Last Price	MAR-23-2017	\$24,150.15

The pricing indicated in this Agreement is based upon meeting the deadlines established in the Schedule of Activities. Failure to meet the scheduled dates, providing information in improper format, or providing incomplete graphic art in improper formats, may result in overtime charges or rush fees. In order to take advantage of the Total Quotation - Incentive Price, this contract must be signed and returned to Global Experience Specialists, Inc. (GES) with the payment indicated by close of business on the noted Sign by Date. A failure to meet the Total Quotation - Last Price Sign by Date set forth above may result in cancellation of this Agreement at Global Experience Specialists, Inc. (GES)' sole and absolute discretion.

GES Contact Information

Account Executive: DEBORAH WIGGS

Phone: (636) 441-6709
Mobile: (773) 457-4846
Fax : (702) 657-7395
Email : dwiggs@ges.com

Account Manager: AMY PELLEENZ

Phone: (702) 515-5652
Mobile: (702) 591-6873
Fax : (702) 263-5402
Email : apellenz@ges.com

SCHEDULE OF ACTIVITIES

Documentation and Requirement Deadlines

Signed Agreement Due to GES	09-MAR-2017
All Graphic Art Info Complete	31-MAR-2017

Notable Dates

Target Move-In	17-MAY-2017
Target Move-Out	25-MAY-2017

Global Experience Specialists, Inc. (GES) is pleased to provide the following services:

Price in (U.S. \$)

EXHIBIT

1 Rental GEM	\$ 5,499.78
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Global Experience Specialists, Inc. (GES) will provide the following GEM System rental items:
all GEM Metal rental stock silver
all non-graphic inserts are stock black 1/8in thick tuffcoat
all shelves rental stock white 3/4in thick melamine with t-mold edges
Includes the following:

(1) Set of 10ft high GEM panels that make up one storage room and meeting area entrance wall.
The storage room is 1 1/2M wide x 3M deep.
The meeting area entrance wall is 4 1/2M wide with a 2 1/2M header.
Refer to design for H70 horizontal breaks.
(3) 1M wide x 12in deep shelves with H50 offset shelf brackets

(1) Arch at 12ft high made up of two columns and two 2 1/2M H70's for the header. Both columns are 1M wide x 1/4M diag deep. Refer to design for H70 horizontal breaks.

(1) Counter 1M curve x 1/2M deep x 40in high and storage below.
counter top and shelf stock white 3/4in thick melamine with t-mold edges

1 Shipping Crate - Graphics	\$ 1,832.80 (T)
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Global Experience Specialists, Inc. (GES) is to provide the following shipping crates/containers:

- Shop to produce one crate with runners to store graphic panels.
Includes foam slip sheets used between panels.

Note: All dimensions and weights pending final load

Customer is responsible for any damage or modification to rental properties or any other equipment provided by GES, except damage resulting from normal wear and tear.

EXHIBIT: \$ 7,332.58

GRAPHICS

***Refer to the GES Digital File Submission Guide link located at www.ges.com/gallery for proper formats.**

1 GRAPHICS

\$ 4,087.40 (T)

Global Experience Specialists, Inc. (GES) is to provide the following graphics:

Counter:

- (1) Panel A insert (SS) (60 5/8in wide x 35 3/8in high)
- Print: DTS on 1/8in thick PVC

Entrance Arch:

- (1) Panel B insert (SS) (110 1/4in wide x 46 1/8in high)
 - (2) Panel C inserts (SS) (38 1/8in wide x 46 1/8in high)
 - (2) Panel D inserts (SS) (38 1/8in wide x 70 1/8in high)
 - (2) Panel E inserts (SS) (38 1/8in wide x 19 3/8in high)
 - (4) Panel F inserts (SS) (12 3/4in wide x 19 3/8in high)
 - (4) Panel G inserts (SS) (12 3/4in wide x 70 1/8in high)
 - (4) Panel H inserts (SS) (12 3/4in wide x 46 1/8in high)
- Print: DTS on 1/8in thick PVC

GEM Panels:

- (1) 1/2M header insert (SS) (18in wide x 22in high)
 - (1) 1/2M panel insert (SS) (18in wide x 91in high)
 - (1) 1M transom insert (SS) (38in wide x 12in high)
 - (1) Door insert (SS) (31in wide x 68in high)
 - (5) 1M header inserts (SS) (38in wide x 22in high)
 - (5) 1M panel inserts (SS) (38in wide x 91in high)
 - (1) 2 1/2M header insert (SS) (96in wide x 22in high)
- Print: DTS on 1/8in thick PVC

Note: All dimensions pending final graphics proof

Notes: Graphics will be produced from client provided, production ready artwork. The cost does not include any file manipulation to modify the artwork to production ready format. If file manipulation is necessary, the cost for this service will be billed at an additional cost. With 72 hours notice or less the hourly rate will be billed at premium cost.

Graphics services are any logo and/or art re-production will be invoiced based on the hourly rate of \$125.00, with 1-hour minimum charge required. Any partial hour of work will be charged at the hourly rate. The quotation below is an estimate and Customer will pay for the actual time incurred, including any applicable overtime charges or rush fees in the event that the graphic art and/or information are incomplete and/or are in an incorrect format. If graphic art and information are not received at or before the stated date in the "Schedule of Activities" contained within this contract, additional overtime charges or rush fees will be applicable.

GRAPHICS:

\$ 4,087.40

All graphics pricing and discounts are based upon client supplying final copy and/or production ready files and approving GES provided proofs no later than the Discount Graphics deadline (30 calendar days prior to the first GES move-in date). Orders finalized after the Discount Graphics deadline will be charged at a rate of 100% greater than the standard rate listed above.

EXHIBIT PREPARATION & TRANSPORTATION SERVICES

Exhibit Transportation

Inner City Freight

\$ 558.00

Round trip transportation services of the rental properties from: GES Las Vegas to: LVCC and back at the close of the show via a GES production truck.

Provide transportation to and from Show site of GES rental equipment only, unless otherwise specifically provided hereunder. Transportation fees are for the service only, there is no insurance provided by GES.

Exhibit Pull, Prep & Pack

Receive & Inspect

\$ 240.00

Receive & Inspect

- Stage properties upon receipt

- Count of properties returning (check against freight bill)

- External visual check

- Open crates, check for damage and take piece count (through inspection)

- Graphics pulled and unpackaged for inspection

- Claim or damage procedure followed if required

- Repack properties into proper cases

- Label and seal crates

- Check size and weight

(1) Graphics Crate

Labor charges to pull, prepare, pack and ship properties noted in Description of Services. At close of show, receive the same and place into inventory.

EXHIBIT PREP & TRANSPORTATION:

\$ 798.00

CARPETING

600 SQFT CARPET PADDING

\$ 455.70

1/2" Padding to go under ICSC provided 13 oz gray carpet

CARPETING:

\$ 455.70

ELECTRICAL

1 ELECTRICAL

\$ 616.75

(1) 500 watt outlet at reception for client use

Estimated labor to install and remove power

Estimated materials to install power

This quotation is an estimate only and electrical labor will be invoiced on a time and material ("T/M") basis.

ELECTRICAL:

\$ 616.75

INSTALLATION AND DISMANTLING ("I&D")

Labor to install and dismantle the Exhibit will be invoiced to a Customer on a Time and Material ("T/M") basis. The quotation below is a minimum estimate and Customer will pay for actual hours and materials used.

Straight-Time: M-F (8:00am-4:30pm)

Over-Time: All other hours

Double-Time: Where Applicable

Install Estimate

Install ST:	26 hrs	\$ 2,652.00
Install OT:	1 hrs	\$ 168.00

Wednesday, 5/17, 8:00 am, 2 workers @ 8 hrs each

Thursday, 5/18, 8:00 am, 2 workers @ 5 hrs each

Monday, 5/22, 7:00 am, 1 worker @ 1 hr, show maintenance

Dismantle Estimate

Dismantle ST:	6 hrs	\$ 612.00
Dismantle OT:	2 hrs	\$ 336.00

Wednesday, 5/24, 2:00 pm, 2 workers @ 4 hrs each

1 SHOW SITE MATERIALS	\$ 135.00 (T)
Materials needed to install, clean and pack rental exhibit	

INSTALLATION AND DISMANTLING: \$ 3,903.00

JANITORIAL/CLEANING

2 VACUUM, DAILY-EACH DAY OF SHOW	\$ 583.20
Booth vacuuming and emptying of wastebaskets provided by the association prior to the first day of show open only	
Booth vacuuming and emptying of wastebaskets for the remainder of the show, 2 nights, at exhibitor expense	

JANITORIAL/CLEANING: \$ 583.20

OTHER SERVICES

1 TRAVEL EXPENSES	\$ 270.00
Travel Expenses for a GES representative (AE) during the installation of the exhibit	
1 STORAGE	\$ 780.00
Storage of the graphics crate from ICSC RECon 2017 to ICSC RECon 2018	

OTHER SERVICES: \$ 1,050.00

Subtotal:	\$ 18,826.63
PSP:	\$.00
Tax:	\$ 493.49
Total:	\$ 19,320.12

Any taxes, government charges or fees which Global Experience Specialists, Inc. (GES) may be required to pay or collect under any law upon or with respect to the Services provided under this Agreement are the sole responsibility of the Customer and shall be remitted by Customer to Global Experience Specialists, Inc. (GES) upon payment, invoicing or demand (except taxes based or assessed on Global Experience Specialists, Inc. (GES)' net income).

IMPORTANT: Any services not included above are to be ordered by Customer directly with the forms provided in the exhibitor show kit.

Price on services is based upon the venue. Global Experience Specialists, Inc. (GES) estimates are provided for budgeting purposes only, and Customer remains responsible for the full payment of actual costs incurred by Customer for services rendered by Global Experience Specialists, Inc. (GES) or its subcontractors.

GENERAL TERMS AND CONDITIONS

THE GENERAL TERMS AND CONDITIONS UNDER WHICH GLOBAL EXPERIENCE SPECIALISTS, INC. ("GES") PROVIDES SERVICES TO YOU, OUR VALUED CUSTOMER ("CUSTOMER"), UNDER THIS AGREEMENT ARE AVAILABLE AT <<http://www.ges.com/home/EETermsyear.aspx>> AND MAY BE DOWNLOADED AND PRINTED FOR YOUR FILES. IF YOU DO NOT HAVE INTERNET CAPABILITY, A COPY MAY BE OBTAINED BY CONTACTING YOUR GES ACCOUNT MANAGER.

It is Global Experience Specialists, Inc. (GES) business practice to comply with all applicable government laws and regulations when dealing with its' vendors, suppliers and clients, including accurate and timely reporting on all financial matters. Global Experience Specialists, Inc. (GES) maintains a corporate code of ethics program referred to as Always Honest to promote honest and ethical behavior on the part of all Global Experience Specialists, Inc. (GES) employees. Any potential conflict or violation of our standards for governance and behavior should be reported to the Global Experience Specialists, Inc. (GES) Always Honest hotline number 1-800-443-4113.

All cancellations must be in writing.

Global Experience Specialists, Inc. (GES)

Customer

Signed by : _____
Print Name : _____
Title : _____
Sign Date : _____

Signed by : _____
Print Name : _____
Title : _____
Sign Date : _____
PO Number : _____

PAYMENTS:

Payment Term : IMMED

Full Amount Paid when Sales Order is requested

Payment Method :

We accept payment via Visa, Mastercard, American Express, company check or wire transfer. Please indicate your method of payment:

☐ Credit Card

☐ Wire Transfer

☐ Company Check

Check Payments: All checks received by Global Experience Specialists, Inc. (GES) are converted into Image Replacement Documents and deposited electronically. This allows you to get a scanned copy of your original check returned with your monthly bank statement. All check payments should be sent to Global Experience Specialists, Bank of America, P.O Box 96174, Chicago, IL 60693. Clients will be charged a \$50.00 fee for returned checks.

Wire Instructions: Global Experience Specialists, Inc. (GES) accepts payments via wire transfer as follows: Beneficiary is: Global Experience Specialists, Inc. c/o Bank of America, 901 Main Street, Dallas, TX 75202-3714 US, Telephone # 702-263-2795 or 702-914-5112

Account #: 7188101819

Wire ABA Routing #: 026009593

ACH ABA Routing #: 071000039

SWIFT Address: BOFAUS3N

CHIPS Address: 0959

If requested, the physical address for routing identifiers is: Bank of America, Wire Transfer-Customer Services, 2000 Clayton Road, Concord, CA 94520 US. To properly credit your account, send the following information to cashapplication@ges.com : Company name, Invoice, Exhibitor's Name, Show Name, Project # and Booth #.

Credit Card Payments: Global Experience Specialists, Inc. (GES) accepts American Express, Visa and Mastercard. Global Experience Specialists, Inc. (GES) will charge a convenience fee for each request to reprocess payment to an alternate credit card different than the one used to process your initial payment in accordance with Global Experience Specialists, Inc. (GES) payment policy. The convenience fee will be quoted at the time your request is made to reprocess the payment. The convenience fee will be added to your account balance and settled utilizing the new credit card provided.



CREDIT CARD AUTHORIZATION FORM

We require your credit card charge authorization to be on file with Global Experience Specialists, Inc. (GES) even if you are paying by check or bank wire transfer.

Company Name _____

Billing Address _____

City _____ State _____ Zip _____

Telephone Number _____

Cardholder's Name _____

Cardholder's Billing Address _____

City _____ State _____ Zip _____

Telephone Number _____

Credit Card Type ☐ American Express ☐ Visa ☐ Mastercard

Credit Card Number

Expiration Date /

Customer Number _____

Job/Project or Invoice Number _____

Total Amount to be charged _____

*** Important:** In the event card authorization is rejected, the cardholder will be responsible for all charges, and Global Experience Specialists, Inc. (GES) reserves the right to terminate delivery of item and/or service pending a settlement. If additional charges are incurred including but not limited to applicable sales tax, these additional charges will be applied against the cardholder's account. In the event an extension of credit is granted to the cardholder's company, Global Experience Specialists, Inc. (GES) reserves the right to apply outstanding amounts not paid within invoice terms against the cardholder's account.

Cardholder's Signature _____

Date _____

Revised 01/2013