

F R E E M A N

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KioskCom Self Service Expo / The Digital Signage Show

APRIL 14-15, 2010
Mandalay Bay Resort & Casino
Las Vegas, Nevada

CADDIE SERVICE is a feature for Personally Operated Vehicles.

* **New this year:** All POV's must check in at Door 1A - located in the parking lot at Russell and Las Vegas Blvd. There will be signs directing exhibitors to the POV unloading area. Do not check in at the Marshalling Yard.

A PERSONALLY OPERATED VEHICLE (POV):

- * **IS NOT** a closed bodies vehicle with dual wheels.
- * **IS NOT** a truck, utility van, or trailer pulled by another vehicle. Personal vans filled with exhibit materials will be required to utilize material handling services provided by Freeman.
- * **CAN BE** unloaded/loaded by hand or an apparel rack. Wheeled carts are not permitted.
- * **HAS** hand-carried items that can be unloaded/loaded within 20 minutes of positioning at a loading area by full-time company employee(s) of exhibitor.

Exhibitors who require more than 20 minutes to unload or the use of equipment to unload must use material handling services. Any vehicle left unattended in the loading dock area will be towed at the owner's expense.

The determination of caddie service vs. material handling will be made at the discretion of management. Any disputes will be handled at the time of unloading

CADDIE SERVICE IS:

- * Aimed at exhibitors requiring minimal assistance to move-in and move-out.
- * Intended to allocate valuable loading space and provide cost-effective labor crews during the move-in and move-out process.
- * Intended as an integral part of an overall plan to minimize disruptions to the ongoing movement of forklift, crates and other large exhibit materials during the move-in and move-out process.

CADDIE SERVICE IS AVAILABLE AT THE FOLLOWING TIMES:

INBOUND

Monday	April 12, 2010	2:00 p.m.	-	4:30 p.m. (20' x 20' booths or larger)
Tuesday	April 13, 2010	8:00 a.m.	-	4:30 p.m.

*** No service on Wednesday, May 6! ***

No shipments will be unloaded after 4:30 p.m. on Tuesday. Please plan adequate time for arrival and unloading at the Mandalay Bay Convention Center.

OUTBOUND

Thursday	April 15, 2010	4:30 p.m.	-	8:30 p.m.
Friday	April 16, 2010	8:00 a.m.	-	10:00 a.m.

The service is available at a nominal rate of **\$33.00 per trip** or a **round trip fee of \$66.00**. Round trip service must be contracted during MOVE-IN. No refunds will be given if service is not used for MOVE-OUT. If not contracted in advance, round trip will be assessed at the \$33.00 rate. Fee includes storage of cardboard/product boxes at no additional charge. Empty stickers will be provided for this service.

Arrangements for Caddie Service should be made on site upon arrival for move-in at the Mandalay Bay Convention Center. All orders are governed by the Freeman Payment Policy and the Limits of Liability and Responsibility.

To receive this service, please proceed to Door 1A (see back for map).

Exhibitors are required to carry all-rise floater insurance covering their product and exhibit materials against damage, loss and other hazards. The coverage should start when the product and exhibit material leaves your place of business and end when it is returned to your facility after the show. This generally can be done by adding "riders" to existing insurance policies, often at no additional cost.

