

ACMS American College of Mohs Surgery

**Order by April 16th! Very few on-site orders will be available!
If you want a lead retrieval scanner **ORDER NOW !!!****



Scanner that prints and saves in booth

All in One -- A handheld scanner and printer combination, the All in One provides fast print out of the attendee's contact information. Great to write on, staple onto an order form or just to take immediate control of your leads. Also, add additional Mobile Scanners to multiply your lead collection ability. Scan leads independently and when you're ready to print out the information, simply plug each additional scanner into the machine to print your leads on paper. (please call and request the additional scanner to print, before the show, as unit needs to be programmed for this function.)

Hand-held, battery operated scanner w/ Follow-up codes

Mobile BarScan - Small handheld scanner, that works just like a laser pointer. This unit stores all your leads in its internal memory, giving you a convenient, portable and wireless form of lead storage that you can take with you anywhere during the event. Walk the floor, scan speakers, collect contact information at a client dinner. Simply return the unit at the end of the event and receive all your leads on a floppy disk or email. You can also use it in addition to the All in One scanner for multiple booth staff. Just plug it into the All in One and print those leads that you have scanned before you turn in the unit.

(please call and request the additional scanner to print, before the show, as unit needs to be programmed for this function.)



TO ORDER...

Fill out and fax the lead retrieval order form in the Exhibitor Manual.

- OR -

Write your name, company name and your fax number and fax this form to **360-254-3581**.
An order form will be faxed to you.

Name _____ Company Name _____ Fax # _____

This broadcast email/fax was sent incorporation with ACMS, as they recognize you as an exhibitor in their database.

Lead Retrieval Order Form

Mohs College '08 Annual Meeting

SCANNERS SCAN THE BARCODES OF YOUR IMPORTANT LEADS, NEW SALES CONTACTS AND EVERYONE THAT WALKS INTO YOUR BOOTH! LEADS ARE IMPORTABLE TO POPULAR DATABASE PROGRAMS, SUCH AS EXCEL, ACT!, GOLDMINE, WORD AND ACCESS. CHOOSE ONE OF THE SCANNERS BELOW.				
Qty.	Item Description	Pre-Show Price Each	On-site Price Each	Total
	MOBILE – Battery-operated, hand-held scanner that captures the contact information, as well as follow-up codes. Your leads will be emailed to you end of the show.	\$ 210.00	\$ 255.00	
	*ALL IN ONE – This handheld mobile scanner comes attached to a small printer. Attendee information and qualifiers print directly to paper and are stored into memory. When you return this unit your scanners will be downloaded and you leads emailed to you. *Requires 1 electrical outlet of <1 amp, 110v.	\$ 295.00	\$ 345.00	
	CUSTOMIZED LEADS - We'll make a list of barcodes of your products & services. <i>Email me your list. lori@actionreg.com</i>	\$ 60.00	\$ 80.00	
	Delivery & Set-up of the Lead Retrieval Device: Please let us know your preferred Delivery Date: _____ & Time: _____	\$ 50.00	\$ 75.00	

Leads will be emailed to email address given below.

Order Total \$ _____

PAYMENT METHOD *Visa, Mastercard, American Express or Check* Checks payable to Action Registration, Inc

CREDIT CARD #

Expiration Date: _____

SIGNATURE _____

TODAYS DATE _____

Authorized Signature

Agrees to accept responsibility for charges as indicated above. Action Registration, Inc will show on your statement.

Liability for lack of performance is limited to refund of services and items ordered.
Full payment must be received by April 16, 2008 or on-site price will be charged.
No refunds will be given for equipment not picked up and/ or utilized by booth personnel.
Cancellations of orders prior to move-in will be subject to a \$ 75.00 administration fee. Orders canceled after move-in are non-refundable.

CONTACT INFORMATION <i>Please fill out form completely.</i>	Booth # _____
COMPANY _____	
ADDRESS _____	
CITY _____ STATE _____ ZIP _____	
PHONE _____ FAX _____	
EMAIL _____	
ORDERED BY _____ TITLE _____	



SEND ORDERS TO:

Mail to: 13504 NE 84th St., Ste. 103—284
Vancouver, WA 98682

OR

Fax to: 360-254-3581

For more information or questions, please contact Lori at lori@actionreg.com or call 360-314-4900



Conventions Services Program
1st Floor, 333 Dunsmuir Street
Vancouver, B.C.
V6B 5R4

October 3, 2007

2008 / VCR - 0033

American College of Mohs Surgery
555 East Wells Street, Suite 1100
Milwaukee, WI
53202

Dear Georganne Dixon,

Subject: Temporary Importation of Goods with a Customs Broker

This is in response to your letter of September 21, 2007, as the CBSA Conventions Services Program has officially recognized your event and granted permission to import goods for this event only.

MOHS COLLEGE 40th ANNUAL MEETING
May 1- 4, 2008
Hyatt Regency Vancouver

You have requested Border-to-Show for your event. I am pleased to authorize this service for your event. CBSA - TCU has advised its ports of entry to allow your goods to move directly to the show site (once they have been reported to CBSA at the first port of entry) where officials will perform the necessary clearance procedures.

According to your letter, you will be importing Medical/Surgical publications, instruments, equipment and pharmaceuticals as well as meeting supplies consisting of: badges, programs newsletters and slides.

Your event qualifies as a foreign event under classification **9830.00.00.00** and any imported conference materials (i.e., official paraphernalia, souvenirs, printed matter, pens, decorations, etc.) can enter Canada free of duty and taxes providing the items are exported at the end of the event. To enjoy this tax free status on imported goods it is important that the event is not open to the general public.



Canada Border
Services Agency

Agence des services
frontaliers du Canada

Additionally, you may import display items and exhibit booths temporarily under the provisions of tariff item **9993.00.00.00** so long as **the goods will be exported** at the end of the event.

Any foreign exhibitors importing goods into Canada should check with U.S. Customs prior to shipping your convention goods, as the requirement is any goods over \$2000. U.S. must be reported to U.S. Customs. They can document your goods on the form 4455 if you can provide enough information so they can identify the goods on your return to the U.S.

CBSA requires everyone seeking admission into Canada to properly declare them self to CBSA by providing accurate identification. CBSA will accept a valid passport or birth certificate along with supporting documents to establish citizenship. If you have been convicted of a criminal offense then you need to contact the Canadian Embassy in your area or check the above website to pertaining to a pardon to find out what is required to be admissible into Canada.

To facilitate Customs procedures at the time of entry into Canada, we suggest a copy of this letter be given to each exhibitor who is importing goods into Canada for this event.

Please also attach this letter to any goods or boxes being shipped to Canada for this event.

Please do not hesitate to contact this office if you have any questions or require further assistance (604) 775-5379 or fax at (604) 666-4470.

Yours truly,

Annabelle Suratos

Annabelle Suratos
Regional Conventions Coordinator, Pacific District
333 Dunsmuir Street, Vancouver, B.C. V6B 5R4

cc: Livingston Event Logistic

Your business is our business

At Livingston Event Logistics, we have the expertise to move complex shipments for exhibitors and vendors into Canada or the United States from North America, across the border and back again. As the customs clearance specialists for conventions, trade shows, and special events, we look after permits, advance electronic filing and security requirements on your behalf. Your goods will arrive where they need to be, when they need to be there – hassle-free.

Consider the benefits you will enjoy by depending on Livingston Event Logistics for your next exhibit, conference or show:

- All cross-border transportation arrangements taken care of.
- All customs and shipping documentation provided.
- Expert, efficient customs clearing.
- All shipments traced if necessary.
- Livingston Event Logistics customs specialists on site or on call 24/7 for your convenience.
- GST rebates automatically obtained.
- On-site customs clearance arranged for goods sold at the show.
- Materials stored in a bonded warehouse before and after the event.
- Assistance with documentation completion.
- Private vehicle met at the border to facilitate their customs entry into Canada.

We're the North American customs clearance experts for show planners and event organizers Period.

Contact us

Robert Skelly
Event coordinator
604 687-5535 ext. 2108
Fax 604 687-1463
Toll 1-800-663-0301
rskelly@livingstonintl.com

Stefanie Goss
Event/Transportation coordinator
604 687-5535 ext. 2402
Fax 604-687-1463
Toll 1-800-663-0301
sgoss@livingstonintl.com



CANADA CUSTOMS INVOICE / FACTURE DES DOUANES CANADIENNES

1 Vendor (Name and Address) / Vendeur (Nom et Adresse) ABC Distributing Company 125 Elm Street Chicago, IL 66666-6666		2 Date of Direct Shipment to Canada / Date d'expédition directe vers le Canada 4/3/1999 3 Other References (Include Purchaser's Order No.) / Autres références (inclure le no de commande de l'acheteur) 10-9999999						
4 Consignee (Name and Address) / Destinataire (Nom et Adresse) ABC Distributing Company / Booth 234 International Computing Event c/o Event Facility 100 Anywhere Street Toronto, ON M7W 2P6		5 Purchaser's Name and Address (if other than Consignee) / Nom et Adresse de l'acheteur (s'il diffère du destinataire) No sale involved 6 Country of Transshipment / Pays de transbordement N/A						
VII. 1 Is this a related company transaction? / Est-ce que les compagnies sont liées entre elles? YES <input type="checkbox"/> OUI NO <input checked="" type="checkbox"/> NON		9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) / Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.) No sale involved						
8 Transportation: Give Mode and Place of Direct Shipment to Canada / Transport: Préciser mode et lieu d'expédition directe vers le Canada Mendelssohn, Chicago, IL		10 Currency of Settlement / Devises du paiement USD						
11	No. of Pkgs. / Nbre. De Colis	12 Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) / Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	13	Quantity (State Unit) / Quantité (Préciser l'unité)	Replacement Value / Valeur de Remplacement			
					14	Unit Price / Prix Unitaire	15	Total
	2 pcs	Wooden Crates - Display Booth (backwalls, lights, graphics, carpets)		1		\$5000.00		\$5000.00
	2 pcs	Cartons - Advertising Brochures / Catalogs / Technical Literature		1000		\$0.10		\$100.00
	1 pc	Carton - Plastic Key Chains		50		\$0.50		\$25.00
	1 pc	Carton - Books		50		\$1.00		\$50.00
	3 pcs	Crates - Computers (Certificate of Registration Attached)		3		\$1000.00		\$1000.00
	2 pcs	Crates - Computer Monitors (Certificate of Registration Attached)		2		\$500.00		\$1000.00
XI.1		Total Number of Pieces / Nombre total de pièces					11	
18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case Commercial Invoice No. / No. De la facture commerciale _____ <input type="checkbox"/>				16 Total Weight / Poids total Net N/A		17 Invoice Total / Total de la facture Gross / Brut 300 lbs \$9,175.00		
19 Exporter's Name and Address (if other than Vendor) / Nom et adresse de l'exportateur (s'il diffère du vendeur) Name: Tel: Fax:				20 Originator (Name and Address) / Expéditeur d'origine (Nom et adresse) ABC Distributing Company Name: Joe Smith 125 Elm Street Tel: 708-555-1212 Chicago, IL Fax: 708-555-1201 66666-6666				
21 Departmental Ruling (if applicable) / Décision ministérielle (s'il y a lieu) N/A				22 If fields 23 to 25 are not applicable, check this box / Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/>				
23		24		25				



CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES

Page of/de

1 Vendor (Name and Address) / Vendeur (Nom et Adresse)	2 Date of Direct Shipment to Canada / Date d'expédition directe vers le Canada 3 Other References (Include Purchaser's Order No.) / Autres références (inclure le no de commande de l'acheteur)		
4 Consignee (Name and Address) / Destinataire (Nom et Adresse)	5 Purchaser's Name and Address (if other than Consignee) / Nom et Adresse de l'acheteur (s'il diffère du destinataire) No sale involved		
	6 Country of Transshipment / Pays de transbordement N/A		
	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:70%; padding: 5px;"> 7 Country of Origin of Goods / Pays d'origine des marchandises </td> <td style="padding: 5px;"> If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12. </td> </tr> </table>	7 Country of Origin of Goods / Pays d'origine des marchandises	If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.
7 Country of Origin of Goods / Pays d'origine des marchandises	If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.		
VII. 1 Is this a related company transaction? / Est-ce que les compagnies sont liées entre elles? YES <input checked="" type="checkbox"/> OUI NO <input type="checkbox"/> NON	9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) / Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.) No sale involved		
8 Transportation: Give Mode and Place of Direct Shipment to Canada / Transport: Préciser mode et lieu d'expédition directe vers le Canada	10 Currency of Settlement / Devises du paiement		

11	12	13	14	15
No. of Pkgs. / Nbre. / De Coils	Specification of Commodities (Kind of Packages Marks and Numbers, General Description and Characteristics i.e. Grade Quality) / Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	Quantity (State Unit) / Quantité (Préciser l'unité)	Unit Price / Prix Unitaire	Replacement Value / Valeur de Remplacement / Total

XI.1 Total Number of Pieces / Nombre total de pièces	16 Total Weight / Poids total	17 Invoice Total / Total de la facture
18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case Commercial Invoice No. / No. De la facture commerciale _____ <input type="checkbox"/>	Net / N/A Gross / Brut	\$0.00

19 Exporter's Name and Address (if other than Vendor) / Nom et adresse de l'exportateur (s'il diffère du vendeur)	20 Originator (Name and Address) / Expéditeur d'origine (Nom et adresse)
Name: _____ Tel: _____ Fax: _____	Name: _____ Tel: _____ Fax: _____

21 Departmental Ruling (if applicable) / Décision ministérielle (s'il y a lieu) N/A	22 If fields 23 to 25 are not applicable, check this box / Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/>	
23	24	25

Order Form

Customs and
Transportation Services



The original of this form must be completed to ensure Customs Clearance.
Please accept this as your authority for Customs Clearance and / or Transportation Services.

We wish to use Livingston Event Logistics services for: (please check one)

- Customs Clearance and Transportation (Shipment Order Form Required)
- Customs Clearance Only
- Transportation Only (Shipment Order Form Required)

Section 1 Exhibitor and Shipment Information

Exhibitor / Company Name: ABC Distributing Company

U.S. Tax # or U.S. IRS Identification: 10-9999999

Event Name: International Computing Event

Facility Name: Event Facility Event Date/s: Apr 14/07 - Apr 17/07 Booth #: 234

Shipment Date: Apr 3/07 From (City, State): Chicago, IL Carrier Name: Livingston Event Logistics

It Consists Of (# of Cartons, etc.): 11 Weight: 300 lbs kgs

Rep At The Event: Joe Smith Staying At (Hotel): Anywhere Place Tel: 416-555-1234

Please do not ship via post or parcel courier – we will not be responsible for timely delivery

Section 2 Return Shipment Consignment Information

Company Name: ABC Distributing Company

Address: 125 Elm Street

City: Chicago Province / State: IL Postal/Zip: 66666-6666

Name: Sandy Smith Tel: 708-555-1212 Fax: 708-555-2222

Ship Via: Common Carrier Our Company Vehicle Van Line Service Air Freight Service

Section 3 Terms of Payment and Security Deposit (Must be completed)

Credit Card Information must be completed

Charge to: Visa MasterCard American Express

Cardholder Name: Joe Smith Title: Accounting Manager

Card Account Number: 123456789012 Expiry Date: 12/09

Cardholder's Signature:

Joe Smith

I hereby authorize the use of this credit card for payment of services relative to this order form.

Alternative methods of payment are bank wire transfer or pre-payment on credit card. (Receipt 10 days prior to event)

Section 4 Invoicing/Statement Information

Company Name: ABC Distributing Company

Address: 125 Elm Street

City: Chicago Province/State: IL Postal/Zip: 66666-6666

Name: Joe Smith Tel: 708-555-1200 Fax: 708-555-1201

This document was completed by (Please print full name): Joe Smith

Title: Accounting Manager Date: March 14, 2007

Order Form

Customs and
Transportation Services



The original of this form must be completed to ensure Customs Clearance.
Please accept this as your authority for Customs Clearance and / or Transportation Services.

We wish to use Livingston Event Logistics services for: (please check one)

- Customs Clearance and Transportation (Shipment Order Form Required) Customs Clearance Only Transportation Only (Shipment Order Form Required)

Section 1 Exhibitor and Shipment Information

Exhibitor / Company Name:

U.S. Tax # or U.S. IRS Identification:

Event Name:

Facility Name:

Event Date/s:

Booth #:

Shipment Date:

From (City, State):

Carrier Name:

It Consists Of (# of Cartons, etc.):

Weight:

lbs

kgs

Rep At The Event:

Staying At (Hotel):

Tel:

Please do not ship via post or parcel courier – we will not be responsible for timely delivery

Section 2 Return Shipment Consignment Information

Company Name:

Address:

City:

Province / State:

Postal/Zip:

Name:

Tel:

Fax:

Ship Via:

Common Carrier

Our Company Vehicle

Van Line Service

Air Freight Service

Section 3 Terms of Payment and Security Deposit (Must be completed)

Credit Card Information must be completed

Charge to:

Visa

MasterCard

American Express

Cardholder Name:

Title:

Card Account Number:

Expiry Date:

Cardholder's Signature: _____

I hereby authorize the use of this credit card for payment of services relative to this order form.

Alternative methods of payment are bank wire transfer or pre-payment on credit card. (Receipt 10 days prior to event)

Section 4 Invoicing/Statement Information

Company Name:

Address:

City:

Province/State:

Postal/Zip:

Name:

Tel:

Fax:

This document was completed by (Please print full name):

Title:

Date:



Vancouver
May 1-4, 2008

MOHS College Preferred Shipper

Page 1 of 2

Association Freight Services, authorized agent for TransManage Worldwide, is proud to be the Preferred Carrier for the MOHS College 40th Annual Meeting.

Contact John Floyd, 301-565-5900

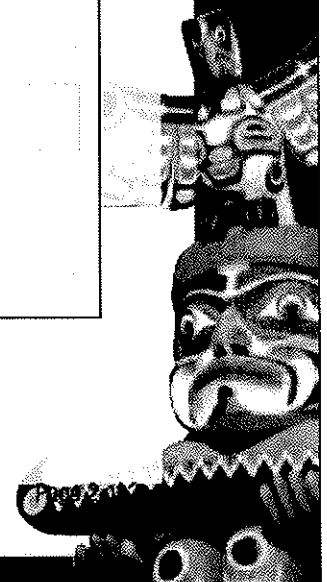
Experience the TransManage Worldwide Difference!

- *Experienced in all areas of Trade Show Transportation*
- *24/7 Customer Service*
- *Competitive Pricing*
- *REASONABLE FUEL SURCHARGES*
- *ECONOMY SERVICE (3-5 days) - Quality Deferred Air/Ground Services*
- *Over Night Air - Fast, Efficient and Reasonably Priced*
- *Second Day Air - Over Night Alternative, faster than Economy Service*

For a no obligation quote, simply complete the following and fax it to **John Floyd, Authorized Agent, TransManage Worldwide, 301-920-1556**

Name		
Company Name		
Email		
Phone	Fax	
City, State of Origin	Estimated Weight	
Please provide me with a quotation for the following service level:		
Economy	2nd Day	Overnight

**Simply fill in the form and FAX it to 301-920-1556
THANK YOU!**



Enjoy the trip, leave the details to AFS and TransManage Worldwide. We will coordinate the movement of your materials, door-to-door.

Whether the materials originate from your facilities, your design house or a show yet to close, we provide the skills necessary to ensure proper pickup, transport and delivery to the show in Vancouver! Our staff is experienced in the preparation of all paperwork needed to ensure a smooth transition through the Customs Broker process with Livingston International.

TransManage Worldwide also offers full documentation service for tradeshow, including assistance with CARNET applications, CUSTOMS registration, and all other documentation relevant to successful international exhibiting. Our experienced Operations Specialists are fully trained in all aspects of international transportation. All shipments, are controlled from booking stage through delivery.

GLOBAL NETWORK

A partner you can rely on around the world. With offices and facilities in North America, as well as a network of global alliance partners, TransManage Worldwide offers you the same high quality service abroad that you receive at home. It's just what you'd expect from a true global transportation partner.

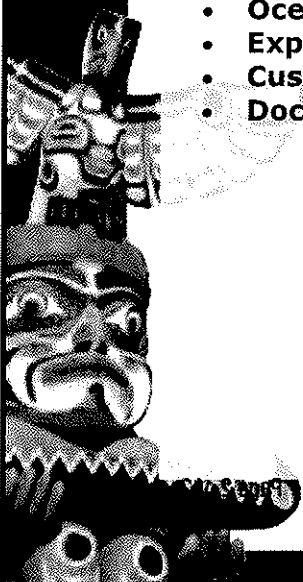
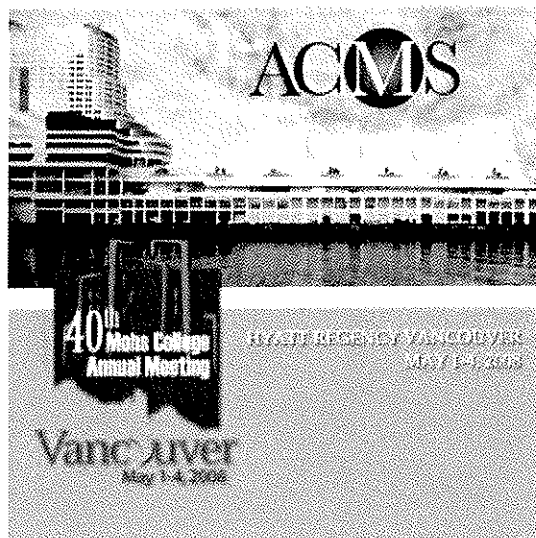
- **International Forwarding**
- **Air**
- **Ocean**
- **Expedited Shipments**
- **Customs Brokerage**
- **Document Compliance**

Contact John Floyd 301-565-5900

**AFS ASSOCIATION
FREIGHT SERVICES**
serving all your shipping needs

SAVE THE DATE

MOHS COLLEGE 40TH ANNUAL MEETING



EXHIBITOR SERVICE MANUAL



American College
of Mohs Surgery

*Fellowship trained skin cancer
and reconstructive surgeons*

40th. ANNUAL MEETING

MAY 1 - 4, 2008





American College
of Mohs Surgery
*Fellowship trained skin cancer
and reconstructive surgeons*

IMPORTANT DATES & TIMES

- Friday, April 11 - Deadline for discount "Advance Order" pricing from Show In Motion.
- Monday, April 14 - Advance storage warehouse will receive shipments of freight.
- Wednesday, April 30 - Exhibitor move in - 3:00 PM - 6:00 PM
- Thursday, May 1 - Exhibits open from 12:00 PM - 6:45 PM
- Friday, May 2- Exhibits open from 12:00 PM - 6:00 PM
- Saturday, May 3 - Exhibits open from 12:00 PM - 3:00 PM
- Saturday, May 3 - Exhibit teardown from 3:00 PM - 7:00 PM





Dear Exhibitor,

RE: 40th. ANNUAL ACMS ANNUAL MEETING

Show In Motion Professional Show Services is pleased to have been appointed as the official show service supplier for the ACMS 40th. Annual Meeting and we welcome you as an exhibitor in this event. We look forward to working with you to ensure that your participation in this event is successful.

This Exhibitor Service Kit contains information and lease order forms for the most commonly requested display and electrical items. **If you have any requirements not listed on these forms please contact us.** Please review these pages carefully. If we are to serve you effectively it is important that these forms be completed correctly and returned to us promptly.

Each booth will be supplied with the following as a standard booth package, courtesy of show management;

- 8' high drape back wall
- 4' high drape side wings
- 1 – 2' x 6' skirted display table
- 2 upholstered side chairs
- 1 waste paper basket
- 1 – 14" x 44" identification sign

Please note that electrical service is not provided with the standard booth package. Should your exhibit require any electrical service you must complete the attached Electrical Lease order form and return it to us.

Also, please note that if you are shipping any display material, boxes, etc. to this event you must complete and return the attached Materials Handling order form. All freight must be shipped to the advance warehouse address shown on the attached Materials Handling form. Material arriving at the advance storage warehouse without a completed Materials Handling form will not be delivered to your booth.

SHIPMENTS DIRECT TO SHOW SITE ARE NOT PERMITTED AND WILL BE REFUSED.

We realize that exhibiting in a trade show can be complicated. Please do not hesitate to call us with any questions or concerns. We look forward to serving you at the ACMS 40th. Annual Meeting.

21 - 8528 - 123 STREET
SURREY - BC
CANADA - V3W-3V6

PHONE 604-599-1440
FAX 604-599-1438

11625 - 115TH. STREET
OSOYOOS - BC
CANADA - V0H-1V5

PHONE 250-495-5025
FAX 250-495-5026

www.showinmotion.com



CONTACT SHEET

HOW TO REACH US:

- TELEPHONE - (250) 495-5025
- FACSIMILE - (250) 495-5026

For Rental Inquiries Please Contact
Lynne Storm (lynne@showinmotion.com)

For Shipping Inquiries Please Contact
Brian Huggan (brian@showinmotion.com)

For Electrical Inquiries Please Contact
Brad Riznek (brad@showinmotion.com)

MAILING ADDRESS:

11625 - 115th. Street
Osoyoos, BC, V0H-1V5

SHIPPING ADDRESS:

Refer to attached "Shipping
Addresses" information form.

EXHIBITOR PAYMENT POLICY

1. **All orders for services from Show In Motion must be accompanied by a completed Credit Card Authorization form. NO EXCEPTIONS. We regret that we will not accept or process any orders that are not prepaid, in full, including all taxes.**

2. **ADVANCE ORDERS**

All advance orders must be received with payment in full no later than 12:00 PM, Pacific Time, on the indicated deadline date in order to qualify for the discount advance order prices. Purchase orders do not qualify for the pre-show discount. Payment in full must accompany your order.

3. **SHOW SITE ORDERS**

All services ordered at the show must include payment in full at the time that the order is placed.

4. **MATERIALS HANDLING**

If you are shipping any material to this event you must complete both the Materials Handling order form and the Credit Card Authorization Form. All freight must be shipped to Show In Motion at the address shown on the enclosed "Shipping Addresses" information form.

SHIPMENTS DIRECT TO SHOW SITE ARE NOT PERMITTED AND WILL BE REFUSED.

Please ensure that all shipments are sent "Prepaid" including all applicable taxes, duties, surcharges, etc. Any charges billed to Show In Motion by your carrier following the event will be charged to the Credit Card number provided along with a \$ 75.00 service charge.

5. **POST EVENT STORAGE**

All freight returned to either the Show In Motion or advanced storage warehouse following the event to await pick up by the Exhibitor Appointed Carrier will incur both Outbound Freight service charges and storage charges at standard industry rates.

6. All prices shown on the attached order forms are in Canadian dollars.

7. All materials and equipment are supplied on a rental basis for the duration of the show and remain the property of Show In Motion. All rentals include delivery, installation and removal from your booth.

8. It is understood and agreed that the exhibitor is responsible for the care, custody and control of all materials and equipment provided by Show In Motion and accepts full responsibility for any loss or damage to the equipment until it is returned to Show In Motion.

9. **LABOR PROVIDED UNDER SHOW IN MOTION SUPERVISION**

Show In Motion shall be responsible for the performance of labor provided under this option. Show In Motion will not be liable for loss or damage caused by delay in labor beginning work when exhibitor requests labor to begin later than the start of the working day.

10. **LABOR PROVIDED UNDER EXHIBITOR SUPERVISION**

Exhibitor shall be responsible for the performance of labor provided under this option. The exhibitor shall supervise labor secured through Show In Motion in a reasonable manner to prevent bodily injury and/or property damage. It is the exhibitors' responsibility to check in with the Show In Motion Service Desk to collect labor, and to return to Service Desk to release labor when the work is completed.

11. **COMPUTER, AUDIO VISUAL AND INTERNET RENTALS**

All computer, Audio Visual and telephone / Internet rentals are for a minimum period of all exhibit days or portions thereof. Rentals for any duration less than all exhibit days are not offered.

12. **CANCELLATIONS**

All requests to cancel orders and for refunds must be made in writing at least 7 full business days prior to contractor move-in. All cancellations are subject to a minimum 50% cancellation charge. Any cancellations made after this time will be subject to a 100% cancellation charge.

13. **CLAIM(S) FOR LOSS**

Exhibitor agrees that any and all claims for loss must be submitted to Show In Motion, in writing, immediately at show site, and in any case, no later than the conclusion of the exhibit. Exhibitor understands and agrees that all claims made after the conclusion of the exhibit will be rejected.

14. Any check returned to us for any reason and / or any declined credit card number will be subject to a service charge of \$ 50.00 for payment reprocessing.



CREDIT CARD AUTHORIZATION

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

IF YOU ARE USING THE SERVICES OF SHOW IN MOTION, THIS FORM MUST BE COMPLETED AND RETURNED. NO ORDERS WILL BE ACCEPTED UNLESS ACCOMPANIED BY THIS COMPLETED FORM.

BY SIGNING THIS FORM YOU AGREE TO BE BOUND BY ALL TERMS AND CONDITIONS AS SET FORTH ON OUR PAYMENT POLICY FORM AND THIS CREDIT CARD AUTHORIZATION FORM AND HAVE ADVISED YOUR SHOW SITE REPRESENTATIVE ACCORDINGLY.

WE WILL USE THIS AUTHORIZATION TO CHARGE YOUR CREDIT CARD ACCOUNT FOR ADVANCE ORDERS AND ANY ADDITIONAL AMOUNTS INCURRED AS A RESULT OF SHOWSITE ORDERS PLACED BY YOUR REPRESENTATIVE. THESE CHARGES MAY INCLUDE LABOR, MATERIALS HANDLING OR ANY CHARGES WHICH SHOW IN MOTION MAY BE OBLIGATED TO PAY ON YOUR BEHALF INCLUDING, WITHOUT LIMITATION, ANY SHIPPING CHARGES.

WE RESERVE THE RIGHT TO ADJUST ORDERS NOT CALCULATED CORRECTLY.

ALL PRICES SHOWN IN THIS ATTACHED SERVICE MANUAL ARE IN CANADIAN DOLLARS.

PLEASE COMPLETE THIS FORM AND RETURN IT TOGETHER WITH ALL OTHER COMPLETED FORMS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
COMPANY: _____ PHONE #: _____
ADDRESS: _____ FAX #: _____
CITY & PROVINCE: _____ POSTAL CODE: _____

PLEASE COMPLETE CLEARLY THE FOLLOWING INFORMATION;

MASTERCARD VISA AMERICAN EXPRESS

ACCOUNT NUMBER

EXPIRATION DATE _____

I, _____ of _____ do
(Cardholder name) (Exhibiting Company)

hereby authorize Show In Motion Services, Inc. to charge my credit card for expenses related to the above named event. I understand that the total amount of the charges to my credit card is subject to final verification by Show In Motion at the conclusion of the event allowing for my estimation of labor and / or materials handling charges and / or pre-show discounts. I further understand and agree that, as the representative for the exhibiting company, I am ultimately responsible for payment of all charges and agree to be bound by all terms and conditions as described on this form and the Payment Policy Form.

BILLING ADDRESS: _____

CARDHOLDERS SIGNATURE: _____

YOUR SIGNATURE DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.



MATERIALS HANDLING ORDER FORM

TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE

APRIL 11, 2008

ALL MATERIAL WILL BE RECEIVED AND HANDLED IN ACCORDANCE WITH THE INFORMATION SET FORTH ON THIS SHEET (SEE REVERSE SIDE AS WELL).

Show In Motion, as the exclusive materials handling contractor, will receive your display material up to 21 days prior to move-in. If you are shipping any material to this event, it is mandatory that you complete this form and return it to us. All shipments must be sent prepaid. **WE WILL NOT ACCEPT COLLECT SHIPMENTS.** Material must be received at least five business days prior to contractor move-in or late charges will apply.

SHIPPING DIRECTLY TO SHOW SITE IS NOT PERMITTED.

SERVICE INCLUDES;

- Receiving and advance storage of your display material up to 21 days prior to show dates.
- Transport of your display material to show site and delivery of material, crates and boxes to your booth.
- Removal and storage of empty boxes and crates during show.
- Return of empty boxes and crates to your booth following the show.
- Re-loading of display material on to outbound carriers.
- Provision of Waybills, packing tape, shipping labels, shrink wrap, etc., if required.

ALL OUTBOUND EXHIBIT MATERIAL MUST BE SHIPPED DIRECTLY FROM SHOW SITE IMMEDIATELY FOLLOWING THE CLOSE OF THE EVENT, UNLESS YOU HAVE COMPLETED THE ATTACHED OUTBOUND FREIGHT ORDER FORM TO HAVE YOUR MATERIAL RETURNED TO OUR WAREHOUSE TO AWAIT PICKUP BY YOUR CARRIER.

RATES

Crated or Skidded Shipment	\$.70 / Pound
Special Handling Shipment	\$.80 / Pound
Uncrated or Pad Wrap Shipment	\$.95 / Pound

- Minimum charge of \$ 200.00
- Unmarked freight will be cubed at 30 pounds per square foot.

When recording weight you must round up to the next one hundred (100) pounds. Example 445 lbs = 500 lbs.
 Shipments arriving from different carriers and / or on different dates and times will be billed individually.
 Weights of separate shipments will not be consolidated.

SHIPPING ADDRESS: REFER TO ATTACHED "SHIPPING INSTRUCTIONS & ADDRESSES" FORM

MATERIAL SHIPPED FROM (CITY)	CARRIER	PRO OR WAYBILL NUMBER
DATE SHIPPED	# OF CRATES OR SKIDS	# OF BOXES
TOTAL # OF PIECES	CUSTOMS BROKER	TOTAL WEIGHT
<ul style="list-style-type: none"> - RATES ARE BASED ON INCOMING WEIGHT ONLY. - DIMENSIONAL OR CUBIC WEIGHT WILL BE CHARGED WHERE APPLICABLE. - ALL PRICES SHOWN ARE IN CANADIAN DOLLARS. - PLEASE REMEMBER THAT YOU MUST CALL THE CARRIER OF YOUR CHOICE FOR RETURN SHIPPING. 		POST DEADLINE - ADD 20% SUB-TOTAL 7% P.S.T. 5% G.S.T. TOTAL

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY	BOOTH #: _____
COMPANY: _____	PHONE #: _____
ADDRESS: _____	FAX #: _____
CITY & PROVINCE: _____	POSTAL CODE: _____
ORDERED BY (PLEASE PRINT): _____	

PLEASE READ CAREFULLY! YOU ARE ENTERING A CONTRACT WHICH MAY LIMIT YOUR POSSIBLE RECOVERIES IN CASE OF LOSS OR DAMAGE. The terms and conditions set forth below are part of the contractual agreement between Show In Motion and you, the EXHIBITOR, who accepts the terms and conditions of this contract once any of the following are met;

- The Materials Handling Agreement is signed; OR
- The Exhibitors materials are delivered by a carrier to either the Show In Motion warehouse, an advanced storage warehouse OR a show site where Show In Motion is the official show contractor; OR
- An order for labor and / or rental equipment is placed by the Exhibitor with Show In Motion.

DEFINITIONS;

For purposes of this contract, Show In Motion means Show in Motion (SIM), Vancouver Display (VDS), and their employees, agents, officers, and related entities including but not limited to any subcontractors that SIM may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor (EAC). Furthermore, it is understood and agreed that the "EXHIBITOR" is in fact the "SHIPPER" for all purposes, and circumstances notwithstanding anything contained in this contract to the contrary.

INBOUND AND OUTBOUND SHIPMENTS;

Consistent with standard industry practices, there may be a lapse of time between the delivery of shipments to the booth and the arrival of the EXHIBITOR or his representative. During such time, the materials will be left unattended. Show In Motion will not be held responsible or liable for any loss, damage, theft or disappearance of materials after same have been delivered to EXHIBITORS booth.

Consistent with standard industry practices, there may be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto outbound carrier. During such time, the materials will be left unattended. Show In Motion will not be held responsible or liable for any loss, damage, theft or disappearance of materials before same have been picked up for reloading at the conclusion of the event.

EXHIBIT MATERIAL RETURNED TO SHOW IN MOTION WAREHOUSE TO AWAIT PICK-UP BY EXHIBITOR APPOINTED CARRIER WILL INCUR STORAGE CHARGES AT STANDARD INDUSTRY RATES.

PACKAGING & CRATES;

SIM shall not be responsible for damage to loose, uncrated materials, pad wrapped or shrink wrapped, materials, glass breakage, concealed damage, carpets in bags or poly or materials improperly packed. In addition, SIM shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift or similar means.

EMPTY CONTAINERS;

Empty container labels will be available from the show site service desk. Affixing labels to the containers is the sole responsibility of EXHIBITOR or his representative. All previous labels should be removed or obliterated. SIM assumes no responsibility for;

- Error in above procedures
- Removal of containers with old empty labels
- Removal of containers without SIM empty labels
- Improper information on empty labels

SIM WILL NOT BE LIABLE FOR LOSS OR DAMAGE TO CRATES AND CONTAINERS OR THEIR CONTENTS WHILE SAID ITEMS ARE IN EMPTY CONTAINER STORAGE.

DESIGNATED CARRIERS;

In order to expedite removal of materials from show site, SIM shall have the authority to change designated carriers if the carrier designated by EXHIBITOR does not pick up shipment(s) within 5 hours following close of exhibits. Where no disposition is made by EXHIBITOR, materials may be taken to SIM warehouse to await EXHIBITOR shipping instructions and EXHIBITOR agrees to be responsible for charges related to re-routing and handling. IN NO EVENT SHALL SIM BE RESPONSIBLE OR LIABLE FOR ANY LOSS RESULTING FROM SUCH RE-ROUTING. EXHIBITOR hereby agrees and understands that the carriers terms and conditions apply to their shipment and material once it has been accepted by said carrier. SIM WILL NOT BE RESPONSIBLE OR LIABLE FOR FAILURE TO PROVIDE THESE CARRIER TERMS AND CONDITIONS TO THE EXHIBITOR.

SIM'S RESPONSIBILITIES;

SIM shall be responsible only for those services which it directly provides. SIM assumes no responsibility for any persons, parties or other contracting firms not under SIM'S direct supervision and control. SIM shall not be responsible for any loss or damage due to strike, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failure, explosion or any other circumstance over which it has no control.

INSURANCE;

It is understood that SIM is not an insurer. Any insurance shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide SIM with a release and waiver of subrogation to the extent of any insurance settlement received.

CLAIM(S) FOR LOSS;

EXHIBITOR understand and agrees that any and all claims for loss or damage must be submitted, in writing, to SIM immediately at show site, and in any case, no later than the conclusion of the show. For purposes of claim reporting the "conclusion" of the show shall be construed as the time when EXHIBITOR'S materials are delivered to the carrier for transportation from show site. EXHIBITOR agrees and understands that all claims after this time shall be rejected.

MAXIMUM RECOVERY;

If found liable for any loss, SIM'S sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S materials and EXHIBITOR'S sole and exclusive remedy is limited to repair or replacement of like kind and quality, subject to a dollar amount limit equal to the amount paid by EXHIBITOR to SIM for material handling services during the show or exposition under this contract.

BREACH OF CONTRACT AND / OR NEGLIGENCE ONLY;

SIM'S liability shall be limited to any loss or damage which results solely from SIM'S negligence in the actual physical handling of the items comprising EXHIBITOR'S shipment(s) OR which results from BREACH OF THIS CONTRACT and not for any other type of damage or loss. In no event shall SIM be liable to the exhibitor or to any other party for special, collateral, exemplary, indirect, incidental or consequential damages, whether such damages occur either prior to, subsequent to or are alleged as a result of tortious conduct, failure of the equipment or services of SIM or breach of any of the provisions of this agreement regardless of the form of action, whether in contract or in tort, including strict liability and negligence, even if SIM has been advised or has notice of the possibility of such damages, or for any damages caused by EXHIBITOR'S failure to perform EXHIBITOR'S responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or business interruption, or other consequential or indirect economic loss(es).

JURISDICTION;

THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE PROVINCE OF BRITISH COLUMBIA WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES.

INDEMNIFICATION;

EXHIBITOR agrees to indemnify, forever hold harmless and defend SIM and their employees, officers and agents from and against any and all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury or death, damage to or loss of property or profits arising out of, or contributed to, by any of the following;

- EXHIBITOR'S negligent supervision of any labor secured through SIM, or the negligent supervision of such labor by any of EXHIBITOR'S employees, agents, representatives, customers, invitees and/or any Exhibitor Appointed Contractor (EAC);
- EXHIBITOR'S negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of EXHIBITOR'S employees, agents, representatives, customers, invitees, and/or any Exhibitor Appointed Contractor (EAC) at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or negligent handling of SIM'S equipment;
- EXHIBITOR'S violation of federal, provincial or local ordinances;
- EXHIBITOR'S violation of Show Regulations and/or Rules as published and set forth by facility and/or Show Management.

MISCELLANEOUS;

EXHIBITOR, as a material part of the consideration to SIM for material handling services, waives and releases all claims against SIM, its' employees, agents and officers with respect to all matters for which SIM has disclaimed liability pursuant to the provisions of this contract. The EXHIBITOR acknowledges that he or she has read this agreement, understands it and agrees to be bound by its terms, and further agrees that it is the complete and exclusive agreement between the parties. The invalidity or unenforceability of any provision hereof shall not affect, modify or impair the validity and enforceability of all other provisions herein.

DEFINITIONS OF SERVICE;

CRATED: Material that is skidded or is in any type of shipping crate that can be unloaded at dock height with no additional handling required.

SPECIAL HANDLING: Material delivered by the carrier in such a manner that it requires additional handling such as ground unloading, stacked or constricted space unloading, designated piece unloading, loads mixed with pad wrapped material, multiple shipments, carpet and / or pad only shipments and shipments that require additional time, equipment or labor to unload. FedEx, UPS, Purolator and DHL are included in this category due to their delivery procedures.

UNCRATED: Material that is shipped loose or pad wrapped, and / or unskidded machinery without proper lifting bars or hooks.



TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

SHIPPING INSTRUCTIONS AND ADDRESSES (PAGE ONE)

SHIPPING INSTRUCTIONS

SHIPMENTS DIRECT TO SHOW SITE ARE NOT PERMITTED AND WILL BE REFUSED.

SHIPMENTS MAY BE SENT TO THE ADVANCE WAREHOUSE UP TO 21 DAYS PRIOR TO MOVE-IN.

SHIPMENTS RECEIVED WITHIN 5 BUSINESS DAYS OF MOVE-IN WILL INCUR POST DEADLINE CHARGES

FREIGHT NOT PROPERLY CRATED, BOXED OR SHRINK WRAPPED TO A PALLET
WILL INCUR ADDITIONAL MATERIALS HANDLING CHARGES.

ALL MATERIALS HANDLING SERVICES PROVIDED BY SHOW IN MOTION ARE IN ACCORDANCE
WITH THE CONDITIONS SPECIFIED ON THE ATTACHED TERMS & CONDITIONS FORM.

IT IS THE RESPONSIBILITY OF THE EXHIBITOR TO MAKE RETURN
SHIPPING ARRANGEMENTS WITH THE CARRIER OF THEIR CHOICE.

ADVANCE RECEIVING - INTERNATIONAL SHIPMENTS

**FOLLOW THESE DIRECTIONS FOR ALL SHIPMENTS USING
LIVINGSTON EVENT LOGISTICS FOR CUSTOMS CLEARANCE.**

FOR ADVANCE RECEIVING, YOUR COMPLETED MATERIALS HANDLING AND CREDIT CARD
AUTHORIZATION FORMS MUST BE SENT TO SHOW IN MOTION. THIS IS IN ADDITION TO FORMS
REQUIRED BY LIVINGSTON EVENT LOGISTICS.

ADVANCE RECEIVING INCLUDES THE FOLLOWING;

- RECEIVING YOUR MATERIAL UP TO 21 DAYS PRIOR TO MOVE-IN.
- DELIVERING YOUR MATERIAL TO SHOW SITE AND PLACEMENT AT YOUR BOOTH.
- REMOVAL OF EMPTY CRATES FOR STORAGE DURING EXHIBIT HOURS.
- RETURN OF EMPTY CRATES AT CLOSE OF SHOW.
- LOADING OF YOUR MATERIAL ON TO DESIGNATED TRUCK FOR RE-SHIPMENT.

PLEASE REMOVE ALL OLD SHIPPING LABELS AND ENSURE THAT ALL FREIGHT DESTINED FOR THIS
EVENT IS LABELLED WITH THE FOLLOWING INFORMATION;

**ACMS ANNUAL MEETING
C/O SHOW IN MOTION SERVICES, INC.
4840 MILLER ROAD, DOOR 28
RICHMOND, BC, CANADA, V7B-1K7**



TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

SHIPPING INSTRUCTIONS AND ADDRESSES (PAGE TWO)

SHIPPING INSTRUCTIONS - CONTINUED

ADVANCE RECEIVING - DOMESTIC & L.V. SHIPMENTS

FOLLOW THESE DIRECTIONS FOR DOMESTIC SHIPMENTS, LOW VALUED SHIPMENTS THAT WILL BE CUSTOMS CLEARED BY THE CARRIER OR INTERNATIONAL SHIPMENTS CLEARED BY A BROKER OTHER THAN LIVINGSTON EVENT LOGISTICS.

FOR ADVANCE RECEIVING, YOUR COMPLETED MATERIALS HANDLING AND CREDIT CARD AUTHORIZATION FORMS MUST BE SENT TO SHOW IN MOTION.

ADVANCE RECEIVING INCLUDES THE FOLLOWING;

- RECEIVING YOUR MATERIAL UP TO 21 DAYS PRIOR TO MOVE-IN.
- DELIVERING YOUR MATERIAL TO SHOW SITE AND PLACEMENT AT YOUR BOOTH.
- REMOVAL OF EMPTY CRATES FOR STORAGE DURING EXHIBIT HOURS.
- RETURN OF EMPTY CRATES AT CLOSE OF SHOW.
- LOADING OF YOUR MATERIAL ON TO DESIGNATED TRUCK FOR RE-SHIPMENT.

PLEASE REMOVE ALL OLD SHIPPING LABELS AND ENSURE THAT ALL FREIGHT DESTINED FOR THIS EVENT IS LABELLED WITH THE FOLLOWING INFORMATION;

**ACMS ANNUAL MEETING
C/O SHOW IN MOTION SERVICES, INC.
21 - 8528 - 123 STREET
SURREY, BC, CANADA, V3W-3V6**

LIMITS OF LIABILITY

REFER TO ATTACHED "TERMS AND CONDITIONS" SHEET".

PLEASE DO NOT HESITATE TO CONTACT US WITH ANY QUESTIONS.
CONTACT BRIAN HUGGAN AT 604-507-0213 OR brian@showinmotion.com.



TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

PRIORITY EMPTY RETURN ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

PRIORITY EMPTY CONTAINER RETURN

This service provides for the Priority Return of your empty containers.

Empty containers utilizing this service will be returned within 30 minutes of the close of the show.

This service must be ordered prior to your empty containers being removed from the exhibit floor and entered in to storage.

If you would like to take advantage of this service, please complete the information below and return this form to Show In Motion.

Priority Empty Container Return.....\$ 75.00 per Container

Estimated Number of Pieces..... _____

PLEASE NOTE THAT THIS SERVICE CANNOT BE ORDERED ONCE YOUR EMPTY CONTAINERS HAVE BEEN REMOVED FROM THE EXHIBIT HALL FOR STORAGE.	SUB-TOTAL	
	POST DEADLINE (ADD 20%)	
	7% P.S.T.	
	5% G.S.T.	
	TOTAL	

- ALL PRICES SHOWN ARE IN CANADIAN DOLLARS.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____

COMPANY: _____ PHONE #: _____

ADDRESS: _____ FAX #: _____

CITY & PROVINCE: _____ POSTAL CODE: _____

ORDERED BY (PLEASE PRINT): _____



TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

OUTBOUND FREIGHT ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

OUTBOUND FREIGHT ORDER FORM

In accordance with the storage and freight policies of both the facility and this event, all outbound freight must be shipped directly from show site immediately following the close of the exhibit.

If this policy is inconvenient for you and / or your carrier we are pleased to offer you the option of having your exhibit material returned to our warehouse to await pick-up from your carrier at a convenient time during normal business hours.

If you would like to order this service please complete the required information below and return this form to Show In Motion.

This service is offered in conjunction with our standard Materials Handling Service. You must complete and return the attached Materials Handling Order Form as well.

RATES

\$.40 / pound.
 \$ 100.00 minimum charge.
 15% Fuel Surcharge.

PICK-UP INFORMATION

ADDRESS: 21 - 8528 - 123 STREET
 SURREY, BC, V3W-3V6
 HOURS: 9:00 AM - 4:00 PM
 (PACIFIC TIME)
 MONDAY - FRIDAY

PLEASE NOTE THAT EXHIBIT MATERIAL REMAINING ON SITE BEYOND THE DESIGNATED MOVE-OUT TIME WILL BE FORCED TO OUR WAREHOUSE AT THE ABOVE PREVAILING RATES.

PLEASE NOTE THAT YOU OR YOUR REPRESENTATIVE MUST MAKE PICK-UP ARRANGEMENTS WITH YOUR CARRIER. UNLESS ARRANGED IN ADVANCE WE WILL NOT CONTACT YOUR CARRIER ON YOUR BEHALF TO COORDINATE THE PICK-UP.

- ALL PRICES SHOWN ARE IN CANADIAN DOLLARS.
- PRICES SHOWN INCLUDE PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

ESTIMATED SUBTOTAL
15% FSC
20% POST DEADLINE
SUB-TOTAL
7% P.S.T.
5% G.S.T.
TOTAL

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY	BOOTH #: _____
COMPANY: _____	PHONE #: _____
ADDRESS: _____	FAX #: _____
CITY & PROVINCE: _____	POSTAL CODE: _____
ORDERED BY (PLEASE PRINT): _____	



CLEANING SERVICES ORDER FORM

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

As the official service contractor, Show In Motion has exclusive jurisdiction over all cleaning services. The cleaning services provided by the exhibit hall include only a general sweeping of the aisles. All carpets ordered from Show In Motion will be installed in clean condition, however you may wish to order cleaning service prior to show opening to remove any debris caused during set-up. Cleaning service required within your booth space may be ordered below.

Our basic service includes daily vacuuming of carpet, emptying of wastepaper baskets, cleaning and dusting of exhibit and furnishings. 100 Square Foot Minimum charge.

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

ADVANCE ORDERS PRIOR TO DEADLINE DATE

TOTAL SQUARE FEET _____ X NUMBER OF DAYS _____ X \$.48 = \$ _____

ORDERS PLACED AFTER DEADLINE DATE

TOTAL SQUARE FEET _____ X NUMBER OF DAYS _____ X \$.58 = \$ _____

BOOTH CLEANING FIRST DAY ONLY

TOTAL SQUARE FEET _____ X 1 DAY X \$.65 = \$ _____

CALCULATE 7% P.S.T. ON ABOVE TOTAL \$ _____

CALCULATE 5% G.S.T. ON ABOVE TOTAL \$ _____

TOTAL COST \$ _____

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- ALL CARPETS ORDERED FROM US ARE INSTALLED CLEAN FOR YOUR USE. HOWEVER YOU MAY ORDER CLEANING SERVICES FOR DEBRIS CREATED DURING SET-UP AND SHOW HOURS.
- ALL PRICES ARE IN CANADIAN DOLLARS.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY	BOOTH #:
COMPANY:	PHONE #:
ADDRESS:	FAX #:
CITY & PROVINCE:	POSTAL CODE:
ORDERED BY (PLEASE PRINT):	



TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

COMPUTER & A/V ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

ITEM	PRICE	PRICE	QUANTITY	AMOUNT
	Advance Order Daily Rate	Post Deadline Daily Rate		
DIGITAL PROJECTORS				
HP vp6121 - 2000:1 contrast, 2000 lumens - wireless remote	400.00	480.00		
HP mp3130 - 2000:1 contrast, 1800 lumens - wireless remote	500.00	600.00		
MONITORS				
18" LCD Monitor	100.00	120.00		
20" LCD Monitor	150.00	180.00		
27" LCD Monitor	250.00	300.00		
32" LCD Monitor	300.00	360.00		
TELEVISIONS				
28" TV / DVD Combo	150.00	180.00		
17" HD LCD TV	115.00	140.00		
27" HD LCD TV	250.00	300.00		
32" HD LCD or Plasma TV	300.00	360.00		
42" HD LCD or Plasma TV	400.00	480.00		
50" HD Plasma TV	600.00	720.00		
Tower Speakers (for plasma screen)	150.00	180.00		
DVD Player or VCR Player (Circle Preference)	75.00	90.00		
Skirted A/V Cart	30.00	36.00		
COMPUTER SYSTEMS (Monitor Not Included)				
Intel Xeon - 6g, 2 MB, 16x CD / DVD Burner, Windows XP Pro	300.00	350.00		
Pentium D - 2.8g, 2 MB, 16X CD/DVD Burner, XP Pro	250.00	300.00		
PRINTERS				
HP Laser Jet 2420, 22 PPM, 32 MB, Black	150.00	180.00		
HP LaserJet 3600N, 17 PPM, 64 MB, Color	200.00	240.00		
OPTIONS				
Internal Zip Drive	55.00	66.00		
Internet Sound Card 16 Bit Sound Blaster with Speakers	55.00	66.00		
650 VA Smart Interuptable Power Supply	75.00	90.00		
Custom Audio and Visual Packages Available on Request - Please Call Us.				
		LABOR		\$ 50.00
		SUB-TOTAL		
		7 % P.S.T.		
		5 % G.S.T.		
		TOTAL		

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL



- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- MINIMUM RENTAL INCLUDES EACH EXHIBIT DAY OR PORTION THEREOF.
- PRICES SHOWN ARE IN CANADIAN DOLLARS AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY	BOOTH #:
COMPANY:	PHONE #:
ADDRESS:	FAX #:
CITY & PROVINCE:	POSTAL CODE:
ORDERED BY (PLEASE PRINT):	



EXHIBIT INSTALLATION ORDER FORM

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

REGULAR TIME	8:00 A.M. - 4:00 P.M. - WEEKDAYS	\$ 60.00 / HR.
OVERTIME	4:00 P.M. - 6:00 P.M. - WEEKDAYS 8:00 A.M. - 4:00 P.M. - SATURDAYS	\$ 70.00 / HR.
DOUBLE TIME	ALL OTHER HOURS INCLUDING SUNDAYS & HOLIDAYS	\$ 82.00 / HR.
SUPERVISORY CHARGE	25% OF LABOR TOTAL	<input type="checkbox"/> REQUIRED <input type="checkbox"/> NOT REQUIRED

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

INSTALLATION (ESTIMATED REQUIREMENTS):

DATE: _____ START TIME DESIRED: _____

NUMBER OF MEN REQUESTED: _____ ESTIMATED NUMBER OF MAN HOURS : _____

ESTIMATED INSTALLATION CHARGES: \$ _____

DISMANTLE (ESTIMATED REQUIREMENTS):

DATE: _____ START TIME DESIRED: _____

NUMBER OF MEN REQUESTED: _____ ESTIMATED NUMBER OF MAN HOURS : _____

ESTIMATED INSTALLATION CHARGES: \$ _____

- SUPERVISORY CHARGES WILL APPLY UNLESS THERE IS A REPRESENTATIVE FROM YOUR COMPANY IN ATTENDANCE DURING BOTH INSTALLATION AND DISMANTLING.
- MINIMUM CHARGE OF 1 (ONE) MAN HOUR. LABOR THEREAFTER IS CHARGED IN ONE-HALF (1/2) HOUR INCREMENTS.
- ALL WORK WILL BE DONE ON REGULAR TIME WHEN POSSIBLE
- YOU MUST REPORT TO SHOW IN MOTION SERVICE DESK TO COLLECT YOUR LABOR IF EXHIBITOR SUPERVISED.

TOTAL ESTIMATED CHARGES

25% SUPERVISION CHARGE
(\$ 35.00 Minimum)

POST DEADLINE + 20%

SUB-TOTAL

5% G.S.T.

7% P.S.T.

TOTAL



EVENT NAME: _____ AMERICAN COLLEGE OF MOHS SURGERY _____ BOOTH #: _____

COMPANY: _____ PHONE #: _____

ADDRESS: _____ FAX #: _____

CITY & PROVINCE: _____ POSTAL CODE: _____

ORDERED BY (PLEASE PRINT): _____



COMPANY NAME: _____

BOOTH NUMBER: _____

PLEASE COMPLETE THE FOLLOWING INFORMATION IF YOUR DISPLAY IS TO BE SET-UP AND / OR DISMANTLED BY SHOW IN MOTION AND YOU WILL NOT BE PRESENT TO SUPERVISE THE INSTALLATION AND / OR DISMANTLE.

INBOUND SHIPPING INFORMATION

CARRIER: _____ CARRIER PHONE #: _____

SHIPPED TO: WAREHOUSE _____ SHOW SITE _____ FROM (CITY/STATE): _____ DATE SHIPPED: _____

TOTAL NUMBER OF: CRATES _____ CARTONS _____ OTHER (SPECIFY): _____

SET-UP INFORMATION

SETUP PLAN / PHOTO: ATTACHED _____ SENT WITH EXHIBIT _____ IN CRATE # _____

CARPET: WITH EXHIBIT _____ RENTED FROM SHOW IN MOTION _____ COLOR _____ SIZE _____

ELECTRICAL PLACEMENT: DRAWING ATTACHED _____ WITH EXHIBIT _____ ELECTRICAL UNDER CARPET _____

COMMENTS: _____

GRAPHICS: WITH EXHIBIT _____ SHIPPED SEPERATELY _____ CARRIER _____

COMMENTS: _____

SPECIAL TOOLS / HARDWARE REQUIRED: _____

OUTBOUND SHIPPING INFORMATION:

SHIP TO: _____

METHOD: COMMON CARRIER _____ AIR FREIGHT _____ VAN LINE _____ OTHER (Specify) _____

CARRIER (If Known): _____

FREIGHT CHARGES: PREPAID _____ COLLECT _____ ACCOUNT # _____

PLEASE PROVIDE AN EMERGENCY CONTACT:

NAME: _____ PHONE # _____



CARPET LEASE ORDER FORM

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

32 OZ. DESIGNER SELECT CARPET

Guaranteed new, premium quality carpet.
Available in a variety of designer colors.
Price includes delivery, installation, taping and removal.
A surcharge will be applied for any damage after installation.

- Black Pewter Charcoal Royal Blue
Navy Emerald Peacock Berry
Red Burgundy Purple White

Booth Size: _____' x _____' = _____ Square Feet
*** 100 Square Foot Minimum ***

PRICE Advance Order	PRICE Post Deadline	QUANTITY	AMOUNT
\$ 2.50 (Sq. Ft.)	\$ 3.00 (Sq. Ft.)		

20 OZ. STANDARD CARPET

Available in five standard colors.
Price includes delivery, installation, taping and removal.
A surcharge will be applied for any damage after installation.

- Silver Blue Forest Green
Purple Red

Booth Size: _____' x _____' = _____ Square Feet
*** 100 Square Foot Minimum ***

PRICE Advance Order	PRICE Post Deadline	QUANTITY	AMOUNT
\$ 1.75 (Sq. Ft.)	\$ 2.50 (Sq. Ft.)		

REBOND FOAM PADDING

Price includes delivery, installation and removal.
A surcharge will be applied for any damage done after installation.

Booth Size: _____' x _____' = _____ Square Feet
*** 100 Square Foot Minimum ***

PRICE Advance Order	PRICE Post Deadline	QUANTITY	AMOUNT
\$.90 (Sq. Ft.)	\$ 1.08 (Sq. Ft.)		

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE IN CANADIAN DOLLARS.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

SUB-TOTAL	
7% P.S.T.	
5% G.S.T.	
TOTAL	

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
 COMPANY: _____ PHONE #: _____
 ADDRESS: _____ FAX #: _____
 CITY & PROVINCE: _____ POSTAL CODE: _____
 ORDERED BY (PLEASE PRINT): _____



FURNITURE LEASE ORDER FORM

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

DISPLAY ITEMS	PRICE	PRICE	QUANTITY	AMOUNT
	Advance Order	Post Deadline		
TABLES & RISERS				
Covered & Skirted Display Table (2' X 4')	\$ 65.00	\$ 78.00		
Covered & Skirted Display Table (2' X 6')	77.00	92.00		
Covered & Skirted Display Table (2' X 8')	84.00	101.00		
4th. Side Of Table Skirted	35.00	42.00		
Extension To 40" Height - Add	35.00	42.00		
Unskirted Display Table	45.00	54.00		
Blue, Teal, Green, Red, Black, Silver, Purple, Gold or White (Circle Preference)				
30" Round Pedestal Table - 28" High with White Linen	65.00	78.00		
30" Round Pedestal Table - 28" High with Black Linen	70.00	84.00		
30" Round Bistro Table - 40" High with White Linen	75.00	90.00		
30" Round Bistro Table - 40" High with Black Linen	80.00	96.00		
30" Round Coffee Table - 17" High with White Linen	60.00	72.00		
30" Round Coffee Table - 17" High with Black Linen	65.00	78.00		
Table Risers - 8" high X 6" deep X 72" long	30.00	36.00		
CHAIRS				
Executive High Back Swivel Chair (Black Leather)	90.00	108.00		
Executive Low Back Swivel Chair (Black Leather)	80.00	96.00		
Executive Low Back Swivel Chair (Black Fabric)	70.00	84.00		
Deluxe Executive Armchair (Black Leather)	65.00	78.00		
High Back Swivel Stool (Black or Silver) (Fabric)	60.00	72.00		
Upholstered Armchair (Black or Silver)	45.00	54.00		
Upholstered Side Chair (No Arms)	40.00	48.00		
Upholstered Folding Chair (Black)	25.00	30.00		
COMPLIMENTS (See Also Custom Accessories Sheet)				
2' x 8' Grid Panels - Black Chrome White	30.00	36.00		
Plexi Glass Ballot Box	30.00	36.00		
Tripod Easel - Black 6' tall	18.00	22.00		
Bag Holder - Chrome	45.00	54.00		
Waste Paper Basket	15.00	18.00		

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL



- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE IN CANADIAN DOLLARS, ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

SUB-TOTAL
7% P.S.T.
5% G.S.T.
TOTAL

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____

COMPANY: _____ PHONE #: _____

ADDRESS: _____ FAX #: _____

CITY & PROVINCE: _____ POSTAL CODE: _____

ORDERED BY (PLEASE PRINT): _____



DELUXE FURNITURE & APPLIANCE LEASE ORDER FORM

TELEPHONE: (250) 495-5025
FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE
APRIL 11, 2008

ITEM	PRICE	PRICE	QUANTITY	AMOUNT
	Advance Order	Post Deadline		
Black Leather Sofa	350.00	420.00		
Black Leather Love Seat	300.00	360.00		
Black Leather Club Chair	250.00	300.00		
Navy Upholstered Sofa	250.00	300.00		
Navy Upholstered Love Seat	200.00	240.00		
Burgundy Wingback Chair	150.00	180.00		
Black Wishbone Floor Lamp	90.00	110.00		
Black Wishbone Table Lamp	60.00	75.00		
Brushed Steel Floor Lamp	90.00	110.00		
Brushed Steel Table Lamp	60.00	75.00		
Cherry Wood Conference Table (42" x 96")	300.00	350.00		
Black Leather High Back Swivel Board Room Chairs	65.00	80.00		
Black Geo Coffee Table	85.00	102.00		
Black Geo End Table	65.00	80.00		
Black & Brass Coffee Table	85.00	102.00		
Black & Brass End Table	65.00	80.00		
Black Laminate Executive Desk	200.00	240.00		
Black Laminate Bookcase - 6' Tall	90.00	110.00		
Bar Stools (White & Oak)	30.00	36.00		
Wrought Iron & Oak Park Bench	75.00	90.00		
Bar Refrigerator (4.5 cubic feet)	90.00	110.00		
Full Size Refrigerator (16 cubic feet)	150.00	180.00		
Old Fashioned Style Popcorn Machine	250.00	300.00		

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

SUB-TOTAL

7% P.S.T.

5% G.S.T.

TOTAL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH AND ARE IN CANADIAN DOLLARS.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.



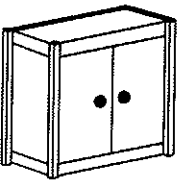
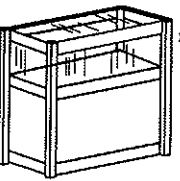
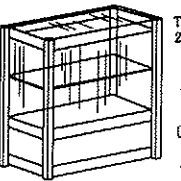
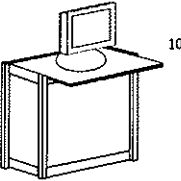
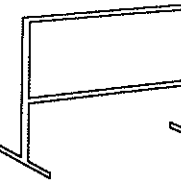

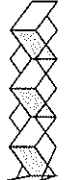
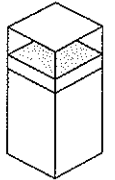
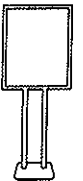

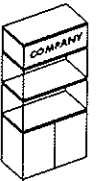
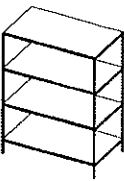
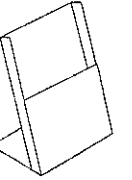
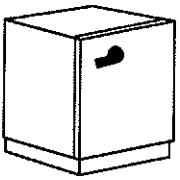
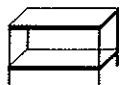

EVENT NAME: _____ AMERICAN COLLEGE OF MOHS SURGERY _____	BOOTH #: _____
COMPANY: _____	PHONE #: _____
ADDRESS: _____	FAX #: _____
CITY & PROVINCE: _____	POSTAL CODE: _____
ORDERED BY (PLEASE PRINT): _____	

SHOW IN Motion

TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

CUSTOM ACCESSORIES ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

COUNTER \$ 250  SLIDING DOORS INSIDE SHELF 20" X 40" X 40" <input type="checkbox"/> LOCK ADD \$ 20.00 <input type="checkbox"/> WHITE OR <input type="checkbox"/> BLACK	JEWELLERY CASE \$ 350  ONE SHELF 20" X 40" X 40" <input type="checkbox"/> LOCK ADD \$ 20.00 HALOGEN <input type="checkbox"/> LIGHT ADD \$ 30.00	SHOW CASE \$ 400  TWO SHELVES 20" X 40" X 40" <input type="checkbox"/> LOCK ADD \$ 20.00 HALOGEN <input type="checkbox"/> LIGHT ADD \$ 30.00	COMPUTER COUNTER \$ 300  10" KEYBOARD TRAY SLIDING DOORS INSIDE SHELF 20" X 40" X 40" <input type="checkbox"/> LOCK ADD \$ 20.00
POSTER BOARD \$ 125  4' X 8' VERTICAL <input type="checkbox"/> OR HORIZONTAL <input type="checkbox"/> (SHOWN)	CHROME BAG HOLDER \$ 45 	LITERATURE RACK \$ 45  BLACK DOUBLE SIDED	MONITOR STAND \$ 180  <input type="checkbox"/> 20" X 20" X 40" <input type="checkbox"/> 20" X 20" X 54" <input type="checkbox"/> OPTIONAL KEYBOARD TRAY AVAILABLE ADD \$ 25.00
SIGN HOLDER \$ 30  22" X 28" CHROME <input type="checkbox"/> OR BLACK <input type="checkbox"/>	TRACK LIGHTING  <input type="checkbox"/> 3 HEAD - \$ 120 <input type="checkbox"/> 5 HEAD - \$ 150	TOWER COMBO \$ 350  2 SHELVES INSIDE SHELF 20" X 40" X 96" COMPANY NAME OR PRODUCT SIGN INCLUDED	SHELF UNITS  <input type="checkbox"/> 2 SHELVES 26" \$125 <input type="checkbox"/> 3 SHELVES 40" \$150 <input type="checkbox"/> 4 SHELVES 54" \$175
BROCHURE RACK \$ 15  <input type="checkbox"/> 4" X 9" OR <input type="checkbox"/> 9" X 11" <input type="checkbox"/> COUNTER TOP <input type="checkbox"/> WALL MOUNT	BAR FRIDGE \$ 90  1.7 CUBIC FEET WHITE	END TABLE \$ 65  BLACK & GLASS <input type="checkbox"/> GUN METAL & GLASS <input type="checkbox"/>	COFFEE TABLE \$ 85  BLACK & GLASS <input type="checkbox"/> GUN METAL & GLASS <input type="checkbox"/>

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

SPECIAL INSTRUCTIONS:

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

SUB-TOTAL	
POST DEADLINE (ADD 20%)	
7% P.S.T.	
5% G.S.T.	
TOTAL	

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
 COMPANY: _____ PHONE #: _____
 ADDRESS: _____ FAX #: _____
 CITY & PROVINCE: _____ POSTAL CODE: _____
 ORDERED BY (PLEASE PRINT): _____

SHOW **ON** Motion

TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

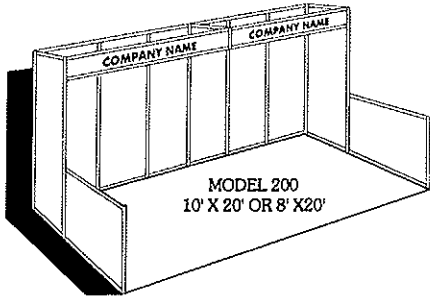
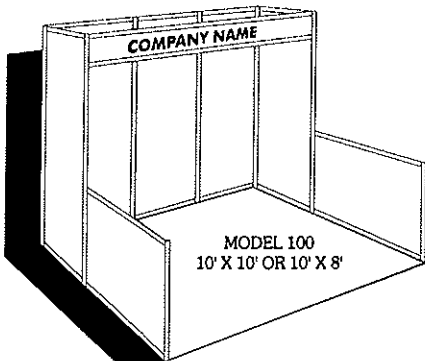
HARDWALL ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

WE CAN ALSO CUSTOM DESIGN ANY SIZE OF RENTAL EXHIBIT TO SUIT YOUR SPECIFIC REQUIREMENTS. PLEASE CALL US FOR FURTHER INFORMATION.

FEATURES;

- HARDWALL BACKWALLS & STEPDOWN SIDEWALLS
- BLACK, WHITE, SILVER OR BLUE PANELS (CIRCLE PREFERENCE)
- SILVER, BLUE OR GREEN CARPET (CIRCLE PREFERENCE)
- 1 COMPANY OR PRODUCT NAME SIGN (UP TO 15 CHARACTERS) (2 WITH MODEL 200)
- 1- 30" DIAMETER TABLE (2 WITH MODEL 200)
- 2 UPHOLSTERED CHAIRS (4 WITH MODEL 200)
- 1 TROPICAL PLANT (2 WITH MODEL 200)
- 1 WASTEBASKET (2 WITH MODEL 200)
- 3 - 150 WATT FLOODLIGHTS (6 WITH MODEL 200) POWER INCLUDED



	PRE-ORDER PRICE	POST DEADLINE PRICE	AMOUNT
MODEL 100 BOOTH PACKAGE	\$ 900.00	\$ 1050.00	
MODEL 200 BOOTH PACKAGE	\$ 1200.00	\$ 1440.00	
MODEL 100 SHELL ONLY - NO FURNITURE	\$ 700.00	\$ 840.00	
MODEL 200 SHELL ONLY - NO FURNITURE	\$ 900.00	\$ 1080.00	
— AVAILABLE OPTIONS —			
SLOTWALL PANELS - SILVER ONLY	\$ 75.00 EA.	\$ 90.00 EA.	
PEGBOARD PANELS - WHITE ONLY	\$ 50.00 EA.	\$ 60.00 EA.	
SHELVES - WHITE OR BLACK - 10" X 39"	\$ 25.00 EA.	\$ 30.00 EA.	
ADDITIONAL LETTERS FOR FASCIA SIGN	\$ 2.00 EA.	\$ 2.40 EA.	

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL ↕

FASCIA SIGN COPY - 15 CHARACTERS INCLUDED IN BOOTH PRICES

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

NO CHARGE

SUB-TOTAL
 7% P.S.T.
 5% G.S.T.
 TOTAL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____

COMPANY: _____ PHONE #: _____

ADDRESS: _____ FAX #: _____

CITY & PROVINCE: _____ POSTAL CODE: _____

ORDERED BY (PLEASE PRINT): _____

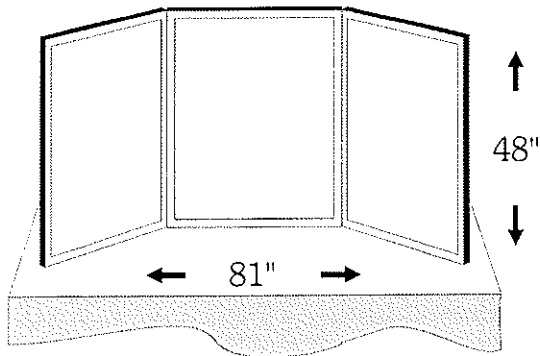


TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

POP-UP DISPLAY ORDER FORM

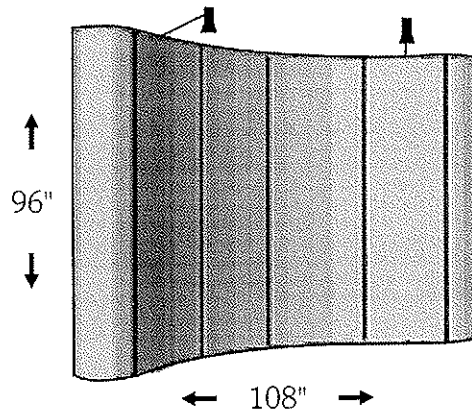
ORDER DEADLINE DATE
APRIL 11, 2008

TABLETOP DISPLAY
\$ 350



GREEN SILVER RED
 VELCRO PANELS WITH 2 LIGHTS
 INSTALLATION INCLUDED

POP-UP BOOTH
\$ 700



BLACK SILVER BLUE
 VELCRO PANELS WITH 2 LIGHTS
 INSTALLATION INCLUDED

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

SPECIAL INSTRUCTIONS:

SUB-TOTAL
POST DEADLINE
(ADD 20%)
7% P.S.T.
5% G.S.T.
TOTAL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
 COMPANY: _____ PHONE #: _____
 ADDRESS: _____ FAX #: _____
 CITY & PROVINCE: _____ POSTAL CODE: _____
 ORDERED BY (PLEASE PRINT): _____





TELEPHONE & INTERNET ORDER FORM

TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

ORDER DEADLINE DATE

APRIL 11, 2008

ALL TELEPHONE ORDERS MUST BE PLACED NO LESS THAN 3 DAYS PRIOR TO MOVE-IN TO BE GUARANTEED INSTALLATION IN TIME FOR YOUR EVENT. ISDN SERVICE REQUIRES A MINIMUM 30 DAYS LEAD TIME.

SERVICE REQUIRED	QUANTITY	ADVANCE PRICE ORDER (DAILY RATE)	POST DEADLINE PRICE (DAILY RATE)	AMOUNT
DID (Direct Inward Dial) - For use with modems, faxes and telephones. Includes unlimited calling access and handset if required. Category Five (Cat 5) cabling provided. Dial "9" to call out. Bypasses switchboard but goes through hotel phone system.		\$ 350.00 (Per Day)	\$ 420.00 (Per Day)	
ISDN Line for internet use - Telus NI-1 Microlink Service providing speed of 64k bps on each of two channels.		\$ 600.00 (Per Day)	\$ 720.00 (Per Day)	
ADSL High Speed Internet cable connection. Maximum downstream rate is 20 MBPS.		\$ 350.00 (Per Day)	\$ 420.00 (Per Day)	
Wireless Internet Connection		\$ 350.00 (Per Day)	\$ 420.00 (Per Day)	
Additional connection through a Hub or Router		\$ 90.00 (Per Day)	\$ 108.00 (Per Day)	
Rental of Hub Kit		\$ 90.00 (Per Day)	\$ 108.00 (Per Day)	

Special Instructions;

YOUR ORDER MUST BE RECEIVED A MINIMUM OF THREE (3) DAYS PRIOR TO MOVE-IN TO COMPLY WITH THE PHONE COMPANIES ADVANCE DEADLINE DATES. REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY. ALL PRICES SHOWN ARE IN CANADIAN DOLLARS. CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

SUB-TOTAL
7% P.S.T.
5% G.S.T.
TOTAL

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL



EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
 COMPANY: _____ PHONE #: _____
 ADDRESS: _____ FAX #: _____
 CITY & PROVINCE: _____ POSTAL CODE: _____
 ORDERED BY (PLEASE PRINT): _____



TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

PLANTS & FLOWERS LEASE ORDER FORM

ORDER DEADLINE DATE
APRIL 11, 2008

ITEM	QUANTITY	ADVANCE PRICE	POST DEADLINE PRICE	AMOUNT
Crysanthemums		\$ 50.00	\$ 60.00	
White Yellow Lavender				
Boston Ferns		\$ 60.00	\$ 72.00	
Ivy		\$ 60.00	\$ 72.00	
Azaleas		\$ 60.00	\$ 72.00	
3' - 4' Tropical Plants		\$ 80.00	\$ 96.00	
4' - 5' Tropical Plants		\$ 90.00	\$ 108.00	
6' Tropical Plants		\$ 120.00	\$ 144.00	
7' Plus Tropical Plants		Priced On Request		
Hanging Plants		\$ 50.00	\$ 60.00	
Small Vase Arrangements		\$ 85.00	\$ 102.00	
Fresh Cut Flower Arrangements		\$ 110.00	\$ 132.00	

NO ORDERS WILL BE PROCESSED UNTIL PAYMENT IS MADE IN FULL

ALL PLANTS INCLUDE DECORATIVE CONTAINERS, WATERING AND DELIVERY TO YOUR BOOTH

TROPICAL PLANTS WILL BE CHOSEN FROM THE FOLLOWING VARIETIES; ARECA PALM, FICUS BENJAMINA, QUEENSLAND SCHEFFLERA AND FICUS DECORA.

SUB-TOTAL

7% P.S.T.

5% G.S.T.

TOTAL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE FOR THE DURATION OF THE SHOW AND INCLUDE DELIVERY TO AND PICK-UP FROM YOUR BOOTH.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENTNAME: AMERICAN COLLEGE OF MOHS SURGERY	BOOTH #: _____
COMPANY: _____	PHONE #: _____
ADDRESS: _____	FAX #: _____
CITY & PROVINCE: _____	POSTAL CODE: _____
ORDERED BY (PLEASE PRINT): _____	



TELEPHONE: (250) 495-5025
 FACSIMILE: (250) 495-5026

ELECTRICAL LEASE ORDER FORM

ORDER DEADLINE DATE

APRIL 11, 2008

ELECTRICAL SERVICES - POWER	PRICE <small>Advance Order</small>	PRICE <small>Post Deadline</small>	QUANTITY	AMOUNT
120 Volt, 750 Watts, 6.2 Amp Single Outlet	105.00	126.00		
120 Volt, 1500 Watts, 12.5 Amp Duplex Outlet	150.00	180.00		
120 Volt, 2000 Watts, NEMA 5-20 Plug	200.00	240.00		
120 Volt, 3000 Watts, NEMA 5-30 Plug	250.00	300.00		
208 Volt, 15 Amp, Single Phase Service	300.00	360.00		
208 Volt, 20 Amp, Single Phase Service	350.00	420.00		
208 Volt, 30 Amp, Single Phase Service	390.00	468.00		
208 Volt, 60 Amp, Single Phase Service	On Request	On Request		
208 Volt, 15 Amp, Three Phase Service	350.00	420.00		
208 Volt, 20 Amp, Three Phase Service	500.00	600.00		
208 Volt, 30 Amp, Three Phase Service	640.00	768.00		
208 Volt, 60 Amp, Three Phase Service	On Request	On Request		
Tie-In Service, Additional Labor Charge. One Hour Minimum Install. 1/2 Hour Minimum Dismantle.	60.00/HR.	72.00/HR.		

SEE ATTACHED FORM FOR TERMS & CONDITIONS

TO RECEIVE ADVANCE PRICES FULL PAYMENT MUST ACCOMPANY YOUR ORDER AND BE RECEIVED PRIOR TO THE DEADLINE DATE NOTED ABOVE.

FOR A DEDICATED CIRCUIT OR 24 HOUR SERVICE DOUBLE THE OUTLET RATE PRICE.

ELECTRICITY WILL BE TURNED ON WITHIN 30 MINUTES OF SHOW OPENING AND OFF WITHIN 30 MINUTES AFTER SHOW CLOSING.

IF YOU REQUIRE HIGHER VOLTAGES, WATTAGES OR SPECIAL LIGHTING, PLEASE CALL FOR A QUOTE.

THERE IS A MINIMUM LABOR CHARGE OF 1.5 HOURS FOR ALL TIE-IN SERVICES AND ANY SERVICE REQUIRING 208 VOLT OR HIGHER SERVICES.

LABOR RATES:
 MONDAY - FRIDAY (EXCEPT HOLIDAYS)
 8:00 AM - 4:30 PM \$ 60.00 / HOUR
 ALL OTHER HOURS \$ 75.00 / HOUR

IT IS YOUR RESPONSIBILITY TO SUPPLY AN APPROVED GFCI PROTECTION DEVICE FOR ANY SERVICE PROVIDED FOR USE TO A HOT TUB.

ISLAND BOOTHS A SCALED FLOORPLAN MUST ACCOMPANY ALL ORDERS SHOWING LOCATION OF ELECTRICAL OUTLETS, CONNECTIONS AND LIGHTING EQUIPMENT.

PLEASE PROVIDE YOUR REQUIRED RECEPTACLE INFORMATION THIS IS REQUIRED FOR ALL 208 VOLT SERVICES.
 Straight Blade Twist Lock Tie-In

LIGHTING SERVICES	PRICE <small>Advance Order</small>	PRICE <small>Post Deadline</small>	QUANTITY	AMOUNT
Double Head Light Unit On Stand - 150 Watts	60.00	72.00		
Triple Head Light Unit On Stand - 150 Watts	70.00	84.00		
Arm Bar Light Unit - 75 Or 150 Watts	40.00	48.00		
Triple Head Extension Cord	20.00	24.00		
Power Bar / Surge Suppressor	30.00	36.00		

The required electrical service needed for the operation of the above lighting options is included in the unit price and need not be ordered separately.

SUB-TOTAL
 7% P.S.T.
 5% G.S.T.
TOTAL

- REMEMBER TO ORDER IN ADVANCE TO SAVE TIME AND MONEY.
- PRICES SHOWN ARE IN CANADIAN DOLLARS AND ARE FOR THE DURATION OF THE EXHIBITION.
- CALL US IF YOU NEED ANY ASSISTANCE OR HAVE ANY QUESTIONS.

EVENT NAME: AMERICAN COLLEGE OF MOHS SURGERY BOOTH #: _____
 COMPANY: _____ PHONE #: _____
 ADDRESS: _____ FAX #: _____
 CITY & PROVINCE: _____ POSTAL CODE: _____
 ORDERED BY (PLEASE PRINT): _____

COMMONLY ASKED QUESTIONS

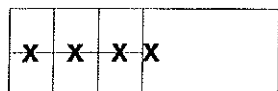
HOW MUCH POWER DO I NEED?

1. Calculate the power for your lighting needs by totalling the wattage of your lights.
2. For other equipment, read the rating from on the back or bottom of the unit (see example). The plate will tell you the amperage or wattage, voltage and phase requirements. Power must be ordered according to peak amperage ratings.
3. Separate locations in your booth will require separate outlets. 800 watt minimum per location.

120V 1 PH	= 120 Volt - Single Phase
60 Hz	= 60 Cycle
1000 W	= 1000 Watts

208V 1 PH	= 208 Volt
30A	= 30 Amp
3PH	= Three Phase

WHERE WILL MY POWER BE LOCATED?



INLINE BOOTHS - PENINSULA



BACK TO BACK PENINSULAS

A scaled floorplan must accompany orders showing location of electrical outlets, connections and lighting.
--

ISLAND BOOTHS

VERY IMPORTANT TERMS & CONDITIONS

1. Order (with payment) must be received prior to the deadline date noted on the front of this form in order to receive the advance pricing. Orders faxed or mailed without payment will not guarantee advance prices, payment must be received as well. All orders received after the deadline date will be priced at On the Floor rates.
2. In the event that the totals calculated on the reverse of this form are not correct, Show In Motion reserves the right to make any necessary corrections.
3. Outlet rates listed include bringing the service to one location at the rear of all inline, peninsula booths and is brought to one location in all island booths. Show In Motion will make every attempt to deliver power to island booths to a location convenient to the exhibitor.
4. Outlet rates listed do not include tie-in service. Additional tie-in services, special wiring, distribution of electrical services, or labor are not included. Distribution from the power source to all other locations inside a booth space, regardless of booth type, requires labor, and is done on a time and material basis. Exhibitors are invited to contact Show In Motion to discuss any additional costs that may be incurred.
5. A separate outlet must be ordered for each location where electricity is required. "Daisy Chaining" extension cords together is in contravention of the Canadian Electrical Code and is not permitted.
6. Labor rates shown on the reverse of this form are based on current wage scales and are subject to change in the event of wage changes prior to your event. A minimum charge of one (1) hour labor will apply for the installation and one half (1/2) hour will apply for the dismantle.
7. Show In Motion employees are permitted to cut floor coverings when essential for the installation of services unless specifically instructed otherwise.
8. All material and equipment furnished by Show In Motion is done on a rental basis ONLY and remains at all times the property of Show In Motion. It shall be removed only by Show In Motion staff.
9. If you have ordered power bars and / or extension cords and do not find them in your booth upon your arrival please come to our service desk to pick them up.
10. Standard wall and other permanent facility utility outlets or sockets are not part of your booth space and may not be used by exhibitors unless authorized by Show In Motion staff. Standard charges will apply.
11. All equipment, regardless of source of power, must comply with the Canadian Electrical Code, the Electrical Safety Act and be CSA approved. Show In Motion is authorized to refuse to supply power and or connections where the exhibitor supplied wiring or equipment is not in accordance with the above noted regulations.
12. All electrical equipment must be properly tagged and wired with complete information as to type of current required for operation, voltage, phase, cycle, horsepower, etc.
13. All exhibitors power cords must be a minimum of 14 gauge, 3 wire and grounded. Two wire extension cords are not permitted. All exposed non-current carrying metal parts of fixed equipment which are liable to be energized must be grounded.
14. Credit will not be given for services installed and not used.
15. Claims will not be considered or adjustments made unless filed in writing by the exhibitor prior to the close of the event.
16. Exhibitor holds Show In Motion harmless for any and all losses of power beyond Show In Motion's control including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment or overloads caused by any exhibitor.
17. It is agreed that in the event it becomes necessary to turn any legal matter over to an attorney for settlement the Exhibitor will pay Show In Motion for it's legal fees or applicable agency fees.

IF YOU HAVE ANY QUESTIONS, PLEASE CALL (250) 495-5025