Section A. CONTACT INFORMATION

Show Organizer Contact: Chemicals America, Inc.
Philadelphia, PA Office
Tel: +1 (215) 882-9100; Fax: +1 (215) 695-5520
support@chemicalsamerica.com

Shipping Services Contact: PRX Exposition Services
Danielle Murnieks, Account Executive
C/O: ZOOM Logistics
2326 Air Park Road
North Charleston, SC, 29406
Tel: +1 (843) 714-2767 (Office); Fax: +1 (803) 926-5500
dmurnieks@prexposition.com

Event Location: Belmond Charleston Place Hotel
*Hotel cannot accept direct show shipments – see pages 3 & 4 below*
205 Meeting Street
Charleston, SC 29401
Tel: +1 (843) 722-4900; Fax: +1 (843) 722-6952

Section B. 2019 SHOW DATES & TIMES

Show Hours: Wednesday, September 4: 9:05 AM – 6:00 PM (Exhibits Open at 1:00 PM)
Thursday, September 5: 9:30 AM – 6:00 PM
Friday, September 6: 7:30 AM – 9:30 AM (Breakfast Only)

Registration Hours: Tuesday, September 3: 2:00 PM – 5:00 PM
Wednesday, September 4: 8:30 AM – 6:00 PM
Thursday, September 5: 8:30 AM – 6:00 PM

Exhibit Set-Up: Tuesday, September 3 2:00 PM – 5:00 PM
Wednesday, September 4: 8:30 AM – 1:00 PM

Exhibit Break-Down: Friday, September 6: 8:30 AM – 11:30 AM
Section C. EXHIBITORS: WHAT’S INCLUDED + ADDITIONAL OPTIONS

All Exhibit Spaces Include:

- One (1) table, One (1) tablecloth, One (1) table skirt, and Two (2) Chairs
- Company Name Signs with Company Name in basic block letters
- Company listing and description in the Exhibitor Directory, printed in the Show Program
- **Registering Staff Badges** (see below for number included): Staff badges can be registered online at the below link – choose “Exhibitor Representative” option, and enter your company’s 6-digit exhibit confirmation number (emailed with initial space registration): https://www.expotracshows.com/chemicals-america/2019/charleston/
- Show contractor, PRX, will set up tables, chairs, and company freight in each space

**Grand Ballroom and Hall Exhibit Spaces, #100 to #985, Include:**

- Two (2) Exhibitor Representative Badges (includes full event access)
- **NOTE:** All Ballroom Spaces = 8 feet-wide MAXIMUM**
  - Grand Ballroom booths (#100 - 820): 6’ Tabletop set in 8’W x 6’D x 8’H pipe & drape booth
  - Grand Hall spaces (#910 - 985): 6’ Tabletop, with approx. 7.5’W back space behind table
- One (1) Electrical Outlet (110V)

**Lobby Table Spaces, L-01 to L-29, Include:**

- Two (2) Exhibitor Representative Badges (includes full event access)
- 4’W rectangular table tops, with approx. 6’W back space behind table
- Limited electrical outlets on existing walls are available

**Meeting Room Exhibit Table Spaces, MT-50 to MT-59, Include:**

- One (1) Exhibitor Representative Badge (includes full event access)
- 4’W rectangular table tops, with approx. 6’W back space behind table
- Limited electrical outlets on existing walls are available
- **NOTE:** Meeting Room Exhibit tables are located in a separate room from the main exhibit ballroom – we will have directional signs posted, but the value for your space will mostly be gained from setting up meetings prior to the show, versus relying on typical walk-up traffic.

**Additional Furniture Options:**

- A list and order form for additional exhibit furnishings can be found in PRX Expo’s online store at the following link: https://prexposition.boomerecommerce.com/Pages/Event/EventHome.aspx?E=6

**Wireless Internet & Audio/Visual Needs:**

- **Free Basic Wi-Fi is available throughout the hotel;** a wired Internet connection can be ordered through the Belmond hotel contact, Ceil Phillips: Tel: +1 (843) 722-4900; ceil.phillips@belmond.com
- Audio/visual needs such as TV monitor can be ordered directly from the hotel A/V company, PSAV:
  - **Brittany Toland**, Sales Manager, Event Technology
  - PSAV, c/o Charleston Place Hotel
  - 205 Meeting Street, Charleston, SC 29401
  - Office: +1 843-724-7239
  - Email: btoland@psav.com
Exhibitor Lead Retrieval Rental:
- See forms at the back of this manual for pricing ordering information
- Exhibitor lead retrieval devices can be rented through our registration vendor, ExpoTrac

  Thomas Richards, Vice President
  ExpoTrac
  Tel: 401-766-4142; Fax: 401-765-6677
  E-Mail: tomr@expotrac.com

Section D. SHIPPING AND RECEIVING EXHIBIT MATERIALS

PRE-SHOW ADVANCE SHIPPING

- All exhibitor equipment/materials should be shipped in advance of the show through PRX Exposition Services, using the online instructions at our event link below (screen shot at bottom of page):
**PRE-SHOW ADVANCE SHIPPING** (Continued)

- **EARLIEST DATE** for all exhibit materials to arrive = **Friday, August 2, 2019**
- **DEADLINE** for all exhibit materials to arrive = **Thursday, August 29, 2019**
- PRX Expo freight services rates are **$165.00 flat for first 200 lbs., +82.5 cents/add’l lb.**
- This service includes receiving materials at our warehouse, unloading from carrier, storage at warehouse, delivery from our warehouse to convention site, empty crate storage, delivery of crates after show to booth, and delivery from booth to designated carrier for outbound shipment.
- All shipped materials must state event name, **Chemicals America**, and **Exhibitor Company**, and **Exhibit Space Number** on each package and on bill of lading.

**PRX Exposition Services**

ChemAmer Event, Exhibitor Company, Space Number
C/O: ZOOM Logistics
2326 Air Park Road
North Charleston, SC, 29406
Tel: +1 (843) 554-9100

**DIRECT SHIPMENTS TO CHARLESTON PLACE HOTEL**

- **NOTE:** The Charleston Place Hotel cannot accept exhibitor materials – Exhibitor staff staying at the hotel can ship small boxes to their own attention.
- Exhibitors are encouraged to use our show contractor **PRX Expo** (see above). We have set up a flat rate of **$165 (up to 200 lbs.)** which covers receiving materials 30 days before the show, storage, delivery to your exhibit space on show set-up day (Tuesday, Sept. 3), and preparing the return shipment post-show.
- Exhibitors are welcome to carry their own materials into the hotel at no charge.
- There is a public parking garage directly adjacent to the Charleston Place Hotel ($16/day).
- **Exhibitor staff staying at the hotel can ship small boxes to their own attention**, and can only arrive between **Friday, August 30 – Tuesday, September 3, 2019** (3 business days before show), and should state the following information on each box label:

  Belmond Charleston Place
  Attending Person’s Name, Hotel Guest
  ChemAmer Event, Exhibitor Company, Space Number
  205 Meeting Street
  Charleston, SC 29401
  Tel: +1 (843) 722-4900

**RETURN SHIPMENT INSTRUCTIONS:**

- **Please BRING RETURN SHIPPING LABELS to the show.** Exhibitors can leave any boxes by your exhibit space, with a properly labeled shipping label affixed for your preferred carrier. It is helpful to have an actual shipping label and not a handwritten one to ensure proper return delivery.
  - **Exhibitors using PRX:** PRX will collect materials from your exhibit space and transfer them to the Belmond Hotel loading dock; Exhibitors should contact their shipping carrier to schedule pick-up from the Belmond Hotel for **Friday, September 6, after 2:00 PM**.
  - **Shipping direct from the Belmond Hotel:** Exhibitors should contact their shipping carrier to schedule pick-up from the Belmond for **Friday, September 6, after 2:00 PM or anytime Monday, September 9.**
PLEASE FILL OUT ALL INFORMATION COMPLETELY - TYPE OR PRINT – PAYMENT MUST ACCOMPANY ORDER

COMPANY: ___________________________________________________________ BOOTH #: _______________________

MAILING ADDRESS: _____________________________________________________

CITY: __________________________________________________________________ STATE: ___________ ZIP: _______________

PHONE: __________________________________________________________________ FAX: _______________________________________

ORDERED BY: __________________________________________________________ TITLE: ________________________________

EMAIL: __________________________________________________________________

SAVE $50 if you order by 8/5/19

Maximize your ROI on your show with EZ•TRAC Lead Retrieval from ExpoTrac

Please see our EZ•TRAC Lead Retrieval packages listed below:

CHECK BOX FOR QUANTITY

☐ license for 1 device - $ 229.00
☐ license for 2 devices - $ 329.00
☐ license for 3 devices - $ 419.00
☐ unlimited licenses - $ 899.00

EZ•TRAC-Mobile Quantity: _____ $ 299.00 $________

EZ•TRAC-Print Quantity: _____ $ 329.00 $________

Customize 20 Lead Qualifiers: ☐ $ 40.00 $________

Extra Printer Paper (per roll): _____ $ 4.00 $________

TOTAL DUE: $________

METHOD OF PAYMENT

☐ CASH ☐ AMERICAN EXPRESS ☐ DISCOVER ☐ MASTERCARD ☐ VISA ☐ CHECK (#: _________)

CARD NUMBER: ___________________________ EXP DATE: ______/_______

PRINT NAME AS IT APPEARS ON CARD____________________ SIGNATURE OF CARDHOLDER____________________

SEND PAYMENT TO:

ExpoTrac
1296 Park East Drive, Woonsocket, RI 02895
Fax: (401) 765-6677 Email: sales@expotracc.com Federal ID #: 05-0436117

Questions or concerns contact us at: (401) 766-4142

Please review the terms & conditions as your order indicates acceptance of these terms.
FOR EZTRAC-PRINT™ 2-D SCANNER SYSTEM USERS

Your unit is pre-programmed with 20 standard lead qualification codes (see list below). If you wish to order custom programmed lead qualifiers at an additional cost of $40, please provide your qualifiers on the form below.

STANDARD LEAD QUALIFICATION CODES FOR EZTRAC-PRINT™

1. Send Literature 2. Send Samples 3. Send Pricing
7. Provide Quote 8. Product Demo Required 9. Immediate Contact Required
16. Purchase in 3 months 17. Purchase in 6 months 18. Ready to Purchase
19. Immediate Need 20. Order Placed at Show

Specialty & Agro Chemicals America 2019

Exhibiting Company: ____________________________

1. ____________________________ 11. ____________________________
2. ____________________________ 12. ____________________________
3. ____________________________ 13. ____________________________
4. ____________________________ 14. ____________________________
5. ____________________________ 15. ____________________________
6. ____________________________ 16. ____________________________
7. ____________________________ 17. ____________________________
8. ____________________________ 18. ____________________________
9. ____________________________ 19. ____________________________
10. ____________________________ 20. ____________________________

TERMS AND CONDITIONS

1. ExpoTrac agrees to perform lead retrieval / data collection services to the customer for the agreed upon fee, as listed on the front of this agreement. The service may include use of a bar code scanner and the processing of the collected information, or mobile device application use.

2. The method of payment shall be in United States dollars, and must be submitted with the order for service. ExpoTrac will accept for payment the following: Checks drawn on banks in the United States of America; Certified checks or money orders; valid American Express, Discover, MasterCard, or Visa charge cards. Except as provided in Paragraph 4 below, any payments to ExpoTrac will not be refunded for any reason. ExpoTrac reserves the right to hold all collected data until the fee for services is paid in full.

3. ExpoTrac will furnish the equipment to the customer in good working order, and the customer agrees to return the equipment to ExpoTrac in the same condition received excepting normal wear and tear. The customer agrees to the immediate payment, upon demand by ExpoTrac, for all damages or loss to ExpoTrac’s equipment, except such as may result from the normal operation thereof. The customer acknowledges and understands that the total replacement of each EZ-Trac-Print bar code scanner will be $2,500 USD, and the total replacement of each EZ-Trac Mobile iPod will be $500 USD. The customer agrees to the processing of payment for lost scanners on the credit card shown on the front of this agreement; or if payment is made by check, to the immediate payment for the loss.

4. ExpoTrac will use all reasonable care in handling the information collected by the scanner, however, ExpoTrac SHALL NOT BE LIABLE FOR ANY SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING FROM THE LOSS OF SUCH INFORMATION, FOR ANY REASON, ARISING FROM OR RELATED TO EXPOTRAC’S EQUIPMENT. EXPOTRAC’S SOLE LIABILITY FOR DAMAGE FOR ANY CAUSE WHATSOEVER SHALL BE LIMITED TO THE TOTAL FEE PAID FOR THE SERVICES PROVIDED BY EXPOTRAC.

5. Customer agrees to return all equipment to ExpoTrac’s service desk at the conclusion of the show, and obtain a written receipt for the equipment. Equipment left in the exhibit area, lost, or stolen is the responsibility of the customer, pursuant to Paragraph 3. Customer acknowledges that they are responsible to obtain all equipment at the ExpoTrac service desk located in the registration area, equipment will not be delivered to the customer’s booth.

6. It is agreed that the governing law pertaining to this contract will be the laws of the State of Rhode Island and the United States of America.

7. Customer agrees that it is purchasing the data collection service for its own use, and that it will not resell for any reason the information or output generated by this service. The customer will be held liable for any incidental damages caused by the resale or improper use of this information.