

BOOTH EQUIPMENT

Each 10' x 10' booth will be set with 8' high gray and blue back drape, 36" high gray side dividers, and a 7" x 44" identification sign. A money savings furnishings package is being offered consisting of items most commonly ordered. Please see the Freeman Furnishings Package order form for details.

EXHIBIT HALL CARPET

All aisles will be carpeted blue. Booth spaces are not carpeted. **Per show management, all booths must have the entire booth space covered with carpet or some type of floor covering.** Carpet may be ordered on the Freeman Carpet order form or you may bring in your own floor covering.

DISCOUNT PRICE DEADLINE DATE

Take advantage of discount pricing by ordering online at www.freemanco.com/store by February 9, 2012.

Save money by ordering services and labor in advance. All services including display and rigging labor orders placed at show site will be charged an additional 30% above the advance rate.

SHOW SCHEDULE

EXHIBITOR MOVE-IN

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

Tuesday	March 6, 2012	12:00 PM - 6:00 PM	Aisles 100 - 500
			First In / Last Out (per show management approval & notification)
Wednesday	March 7, 2012	8:00 AM - 6:00 PM	Aisles 600 - 1000, West Plaza
Thursday	March 8, 2012	8:00 AM - 12:00 PM	Aisles 1400 - 1500
Thursday	March 8, 2012	12:00 PM - 6:00 PM	Aisles 1100 - 1300 South Event Level Plaza
Friday	March 9, 2012	8:00 AM - 11:00 AM	Last In/First Out Booths-identified by Show Mgmt

EXHIBIT HOURS

Friday	March 9, 2012	12:00 PM - 9:00 PM
Saturday	March 10, 2012	10:00 AM - 9:00 PM
Sunday	March 11, 2012	10:00 AM - 5:00 PM

EXHIBITOR MOVE-OUT

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ

Sunday March 11, 2012 5:00 PM - 11:59 PM *New This Year*

Due to another event following this show, all materials must be moved out by 11:59 PM on Sunday, March 11.

We will begin returning empty containers once the aisle carpet is removed.

TARGETED MOVE IN

To ensure a quick and effective move in, each company will be assigned a specific target move in date. The target date assigned to each company refers to the day exhibitors may schedule onsite delivery of freight and/or move in. You are not required to begin setting your display at this time, but are permitted to if your booth requires significant set up time. A targeted move in schedule is essential for the Great Big Texas Home Show. This schedule orchestrates the move in of freight in a logical order, allowing for the maximum utilization of the loading/drive in ramp and floor space.

Since the quantity of freight on an event of this size cannot be unloaded and delivered in one day, the Great Big Texas Home Show and Freeman have staggered the targeted move in period over several days. Vehicles that are checked in to the Marshalling Area by:

- * 7:00 a.m. on their assigned date should be unloaded by 12:00 Noon the same day
- * 11:00 a.m. on their assigned date should be unloaded by 4:30 the same day

No vehicles will be checked in for unloading after 5:00 p.m. daily. If your vehicle checks into the Marshalling Area after 5:00 p.m., your driver may be turned away and asked to return the next day. Deliveries arriving off-target will be added to the back of the queue for that scheduled day. If your booth number is not listed above, please contact show management for your assigned move in time.

If you cannot adhere to your assigned target date and wish to change it for any reason, please make arrangements with show management. No target date will be changed without approval from show management. Written requests for changes are required and will be acknowledged in writing (include booth number, dimensions and weight of heaviest piece, total number of pieces or number of trailers, name of carrier, as well as delivery time requested.)

SERVICE CONTRACTOR CONTACTS / INFORMATION:

FREEMAN

8801 Ambassador Row
 Dallas, TX 75247
 (214) 634-1463 fax (469) 621-5601
 email: FreemanDallasES@freemanco.com

FREEMAN EXHIBIT TRANSPORTATION

(800) 995-3579 Toll Free US & Canada
 (817) 607-5100 Local & International
 (469) 621-5810 Fax

DISMANTLE AND MOVE-OUT INFORMATION

All exhibitor materials must be removed from the exhibit facility by Sunday, March 11 at 11:59 PM. To ensure all exhibitor materials are removed from the exhibit facility by the Exhibitor Move-Out deadline please have all carriers check-in by Sunday, March 11, at 7:00 PM.

POST SHOW PAPERWORK AND LABELS

Our Exhibitor Services Department will gladly prepare your outbound Material Handling Agreement and labels in advance. Complete the Outbound Shipping form and your paperwork will be available at show site. Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

FREEMAN ONLINE®

Our Internet online ordering service, Freeman OnLine® is available for your convenience to order all Freeman services, view show schedule, or print order forms. Once your show is available online, you will receive an email which includes a direct link to Freeman OnLine®.

To place online orders you will be required to enter your unique Login ID and Password. If this is your first time to use Freeman OnLine®, click on the "Login" link in the top right corner to create a new account. To access Freeman OnLine® without using the email link, visit www.freemanco.com/store and click on the "Login" link in the top right corner. If you need assistance with Freeman OnLine® please call our Customer Support Center at (888) 508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

SHIPPING INFORMATION

Warehouse Shipping Address:

Exhibiting Company Name / Booth # _____
GREAT BIG TEXAS HOME SHOW
C/O Freeman
5130 Cash Rd
Dallas, TX 75247

Freeman will accept crated, boxed or skidded material beginning February 7, 2012 at the above address. Material arriving after March 1, 2012 will be received at the warehouse with an additional after deadline charge. Warehouse materials are accepted at the warehouse Monday through Friday between the hours of 8:00 AM - 3:30 PM.

Show Site Shipping:

Exhibiting Company Name / Booth # _____
GREAT BIG TEXAS HOME SHOW
C/O Freeman
Cowboys Stadium
One Legends Way
Arlington, TX 76011

Freeman will receive shipments at the exhibit facility on the specified Targeted Move In Dates (March 6-8). Shipments arriving before this date may be refused by the facility. Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.

Please Note: Warehouse shipments are charged material handling fees. Showsite shipments do not incur material handling fees. Great Big Texas Home Show is providing this service for exhibitors.

LABOR INFORMATION

Booth Installation & Dismantle: If utilizing Freeman labor, please refer to the Installation & Dismantle order form to place your order for display labor. Straight time and Overtime hours are also listed on the order form. Exhibitors supervising Freeman labor will need to pick up and release their labor at the Service Desk.

ASSISTANCE

We want you to have a successful show. If we can be of assistance, please call our Exhibitor Services Department at (214) 634-1463.

WE APPRECIATE YOUR BUSINESS!

FREEMAN GENERAL INFORMATION

TRANSLATION SERVICE

Freeman is pleased to offer a new service for our international exhibitors that provides quick interpretation and translation in 150 languages. This service will not only interpret for us on a three-way conversation, but also translate emails from customers. To access this service you may contact Freeman Dallas Exhibitor Services at 214-634-1463 or Freeman's Customer Support Center at (888)508-5054 Toll Free US & Canada or (817) 607-5000 Local & International.

HELPFUL HINTS

SAVE MONEY

Order early to take advantage of advance order discount rates, place your order by deadline dates.

AVOID DELAY

Ship early to avoid delays. Shipments arriving late at show site will cost you money, time and business!

SAFETY TIPS

Use a ladder, not a chair. Standing on chairs, tables and other rental furniture is unsafe and can cause injury to you or to others. These objects are not designed to support your standing weight.

Be aware of your surroundings. You are in an active work area with changing conditions during move-in and move-out. Pay attention. Look for obstacles, and machinery and equipment that are in use.

Keep your eyes open for scooters and forklifts. The drivers of these vehicles may not be able to see you.

Stay clear of dock areas, trucks and trailers. These areas can be particularly dangerous.

Prevent electrical shocks, falling items and damage to materials. Do not attach items or equipment to the drapes or metal framework provided for your booth. This can cause serious injury or damage to materials.

We discourage children from being in the exhibit hall during installation and dismantle. If children are present during installation and dismantle, they must be supervised by an adult at all times.

Freeman does not ship or handle Hazardous Materials. If any materials you are shipping to the event fall into this category, please contact Freeman to be sure that the material will be allowed at the facility and by the association. In addition, if authorized by the facility and the association, you will need to make separate arrangements for the transport and handling of the approved materials, since Freeman will not transport or handle them.

The operation or use of all motorized lifts and motorized material handling equipment for installation/dismantle of exhibits is NOT permitted by exhibitors or by their exhibitor appointed contractors (EAC's). Thank you for your cooperation

EXHIBITOR ASSISTANCE

For more information and helpful hints on preshow procedures and move-in, please go to www.freemanco.com/preshowFAQ.

For more information and helpful hints on postshow procedures and move-out, please go to www.freemanco.com/postshowFAQ.

Call Freeman's Exhibitor Services department at 214-634-1463 with any questions or needs you may have.

F R E E M A N

8801 Ambassador Row
 Dallas, TX 75247
 (214) 634-1463 Fax: (469) 621-5601
 FreemanDallasES@freemanco.com

DISCOUNT PRICE
 DEADLINE DATE
 FEBRUARY 09, 2012

INCLUDE THIS FORM
 WITH YOUR ORDER

NAME OF SHOW: **GREAT BIG TEXAS HOME SHOW / MARCH 9-11, 2012**

COMPANY NAME: _____ BOOTH #: _____

ADDRESS: _____ BOOTH SIZE : _____ X

CITY/STATE/ZIP: _____

PHONE: _____ EXT.: _____ FAX #: _____

SIGNATURE: _____ PRINT NAME: _____

CONTACT'S E-MAIL: _____

E-MAIL FOR INVOICE: _____ **Check if you are a new Freeman customer**
Invoices will be sent by e-mail; please provide e-mail address of the person who reconciles your invoices if different than contact's email.

METHOD OF PAYMENT

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

COMPANY CHECK
 Please make check payable to: Freeman
 Checks must be in U.S. funds drawn on a U.S. or Canadian bank ("U.S. FUNDS" MUST BE PRE-PRINTED on Canadian checks.)
Please reference (279961) on your remittance.

CREDIT CARD
 For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

AMERICAN EXPRESS **MASTER CARD** **VISA**

BANK TRANSFER
 Bank transfer to Bank of America, N.A.; Dallas, TX
Wire Transfer
 ABA#: 026009593 ACCT 1252039192 Freeman
International Wire Transfer
 Swift Code: BOFAUS3N ACCT# 1252039192 Freeman
ACH Direct Deposit
 ABA#:111000012 ACCT# 1252039192 Freeman
Please reference Name of Show & Booth Number so we can properly credit your account.
Note: Customers are responsible for any bank processing fees.

ACCOUNT NO.: _____ EXP. DATE: _____

CARDHOLDER NAME (PRINT): _____ SIGNATURE: _____

CARDHOLDER BILLING ADDRESS: _____

CITY/STATE/ZIP: _____

ENTER TOTALS HERE

FURNISHINGS & ACCESSORIES	CARPET	CLEANING/ SHAMPOOING	PORTER SERVICE	RENTAL EXHIBITS & ACCESSORIES	SIGNS	INSTALLATION LABOR	DISMANTLE LABOR
MATERIAL HANDLING	RIGGING INSTALLATION	RIGGING DISMANTLE	EXHIBIT TRANSPORTATION	HANGING SIGNS	GRAND TOTAL		

- Remember to order in advance to save time and money. You may place your order by phone, fax, mail, or use our online ordering service at: www.freemanco.com/store.
- Orders received without payment or after the discount price deadline date will be charged at the standard price.
- Copies of invoices may be picked up from the Service Desk prior to show closing.
- If you have questions or need assistance with any items not listed, please call and ask for your Exhibitor Services Representative.

TELL US WHAT YOU THINK

Freeman is committed to providing great customer service. To help us serve you more effectively in the future, please visit the URL address below upon the completion of your show to provide feedback. Your input will provide the insight needed to ensure that our customer service is in line with your expectations.
<http://feedback.freemanco.com/?279961>

FREEMAN method of payment

FREEMAN

8801 Ambassador Row
Dallas, TX 75247
(214) 634-1463 Fax: (469) 621-5601
FreemanDallasES@freemanco.com

GREAT BIG TEXAS HOME SHOW / MARCH 9-11, 2012

In order to authorize Freeman to invoice a third party for payment of services rendered to exhibitors, both the exhibiting company and the third party must complete this form and return it at least 14 days prior to show move-in.

EXHIBITING COMPANY AUTHORIZATION OF THIRD PARTY BILLING

"We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Freeman, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party."

BY SUBMITTING THIS FORM OR ORDERING MATERIALS OR SERVICES FROM FREEMAN, YOU AGREE TO BE BOUND BY ALL TERMS & CONDITIONS INCLUDED IN YOUR SERVICE MANUAL.

EXHIBITOR NAME: (PLEASE PRINT)

EXHIBITOR SIGNATURE:

DATE:

EXHIBITING COMPANY INFORMATION

EXHIBITING COMPANY NAME:

BOOTH #:

EXHIBITING COMPANY ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

Indicate which services are to be invoiced to the Third Party:

- | | |
|---|---|
| <input type="checkbox"/> ALL FREEMAN SERVICES | <input type="checkbox"/> FREEMAN EXHIBIT TRANSPORTATION |
| <input type="checkbox"/> I&D LABOR/SUPERVISION | <input type="checkbox"/> RENTAL FURNITURE/CARPET/SIGNS |
| <input type="checkbox"/> MATERIAL HANDLING/IN & OUT | <input type="checkbox"/> BOOTH CLEANING |
| | <input type="checkbox"/> OTHER _____ |

THIRD PARTY COMPANY INFORMATION

THIRD PARTY COMPANY NAME:

CONTACT NAME:

THIRD PARTY BILLING ADDRESS:

CITY/STATE/ZIP:

PHONE:

EXT:

FAX:

CONTACT'S E-MAIL:

E-MAIL FOR INVOICE:

Invoices will be sent by e-mail; please provide the e-mail address of the person who reconciles your invoices if different than contact's e-mail.

THIRD PARTY CREDIT CARD AUTHORIZATION

- AMERICAN EXPRESS MASTERCARD VISA

CREDIT CARD ACCOUNT NO:

EXP. DATE:

CARDHOLDER NAME (PLEASE PRINT):

CARD TYPE:

AUTHORIZED SIGNATURE:

CARDHOLDER BILLING ADDRESS:

CITY/STATE/ZIP:

05/10 (279961)

FREEMAN third party authorization