

SHOW FACTS

Northwest Sportshow Minneapolis Convention Center March 13-16, 2025



Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

BOOTH EQUIPMENT

Each 10' x 10' booth space includes one 8' high back drape, two 3' high side drapes, and one 7"x44" booth ID sign. Drapery colors are silver and white. Bulk spaces will be marked; no drapery is included.

EXHIBIT HALL CARPET

The show will be held in Halls B, C, & D. Aisles will be carpeted with pepper carpet. See Page 4 & 5 for information on carpet rental for booth spaces.

DISCOUNT PRICES

In order to receive the discounted rates listed in this manual, we must receive your order by:
Thursday, February 27, 2025. Order online (see page 2) and save the 8% Administrative Fee.
Bulk Carpeting discounted rate date is Thursday, February 20, 2025.

SHOW SCHEDULE:

Exhibitor Move-In:

Bulk Spaces: Please refer to the schedule provided by MPE for your specific move-in time.
10'x10' Booth Spaces: Wednesday, March 12, 2025 from 12:00pm - 8:00pm
Thursday, March 13, 2025 from 8:00am - 12:00pm

Show Hours:

Thursday, March 13, 2025 from 1:00pm - 8:00pm
Friday, March 14, 2025 from 12:00pm - 8:00pm
Saturday, March 15, 2025 from 10:00am - 7:00pm
Sunday, March 16, 2025 from 10:00am - 5:00pm

Exhibitor Move-Out:

10'x10' Booth Spaces: Sunday, March 16, 2025 from 5:00pm - 11:00pm
Bulk Spaces: Please refer to the schedule provided by MPE for your specific move-out time.



ONLINE ORDERING

**Looking for an easier way to place you order?
Tired of faxing or emailing forms?**

Try our fully PCI-Compliant Online Ordering System!

Simply request an online login by emailing info@demersexpo.com
(please specify show name and date). We will then create an
online login and notify you of this via email.

All products and services offered in this Exhibitor Services Kit
are available on our online storefront.

**Using our online storefront saves you an 8% administrative fee!
Orders placed via email or fax will be assessed this fee.**

**Deadline to place online order is Thursday, February 27, 2025.
Floor prices apply after that date.
The Storefront will close on Monday, March 3, 2025.
No Online Orders after that date.**



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CREDIT CARD AUTHORIZATION

To have orders charged to a credit card account, please complete the information requested below and return this form with your order(s). Credit Card orders are subject to credit approval. Event site balances or charges for outstanding labor or miscellaneous items not previously paid will be charged to your credit card account.

=====

CREDIT CARD: VISA MasterCard AMEX
ACCOUNT NUMBER: _____
EXPIRATION DATE: _____
SECURITY CODE (Visa/ Master Card 3 digit # on back, Amex 4 digit # on front): _____
CARDHOLDER'S NAME: _____
CARDHOLDER'S SIGNATURE: _____ **DATE :** _____

ADDRESS BELOW MUST MATCH CARDHOLDER'S BILLING ADDRESS

Company Name: _____ Booth #: _____
Card Billing Address: _____ Authorized by: _____
City/State/Zip: _____ Signature: _____
Phone: _____ Fax: _____ Date: _____
Email Address: _____

=====

CREDIT AND PAYMENT POLICY

The Credit Card Authorization section above must be completed and accompany all credit card orders.

Please notify your company representative of the following:

- All orders must be paid in full and/or credit card authorization (above) be on file with your order(s) before services are rendered.
- There will be no invoicing. Purchase Orders are not a form of payment.
- Payment for orders mailed to Demers in advance can be made by company check, money order or credit card.
- Event site orders can be paid by cash or charged to a credit card.
- International exhibitors must prepay all services in U.S. Currency.
- Items ordered, delivered to booth, then cancelled, will not be refunded.
- Other refund requests will not be considered unless exhibitor makes request of Demers prior to the close of the event.
- Exhibitor is responsible for the cost of repair or replacement if equipment is lost, damaged or stolen while being rented.
- Payment must be received by **Thursday, February 27, 2025** for discount pricing to apply.
- Orders received without payment will be assessed a late fee.

By submitting this credit card authorization, you knowingly authorize Demers to charge your credit card for any service rendered under the terms and conditions stated in this Exhibitor Kit. You also knowingly authorize your show-site representative to sign for charges on your behalf.

PAYMENT MUST BE INCLUDED WITH ALL ORDERS



STANDARD FURNISHINGS

Order Online and Save the Assessed 8% Administrative Fee

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

| CARPETING | | | | |
|---|----------------------------------|---------|--------|----------|
| QTY | Carpet Size | Advance | Floor | Subtotal |
| | 100sq ft or less booth carpeting | 167.00 | 231.00 | |
| | 200sq ft or less booth carpeting | 333.00 | 467.00 | |
| | 300sq ft or less booth carpeting | 500.00 | 674.00 | |
| | 400sq ft or less booth carpeting | 663.00 | 897.00 | |
| Carpet Color: Gray Blue Red Emerald Green Black (Circle Choice) | | | | |
| CARPET PADDING | | | | |
| Booth Size: _____ ft. x _____ ft. = _____ sq. ft. x 2.10= _____ | | | | |
| SKIRTED TABLES | | | | |
| Skirt Colors: Gray Blue Red Black White Green Burgundy (circle choice) | | | | |
| QTY | Table Size | Advance | Floor | Subtotal |
| | 2' x 4' x 30" high | 89.00 | 118.00 | |
| | 2' x 6' x 30" high | 138.00 | 186.00 | |
| | 2' x 8' x 30" high | 152.00 | 205.00 | |
| | 2' x 4' x 40" high | 125.00 | 168.00 | |
| | 2' x 6' x 40" high | 149.00 | 201.00 | |
| | 2' x 8' x 40" high | 153.00 | 206.00 | |
| UNSKIRTED TABLES | | | | |
| QTY | Table Size | Advance | Floor | Subtotal |
| | 2' x 4' x 30" high | 52.00 | 69.00 | |
| | 2' x 6' x 30" high | 57.00 | 76.00 | |
| | 2' x 8' x 30" high | 60.00 | 80.00 | |
| | 2' x 4' x 40" high | 57.00 | 76.00 | |
| | 2' x 6' x 40" high | 62.00 | 82.00 | |
| | 2' x 8' x 40" high | 66.00 | 89.00 | |

| CHAIRS | | | | |
|---|---------------------------------------|---------|--------|----------|
| QTY | | Advance | Floor | Subtotal |
| | Upholstered arm chair | 67.00 | 91.00 | |
| | Black Bar Stool w/ foot rest | 103.00 | 125.00 | |
| | Tubular folding chair | 23.00 | 42.00 | |
| | Upholstered bar stool | 159.00 | 207.00 | |
| | Padded side chair | 57.00 | 76.00 | |
| SPECIAL DRAPERY/SKIRTING | | | | |
| Drape Colors: Gray Blue Red Black White Green Burgundy (circle choice) | | | | |
| QTY | | Advance | Floor | Subtotal |
| | 8' high drapery Per Linear Foot | 21.10 | 28.38 | |
| | 3' high drapery Per Linear Foot | 18.25 | 24.62 | |
| | 13'-long table skirting | 54.00 | 71.00 | |
| ACCESSORIES | | | | |
| QTY | | Advance | Floor | Subtotal |
| | Clothes Tree | 35.65 | 49.00 | |
| | Easel (Tripod Display) | 38.63 | 52.00 | |
| | Garment Rack | 61.00 | 81.00 | |
| | Panelboard | 214.00 | 268.00 | |
| | Pegboard | 218.00 | 273.00 | |
| | Stage (4' x 4' all heights up to 36") | 272.00 | 340.00 | |
| | Stage (4' x 4' w/ carpet & skirt) | 310.00 | 386.00 | |
| | Stanchion Post | 62.00 | 77.00 | |
| | Stanchion Belt | 6.00 | 7.21 | |
| | Waste Basket | 24.00 | 32.00 | |

- ORDER SUMMARY -

| | | |
|----------------------|----|----------------------|
| Subtotal: | \$ | <input type="text"/> |
| 8.025% MN Sales Tax: | \$ | <input type="text"/> |
| 8.00% Admin Fee: | \$ | <input type="text"/> |
| Grand Total: | \$ | <input type="text"/> |

Advance price deadline: Thursday, February 27, 2025. All items are for rental for the duration of the show only. Items ordered, delivered to booth, then cancelled, will not be refunded. Other refund requests will not be considered unless Exhibitor makes request of Demers prior to the close of the show. Exhibitor is responsible for cost of repair or replacement if equipment is lost, damaged or stolen while being rented. Rentals are based on availability. Order early to guarantee what you want is available.

Order online and save the 8% administrative fee.

| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

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 860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com
 www.demersexpo.com



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BULK SPACE CARPET

Order Online and Save the Assessed 8% Administrative Fee

Submit this form to rent bulk carpet from Demers. Enter the Carpet Total below on the Payment Authorization/Order Summary form. Orders received without full payment or credit card information will not be processed. Order online to save 8% administrative fee

Advance Order Discount Deadline: February 20, 2025

Bulk Space Carpet

Select from Standard Colors (if no color is selected, show colors will prevail.)

- Black Blue Grey
 Pepper Red

As a result of a special arrangement between MPE and Demers Exposition Services:

10' wide carpet in lengths of 40' or more will be available at the following costs:

\$7.10 per running foot (discount price)

or

\$12.43 per running foot (standard price)

Calculation for carpet at discount price for orders received before February 20, 2025:

_____ Length x _____ Width ÷ 10 = _____ running feet x \$7.10 = \$ _____

Calculation for carpet at discount price for orders received after February 20, 2025:

_____ Length x _____ Width ÷ 10 = _____ running feet x \$12.43 = \$ _____

Carpet Protection

Calculation for carpet protection for load in:

_____ Length x _____ Width = _____ Square feet x \$.32 = \$ _____

Calculation for carpet protection for load out:

_____ Length x _____ Width = _____ Square feet x \$.32 = \$ _____

To Guarantee availability, orders must be received 30 days prior to show move-in. Demers reserves the right to substitute carpet colors. Carpet will be installed in new or as new condition exhibitor is responsible for excessive wear on carpet. Excessive wear and dirt will result in exhibitor being charge for cleaning services. The use of carpet protection for move in and move out is suggested. **All carpet sizes must be rounded up to the nearest 10' increment e.g. a 35' x 50' booth will be calculated as 40' x 50'.**

Terms / Order Estimate

- Cancelled orders for custom carpet will be charged 100%.

Subtotal \$ _____
8.025% MN Tax \$ _____
Total \$ _____

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| | |
|-----------------|--------------------|
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| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

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**Demers
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Additional Booth Accessories

Looking for an item you do not see? Please call our office for availability and pricing.



Tote Bag Holder



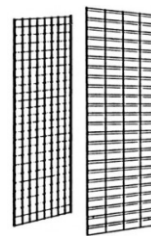
Faux Tree



Literature Rack



Gondola



Gridwall

Actual products may vary from images shown

| ITEM | QTY | X | PRICE | = | TOTAL |
|--|-----|---|-------------|-----------------|-------|
| TOTE BAG HOLDER/RACK | | X | \$ 60.00 | = | |
| SILK PALM TREE | | X | \$ 70.00 | = | |
| LITERATURE RACK | | X | \$ 95.00 | = | |
| COFFEE TABLE | | X | \$ 105.00 | = | |
| 2'X6' GRIDWALL (MUST ORDER AT LEAST 2) | | X | \$ 60.00 EA | = | |
| 4' GONDOLA (COMES WITH 2 SHELVES) | | X | \$ 225.00 | = | |
| ADDITIONAL GONDOLA SHELVES (2 ADDITIONAL MAX PER GONDOLA) | | X | \$ 25.00 EA | = | |
| | | | | SUBTOTAL | \$ |
| | | | | 8.025% MN Tax | \$ |
| | | | | 8.00% ADMIN FEE | \$ |
| | | | | GRAND TOTAL | \$ |

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| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

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ELITE SERIES FURNITURE



SORRENTO WHITE



SORRENTO BLACK

SORRENTO COUCH



SOUTH BEACH BISTRO 42" TABLE



SOUTH BEACH BAR CHAIR



SANIBEL BISTRO 42" TABLE



SANIBEL BAR CHAIR
HIGH BACK ALSO AVAILABLE

SOUTH BEACH

SANIBEL



SORRENTO CHAIR WHITE



SORRENTO CHAIR BLACK

SORRENTO CHAIR

| ITEM | QTY | X | PRICE | = | TOTAL |
|-------------------------------|-----|---|-----------|----|-------|
| SORRENTO COUCH WHITE | | X | \$ 750.00 | = | |
| SORRENTO COUCH BLACK | | X | \$ 750.00 | = | |
| SOUTH BEACH BISTRO 42" TABLE | | X | \$ 275.00 | = | |
| SOUTH BEACH BAR CHAIR | | X | \$ 145.00 | = | |
| SANIBEL BISTRO TABLE | | X | \$ 275.00 | = | |
| SANIBEL BAR CHAIR - LOW BACK | | X | \$ 165.00 | = | |
| SANIBEL BAR CHAIR - HIGH BACK | | X | \$ 165.00 | = | |
| SORRENTO CHAIR WHITE | | X | \$ 320.00 | = | |
| SORRENTO CHAIR BLACK | | X | \$ 320.00 | = | |
| SUBTOTAL | | | | \$ | |
| 8.025% MN SALES TAX | | | | \$ | |
| 8% ADMIN FEE | | | | \$ | |
| GRAND TOTAL | | | | \$ | |

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AUDIO/VISUAL EQUIPMENT

Your order must be placed in advance. A/V orders will not be accepted at the show site. Equipment must be rented for the duration of the event. You are responsible for the cost of repair or replacement if equipment is lost, damaged, or stolen while you are renting it. If you require technician assistance an \$95.68 per hour labor charge will apply.

Monitor will come with standard HDMI connection. Please ensure your computer is compatible.

MONITOR RENTAL (per device/per show)

| Description | QTY | Rental Rate (Duration of Show) | Total |
|--|-----|-----------------------------------|-------|
| 32" LCD Flat Screen Monitor (tabletop) | | \$420 | |
| 42" LCD Flat Screen Monitor (tabletop) | | \$475 | |
| 50" LCD Flat Screen Monitor | | \$795 | |
| Monitor Stand (fits 50" monitor only)* | | \$150 | |
| Sub-total | | | |
| 8.025% MN Sales Tax | | | |
| 8.00% Admin Fee | | | |
| Total | | | |

*Only our 50" Monitor will fit the Monitor Stand; all monitors may be displayed on a tabletop. Please contact the Demers AV department with questions.



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CUSTOM BOOTH RENTAL



Added Side Rail Panels & Kiosk



Standard - No Side Rail Panels

Standard custom booth rental package includes:

- Three full white backwall panels (8-10 linear ft total)
- Two full white sidewall panels (3 linear ft each side)
- Brushed aluminum trim
- One 9'x10' booth carpet
- One 30" high draped table
- One padded arm chair
- One wastebasket
- One Company I.D. Sign
- Show site delivery, setup and dismantle

Optional add on items:

- 3' siderail panels
- 8" x 38" Plexi shelf
- One meter front reception kiosk

Quantities are limited and are available on a first-come first-serve basis. This special booth package can not be ordered on show site.

***Customizable panels with Logos and/or Graphics:** Prices quoted upon request. Please call 860-882-0003.

Custom Graphic Specs:

Back Panel (3) - 38.25"x92.5" per panel, Side Panel (2) - 38.25"x92.5", Header (1) - 117.09"x14"

PLEASE INDICATE YOUR CHOICES FOR THE FOLLOWING ITEMS:

| | | | | |
|---------------------------------------|--------------------------------|--------------------------------|--------------------------------|-----------------------------------|
| 9'X10' Carpet Color: | <input type="checkbox"/> Red | <input type="checkbox"/> Blue | <input type="checkbox"/> Gray | <input type="checkbox"/> Burgundy |
| Table Length: | <input type="checkbox"/> 4' | <input type="checkbox"/> 6' | <input type="checkbox"/> 8' | |
| Table Skirt Color: | <input type="checkbox"/> Red | <input type="checkbox"/> Blue | <input type="checkbox"/> Gray | <input type="checkbox"/> Burgundy |
| | <input type="checkbox"/> White | <input type="checkbox"/> Green | <input type="checkbox"/> Black | |
| I.D. Sign Letter Color: | <input type="checkbox"/> Red | <input type="checkbox"/> Blue | <input type="checkbox"/> Black | |
| I.D. Sign Text (up to 20 characters): | _____ | | | |

| ITEM | QTY | X | PRICE | = | TOTAL |
|----------------------------|-----|---|------------|---|-------|
| CUSTOM BOOTH RENTAL | | X | \$ 2163.00 | = | |
| SET OF 3' SIDE RAIL PANELS | | X | \$ 650.00 | = | |
| 8" x 38" PLEXI SHELF | | X | \$ 125.00 | = | |
| ONE METER RECEPTION KIOSK | | X | \$ 755.00 | = | |
| SUBTOTAL | | | | | \$ |
| 8.025% MN SALES TAX | | | | | \$ |
| 8.00% ADMIN FEE | | | | | \$ |
| GRAND TOTAL | | | | | \$ |

PRINTED GRAPHICS ARE NOT INCLUDED, ADDITIONAL COSTS APPLY

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| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

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**Demers
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DIGITAL GRAPHICS AND SIGNS

Your presentation is everything!!!

Impress your potential new customer and stand out from your competitors with high impact digital graphics in your booth. Let our team of graphic designers and sign professionals bring your booth to the next level with high impact digital graphics.

The next pages are graphics order forms. Use these forms as a guideline or consult with our graphics team to determine what will be best for your booth.

Contact us at 860.882.0003.



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SIGN & GRAPHICS ORDER FORM

To order your graphics, complete this order form and attach your sign copy or electronic file. Please see artwork guidelines for electronic files on the following page. Note: All graphics are subject to a 100% cancellation charge.

DIGITAL GRAPHICS

Demers Expo can provide the finest state-of-the-art digital graphic reproduction available on the market today. Capabilities include full-color spectrum, photo-quality, high-resolution digital printing in any size for banners, easel signage, and more.

PRICING GUIDE

| |
|---|
| <input type="text"/> L X <input type="text"/> W = <input type="text"/> Square Feet <small>Round length and width up to nearest foot</small> |
| <input type="text"/> Square Feet X \$10.50 per Sq. Ft. Discount Price or <input type="text"/> Square Feet X \$15.75 per Sq. Ft. Standard Price = <input type="text"/> Total |

In order to receive discounted pricing, your order must be received by Thursday, February 27, 2025.

Minimum order per graphic 6 sq. ft.; Double sq. ft. for double-sided graphics; File conversion, retouching, cloning or color correcting may incur additional labor charges (Demers will advise of charges before work is performed).

Please call an Exhibitor Sales Specialist for price quotes on graphics over 80 sq. ft.

BACKING MATERIAL

Standard:

Foam Core
 PVC Fluted
 Vinyl Banner

Upgraded: (additional 15% charge)

Sintra
 Gator Board
 Plexi

If backing material is not selected, PVC Fluted will be used.

SIGN LAYOUT

The quick brown fox ran over the steep hill.



Vertical

The quick brown fox ran over the steep hill.



Horizontal

The quick brown fox ran over the steep hill.



Designer to decide

SPECIAL INSTRUCTIONS

Please indicate the file name that will be e-mailed or uploaded to our FTP (see next page)

| | | | | | | | |
|----------------------|---------|----------------------|-----------------------|----------------------|-------------------|----------------------|-------------|
| <input type="text"/> | Total X | <input type="text"/> | 8.025% MN Sales Tax + | <input type="text"/> | 8.00% Admin Fee = | <input type="text"/> | Grand Total |
|----------------------|---------|----------------------|-----------------------|----------------------|-------------------|----------------------|-------------|

If you will be ordering more than one sign, please use one order form per graphic/sign.

Order Online and Save the 8% Administrative Fee

| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025



ARTWORK & FILE GUIDELINES

DES-Demers Expo will provide you with the best possible quality graphics for your event or exhibit. You can assist us in that effort by providing digital art files using the guidelines listed below. If you are sending us completed, print-ready files, please pass the following information on to your graphics designer. Two overall considerations for submitting acceptable artwork involves proper resolution or size of the file to avoid poor quality images, and proper color matching information and proofs to ensure accurate color reproduction.

PREFERRED SOFTWARE AND FILE FORMATS

We are capable of working with both PC and MAC based software, and can accept art created with the following software programs:

- ADOBE—Illustrator, InDesign, and Photoshop
- COREL DRAW

The Following Files can be submitted for graphic reproduction:

- EPS and AI
- TIF
- PDF
- JPG

Vector formats are best to use. When using vector based formats include all fonts, or convert fonts to outlines or paths

File types that cannot be used to reproduce high quality graphics include:

- GIF files
- Microsoft Office software files such as Word (.doc), or PowerPoint (.ppt) file types
- Self-extracting files, such as EXE or SEA files

HOW TO SEND ARTWORK

- Artwork files that are of acceptable resolution as listed above will typically be too large to send via email. Files may be shared via online file sharing with program of your choice, saved and sent via overnight delivery on either a CD-ROM or a DVD, along with the hard-printed proof copy. (Floppy disks and zip drives are not a good option for sending large graphics files.)
- Files may also be uploaded to DES-Box Files. Please contact Demers at 860-882-0003 to obtain access.
- If your artwork files are below 6 megabytes they can be e-mailed to info@demersexpo.com.



MATERIAL HANDLING ORDER FORM

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements. Collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and all material handling services must be prepaid. Demers Material Handling Services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

ADVANCE SHIPPING ADDRESS
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: Northwest Sportshow
c/o Demers Exposition Services, Inc.
ABF Freight
2950 Lone Oak Circle
Eagan, MN 55121

Demers Warehouse will receive shipments and provide up to 30 days storage prior to the event. Loose materials will not be received at Demers Warehouse. Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm.
Deadline to receive advance pricing discount: Thursday, February 27, 2025.
Rate: \$100.00/CWT (100 lbs.) per shipment; weights are rounded to the next 100 lbs; minimum charge 2 cwt per shipment.
Double Stacked Freight: All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: See Material Handling Rate Schedule next page.
Late Shipments: Items received at the Advance Warehouse after the Deadline Date will be charged a late fee of \$25.00 per cwt (\$100.00 minimum applies), plus additional fees if special transportation is required.
Non-Payment: Shipments received without a completed Material Handling form and full payment will be assessed a late payment fee of \$25.00 per cwt, (\$100.00 minimum applies).
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 18.

DIRECT SHIPPING ADDRESS – TO EVENT SITE
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: Northwest Sportshow
c/o Demers Exposition Services, Inc.
Minneapolis Convention Center
1301 2nd Avenue South
Minneapolis, MN 55403

Demers will receive shipments at the event site on **Tuesday, March 11 - Thursday, March 13, 2025 only**. Arrival at any time other than on **March 11-13, 2025** will be assessed a redirect fee of 50% of the total drayage charges.
Rate: Rate is included
Double Stacked Freight: All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: See Material Handling Rate Schedule next page.
Non-Payment: Shipments received without a completed material handling form and full payment on file will be charged a late payment fee of \$25.00 per cwt (\$100.00 minimum).
Direct Shipments: Direct shipments will only be received at the Convention Center on **March 11-13, 2025**. Shipments received at the Convention Center other than on **March 11-13, 2025** will be assessed a redirect fee of 50% of the total drayage charges.
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 18.

Outbound Shipments:

- Exhibitors who have freight going outbound after the event must complete a bill of lading at the Demers Expos Service Desk.
- All shipping costs must be paid for by the exhibitor with either pre-paid shipping labels or “collect” charge terms.
- Exhibitors can make arrangements with the designated show carrier at the Demers Service Desk to take their shipment(s) at the close of the event for no additional material handling fee if drayage was paid on the inbound.
- Exhibitors may arrange with their own carrier to pick-up their shipment(s) at the close of the event (**All carriers must check in by 6pm on Sunday, March 16, 2025**).
- All non-LTL carrier outbound shipments from show site will incur a \$1.35 per pound charge for outbound handling, a minimum outbound charge of \$95.00 will apply. Exhibitors must have printed pre-paid labels (FedEx/UPS).
- Any freight left on show floor without a DES Bill of Lading will be assessed a minimum 1-hour labor charge and will be forced out with the house carrier at the exhibitor’s expense to the last known address from the inbound bill of lading.
- Empties may take up to one hour to return at the close of the show.

PLEASE COMPLETE THE FOLLOWING:

| | CARRIER | # PIECES | SHIPMENT WEIGHT ROUND UP TO NEAREST 100 lbs | CWT Minimum Charge 2 CWT | RATE per CWT | SUB TOTAL CHARGES | APPLICABLE OVER TIME CHARGES ADD 25% OT Per Occurance | ESTIMATED CHARGES |
|--|---------|----------|--|-----------------------------|--------------|-------------------|--|-------------------|
| SHIPMENT 1 | | | lbs. ÷ 100 = | | x | | | |
| SHIPMENT 2 | | | lbs. ÷ 100 = | | x | | | |
| SHIPMENT 3 | | | lbs. ÷ 100 = | | x | | | |
| SHIPMENT 4 | | | lbs. ÷ 100 = | | x | | | |
| LATE SHIPMENT(s) to DES Warehouse | | | | | | \$25.00 per cwt | \$100.00 Minimum Charge | \$ |
| Order Online and Save the 8% Administrative Fee | | | | | | | 8.025% Service Fee | \$ |
| | | | | | | | 8.00% Admin Fee | \$ |
| TOTAL ESTIMATED CHARGES | | | | | | | | \$ |

| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com
www.demersexpo.com



**Demers
Events
& Expo
Services**

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

MATERIAL HANDLING RATE SCHEDULE

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

Rate Classifications

- **Crated** - Material that arrives as a single shipment on a dedicated truck that is skidded and/or crated or in any type of shipping container that can be unloaded at the dock with no additional handling required.
- **Special Handling** - material delivered in such a manner that it requires additional handling, such as (but not limited to) shipments that are loaded by cubic space, ground loading/unloading, stacked or constricted space loading/ designated piece loading/unloading, alternate delivery location, loads mixed with pad wrapped material, carpet/pad, multiple shipments, pad wrapped shipments, uncrated shipments, no documentation)including weight tickets), and inaccurate or missing weights which require shipment to be re-weighed on the dock. Shipments loaded in this manner require additional time, equipment and/or labor. Courier type companies such as Fed Ex, UPS or DHL, airfreight and local cartage companies, POVs and company trucks 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.
- **Small Packages** - A shipment of any number of pieces with a combined weight not to exceed 25lbs that is received on the same day, from the same shipped and delivered by the same carrier.
- **Double Stacked Freight** - All trucks and trailers must be floor loaded. Trucks & trailers must be loaded in a manner that a single forklift can remove freight without the assistance of j-bars or similar equipment to remove crates from trucks or trailers. Trucks or trailers that are loaded as mentioned will receive a 25% surcharge on drayage costs.

Additional Fees May Apply

- Off-Target: Direct shipments that do not arrive on the date or time assigned.
- Late to Warehouse Fee: **Shipments arriving after February 27, 2025.**
- Early Shipment to the Warehouse: **Any shipment arriving prior to February 13, 2025.**
- Refer to previous page regarding availability of warehouse for outbound shipments.
- Non-LTL Shipments Returned to Warehouse: Shipments returned to the warehouse at the close of the show will be charged an additional fee of \$1.35 per lb or \$95 minimum for outbound handling.
- Any freight left on the show floor without a DES Bill of Lading will be assessed a minimum 1-hour labor charge and it will be shipped out with the house carrier at the exhibitor's expense to the last known address from the inbound bill of lading.

Overtime

- Overtime is Monday through Friday prior to 8:00am and after 4:30pm; all day Saturday and Sunday and holidays.
- Overtime will be applied to all freight received at or moved from the warehouse and/or show site during above listed times at a rate of 25% per occurrence.
- The show schedule is set by show management and the venue. Your shipment is moved into or out of showsite on overtime due to scheduling beyond Demers control.



MATERIAL HANDLING SMALL PACKAGE

Exhibitors who have small items weighing less than 25 lbs each can ship single pieces and avoid the minimum weight of 200lbs. Pieces must weigh less than 25lbs each and only three can be shipped at small package rate.

Materials can be shipped in advance to the Demers Warehouse or directly to the Venue. Exhibitor is responsible for making prepaid inbound and outbound shipping arrangements. Collect shipments or shipments billed to Demers will not be accepted. All shipments must be consigned to Demers and all material handling services must be prepaid. Demers Material Handling Services include receiving shipments, providing delivery to booth, storage of empty packing materials, and return of outbound shipments to the loading dock.

ADVANCE SHIPPING ADDRESS
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: **Northwest Sportshow**
c/o Demers Exposition Services, Inc.
ABF Freight
12950 Lone Oak Circle
Eagan, MN 55121

Demers Warehouse will receive shipments and provide up to 30 days storage prior to the event. Loose materials will not be received at ABF Warehouse. Shipments may be received weekdays (excluding holidays) between 8:30am – 3:30pm.
Deadline to receive advance pricing discount: Thursday, February 27, 2025.
Rate: \$60.00 each, Up to Three Items under 25lbs each permitted.
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: See Material Handling Rate Schedule pg 14.
Late Shipments: Items received at the Advance Warehouse after the Deadline Date will be charged a late fee of \$25.00 per cwt (\$100.00 minimum applies), plus additional fees if special transportation is required.
Non-Payment: Shipments received without a completed Material Handling form and full payment will be assessed a late payment fee of \$25.00 per cwt, (\$100.00 minimum applies).
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 18.

DIRECT SHIPPING ADDRESS – TO EVENT SITE
Please use enclosed labels on all pieces

TO: Name of Exhibitor & Booth Number
FOR: **Northwest Sportshow**
c/o Demers Exposition Services, Inc.
Minneapolis Convention Center
1301 2nd Avenue South
Minneapolis, MN 55403

Demers will receive shipments at the event site on **Tuesday, March 11 - Thursday, March 13, 2025 only**. Arrival at any time other than on **March 11-13, 2025** will be assessed a redirect fee of 50% of the total drayage charges.
Rate: Rate is included.
Special Handling: Any material not crated or properly packaged will be subject to a handling fee of 75% of the total drayage charges.
Overtime: See Material Handling Rate Schedule pg 14.
Non-Payment: Shipments received without a completed material handling form and full payment on file will be charged a late payment fee of \$25.00 per cwt (\$100.00 minimum).
Direct Shipments: Direct shipments will only be received at the Convention Center on **March 11-13, 2025**. Shipments received at the Convention Center other than on **March 11-13, 2025** will be assessed a redirect fee of 50% of the total drayage charges.
Insurance Liability: By shipping to above address exhibitor agrees to terms and conditions of the attached LIABILITY AND INSURANCE BULLETIN on page 18.

Outbound Shipments:

- Exhibitors who have freight going outbound after the event must complete a bill of lading at the Demers Expos Service Desk.
- All shipping costs must be paid for by the exhibitor with either pre-paid shipping labels or "collect" charge terms.
- Exhibitors can make arrangements with the designated show carrier at the Demers Service Desk to take their shipment(s) at the close of the event for no additional material handling fee if drayage was paid on the inbound.
- Exhibitors may arrange with their own carrier to pick-up their shipment(s) at the close of the event (**All carriers must check in by 6pm on Sunday, March 16, 2025**).
- All non-LTL carrier outbound shipments from show site will incur a \$1.35 per pound charge for outbound handling, a minimum outbound charge of \$95.00 will apply. Exhibitors must have printed pre-paid labels (FedEx/UPS).
- Any freight left on show floor without a DES Bill of Lading will be assessed a minimum 1-hour labor charge and will be forced out with the house carrier at the exhibitor's expense to the last known address from the inbound bill of lading.
- Empties may take up to one hour to return at the close of the show.

PLEASE COMPLETE THE FOLLOWING:

| | CARRIER | # PIECES | X | Each piece 25lbs or Less | ESTIMATED CHARGES |
|--|---------|----------|---|--------------------------------|-------------------|
| SHIPMENT 1 | | | X | \$60.00 | \$ |
| SHIPMENT 2 | | | X | \$60.00 | \$ |
| SHIPMENT 3 | | | X | \$60.00 | \$ |
| LATE SHIPMENT(s) | | | | \$25 per CWT | \$ |
| | | | | 8.025% Service Fee | \$ |
| | | | | 8.00% Admin Fee | \$ |
| Order Online and Save the 8% Administrative Fee | | | | TOTAL ESTIMATED CHARGES | \$ |

| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

DES-DEMERS EXPOSITION SERVICES, INC. - 151a Park Ave – East Hartford, CT 06108
860.882.0003 – Fax 860.579.3976 – Email info@demersexpo.com
www.demersexpo.com



**Demers
Events
& Expo
Services**

SHIPPING LABELS ADVANCE

Copy and use this label for Advanced Shipment to warehouse on or before **Thursday, February 27, 2025.**

| | | |
|--------------|--|------------------------|
| RUSH! | | DES FREIGHT |
| TO: | <input type="text"/> | |
| | <i>EXHIBITING COMPANY Please write exhibiting company's name in this box</i> | |
| | Northwest Sportshow | |
| | <input type="text"/> | |
| | <i>BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment</i> | |
| | c/o Demers Exposition Services, Inc. | |
| | ABF Freight | |
| | 2950 Lone Oak Circle | |
| | Eagan, MN 55121 | |
| Carrier | _____ | |
| Number | _____ of _____ | pieces |
| |  | |
| |  | |

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025



SHIPPING LABELS DIRECT

Copy and use this label for Direct Shipment
to SHOWSITE on **March 11-13, 2025**

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

RUSH!

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TO:

EXHIBITING COMPANY Please write exhibiting company's name in this box

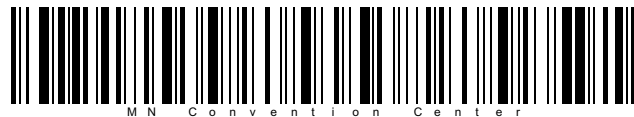
Northwest Sportshow

BOOTH NUMBER(s) Please write Booth # in this box if you know it at time of shipment

c/o **Demers Exposition Services, Inc.**
Minneapolis Convention Center
1301 2nd Avenue South
Minneapolis, MN 55403

Carrier _____

Number _____ of _____ pieces



LIABILITY AND INSURANCE BULLETIN

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for damage to uncrated materials, improperly packed materials, or concealed damage.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of exhibitor's materials after same have been delivered to exhibitor's booth.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, theft or disappearance of materials before they are picked up from exhibitor's booth for reloading after the event. Bills of lading covering outgoing shipments which are furnished to DEMERS EXPOSITION SERVICES, INC. by exhibitors will be checked at time of our actual pick-up from booth and corrections made where discrepancies occur.

DEMERS EXPOSITION SERVICES, INC. shall not be responsible for loss, damage or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control.

DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to physical loss or damage to the specific article which is lost or damaged, and in any event, DEMERS EXPOSITION SERVICES, INC.'s liability shall be limited to \$0.30 per pound.

DEMERS EXPOSITION SERVICES, INC. shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral costs which may result from any loss or damage to an exhibitor's materials which may make it impossible to exhibit same.

The consignment or delivery of a shipment to DEMERS EXPOSITION SERVICES, INC. by an exhibitor, or by any other shipper on behalf of the exhibitor, shall be construed as an acceptance by such exhibitor (and/or other shipper) of the terms and conditions set forth in this bulletin.

EXHIBITORS REQUIRING ADDITIONAL INSURANCE COVERAGE SHOULD ARRANGE TO PLACE SAME THROUGH THEIR AGENT OR BROKER.



LABOR ORDER FORM

ORDER ONLINE AND SAVE THE 8% ADMINISTRATIVE FEE!

Display Labor

These craftsmen crate, uncrate materials, set-up and dismantle exhibits

STRAIGHT TIME 8:00am to 4:30pm, Monday - Friday
 OVERTIME 8:00am to 4:30pm, Saturday, Sunday, All Holidays
 4:31pm to 7:59am, Monday - Sunday, All Holidays

Rates: per person/per hour

| | |
|----------------------|-----------------------|
| ADVANCE PRICE | SHOWSITE PRICE |
| \$ 95.68 | \$143.52 |
| \$143.52 | \$215.28 |

***Two Hour Minimum per Laborer**

Advance Pricing Deadline: Thursday, February 27, 2025

Start time guaranteed only when labor is requested for the start of a working day (8:00am). Labor must be cancelled 72 hours in advance of start time to avoid estimated labor charges.

INSTALLATION LABOR

Demers Exposition Supervised Labor - Installation of your exhibit will be completed at our discretion prior to show opening. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

| | |
|--------------------|--------|
| Emergency Contact: | Phone: |
| Display Contact: | Phone: |

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

| | |
|---------------------|--------|
| Supervisor Contact: | Phone: |
|---------------------|--------|

| Date | Start Time | No. of Laborers | X | Approx. Hrs Per Laborer | = | Total Hours | @ | Hourly Rate | = | Estimated Total Cost |
|---|------------|-----------------|---|-------------------------|---|-------------|---|-------------|---|----------------------|
| | | | X | | = | | @ | | = | |
| | | | X | | = | | @ | | = | |
| DEMERS Supervision 30% or \$60.00 Minimum | | | | | | | | | | |
| 8% Admin Fee | | | | | | | | | | |
| Total | | | | | | | | | | |

DISMANTLE LABOR

Demers Exposition Supervised Labor - Dismantle of your exhibit will be completed at our discretion at the close of the show. The charge for this service is 30% of the total installation labor bill, or a minimum of \$60.00

| | |
|--------------------|--------|
| Emergency Contact: | Phone: |
| Display Contact: | Phone: |

Exhibitor Supervised Labor - Supervisor must check-in at the Demers Service Desk to pick-up labor.

| | |
|---------------------|--------|
| Supervisor Contact: | Phone: |
|---------------------|--------|

| Date | Start Time | No. of Laborers | X | Approx. Hrs Per Laborer | = | Total Hours | @ | Hourly Rate | = | Estimated Total Cost |
|---|------------|-----------------|---|-------------------------|---|-------------|---|-------------|---|----------------------|
| | | | X | | = | | @ | | = | |
| | | | X | | = | | @ | | = | |
| DEMERS Supervision 30% or \$60.00 Minimum | | | | | | | | | | |
| 8% Admin Fee | | | | | | | | | | |
| Total | | | | | | | | | | |

| | |
|-----------------|--------------------|
| Company Name: | Booth# (if known): |
| Address: | Phone: |
| City/State/Zip: | Date: |
| Authorized by: | Signature: |
| E-mail: | |

Northwest Sportshow, Minneapolis Convention Center, March 13-16, 2025



EAC FORM

Submit this form if exhibitor intends to use a contractor other than Demers Exposition Services

- Complete, sign and return this form by the due date if the Exhibiting Company intends to hire an Exhibitor Appointed Contractor (EAC) other than Demers Exposition Services to provide I&D Booth labor.
- A Certificate of Insurance furnished by their broker must be submitted by the EAC by the above due date and it must list Demers as additional insured.
- All personnel must be properly badged at show site.

If the exhibiting company fails to comply with any or all of the requirements listed below, the EAC will not be permitted to service your exhibit, and Demers Exposition Services must be hired for installation and dismantle labor. The EAC will be able to provide supervision only.

EXHIBITING COMPANY INFORMATION

| | | |
|---------------------------|--|------|
| Booth Number | | Date |
| Exhibiting Company name | | |
| Exhibit Contact | | |
| Exhibit Contact Email | | |
| Exhibit Contact Phone | | |
| Exhibit Contact Signature | | |

EXHIBITOR APPOINTED CONTRACTOR INFORMATION

| | | |
|-----------------------|--|--------------------------|
| EAC Contractor Name | | Date |
| Pre-Show EAC Contact | | EAC On-Site Contact |
| Address | | Email Address |
| City, State, ZIP code | | Emergency On-Site Number |

**Email your completed and signed form & Certificate of Insurance to:
info@demersexpo.com**

