



# SIGNAGE INFORMATION **F-17**

## RoboBusiness

Shepard Exposition Services  
1531 Carroll Drive  
Atlanta, GA 30318

David L. Lawrence Convention Center  
Pittsburgh, PA  
April 8-9, 2008  
Event Code: G108880408

Phone: **(404) 720-8600** International Phone: **+001 (404) 720-8600**

E-mail: **custsvcs@shepardes.com** Fax: **(404) 720-8755** **Discount Order Deadline: March 18, 2008**

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Company Name \_\_\_\_\_ Booth Number \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

**Authorized Signature** \_\_\_\_\_ **Fax** \_\_\_\_\_

Signature also indicates you read and accept the Payment Policy (A4), Terms and Conditions (A-6), and submitted a Payment Authorization (A-3 and/or A5).

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### General Graphics Information:

- △ Discount prices apply only to orders received with full payment 21 days prior to show open.
- △ Signs are based on one color copy, white background and 10 words or less per sign.
- △ Signs Digitally Printed and Laminated on White Cardstock.
- △ Other Substrates and custom sizes are available.
- △ Large Format Digital Printing Available
- △ On-site orders taken at Shepard Service Desk and delivered in 24 hours or less.

### Graphic Services:

- △ Graphic Design Services (70067)
- △ Disc or E-Mail Transfer of Your Designs to signage (70068)
- △ Computer Scanned artwork(70064) and logo reproduction(70052)
- △ Special Artwork mounting (70069)
- △ Custom and PMS full color match (70054)

### Submission Recommendations:

Following these recommendations will ensure that we can efficiently process your order.

- △ Do not compress files.
- △ Include a color hard copy of your layout.
- △ The files you send should be the only files on the disc.
- △ Vector artwork (outlined) should be used whenever possible, except for 4 color process or photographic images.
- △ Resolution for bitmap images for inkjet printers 100-300 pixels per inch at final size.
- △ Please specify target color as PMS C or U, or provide a quality Iris or Matchprint to ensure our output matches your expectations. Color output may vary between processes and devices.
- △ **Remember to order in advance to save money.**
- △ **Orders received after the deadline date or without payment will be charged the floor price.**
- △ **There is a one time graphics surcharge of \$75 to \$150, depending on the layout and or design time required on the client supplied art work. Floor items will be charged the Rush price + 25%.**



# SIGN ORDER FORM **F-18**

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Company Name \_\_\_\_\_ Booth Number \_\_\_\_\_

Company Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Shipping Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Fax \_\_\_\_\_

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### SIGNS

	Quantity	Description	Discount Price	Regular Price	Total
70004		7" x 44" (Replacement ID only)	31.50	41.00	
70005		11" x 14" Vertical	53.00	69.00	
70006		11" x 14" Horizontal	53.00	69.00	
70007		14" x 22" Vertical	97.50	126.75	
70008		14" x 22" Horizontal	97.50	126.75	
70009		22" x 28" Vertical	105.25	136.75	
70010		22" x 28" Horizontal	105.25	136.75	
70011		28" x 44" Vertical	163.00	212.00	
70012		28" x 44" Horizontal	163.00	212.00	
70025		36" x 90.75" Meter Board	324.25	421.50	

### SIGN ACCESSORIES

70014		Cardboard Table Easel (each)	6.60	8.60	
70026		Adjustable Arrows (each)	6.60	8.60	
70017		Blank Foam core (4' x 8' - white)	46.00	59.75	
70021		Velcro Male and Female (per ft) - min 5 feet	1.50	1.95	

### VINYL BANNERS WITH DIGITAL PRINTING - Minimum 2' x 8'

70065		With Grommets	Vertical	13.25	sq.ft.	17.25	sq.ft.	
70071		With Grommets	Horizontal	13.25	sq.ft.	17.25	sq.ft.	
70066		Pockets (top and bottom)	Vertical	14.25	sq.ft.	18.50	sq.ft.	
70072		Pockets (top and bottom)	Horizontal	14.25	sq.ft.	18.50	sq.ft.	

**Please specify color for lettering:**

<input type="checkbox"/>	white	<input type="checkbox"/>	Yellow	<input type="checkbox"/>	Light blue	<input type="checkbox"/>	Green
<input type="checkbox"/>	Black	<input type="checkbox"/>	Red	<input type="checkbox"/>	Dark blue	<input type="checkbox"/>	Orange

**Please specify color for background:**

<input type="checkbox"/>	white	<input type="checkbox"/>	Yellow	<input type="checkbox"/>	Light blue	<input type="checkbox"/>	Green
<input type="checkbox"/>	Black	<input type="checkbox"/>	Red	<input type="checkbox"/>	Dark blue	<input type="checkbox"/>	Orange

**Indicate your sign copy here:**

Please feel free to attach additional sign copy on a separate page.

Subtotal	\$
7.00% Tax	\$
Total	\$