



October 14-17, 2025

Exhibitor Manual

# SHOW INFORMATION Page 1 of 2

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square

October 14-17, 2025



### Welcome to Lymphoma, Leukemia & Myeloma Congress.

We are pleased that CSI has been selected as your Official General Contractor. Our goal is to help make sure your show participation is a success.

As the Official Service Contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use. In addition to the CSI Worldwide forms, you may find forms enclosed for services performed by the Venue or other suppliers. Please give special attention to see that forms and payments are directed to the address indicated on each order form. Some services may NOT be provided by CSI Worldwide.

Please review our payment policy carefully. As a reminder, CSI requires payment in full at the time you place your order, along with a credit card charge authorization. This may be used to cover items such as labor and freight handling not included with your initial payment.

**Take advantage of our substantial price discounts!** Just return your order with payment by the discount price deadline(s) on the order forms and use the lower price.

Please contact us at CSI with questions. If you have a special request, just call! We will do our best to provide you with all your show needs and appreciate the opportunity to serve you.

### Official General Contractor

CSI Worldwide  
40 Regency Plaza  
Glen Mills, PA 19342

Phone: (800) 523-7118  
Fax: (610) 558-9459  
Email: [exhibitorservices@csiworldwide.net](mailto:exhibitorservices@csiworldwide.net)

[Order Online at orders.csiworldwide.net](http://orders.csiworldwide.net)

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### Exhibit Booth Package

Booth Size: 8'x10'  
8' High Backwall Drape  
3' High Side Rail Drape  
1 - 6"x30" Decorated Table  
2 - Side Chairs  
1-Booth Identification Sign  
1 - Wastebasket  
Booth Carpet  
Aisle Carpet

Hotel Carpet  
Hotel Carpet

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### Production Timeline

*Be sure to check all order forms for **additional** deadlines.*

#### Discount Deadline

Mon Sept 29, 2025 Orders received with payment

#### Advance Shipments

Mon Sept 8, 2025 May begin arriving at Warehouse at CSI Warehouse  
Wed Oct. 8, 2025 Last day for all shipments to arrive at CSI Warehouse  
**Deliveries accepted Monday - Friday between 8:00 AM - 3:30 PM**

#### Direct Shipments

Mon Oct 13, 2025 Must Arrive at Exhibit Site **Drivers Must Check in by 2pm**

#### Installation

Mon Oct 13, 2025 1 PM - 5 PM

#### Show Hours

Tues Oct 14, 2025 9:50am-10:20am, 3:50pm-4:20pm, 6:20pm-7:20pm  
Wed Oct 15, 2025 9:50am-10:20am, 3:40pm-4:10pm  
Thurs Oct 16, 2025 9:40am-10:10am, 3:40pm-4:10pm  
Fri Oct 17, 2025 9:40am-10:10am

#### Dismantle

Fri Oct 17, 2025 10:30am-4:00pm  
**Drivers Must Check-In by 2 PM**

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## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025



### Shipping Addresses

#### **Advance Shipments to Warehouse**

Lymphoma, Leukemia & Myeloma Congress  
Exhibitor (Company) Name and Booth Number  
c/o CSI Worldwide  
60 Broad Street  
Carlstadt, NJ 07072

#### **Direct Shipments to Exhibit Site**

Lymphoma, Leukemia & Myeloma Congress  
Exhibitor (Company) Name and Booth Number  
Sheraton New York Times Square  
811 7th Avenue, W 53rd Street  
New York, NY 10019

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### Service Center

CSI is here to take care of your on-site needs. All contractors and production personnel will be available, along with any services you might desire such as Furniture and Freight Handling.

### Service Desk Hours

Monday	October 13, 2025	1PM - 5 PM
Tuesday	October 14, 2025	9AM - 7 PM
Wednesday	October 15, 2025	9 AM - 4 PM
Thursday	October 16, 2025	9AM - 4 PM
Friday	October 17, 2025	10 AM - 4 PM

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### Union Information

To assist you in planning your participation in your New York area show, we are certain you will appreciate knowing in advance that union labor will be required for certain aspects of your exhibit handling.

#### **Teamsters, Hilo Operators, Helper/Checkers**

Teamsters handle freight at the exhibit hall. They unload trucks or vehicles and deliver freight to exhibitor's booths. They also provide rigging of machinery, moving services and spotting machinery in booths. Customarily, this service must be ordered as needed at the exhibitor's expense.

#### **Journeyman and Apprentice**

Journeyman and Apprentice handle the erection and dismantling of all display and exhibit booths. This includes all display work as well as crating and uncrating of machinery and equipment. Journeymen handle installation of drape background, table skirting and other items of a decorative nature. Journeymen install all carpeting and floor coverings, either rental and/or exhibitor owned. Apprentice deliver furniture and floor covering.

#### **Electrical Union**

Electricians handle all electrical work, which includes supplying power lines to your booth, connecting equipment to outlets and installing signs or headers that are lighted, unless they are permanently a part of the exhibit backwall. Exhibitors and their full time personnel will be able to screw their own light bulbs in any of the fixtures in their booths, with the exception of neon. Exhibitors and their full-time personnel will be able to assemble and install lights in their exhibits, as long as they are products made by their company, and as long as those fixtures will not be energized.

#### **What Can Exhibitors Do Without Union Personnel?**

Contrary to popular belief, exhibitors are allowed to do some work within the privacy of their own booths. This guide should help: Any exhibitor or his full time employees may set up and take down "pop-up" displays, provided they are no longer than 10 feet, and can be handled by one person using no tools and completing the job within 1/2 hour. Exhibitors are allowed to unpack and repack their own product (if in cartons, not cases or crates). They can carry into their booth merchandise that one person can hand carry in. This does not mean that if an exhibitor has 50 cartons in a truck, he can make 50 trips to his booth. Exhibitors are allowed to do the technical work to their machines, such as balancing, programming, cleaning of machines, etc.

#### **Flameproofing**

Table coverings as well as booth equipment must be made of non-flammable material. All decorative materials must be fire resistant and in accord with the standards established by the National Board of Fire Underwriters. Certificates attesting to the fact that all materials referred to above have been flameproofed in accordance with Section C-19-161.1 must be notarized and submitted upon request. Flameproofing which is not in accordance with the New York City Administrative Code is a violation and unacceptable.

#### **Gratuities**

Our work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts of any kind by any employee (union or non-union). Our employees are paid appropriate wages denoting professional status, therefore tipping of any kind is not allowed.

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# Lymphoma • Leukemia & Myeloma Congress

Celebrating 25 Years of Excellence

## EXHIBITOR-APPOINTED CONTRACTOR NOTIFICATION

All Exhibitor-Appointed Contractor (EAC) forms must be completed and returned to Show Management **by Friday, September 19, 2025.**

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Please complete this form ONLY if you plan to use labor other than that provided by CSI Worldwide, the official show service contractor.

**NAME OF SHOW:** 2025 Lymphoma Leukemia & Myeloma Congress

**EXHIBITING COMPANY:** \_\_\_\_\_ **BOOTH #:** \_\_\_\_\_

**AUTHORIZED CONTACT NAME:** \_\_\_\_\_

**AUTHORIZED CONTACT TITLE:** \_\_\_\_\_

**AUTHORIZED CONTACT SIGNATURE:** \_\_\_\_\_

We have contracted with the following firm to install and/or dismantle our exhibit display at the Senior Living Executive Conference:

**SERVICE COMPANY NAME:** \_\_\_\_\_

**PRIMARY CONTACT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

Inform your Non-Official Service Contractor that they must send a copy of the General Liability Insurance Certificate naming LL&M, HMP Omnimedia, HMP Education, CSI Worldwide, Encore Event Technologies, Inc., Marriott International, Inc., Marriott Hotel Services, Inc., Sheraton New York Times Square as additional insured. The Certificate of Liability Insurance must include commercial general liability coverage, product liability coverage, and broad property damage endorsement with combined and single liability limits of not less than \$1,000,000.00 per occurrence. The certificate must also include coverage for workers' compensation and employers' liability within commercially reasonable limits as otherwise required by the laws of the state of New York and must be in force during LL&M 2025. It is the exhibitor's responsibility to see that each representative of a Non-Official Contractor abides by this event's official rules and regulations.

Submit the form to Kathy Baumer ([kbaumer@hmpglobal.com](mailto:kbaumer@hmpglobal.com)) by 5:00 PM ET on September 19, 2025



## Exhibitor Guidelines for In-Booth Activities

As you finalize booth plans, please inform show management if you are planning any of the following so we can provide you with the proper resources and information.

- Characters or novelties
- Entertainment
- Food and/or beverage events (all food and/or beverage served in exhibitor booths must be ordered through Caesars Palace)
- Helium tanks/balloon displays
- Motorized vehicles
- Multi-level booths
- Photography services

### Finished Booths

The exhibitor is responsible for providing a finished booth. Unsightly booths with exposed walls, electrical cords, wires, etc., must be covered or masked off at the exhibitor's expense. Please refer to the [IAEE Guidelines](#) when designing your booth.

### In-Booth Presentations

For in-booth presentations with audio-visual and sound, headsets are required to be provided to the participants.

### Questions

If you have any questions, please contact:

Kathy Baumer  
Assoc. Director Exhibit and Sponsorship Services  
M: 856-873-2580  
E: [kbaumer@hmpglobal.com](mailto:kbaumer@hmpglobal.com)



**Order Online Today**  
for the best rates: [www.conexsysleads.com](http://www.conexsysleads.com)  
Event Code: **LMC25**

The MyLEADS solution goes well beyond just scanning badges in a booth by providing you access to the tools and key delegate information needed to collect, follow-up and convert sales leads to customers. Backed by expert support, sound technology and the freedom to manage your leads in the way that you want to. Understanding your return on objectives, becomes easy!

## Key Features



**Exhibitor Portal**  
Access your licenses, leads and reporting online all the time. Follow-up with leads in real-time.



**Custom Qualifiers**  
Always included and simple to setup. Customize your qualifying questions and answers online at any time.



**Capture Leads Anywhere**  
The freedom to scan anywhere. No power or internet required to capture leads. Note: internet required to sync leads.



### MyLEADS Standard

A small, light weight & easy to carry scanner, equipped with just one key. Allows for easy and straight forward use. Equipped with onboard memory, it provides an economical method of collecting leads. Access your leads online within one business day after the show closes. No electrical required.



### MyLEADS Mobile

Real-time attendee lead information. Ability to either scan badges or type badge ID's. Multiple device option, that syncs instantly to your account on the exhibitor portal. Take notes within each lead and answer custom surveys/qualifiers. Modify custom qualifiers on demand online. Native application allows for off-line capturing in areas with poor connectivity. Export your leads in multiple formats. No electrical required.



### MyLEADS Connect

Use your own scanner at the event and connect to our database using our API. Once order is processed, API documentation and a token key is sent. Multiple device connections are allowed. One company per unique token key.

## Compare Solutions

	Standard	Mobile	Connect
Scan anywhere, any time	✓	✓	✓
Custom qualifiers	✓	✓	
Real-time lead capture	✓	✓	✓
Real-time lead follow-up		✓	✓
Reporting portal	✓	✓	✓
Add notes to leads		✓	
Online and offline modes	✓	✓	
Export leads to Excel	✓	✓	✓

### Risk-Free Refund Policy

If the show is postponed/canceled you may request a refund by emailing [james@conexsys.com](mailto:james@conexsys.com)

We will honor a full refund, less any processing fees incurred with your original order. requests must be received within 90 days of the original show start date.

Order Online Event Code	▶ <a href="http://www.conexsysleads.com">www.conexsysleads.com</a> ▶ LMC25	Qty	Early Until 10/01/2025	Regular After 10/01/2025	Total
 <b>MyLEADS Standard</b>					
Use our small, light weight & easy to carry scanner, equipped with just one key that allows for straight forward use. <i>*See rental terms/notes below.</i>			<b>\$450.00</b>	<b>\$500.00</b>	
 <b>MyLEADS Mobile</b>	<b>*3 Licenses Included*</b>		<b>\$425.00</b>	<b>\$475.00</b>	
Use our app and your mobile device to capture leads in real-time that sync instantly to your account on the exhibitor lead portal.					
<b>Additional App Licenses</b>			<b>\$150.00</b>	<b>\$150.00</b>	
 <b>MyLEADS Connect</b>			<b>\$1,950.00</b>	<b>\$1,950.00</b>	
Use your own device and scanner at the event and connect directly to the database using our API.					

**\* Rental Terms /Notes**

Barcode Scanners must be picked up at the Lead Retrieval Services desk located at the registration area. On-site orders see CONEXSYS at the Lead Retrieval Services desk.

All equipment is offered on a rental basis and must be returned to the lead retrieval desk at the start of the scheduled exhibit breakdown period. All equipment is the sole responsibility of the exhibitor during the rental period. Lost or damaged equipment is subject to an additional charge, up to the full replacement cost of \$800. CONEXSYS will take reasonable precautions to ensure the safety and integrity of the data produced from this service and does not accept liability for any losses incurred resulting from missing or invalid information.

Tax ID# 76-0704632  
Total Amount Due in USD

Subtotal

Total

**Order Online And SAVE** ▶ [www.conexsysleads.com](http://www.conexsysleads.com)  
**Event Code** ▶ **LMC25**

Questions? (978) 338-4194

Additional Ordering Options:  
Fax: (877) 247-0864  
Email: [james@conexsys.com](mailto:james@conexsys.com)  
Mail: CONEXSYS International  
100 Cummings Center, Suite 320-H  
Beverly, MA 01915

**Contact Information**

Company

Booth #

Address

City

Province/State  Postal/Zip

Onsite Contact

Onsite Phone

Email (for leads)

**Payment Information**

Paying by check   
Check payable to  
CONEXSYS Registration Ltd

Card Number

Name On Card

Expiration Date  CVV#

Signature

Ordered By

Email (for receipt)

**CANCELLATION POLICY: No refunds after October 1, 2025**

# PAYMENT POLICY

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025



### Payment for Services

CSI Worldwide requires payment in full at the time services are ordered. Further, CSI requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labor and freight handling, not covered by your initial payment.

### Discount Prices

To qualify for discount pricing, orders must be received with payment on or before the discount price deadline(s).

### Method of Payment

CSI Worldwide accepts MasterCard, Visa, American Express, check and bank wire transfer. Purchase orders are not considered payment. All payments must be made in U.S. funds drawn on a U.S. Bank.\*

### Third Party Billing

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. CSI Worldwide reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See *Third Party Billing Request* form.

### Tax Exempt

If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information to the CSI office for this show. CSI must receive your certificate by the deadline date on the order forms; otherwise tax will appear on your invoice.

### Adjustments and Cancellations

Adjustments to your invoice will not be made after the close of the show. Some items, services and labor are subject to cancellation fees. Refer to each order form for details.

#### *Bank wire transfer information:*

**Account Name:**

**CSI Worldwide**  
40 Regency Plaza  
Glen Mills, PA 19342

**Bank:**

Fulton Bank N.A.  
One Penn Square  
Lancaster, PA 17602 USA  
Contact Name: Kaye Jordan  
Account # 0089378489 Routing # 031301422  
**SWIFT Code: FLBKUS33 (International Wires ONLY)**  
Telephone #(610) 995-0040  
Fax # (610) 995-0043

**To properly credit your account, send the following information to the CSI address listed on the order forms:**

- exhibiting company name, show name, and booth number
- date and amount of transfer
- bank and country where transfer originated

**CSI Worldwide Contact Names:**

Dorothy Navera	Phone: (610) 558-4500 Ext. 101	Email: dorothy.navera@csiworldwide.net
Mary Rostovich	Phone: (610) 558-4500 Ext. 103	Email: mary.rostovich@csiworldwide.net

If you have any questions regarding our payment policy,  
please call CSI Worldwide at (800) 523-7118  
or visit our Service Center at the show.

**\*Exhibitors will be charged a \$25.00 fee for returned NSF checks.**

# PAYMENT & CREDIT CARD CHARGE AUTHORIZATION



## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025

**Deadline Date**  
**September 29, 2025**

Order Online at [orders.csiworldwide.net](http://orders.csiworldwide.net)

RETURN TO: CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: [exhibitorservices@csiworldwide.net](mailto:exhibitorservices@csiworldwide.net)

COMPANY	EMAIL ADDRESS	BOOTH NUMBER
ADDRESS	street	city
	state	zip
		country
PHONE	FAX	PURCHASE ORDER NUMBER
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

**X**

### CREDIT CARD CHARGE AUTHORIZATION

<b>PROVIDE EXPIRATION DATE</b>	<b>EXPIRATION DATE:</b>	<input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA <input type="checkbox"/> AMERICAN EXPRESS	
		*Include Security Code (3 Digit on reverse side of Card) (4 Digits on front of AMEX only)	
	<b>Account Number:</b>		
	CARDHOLDER'S BILLING ADDRESS - IF DIFFERENT FROM ABOVE	CITY	STATE    ZIP    COUNTRY
<b>PLEASE SIGN</b>	CARDHOLDER'S SIGNATURE	CARDHOLDER'S NAME - PRINT	
	<b>X</b>		

Advance charges may be paid by company check but credit card information is required for freight, additional services or rentals ordered at the show site which will be invoiced to your **credit card**. At the conclusion of the show a complete invoice will be prepared and sent to you reflecting all charges and payments. No credit will be given after close of event on items or services ordered but not received.

Our **Credit Policy** requires **100% Payment** with order for service, tax and anticipated freight. This form with your credit card information for payment of advance and show site orders must be forwarded to the CSI Worldwide in order for us to provide any equipment or services. No Purchase Order Numbers will be accepted in lieu of payment. Full payment of rental charges must accompany your order to qualify for the discounted rates. **ALL orders received at the Service Desk will be charged at Standard Rates. A \$20.00 surcharge will be added to your account if any credit charges for services are denied or if any checks are returned. TERMS: Due upon receipt. Unpaid accounts after 14 days from invoice date will accrue a service charge of 0.0575% per day, annual interest rate 21%.** Exhibitors will be responsible for all fees connected with the collection of their accounts.

### Services and Equipment Ordered

*If someone other than the exhibiting company is to be invoiced for items/services on this form, YOU MUST complete the "Third Party Billing" Information Form*

Furniture & Accessories Order Form	\$
Standard Carpet Order Form	\$
Custom-Cut Carpet Order Form	\$
Sign and Art Work Order Form	\$
Display Labor Rental Order Form	\$
Shipping Information and Freight Service Order Form	\$

**FULL PAYMENT in U.S. funds drawn on a U.S. Bank**

\$	
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**CANCELLATION:** Cancellation after deadline will be charged at 50% of prevailing rate.

**LATE REQUEST:** Request after deadline will be filled as available at the standard rate.

# **OFFICIAL CONTRACTORS & EXHIBITOR APPOINTED CONTRACTORS**

## **Lymphoma, Leukemia & Myeloma Congress**

Sheraton New York Times Square

October 14-17, 2025



Show Management, acting on behalf of all exhibitors and in the best interest of the exposition, has appointed an Official Service Contractor to perform and provide necessary services and equipment.

The Official Service Contractor is appointed to:

- a. Insure the orderly and efficient installation and removal of the overall exposition.
- b. Assure the distribution of labor to all Exhibitors according to need.
- c. Provide sufficient labor to satisfy the requirements of Exhibitors, and the exposition itself.
- d. See that the proper type and limits of insurance are in force.
- e. Avoid any conflict with local union and/or exhibit hall regulations and requirements.

The Official Service Contractor will provide all usual trade show services, including labor. Exceptions are:

- f. Supervision may be provided by the Exhibitor.
- g. The Exhibitor may appoint an outside independent contractor for installation and dismantle only of the Exhibitor's display.

Exhibitors may employ the service of independent contractors to supervise the installation and dismantlement of their displays, providing the Exhibitor and the installation and dismantling contractor comply with the following requirements:

1. The Exhibitor, in writing, must notify Show Management and CSI Worldwide LLC of their intention to utilize an independent contractor no later than 25 days prior to the first move-in day, furnishing the name, address and telephone number of the firm. Letters as such from independent contractors are neither valid nor acceptable.
2. Only the Exhibitor-named independent contractor's employees will be authorized on the show floor. Employees of third parties named or subcontracted by the Exhibitor-named independent contractor will not be authorized admittance on the show floor unless those employees are named and badged as specified in the following article.
3. The independent contractor must furnish Show Management and CSI Worldwide LLC with the names of all on-site employees who will be working on the exposition floor prior to the first move-in day and see that they have and wear at all times identification badges supplied by the independent contractor containing the independent contractor name, employee name and Exhibitor Company name, plus wear and exhibitor work pass supplied by Show Management.
4. The independent contractor must have all business licenses, permits and Workman's Compensation insurance required by the State and City governments and the Venue prior to commencing work, and shall provide Show Management and CSI Worldwide LLC with evidence of compliance.
5. The independent contractor must carry a minimum of \$1,000,000 in Public Liability Insurance and shall provide Show Management and CSI Worldwide LLC with a certificate of insurance showing the coverages and amounts, and naming the sponsor, CSI Worldwide LLC and the Venue as co-insured.
6. The independent contractor must follow the scheduled work times or pay any additional cost incurred because of extended work hours.
7. The independent contractor may not solicit business on the exhibit floor.
8. The independent contractor must confine their operations to the exhibit area of their clients. No service desks, storage areas or other work facilities will be located anywhere else in the building. The show aisles and public spaces are not part of the Exhibitor's booth space.
9. The independent contractor must comply with all labor agreements and practices and must commit or allow to be committed by persons in their employment any acts that could lead to work stoppages, strikes or labor problems.
10. The exposition floor, aisles, loading docks, service and storage areas will be under control of CSI Worldwide LLC.
11. For services such as electrical, plumbing, telephone, floral, booth cleaning and drayage, no contractor or support other than the Official Service Contractor/Supplier will be approved. This regulation is necessary because of licensing, insurance, and work done on equipment and facilities owned by parties other than the Exhibitors. Exhibitors shall provide only the material and equipment they own and is to be used in their exhibit space.

# THIRD PARTY BILLING REQUEST

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025

**Deadline Date**  
**September 29, 2025**



**RETURN TO:** CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net

COMPANY \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_ BOOTH NUMBER \_\_\_\_\_

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

PHONE:

DATE

**X**

The exhibiting firm is primarily responsible for the payment of charges. In the event you have arranged for an exhibit house or other party to handle your display and be billed for services, we will agree to this third party billing if they supply the appropriate credit card information below. Advance payment in full must accompany your order including estimated labor and drayage charges. Additionally, both firms must sign the following statement: **WE UNDERSTAND AND AGREE THAT WE, THE EXHIBITING FIRM, ARE PRIMARILY RESPONSIBLE FOR PAYMENT OF CHARGES. IN THE EVENT THE NAMED THIRD PARTY FAILS TO PAY ALL CHARGES, SUCH CHARGES WILL BE PAID BY THE EXHIBITING FIRM ON DEMAND, INCLUDING ANY AND ALL FEES CONNECTED WITH THE COLLECTION OF THIS ACCOUNT.**

\_\_\_\_\_ (Exhibiting Firm) \_\_\_\_\_ (Display House/3rd Party)

By: \_\_\_\_\_ (Authorized Signatures)

### Exhibiting Firm

EXHIBITING FIRM \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

AUTHORIZED NAME (PRINT) \_\_\_\_\_

**Credit Card Charge Authorization**  Corporate  
(Information Must Be Provided)  Personal  
 MasterCard  
 VISA  
 American Express

PROVIDE EXPIRATION DATE

EXPIRATION DATE

cvv code\*

\*Include Security Code (3 Digit on reverse side of Card) (4 Digits on front of AMEX only)

Account Number

\_\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_ PLEASE PRINT

CARDHOLDER'S BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

The items checked below are to be invoiced to the Exhibiting Company:

- All Services  Booth Cleaning  
 I & D Labor  Rental Furniture  
 Signs  Material Handling In & Out  
 Other (Please Specify) \_\_\_\_\_

PLEASE SIGN

**X**

CARDHOLDER'S SIGNATURE

### Third Party

EXHIBITING FIRM \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

AUTHORIZED SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

AUTHORIZED NAME (PRINT) \_\_\_\_\_

**Credit Card Charge Authorization**  Corporate  
(Information Must Be Provided)  Personal  
 MasterCard  
 VISA  
 American Express

PROVIDE EXPIRATION DATE

EXPIRATION DATE

cvv code\*

\*Include Security Code (3 Digit on reverse side of Card) (4 Digits on front of AMEX only)

Account Number

\_\_\_\_\_

CARDHOLDER'S NAME \_\_\_\_\_ PLEASE PRINT

CARDHOLDER'S BILLING ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_ COUNTRY \_\_\_\_\_

The items checked below are to be invoiced to the Third Party:

- All Services  Booth Cleaning  
 I & D Labor  Rental Furniture  
 Signs  Material Handling In & Out  
 Other (Please Specify) \_\_\_\_\_

PLEASE SIGN

**X**

CARDHOLDER'S SIGNATURE



# LIMITS OF LIABILITY & RESPONSIBILITY

**The placing of an order for services and/or equipment by an exhibitor or any agent of the exhibitor shall be construed as an offer subject to acceptance and approval of CSI in its sole discretion. Upon participation of any CSI show or event, the Exhibitor and its agents shall be bound by the terms and conditions set forth in Sections 1 through 14 below. Likewise, once CSI has accepted and approved the Exhibitor's offer, any shipper consigning or delivering a shipment to CSI or its subcontractors on behalf of Exhibitor shall be bound by the terms and conditions set forth in Sections 1 through 14 below.**

**1. CSI Worldwide LLC and its subcontractors shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage as determined by CSI.**

**2. Relative to inbound shipments,** there may be a lapse of time between the delivery of shipment(s) to the booth by CSI or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pickup of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended. Therefore, it is agreed that CSI and its subcontractors shall not be liable for the loss of, disappearance of, or damage of any items left in the booth unattended at any time. Consequently, all bills of lading covering outgoing shipment(s) submitted to CSI or its subcontractors by the Exhibitor will be checked at the time of pickup from the booth and corrected where discrepancies exist.

**3. CSI and its subcontractors shall not be liable for any damage incurred during the handling of materials or equipment requiring special devices to properly load, place, or reload unless 14 days advance notice has been given to CSI in time to obtain the proper equipment.**

**4. CSI and its subcontractors shall not be responsible for any loss, delay, or damage due to events beyond their reasonable control which cannot be avoided by the exercise of due care and prudence, including without limitation, strikes, labor disputes, lockouts or work stoppages of any kind, fire, theft, windstorm, water, vandalism, acts of God, failure of power or utilities, and other events of force majeure.**

**5. CSI and its subcontractors shall not be liable for ordinary wear and tear in handling of materials and/or equipment.**

**6. CSI and its subcontractors are not insurers; i.e., CSI does not insure the Exhibitor's property against loss or damage, nor does it provide for full replacement value should loss or damage occur. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable by CSI under this paragraph are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. Provisions of this paragraph shall apply if Exhibitor's property is lost or damaged through performance or nonperformance of services by CSI, or from the negligence of CSI, its subcontractors or their respective employees. If such loss or damage occurs, the liability of CSI and its subcontractors shall be limited to a sum equal to \$.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less. This amount shall be considered Exhibitor's agreed-upon damages and exclusive remedy.**

**7. CSI and its subcontractors shall not be liable to any extent whatsoever for any indirect, special, incidental, or consequential damages, which may include, but are not limited to any actual, potential or assumed loss of profits or revenues, loss of use of equipment or products, or any collateral costs that may result from any loss or damage to Exhibitor's materials or any injury to Exhibitor's personnel which may make it impossible or impractical for Exhibitor to exhibit its materials.**

**8. CSI will not be bound to honor any claim or action brought against CSI or its subcontractors more than 60 days after the date of incident.**

**9. The Exhibitor agrees,** in connection with the receipt, handling, temporary storage and reloading of its freight, that CSI and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of CSI or its subcontractors sign a delivery receipt, bill of lading or other document, the parties agree that CSI or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.

**10. CSI and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills. Such shipments will be delivered to booth without guarantee of piece count or condition.**

**11. Empty container labels** will be available at the CSI Service Desk. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and CSI and its subcontractors assume no responsibility or liability for loss or damage to contents while containers are in storage or for mislabeled containers.

**12. In order to expedite** removal of freight from the show site, CSI shall have the authority to change designated carriers, if assigned carriers do not pick up on time. Where no disposition is made by the Exhibitor, freight will be taken to a warehouse and forced shipped on a carrier determined by CSI and the Exhibitor agrees to be responsible for payment of charges relating to such handling and shipping. CSI assumes no liability as a result of rerouting or handling.

**13. Dry and Cold Storage** – Exhibitor stores products at its own risk. CSI assumes no liability or responsibility for dry or cold storage.

**14. The Exhibitor agrees,** in the event of a dispute with CSI or its subcontractors related to any loss or damage to any of the Exhibitor's freight or equipment, that the Exhibitor will not withhold payment in any amount due to CSI for freight handling services or any other services provided by CSI or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay CSI prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against CSI or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

**Be sure your freight is insured from the time it leaves your place of business until it is returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Also, be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site. All transit claims will be referred to the common carrier.**

# ***SAFETY FIRST***

## **SAFETY IS VERY IMPORTANT FOR EVERYONE WORKING IN THE EXHIBIT HALL - ESPECIALLY YOU !**

CSI Worldwide is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention of a CSI Worldwide supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Attached you will find a list of Loss Prevention Guidelines that we request you follow while at showsite. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees and other exhibitors. Enjoy the show and do it safely.

***THANK YOU FOR YOUR COOPERATION!***

### **EXHIBITOR LOSS PREVENTION GUIDELINES AT SHOWSITE**

- Smoking is prohibited except in designated areas. Please be sure all cigarettes are fully extinguished.
- Standing on chairs, tables and other furniture is PROHIBITED. The furniture is not designed to support your standing weight. Please use your ladder.
- Forklifts and carts are to be used by authorized personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please steer clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and around the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Secure or remove any cords where you or others are going to be walking.
- Report any fires immediately or pull the nearest fire alarm. Please keep fire exits clear.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.
- Use good housekeeping. Dispose of waste properly and keep materials stacked securely. Please keep in mind the safety of your employees and those attending the show.

**REMEMBER: SAFETY DOESN'T HAPPEN BY ACCIDENT!**

# SHIPPING GUIDELINES

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square

October 14-18, 2025



### Shipping Guidelines

*We recommend you use a carrier specializing in trade shows. Exhibit freight is time-sensitive, and experience counts. If you are in doubt, call! CSI Worldwide can assist you in planning your shipments.*

*Please read the "CSI Limits of Liability and Responsibility" for important information on shipping.*

**Shipping Charges** Please prepay all shipping charges. CSI cannot accept or be responsible for collect shipments.

**Bill of Lading** All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise. Upon shipping, immediately send copies of bills of lading to CSI and your on-site representative.

Handling charges are based on the weight of the freight. Certified weight receipts are required for all shipments. CSI will estimate weight for private vehicles without certified weight receipts. Charges will be based on this estimation and no adjustments can be made.

Separate mixed van shipments between crated and uncrated and clearly identify the weights of each on the bill of lading. Otherwise, CSI will invoice the entire load at the *Uncrated* rate and will be unable to adjust charges later.

**Consignment** All shipments must be consigned c/o CSI Worldwide to enable us to accept them for handling. Convention centers and hotels will not accept direct shipments consigned to them, as they have no facilities for receiving or storing freight.

**Shipping Labels** Please use the shipping labels provided to expedite handling. For more labels, write, or call CSI Worldwide at (718) 931-2088.

**Certified Weight Receipts** The weights of your vehicle empty and loaded must be documented with certified weight receipts for billing purposes. CSI will unload all shipments after your driver submits certified weight receipts at the receiving site.

**Labor and Equipment** Labor and equipment for unloading and loading are included with CSI freight handling rates for services. Labor and equipment will be available for uncrating, unskidding, assembling, positioning, leveling, dismantling, re-crating, and reskidding machinery and/or equipment of exhibitors. Place your order for this labor using the *In-Booth Forklift & Labor Order Form*.

If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

**Empty Labels** Shipping cartons will be picked up, stored, and returned after the show if they are affixed with empty labels by the exhibitor. These labels are available at the Service Desk and are for *empty storage only*.

**Outgoing Shipments** Shipping information, bills of lading and labels will be available at the CSI Worldwide Service Desk. Exhibitors selecting non-official carriers will need to make their own arrangements for pickup.

# SHIPPING INFORMATION

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025



### Freight Handling Services

CSI Worldwide is prepared to receive your shipment either in advance at our local warehouse or directly to the exhibit site. You may ship via the carrier of your choice.

Rates are based on the incoming weight of shipments. **For rates and arrival information, see the *Material Handling Order Form*. CSI Worldwide must have payment before forwarding freight.**

### Advance Shipments to CSI Worldwide Warehouse

*Crates, Cartons, Fiber Cases Only*

*As a courtesy to our exhibitors, CSI will receive uncrated carpet and pad at the warehouse. A special handling charge will apply on these shipments.*

**Rates Include:** Unloading crated freight. The warehouse cannot receive uncrated shipments.  
Storing at the warehouse for up to 30 days.  
Reloading onto trucks and delivery to the exhibit site.  
Unloading freight and delivery to your booth.  
Picking up, storing, and returning empty shipping containers.  
Reloading freight for return to your specified destination.

*Make out the bill of lading and consign as follows:*

**Sep. 8 - Oct 8, 2025**

**Shipments may arrive at  
advanced warehouse**

NAME OF EXHIBITING COMPANY  
LYMPHOMA, LEUKEMIA & MYELOMA CONGRESS  
YOUR BOOTH NUMBER  
C/O CSI WORLDWIDE  
60 BROAD STREET  
CARLSTADT, NJ 07072

### Direct Shipments to Exhibit Site

**Rates Include:** Unloading freight and delivery to your booth.  
Picking up, storing, and returning empty shipping containers.  
Reloading freight for return to your specified destination.

*Make out the bill of lading and consign as follows:*

**Monday, October 13, 2025**

**CSI does not take responsibility  
of shipments that arrive to  
facility before October 13, 2025**

NAME OF EXHIBITING COMPANY  
LYMPHOMA, LEUKEMIA & MYELOMA CONGRESS  
YOUR BOOTH NUMBER  
C/O CSI WORLDWIDE  
SHERATON NEW YORK TIMES SQUARE  
811 7TH AVENUE, W 53RD STREET  
NEW YORK, NY 10019

### Return to Warehouse (optional)

**After the show, CSI can:** Deliver freight to the warehouse.  
Store freight.  
Reload freight on outbound carriers to ship to your specified destination.

*Call CSI Exhibitor Services at (800) 523-7118, or stop in during the show at the CSI Service Desk for price quotes.*

*Please read the "CSI Limits of Liabilities and Responsibility" for important information on freight handling.*

# MATERIAL HANDLING ORDER FORM

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025

**Deadline Date**  
**September 29, 2025**



**RETURN TO:** CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: exhibitorservices@csiworldwide.net

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

PHONE:

DATE

**X**

1. All shipments must be sent prepaid. Collect shipments will not be accepted. Certified weight packets required for unloading.
2. The Advance Warehouse will ONLY accept packaged shipments, including crates, boxes and skids. No loose shipment will be accepted unless the delivering carrier cannot deliver the shipment to the exhibit facility, in which case a 50% surcharge will be added to the warehouse rate.
3. Loose, uncrated, or specialized carrier shipments should be sent DIRECTLY to the Convention Facility to arrive AFTER 2:00 PM on the first day of exhibit installation.
4. Consignment or delivery of a shipment to CSI Worldwide or its subcontractors by an Exhibitor or Shipper on behalf of the Exhibitor will be considered as an acceptance by the Exhibitor of the Freight Terms and Conditions on the front of this page.
5. Outbound Bills of Lading must be filled out and turned into the Exhibitor Service Desk if designated carriers are to be used. The Exhibitor must make those arrangements directly with the carrier. If the designated carrier fails to show up in the required time frame, the shipment will be reconsigned to the house carrier. If no return information is provided, freight will be returned to the warehouse and storage charges will be applied.

### ADVANCE AND DIRECT SHIPMENTS TO CSI WORLDWIDE WAREHOUSE AND EXHIBIT SITE

**ADVANCE WAREHOUSE Rates Include:** unloading crated freight (the warehouse cannot receive uncrated shipments); storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. **DIRECT Rates Include:** unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading freight for return to your specified destination from exhibit site. The rates for this service are:

<b>Advance to Warehouse / Direct to Showsite</b>	<b>\$ 3.90 per pound</b>
<b>Warehouse Rate after Sept. 29, 2025</b>	<b>\$ 5.26 per pound</b>

## The Tradeshow Shipping Process

### Inbound Shipping

Ship your freight to the venue, advance shipping warehouse or marshalling yard with your carrier of choice.

Shipment arrives at the destination and is passed on to the General Contractor

### Material Handling

General Contractor delivers freight to your booth location and back to the loading dock at the end of the show for outbound shipping

### Outbound Shipping

Outbound Carrier of your choice picks up shipment for your next destination



### CALCULATION OF MATERIAL HANDLING CHARGES

We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

We will be shipping:	lbs. @	per 100 lbs., 200 lbs minimum per shipment	\$
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We will be shipping approximately	number of pieces.
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Our shipment will be sent to <input type="checkbox"/> Exhibit Site <input type="checkbox"/> Warehouse on:	via:
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*All orders are subject to the terms and conditions as outlined on the payment form.*

1. Total Estimated Charges	\$
2. 30% Late Arrival Surcharge	\$
3. Excess Declared Value	\$
4. Payment Enclosed	\$

USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. For additional labels, Photocopies are acceptable. Please fill in all areas that are highlighted in Red

# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### ADVANCE SHIPMENT

**TO:** \_\_\_\_\_

*EXHIBITING COMPANY*

**Lymphoma, Leukemia & Myeloma Congress**

*NAME OF EXHIBITION*

\_\_\_\_\_  
*BOOTH NUMBER*

C/O CSI WORLDWIDE  
60 Broad Street  
Carlstadt, NJ 07072

**SHIPMENT SHOULD ARRIVE ON OR BEFORE:**  
October 8, 2025

**Carrier** \_\_\_\_\_

**Number** \_\_\_\_\_ **of** \_\_\_\_\_ **pieces**



# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### ADVANCE SHIPMENT

**TO:** \_\_\_\_\_

*EXHIBITING COMPANY*

**Lymphoma, Leukemia & Myeloma Congress**

*NAME OF EXHIBITION*

\_\_\_\_\_  
*BOOTH NUMBER*

C/O CSI WORLDWIDE  
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**Carrier** \_\_\_\_\_

**Number** \_\_\_\_\_ **of** \_\_\_\_\_ **pieces**



USE THESE SHIPPING LABELS AS THEY WILL EXPEDITE HANDLING. For additional labels, Photocopies are acceptable. Please fill in all areas that are highlighted in Red

# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### DIRECT SHIPMENT

TO: \_\_\_\_\_  
*EXHIBITING COMPANY*

**Lymphoma, Leukemia & Myeloma Congress**  
*NAME OF EXHIBITION*

\_\_\_\_\_  
*BOOTH NUMBER*

C/O CSI WORLDWIDE  
Sheraton New York Times Square  
811 7th Avenue, W 53rd Street  
New York, NY 10019

**SHIPMENTS MUST ARRIVE ON:**  
Monday, October 13, 2025

Carrier \_\_\_\_\_

Number \_\_\_\_\_ of \_\_\_\_\_ pieces



# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### DIRECT SHIPMENT

TO: \_\_\_\_\_  
*EXHIBITING COMPANY*

**Lymphoma, Leukemia & Myeloma Congress**  
*NAME OF EXHIBITION*

\_\_\_\_\_  
*BOOTH NUMBER*

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Sheraton New York Times Square  
811 7th Avenue, W 53rd Street  
New York, NY 10019

**SHIPMENTS MUST ARRIVE ON:**  
Monday, October 13, 2025

Carrier \_\_\_\_\_

Number \_\_\_\_\_ of \_\_\_\_\_ pieces



# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### DIRECT SHIPMENT

TO: \_\_\_\_\_  
*EXHIBITING COMPANY*

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Number \_\_\_\_\_ of \_\_\_\_\_ pieces



# RUSH!

## EXHIBITION FREIGHT

**FROM:**

### DIRECT SHIPMENT

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*EXHIBITING COMPANY*

**Lymphoma, Leukemia & Myeloma Congress**  
*NAME OF EXHIBITION*

\_\_\_\_\_  
*BOOTH NUMBER*

C/O CSI WORLDWIDE  
Sheraton New York Times Square  
811 7th Avenue, W 53rd Street  
New York, NY 10019

**SHIPMENTS MUST ARRIVE ON:**  
Monday, October 13, 2025

Carrier \_\_\_\_\_

Number \_\_\_\_\_ of \_\_\_\_\_ pieces





**CORPORATE HQ**  
 40 REGENCY PLAZA  
 GLEN MILLS, PA 19342  
 WWW.CSIWORLDWIDE.NET  
**(888) CSI-EXPO**  
 (274-3976)

# Rental Exhibits Made Easy

Stress-Free and Functional Exhibit Rentals to help you engage with prospective clients without breaking the bank



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(888) CSI – EXPO (274 – 3976)

FOR PRICING & MORE INFORMATION: [Click Here](#)

[juliom@csiworldwide.net](mailto:juliom@csiworldwide.net)  
[exhibitdisplays@csiworldwide.net](mailto:exhibitdisplays@csiworldwide.net)

# EASY EXHIBIT RENTAL PACKAGES

## 10x10 RENTAL EXHIBITS

### Rental Includes :

- Custom SEG fabric graphic Backwall
- Rental Frame
- 2 Booth Light Fixtures (Additional fixtures available for rent)
- Exhibit installation and Dismantle
- Exhibit material handling
- 16 oz Standard Booth Carpeting

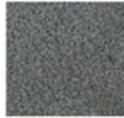
### Carpet Color Options:



BLACK



BLUE



GREY



RED

A stress-free, functional exhibit solution to help you engage with prospective customers without requiring a costly investment

### Package # 1 8'H x 10'W



(REGULAR PRICE: \$4,656.75)  
**DISCOUNT PRICE: \$3,808.35**

## 10x10 RENTAL EXHIBITS (UPGRADE)

### Rental Includes :

- Custom SEG Fabric Graphic Backwall
- Rental Frame
- Side Walls
- 2 Booth Light Fixtures (Additional fixtures available for rent)
- Branded Reception Counter
- Exhibit installation and Dismantle
- Exhibit material Handling
- 16 oz Plus Booth Carpeting

### Carpet Color Options:



BLACK



PEARL GRAY



CHARCOAL



RED

Enhance your exhibit with our upgrade option

### Package # 2 8'H x 10'W (upgrade)



*\*Tables and chairs shown for illustrative purpose only*

(REGULAR PRICE: \$7,864.50)  
**DISCOUNT PRICE: \$6,275.85**

### Rentals Do-Not Include:

- Power Supply
- Electrical Labor
- Tables and Chairs

# EASY EXHIBIT RENTAL PACKAGES

## 10x20 RENTAL EXHIBITS

### Rental Includes :

- Custom SEG fabric graphic Backwall
- Rental Frame
- 6 Booth Light Fixtures (Additional fixtures available for rent)
- Exhibit installation and Dismantle
- Exhibit material handling
- 16 oz Standard Booth Carpeting

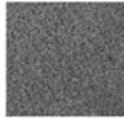
### Carpet Color Options:



BLACK



BLUE



GREY



RED

### Package # 3 8'H x 20'W



( REGULAR PRICE: \$10,270.05)

**DISCOUNT PRICE: \$8,351.70**

## 10x20 RENTAL EXHIBITS (UPGRADE)

Enhance your exhibit with our upgrade option

### Rental Includes :

- Custom SEG Fabric Graphic Backwall
- Rental Frame
- Side Walls
- 6 Booth Light Fixtures (Additional fixtures available for rent)
- Branded Reception Counter
- Exhibit installation and Dismantle
- Exhibit material Handling
- 16 oz Plus Booth Carpeting

### Carpet Color Options:



BLACK



PEARL GRAY



CHARCOAL



RED

### Package # 4 8'H x 20'W (upgrade)



*\*Tables and chairs shown for illustrative purpose only*

(REGULAR PRICE: \$12,044.55)

**DISSCOUNT PRICE: \$9,716.70**

### Rentals Do-Not Include:

- Power Supply
- Electrical Labor
- Tables and Chairs

# STANDARD 1M COUNTER AND KIOSK

## STANDARD 1M COUNTER

### Features :

- 1 Storage Shelf
- Enhance your counter with a company logo
  - Graphic can be insert or overlay type
  - Graphic Price
    - (Regular: \$614.10)
    - Discount: \$472.50
- Dimension: 40"L x 20"W x 42"H
- Countertop Height: 42"



(REGULAR PRICE: \$787.50)

**DISCOUNT PRICE: \$682.50**

## STANDARD 1M KIOSK

### Features :

- 1 Storage Shelf
- Enhance your counter with a company logo
  - Graphic can be insert or overlay type
  - Graphic price
    - (Regular: \$614.10)
    - Discount: \$472.50
- Monitor (Optional/Additional Fee)
- Dimension: 40"L x 20"W x 80"H
- Countertop Height: 42"



(REGULAR PRICE: \$1,346.10)

**DISCOUNT PRICE: \$997.50**

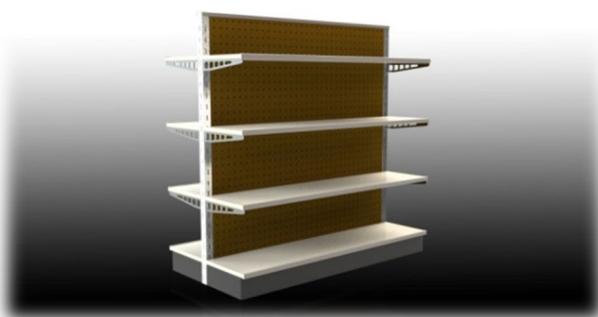
Standard 2m Counter and Kiosk are Available. Contact us for pricing

# DISPLAY SHELVING OPTIONS

## GONDOLA

### Features :

- 4' High
- Back-to-Back 4 Layer Shelf
- Adjustable and removable Shelf



(REGULAR PRICE: \$1,916.25)

**DISCOUNT PRICE: \$1,417.50**

## SHELVES

### Features :

- Include a Mounting Bracket attached to the frame
- Material/Color: Wood/White



(REGULAR PRICE: \$252)

**DISCOUNT PRICE: \$189**

FOR MORE INFORMATION & FAST, EASY ORDERING: [Click Here](#)  
JULIOM@CSIWORLDWIDE.NET • (551) 234-1120  
EXHIBITDISPLAYS@CSIWORLDWIDE.NET



## TO SEE IS TO BELIEVE

High - quality graphics have will have a significant impact on your visual presence! We offer state-of-the-art design and printing. CSI Worldwide will bring your banners, signage and graphics to LIFE!! Our graphic products redefine “High Definition”.

We offer a variety of materials to print on which include: honeycomb, foam board, polyfoam, PVC, acrylic, SEG fabrics, vinyl, mesh as well as hanging signs in multiple shapes and sizes.

Our wide range of resources ensures that any repairs or replacements that maybe needed will be handled in a timely fashion no matter where your event is located.

# HANGING SIGN RENTAL OPTION

## CIRCLE HANGING SIGN



### Specification

- **Size:** 78" Diameter  
39" Height
- **Material:**  
Frame: beMatrix  
Graphic: SEG
- **Graphic dim:** 243 1/8"W x 39"H

## SQUARE HANGING SIGN



### Specification

- **Size:** 100"W x 100"H  
39" Height
- **Material:**  
Frame: beMatrix  
Graphic: SEG
- **Graphic dim:** 99 1/2"W x 39"H (4 sides)

## PRICE LIST

<u>Item</u>	<u>Description</u>	<u>Advance Rental Price</u>	<u>Regular Rental Price</u>
1	Circular Hanging Sign	\$ 4,203.00	\$ 5,773.50
2	Square Hanging Sign	\$ 4,203.00	\$ 5,773.50

## PLACE ORDER HERE

ITEM	DESCRIPTION	PRICE	QUANTITY	TOTAL PRICE
				\$
				\$
Price "NOT" include installation. Cancellation Policy: Items cancelled will be charged 50% of original after move-in begins and 100% of original price installation. Orders received after the discount deadline date are subject to availability and/or substitutions.		1. Total All Items Ordered		\$
		2. 7% Sales Tax		\$
		3. Payment Enclosed		\$

# HANGING SIGNS & CUSTOM ORDER

CIRCLE HANGING SIGN



HANGING TRIANGLE SIGN



SQUARE SHAPE SIGN



PINWHEEL FABRIC



HANGING CONE SHAPE



HANGING PYRAMID



FABRIC SPHERE



CURVED TRIANGLE



TAPERED CIRCLE



FOOTBALL SHAPE



FOR MORE INFORMATION & FAST, EASY ORDERING: [Click Here](#)  
JULIOM@CSIWORLDWIDE.NET • (551) 234-1120  
EXHIBITDISPLAYS@CSIWORLDWIDE.NET

# BOOTH SAMPLES

10 " X 20" CUSTOM BOOTH



10 " X 30" CUSTOM BOOTH



20 " X 20" CUSTOM BOOTH



FOR MORE INFORMATION ABOUT CUSTOM PRICING PLEASE CONTACT:  
JULIOM@CSIWORLDWIDE.NET • (551) 234-1120  
EXHIBITDISPLAYS@CSIWORLDWIDE.NET

# CARPET RENTAL ORDER FORM

Custom Carpet Deadline Date  
September 8, 2025

**Lymphoma, Leukemia & Myeloma Congress**  
Sheraton New York Times Square  
October 14-17, 2025

Discount Deadline Date  
September 29, 2025



Order Online at [orders.csiworldwide.net](http://orders.csiworldwide.net)

RETURN TO: CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: [exhibitorservices@csiworldwide.net](mailto:exhibitorservices@csiworldwide.net)

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

PHONE

DATE

**X**

## STANDARD EXHIBIT BOOTH CARPET

Standard 16 oz exhibit booth carpet includes rental, installation, removal and front edge taping only.

Standard booth carpet is designed for use in standard size exhibit booths. This carpet IS NOT designed to cover complete booth areas since the rental cost does not include seaming and the carpets are not guaranteed to be a color match. If complete area carpet is desired, see selection below. Color/Size Selection: Choices NOT indicated will be selected by CSI Worldwide to coordinate with show colors and size of exhibit.

DESCRIPTION	ITEM #	DISCOUNT PRICE	STANDARD PRICE	STANDARD EXHIBIT BOOTH CARPET COLORS (Please Choose)		
10'x10'	124	\$ 340.50	\$ 442.65	<input type="checkbox"/> Black (04)	<input type="checkbox"/> Blue (06)	<input type="checkbox"/> Gray (09)
10'x20'	125	\$ 740.00	\$ 962.00	<input type="checkbox"/> Tuxedo (18)	<input type="checkbox"/> Red (14)	<input type="checkbox"/> Latte (10)
10'x30'	126	\$ 1,110.00	\$ 1,443.00	<input type="checkbox"/> Midnight Blue (11)		
10'x40'	127	\$ 1,179.00	\$ 1,501.65			

## COMPLETE EXHIBIT AREA CARPET

Complete exhibit area and custom carpet price includes laying, trimming, seaming, wastage, edge taping, rental and removal for carpet specifically cut to your exact measurements.

Color/Size Selection: Choices NOT indicated will be selected by CSI Worldwide to coordinate with show colors and size of exhibit.

DESCRIPTION	ITEM #	DISCOUNT PRICE	STANDARD PRICE	COMPLETE EXHIBIT AREA CARPET COLORS (Please Choose)		
Complete Exhibit Area	(128)	\$8.00 Sq Ft	\$10.40 Sq Ft	<input type="checkbox"/> Black (04)	<input type="checkbox"/> Blue (06)	<input type="checkbox"/> Gray (09)
				<input type="checkbox"/> Tuxedo (18)	<input type="checkbox"/> Red (14)	<input type="checkbox"/> Latte (10)
				<input type="checkbox"/> Midnight Blue (11)		

## CUSTOM DECORATORS PLUSH CARPET

Custom carpet is an upgraded 28 oz., 150 lb. ~ Swatches will be sent to you upon request.

ORDERS MUST BE RECEIVED IN OUR OFFICE 4 WEEKS PRIOR TO THE SHOW. Minimum order for custom carpet is 100 sq. ft.

DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	CUSTOM DECORATORS PLUSH CARPET COLORS (Please Choose)		
Custom Carpet - 28 oz. (1-700 sq ft)	\$7.23 Sq Ft	\$9.40 Sq Ft	<input type="checkbox"/> Cardinal (45)	<input type="checkbox"/> Cream (47)	<input type="checkbox"/> Grey (43)
Custom Carpet - 28 oz. (700- Up sq ft)	\$6.60 Sq Ft	\$8.58 Sq Ft	<input type="checkbox"/> Pearl (48)	<input type="checkbox"/> White (41)	

## PADDING - VISQUEEN (PLASTIC COVERING) AND CARPET TAPE

Rates include Installation and Dismantling.

DESCRIPTION	ITEM #	DISCOUNT PRICE	STANDARD PRICE
Padding 1/2"	(133a)	\$ 2.60/Sq Ft	\$ 3.38/Sq Ft
Padding 1"	(133b)	\$ 3.70/Sq Ft	\$ 4.81/Sq Ft
Visqueen (Plastic Covering)	(149)	\$ .94/Sq Ft	\$ 1.41/Sq Ft
Additional Carpet Tape		\$ .90/Ln Ft	\$ 1.20/Ln Ft

### PLACE ORDER HERE

Item #	Description	Price	Quantity	Total Price
124	10'x10' Standard Carpet			\$
125	10'x20' Standard Carpet			\$
126	10'x30' Standard Carpet			\$
127	10'x40' Standard Carpet			\$

Item #	Description	Total Sq Ft	x	Price/Sq Ft	=	Total Price
						\$
						\$
						\$

Cancellation Policy: Cancellation after deadline will be charged at 50% of prevailing rate.  
Cancellation after installation will be 100% of prevailing rate.

1. Total All Items Ordered

\$

2. 8.875% NY Sales Tax

\$

3. Payment Enclosed

\$

Late Request: Requests after deadline will be filled as available at the standard rate.

# FURNITURE & ACCESSORIES ORDER FORM



## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025

Discount Deadline Date  
September 29, 2025

Order Online at [orders.csiworldwide.net](http://orders.csiworldwide.net)

RETURN TO: CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: [exhibitorservices@csiworldwide.net](mailto:exhibitorservices@csiworldwide.net)

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

PHONE

DATE

X

### PRICE LIST

ITEM #	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	ITEM #	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE
<b>CHAIRS</b>				<b>ROUND PEDESTAL TABLES</b>			
102	Upholstered Side Chair	\$ 178.00	\$ 231.40	147	Round Pedestal Table 30" x 30" H	\$ 357.00	\$ 464.10
103	Upholstered Stool with Back	\$ 185.00	\$ 240.50	148	Round Pedestal Table 30" x 42" H	\$ 357.00	\$ 464.10
<b>UNDECORATED DISPLAY TABLES (30" HIGH X 2' WIDE)</b>				<b>CUSTOM DRAPE</b>			
118	4' Table	\$ 178.50	\$ 232.05	8' H Back Drape and 36" H Side Drape — 4 feet minimum order			
119	6' Table	\$ 178.50	\$ 232.05	001	Linear Ft. of Back Drape per ft.	\$ 36.00	\$ 46.80
120	8' Table	\$ 178.50	\$ 232.05	002	Linear Ft. of Side Drape per ft.	\$ 36.00	\$ 46.80
<b>UNDECORATED DISPLAY COUNTER (42" HIGH X 2' WIDE)</b>				<input type="checkbox"/> Black (04) <input type="checkbox"/> White (16) <input type="checkbox"/> Blue (06)			
121	4' Table	\$ 185.00	\$ 240.50	<b>BOOTH ACCESSORIES</b>			
122	6' Table	\$ 185.00	\$ 240.50	107	Chrome Sign Holder	\$ 90.35	\$ 118.95
123	8' Table	\$ 185.00	\$ 240.50	110	Aluminum Easel	\$ 73.00	\$ 94.90
<b>DISPLAY TABLES (30" HIGH X 2' WIDE)</b>				111	Clothes Tree	\$ 89.00	\$ 115.70
Skirting for Tables - White Vinyl Top and Pleated Skirt on 3 Sides				112	Bag Stand	\$ 206.00	\$ 267.80
114	Skirted 4' Table (Skirted 4 Sides)	\$ 349.00	\$ 453.70	143	Literature Rack	\$ 300.00	\$ 390.00
115	Skirted 6' Table	\$ 349.00	\$ 453.70	144	Stanchion with 8' Retractable Belt	\$ 122.00	\$ 158.60
116	Skirted 8', Table	\$ 349.00	\$ 453.70	145	Grey Standing Display Board	\$ 340.10	\$ 459.25
117S	4th Side Skirted, Optional	\$ 73.00	\$ 94.90	<b>"Select Placement Below"</b>			
<b>DISPLAY COUNTERS (42" HIGH X 2' WIDE)</b>				146	Wastebasket	\$ 38.00	\$ 49.40
Skirting for Counters - White Vinyl Top and Pleated Skirt on 3 Sides							
139	Skirted 4' Counter (Skirted 4 Sides)	\$ 361.00	\$ 469.30				
140	Skirted 6' Counter	\$ 361.00	\$ 469.30				
141	Skirted 8' Counter	\$ 361.00	\$ 469.30				
117T	4th Side Skirted, Optional	\$ 85.00	\$ 110.50				

### PLACE ORDER HERE

Table / Counter Skirt Color (Color not indicated will be selected by CSI to coordinate with show colors):

Black (04)  Blue(06)  White(16)

SELECT

Optional 4th Side TABLE Skirt:  6'  8'      Optional 4th Side COUNTER Skirt:  6'  8'

Tackboard / Pegboard Placement:  Horizontal  Vertical

ITEM#	DESCRIPTION	PRICE	QUANTITY	TOTAL PRICE
				\$
				\$
				\$
				\$
				\$
				\$
				\$

Prices include delivery, installation, rental, and removal.

Cancellation Policy: Items cancelled will be charged 50% of original price after move-in begins and 100% of original price after installation.

Orders received after the discount deadline date are subject to availability and/or substitutions.

1. Total All Items Ordered \$

2. 8.875% NY Sales Tax \$

3. Payment Enclosed \$



# Standard Furniture & Accessories

## Chairs



**Upholstered Side Chair**



**Tall Stool**

## Decorated, Undecorated & Pedestal Tables



**Decorated / Undecorated Tables available in a variety of colors and the following sizes: 4', 6', 8' Wide, 2' Deep, 30" and 42" High**



**Black Top Pedestal Tables available in 30" and 42" High**

## Accessories



**Clothes Tree**



**Bag Rack**



**Chrome Sign Holder**



**4' x 8' Display Boards (vertical or horizontal)**



**Aluminum Easel**



**Retractable Stanchion**



**Wastebasket**



**2025**  
**TRADE SHOW**  
KIT CATALOG

# BLANC



**Blanc Sofa**  
Bright White Leather  
75"W x 35"D x 35"H



**Blanc Loveseat**  
Bright White Leather  
54"W x 35"D x 35"H



**Blanc Chair**  
Bright White Leather  
33"W x 35"D x 35"H



**Blanc Bench Ottoman**  
Bright White Leather  
48"W x 24"D x 18"H



**Blanc Cube Ottoman**  
Bright White Leather  
17"Square x 17"H

# FUNCTION

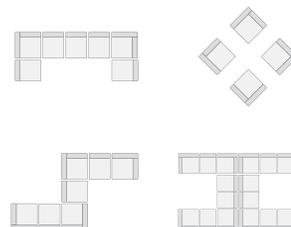
Modular Seating Collection



**Function Armless Chair - White**  
White Vinyl  
28"Square x 29"H



**Function Corner - White**  
White Vinyl  
28"Square x 29"H



**Function Armless Chair - Black**  
Black Vinyl  
28"Square x 29"H



**Function Corner - Black**  
Black Vinyl  
28"Square x 29"H

# CONTINENTAL

Modular Seating Collection



## Continental Curved Loveseat

Bright White Leather  
82"W x 34"D x 31"H



## Continental Reverse Curved Loveseat

Bright White Leather  
72"W x 34"D x 31"H



## Continental Wedge Ottoman

Bright White Leather  
30"W x 34"D x 19"H



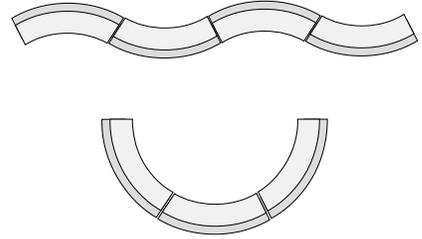
## Continental Curved Bench

Bright White Leather  
70"W x 26"D x 19"H



## Continental Half Moon Ottoman

Bright White Leather  
33"W x 19"D x 19"H



# BOCA

Modular Seating Collection



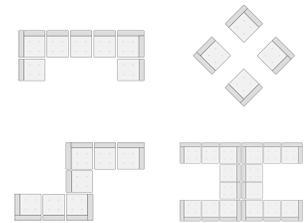
## Boca Corner

Black Leather  
22"W x 27"D x 30"H



## Boca Armless

Black Leather  
27"Square x 30"H



# METRO



## Metro Sofa

Black Leather  
85"W x 35"D x 35"H



## Metro Loveseat

Black Leather  
60"W x 35"D x 35"H



## Metro Chair

Black Leather  
35"Square x 35"H



## Metro Square Ottoman

Black Leather  
40"Square x 17"H



## Metro Bench Ottoman

Black Leather  
60"W x 24"D x 17"H

# GRAMMERCY

Modular Seating Collection



## Grammercy Sofa

Charcoal Leather  
82"W x 36"D x 36"H



## Grammercy Loveseat

Charcoal Leather  
57"W x 36"D x 36"H



## Grammercy Chair

Charcoal Leather  
28"W x 36"D x 36"H

## GRAMMERCY



**Grammercy Corner**

Charcoal Leather  
36"Square x 36"H



**Grammercy Round Ottoman**

Charcoal Leather  
46"Round x 17"H



**Grammercy Square Ottoman**

Charcoal Leather  
40"Square x 17"H

## AUBREY



**Aubrey Sofa**

Light Beige Faux Linen Fabric  
90"W x 35"D x 35"H



**Aubrey Chair**

Light Beige Faux Linen Fabric  
37"W x 35"D x 35"H



**Aubrey Bench Ottoman**

Light Beige Faux Linen Fabric  
48"W x 24"D x 18"H

## CHANDLER



**Chandler Sofa**

Red Leather  
76"W x 37"D x 35"H



**Chandler Loveseat**

Red Leather  
53"W x 37"D x 35"H



**Chandler Chair**

Red Leather  
31"W x 37"D x 35"H

# CHANDLER



**Chandler Bench Ottoman**

Red Leather  
60"W x 24"D x 17"H

# EVOKE



**Evoke Sofa**

Coffee Resin Frame With Tan Cushions  
81"W x 35"D x 27"H



**Evoke Chair**

Coffee Resin Frame With Tan Cushions  
33"W x 35"D x 27"H



**Evoke Cocktail Table**

Coffee Resin Frame  
48"W x 24"D x 18"H



**Evoke End Table**

Coffee Resin Frame  
24"W x 28"D x 25"H



**Evoke Cube Table**

Coffee Resin Frame  
18"Square x 18"H

# LATITUDE



**Latitude Sofa**

Beige Olefin Fabric  
91"W x 42"D x 33"H



**Latitude Loveseat**

Beige Olefin Fabric  
91"W x 42"D x 33"H



**Latitude Chair**

Beige Olefin Fabric  
42"W x 36"D x 33"H

## VERONA



### Verona Sofa

Granite Frame With Light Grey Cushions  
74"W x 38"D x 25"H



### Verona Chair

Granite Frame With Light Grey Cushions  
28"W x 38"D x 25"H



### Verona Ottoman

Granite Frame With Light Grey Cushions  
26"W x 21"D x 18"H

## JASPER



### Jasper Sofa

Boca Bright White  
64"W x 28"D x 33"H



### Jasper Chair

Boca Bright White  
30"W x 28"D x 33"H

## NIKO



### Niko Sofa

Grey Microfiber  
81"W x 30"D x 38"H



### Niko Loveseat

Grey Microfiber  
58"W x 30"D x 38"H



### Niko Chair

Grey Microfiber  
31"W x 30"D x 38"H

## CROMWELL



### Cromwell Sofa

Royal Blue Velvet  
78"W x 32"D x 29"H



### Cromwell Chair

Royal Blue Velvet  
32"W x 32"D x 29"H

## STAGE CHAIRS



### Bianca Stage Chair - Frost

Bright White Leather  
26"Square x 37"H



### Bianca Stage Chair - Onyx

Onyx Microfiber  
26"Square x 37"H



### Bianca Stage Chair - Sand

Sand Microfiber  
26"Square x 37"H



### Empire Chair

Black Leather  
 White Leather  
 28"W x 32"D x 32"H



### Monarch Chair

Bright White Leather  
28"Square x 30"H



### Royce Chair - Mink

Mink Microfiber  
29"W x 30"D x 33"H



### Royce Chair - Oyster

Oyster Microfiber  
29"W x 30"D x 33"H

# OTTOMANS & BENCHES



**Curved Bench**  
Continental Bright White Leather  
70"W x 26"D x 19"H



**Encore Bench**  
Black Mango Wood  
68"W x 15"D x 18"H



**Square Ottoman**  

- Metro Black Leather
- Grammercy Charcoal Leather

 40"Square x 17"H



**Bench Ottoman**  

- Metro Black Leather
- Chandler Red Leather
- Grammercy Charcoal Leather

 60"W x 24"D x 17"H



**Essentials Storage Ottoman**  
White Leather With Locking Mechanism  
48"W x 24"D x 20"H  
Lock Not Included



**Grammercy Round Ottoman**  
Charcoal Leather  
46"Round x 17"H

# BANQUETTES & TURNING BEDS



**Essentials Banquette**  
White Leather  
60"Round x 48"H (2 Pieces)



**Grammercy Banquette**  
Charcoal Leather  
59"Round x 38"H (2 Pieces)



**Essentials Turning Bed**  
White Leather  
96"W x 48"D x 36"H

# CUBE OTTOMANS



## Rubix Cube Ottomans

- |  |  |
|--|--|
|  Cherry   |  Lemon  |
|  Cromwell |  Lime   |
|  Grape   |  Mango |
- 18"Square x 18"H



## Blanc Cube Ottoman

Bright White Leather  
17"Square x 17"H

## Metro Cube Ottoman

Black Leather  
18"Square x 18"H

**CHARGED!** 



**Essentials Turning Bed - Charged**

White Leather  
96"W x 48"D x 25"H  
*\*White slip cover available for black charging unit.  
\*Maximum of 1 bed per power source.*



**Boca Corner - Charged**

Bright White Leather  
27"Square x 30"H  
*\*Maximum of 4 daisy linked together per power source.*



**Boca Chair - Charged**

Bright White Leather  
22"W x 27"D x 30"H  
*\*Maximum of 4 daisy linked together per power source.*



**Aspen Bar Table - Charged**

White/Brushed Steel  
72"W x 26"D x 42"H  
*\*Maximum of 1 table per power source.*



**Aspen Cocktail Table - Charged**

White/Brushed Steel  
48"W x 24"D x 18"H  
*\*Maximum of 1 table per power source.*



**Patrice Table Chair - Charged**

Bright White Leather  
28"W x 31"D x 31"H  
*\*Maximum of 6 daisy linked together per power source.*



**Lincoln Bench - Charged**

Bright White Leather  
59"W x 39"D x 17"H  
*\*Maximum of 3 daisy linked together per power source.*



**Command 8' Conference Table - White Charged**

96"W x 48"D x 31"H  
*\*Maximum of 1 table per power source.*

# OCCASIONAL TABLES



## Aria Tables - Red

End Table Red/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Red/Brushed Steel  
44"W x 20"D x 18"H



## Aria Tables - Green

End Table Green/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Green/Brushed Steel  
44"W x 20"D x 18"H



## Aria Tables - Blue

End Table Blue/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Blue/Brushed Steel  
44"W x 20"D x 18"H



## Aria Tables - Purple

End Table Purple/Brushed Steel  
24"W x 20"D x 22"H  
Cocktail Table Purple/Brushed Steel  
44"W x 20"D x 18"H



## Aria Tables - White

End Table White/Brushed Steel  
24"W x 20"D x 22"H  
Console Table White/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table White/Brushed Steel  
44"W x 20"D x 18"H



## Aria Tables - Charcoal

End Table Storm Grey/Brushed Steel  
24"W x 20"H x 22"H  
Console Table Storm Grey/Brushed Steel  
44"W x 20"D x 30"H  
Cocktail Table Storm Grey/Brushed Steel  
44"W x 20"D x 18"H



## Novel Tables

End Table Satin Steel  
15"Square x 16"H  
Cocktail Table Satin Steel  
46"W x 15"D x 16"H



## Fuze Tables

End Table Zebrawood Laminate/Chrome  
24"Square x 23"H  
Console Table Zebrawood Laminate/Chrome  
60"W x 16"D x 34"H  
Cocktail Table Zebrawood Laminate/Chrome  
40"Square x 16"H



## London Tables

End Table Marble/Chrome  
24"Square x 23"H  
Console Table Marble/Chrome  
60"W x 16"D x 34"H  
Cocktail Table Marble/Chrome  
40"Square x 16"H

# OCCASIONAL TABLES



## Hylton Tablet Table

White/Brushed Steel  
18"W x 12"D x 28"H



## Gemma Accent Table - Blue Agate

Blue Agate Top/Brass Base  
14"Round x 20"H



## Gemma Accent Table - Citrine

Rose Quartz Top/Brass Base  
14"Round x 20"H



## Gemma Accent Table - Moonstone

Grey Agate Top/Brass Base  
14"Round x 20"H



## Gemma Accent Table - Obsidian

Obsidian Top/Brass Base  
14"Round x 20"H



## Brooklyn Tables

End Table Square Chrome  
22"Square x 20"H

End Table Round Chrome  
20"Round x 20"H

Cocktail Table Rectangle Chrome  
42"W x 24"D x 16"H

Cocktail Table Round Chrome  
30"Round x 16"H



## Cube Tables

- Black
- White

Cocktail Table  
24"Square x 16"H

End Table  
24"Square x 21"H



## Sirona Accent Table

Grey Top/Black Metal Base  
18"W x 12"D x 28"H



## Orbit End Table

White/Powder-Coated Aluminum  
16"Round x 19"H

# BARS & BAR BACKS



## VIP Glow Bar 6'

Frosted Plexi With Built-in Wireless LED Kit  
 72"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 Includes Remote Control



## VIP Glow Bar 4'

Frosted Plexi With Built-in Wireless LED Kit  
 48"W x 24"D x 42"H (Bar)  
 13"D x 18"H (Shelf)  
 Includes Remote Control



## Bar

■ Black  
 □ White  
 48"W x 16"D x 42"H  
 2 Shelves In Back



## Blox Bar Back

Walnut/Brushed Metal  
 30"W x 16"D x 86"H  
 Please Inquire About Shelf Dimensions



## Piazza Bar Back

■ Black  
 □ White  
 44"W x 12"D x 79"H  
 13"W x 14"H (Inside Shelf)



## Elara Bar

Black Powder-Coated Steel  
 Frosted Plexi With Built-in Wireless LED Kit  
 72"W x 25"D x 44"H (Bar)  
 Includes Remote Control



## Razor Bar

Gold Powder-Coated Steel  
 Frosted Plexi With Built-in Wireless LED Kit  
 72"W x 25"D x 44"H (Bar)  
 Includes Remote Control

# STOOLS



**Criss Cross Bar Stool**

- Espresso Leather
  - White Leather
- 15"W x 19"D x 41"H



**Colin Stool**

Natural Maple  
20"W x 19"D x 46"H



**Euro Bar Stool**

Black  
22"W x 24"D x 42"H



**Milo Bar Stool**

- Black
- California Wine
- Chartreuse
- Chocolate
- Jade
- Victory Blue
- White

20"W x 21"D x 41"H



**Hourglass Bar Stool**

- Black
  - White
- 18"W x 20"D x 43"H



**Equino Stool**

- Black
  - White
- 15"W x 13"D x 35"H



**Clara Stool**

White  
17"W x 21"D x 41"H

# STOOLS



**Marcus Bar Stool**  
Steel  
17"Square (at footbase) x 29"H



**Caprice Stool**  
Black Fabric  
25"W x 26"D x 44"H



**Sonic Stool**  
Black  
22"W x 23"D x 42"H



**Nexus Stool**  
White  
19"W x 20"D x 44"H

# CAFÉ CHAIRS



**Milo Chair**

- Black
- California Wine
- Chartreuse
- Chocolate
- Jade
- Victory Blue
- White

20"W x 21"D x 41"H

# CAFÉ CHAIRS



**Clara Chair**  
White  
18"W x 21"D x 35"H



**Leslie Chair**  
White  
17"W x 21"D x 31"H



**Criss Cross Chair**  
■ Espresso Leather  
□ White Leather  
17"W x 21"D x 35"H



**Elio Chair**  
Steel  
17"Square x 33"H



**Caprice Chair**  
Black  
25"W x 24"D x 32"H



**Comet Chair**  
Black  
23"W x 22"D x 32"H (With Arms)  
19"W x 22"D x 32"H (Without Arms)



**Sonic Chair**  
Black  
20"W x 21"D x 32"H



**Nexus Chair**  
White  
19"W x 22"D x 32"H



**Colin Chair**  
Natural Maple  
22"W x 19"D x 33"H

# BAR TABLES



**24" Square Bar Table - Cosmo**  
Available in Black or Chrome Base  
24"Square x 42"H



**24" Square Bar Table - Emerald Tide**  
Available in Black or Chrome Base  
24"Square x 42"H



**24" Square Bar Table - Icebreaker**  
Available in Black or Chrome Base  
24"Square x 42"H



**24" Square Bar Table - Sirona**  
Available in Black or Chrome Base  
24"Square x 42"H



**32" Round Bar Table - Cement**  
Available in Black or Chrome Base  
32"Round x 42"H



**32" Round Bar Table - Yukon Gold**  
Available in Black or Chrome Base  
32"Round x 42"H



**32" Round Bar Table - Smoke**  
Available in Black or Chrome Base  
32"Round x 42"H



**Euro Bar Table**  
Black/Black 30"  
30"Round x 42"H  
Black/Black 36"  
36"Round x 42"H



**Silk Bar Table**  
Black/Chrome 30"  
30"Round x 42"H  
Black/Chrome 36"  
36"Round x 42"H

# BAR TABLES



## City Bar Table

Maple/Black 30"  
30"Round x 42"H  
Maple/Black 36"  
36"Round x 42"H



## Park Ave Bar Table

Maple/Chrome 30"  
30"Round x 42"H  
Maple/Chrome 36"  
36"Round x 42"H



## Summit Bar Table

White/Black 30"  
30"Round x 42"H  
White/Black 36"  
36"Round x 42"H



## Blanco Bar Table

White/Chrome 30"  
30"Round x 42"H  
White/Chrome 36"  
36"Round x 42"H



## Fuze Bar Table

Zebrawood Laminate/Chrome  
36"Square x 42"H



## Blanco Square Bar Table

White/Chrome  
24"Square x 42"H



## Blanco Rectangle Bar Table

White/Chrome  
72"W x 24"D x 42"H



## Spectrum Bar Table - Red

Red/Chrome  
24"Square x 42"H



## Spectrum Bar Table - Blue

Blue/Chrome  
24"Square x 42"H

## BAR TABLES



**Spectrum Bar Table - Purple**  
Purple/Chrome  
24"Square x 42"H



**Spectrum Bar Table - Green**  
Green/Chrome  
24"Square x 42"H



**Aspen Bar Table**  
White/Brushed Steel  
72"W x 26"D x 42"H

## CAFÉ TABLES



**24" Square Café Table - Cosmo**  
Available in Black or Chrome Base  
24"Square x 30"H



**24" Square Café Table - Emerald Tide**  
Available in Black or Chrome Base  
24"Square x 30"H



**24" Square Café Table - Icebreaker**  
Available in Black or Chrome Base  
24"Square x 30"H



**24" Square Café Table - Sirona**  
Available in Black or Chrome Base  
24"Square x 30"H



**32" Round Café Table - Cement**  
Available in Black or Chrome Base  
32"Round x 30"H



**32" Round Café Table - Yukon Gold**  
Available in Black or Chrome Base  
32"Round x 30"H

# CAFÉ TABLES



**32" Round Café Table - Smoke**

Available in Black or Chrome Base  
32"Round x 30"H



**Euro Café Table**

Black/Black 30"  
30"Round x 30"H  
Black/Black 36"  
36"Round x 30"H



**Silk Café Table**

Black/Chrome 30"  
30"Round x 30"H  
Black/Chrome 36"  
36"Round x 30"H



**Park Ave Café Table**

Maple/Chrome 30"  
30"Round x 30"H  
Maple/Chrome 36"  
36"Round x 30"H



**City Café Table**

Maple/Black 30"  
30"Round x 30"H  
Maple/Black 36"  
36"Round x 30"H



**Blanco Café Table**

White/Chrome 30"  
30"Round x 30"H  
White/Chrome 36"  
36"Round x 30"H



**Summit Café Table**

White/Black 30"  
30"Round x 30"H  
White/Black 36"  
36"Round x 30"H



**Fuze Café Table**

Zebrawood Laminate/Chrome  
36"Square x 30"H



**Blanco Square Café Table**

White/Chrome  
24"Square x 30"H

# CAFÉ TABLES



**Blanco Rectangle Café Table**  
White/Chrome  
72"W x 24"D x 30"H



**Spectrum Café Table - Red**  
Red/Chrome  
24"Square x 30"H



**Spectrum Café Table - Blue**  
Blue/Chrome  
24"Square x 30"H



**Spectrum Café Table - Purple**  
Purple/Chrome  
24"Square x 30"H



**Spectrum Café Table - Green**  
Green/Chrome  
24"Square x 30"H



**Aspen Dining Table**  
White/Brushed Steel  
72"W x 30"D x 30"H



**Encore Dining Table**  
Black Mango Wood  
80"W x 40"D x 30"H



**Madera Dining Table**  
Walnut Veneer  
92"W x 39"D x 30"H

# OFFICE SEATING



**Tamiri High Back Chair**

Black Leather  
25"W x 27"D x 45"H



**Tamiri Mid Back Chair**

Black Leather  
25"W x 27"D x 39"H



**Tamiri Guest Chair**

Black Leather  
25"W x 27"D x 37"H



**Accord Chair**

■ Black  
□ White  
25"Square x 44"H



**Goal Task Chair**

Black  
25"W x 24"D x 39"H



**Goal Task Chair - Armless**

Black  
21"W x 24"D x 39"H



**Goal Drafting Stool**

Black  
25"W x 24"D x 48"H



**Goal Drafting Stool - Armless**

Black  
21"W x 24"D x 48"H



**Rimati Hi-Back Chair - White**

■ Black  
□ White  
30"W x 28"D x 47-50"H



**Rimati Guest Chair - Black**

■ Black  
□ White  
27"W x 25"D x 40"H

## CONFERENCE TABLES



**Conference Table Round**

- Black
  - Mahogany
- 42"Round x 29"H



**Command 6' Conference Table**

- Black
  - Sirona
  - White
- 72"W x 36"D x 31"H



**Command 8' Conference Table**

- Black
  - Sirona
  - White
- 96"W x 48"D x 31"H



**Command 10' Conference Table**

- Black
  - Sirona
  - White
- 120"W x 48"D x 31"H

## OFFICE FURNITURE



**Computer Kiosk**

- Black
  - White
- 24"Square x 42"H



**Storage Credenza**

- Black
  - Mahogany
- 2 Filing Cabinets/2 Drawers/Inside Shelves  
66"W x 20"D x 29"H



**Jr Executive Desk**

- Black
  - Mahogany
- Double Pedestal/Locking Drawers  
60"W x 30"D x 29"H

# OFFICE FURNITURE



## Executive Desk

■ Black  
■ Mahogany  
Double Pedestal/Locking Drawers  
72"W x 36"D x 29"H



## 5-Shelf Bookcase

■ Black  
■ Mahogany  
36"W x 12"D x 72"H



## Brooklyn Rectangle Dining Table

Clear Glass/Chrome  
60"W x 36"D x 30"H



## Brooklyn Round Dining Table

Clear Glass/Chrome  
42"Round x 30"H



## Aspen Dining Table

White/Brushed Steel  
72"W x 30"D x 30"H

# METAL FILE & STORAGE CABINETS



## 2-Drawer File

Black Letter  
15"W x 25"D x 29"H

Black Legal  
18"W x 25"D x 29"H



## 4-Drawer File

Black Letter  
15"W x 25"D x 52"H

Black Legal  
18"W x 25"D x 52"H



## 2-Drawer Lateral File

Black  
36"W x 18"D x 27"H



## 4-Drawer Lateral File

Black  
36"W x 18"D x 54"H



## Storage Cabinet

Black  
36"W x 18"D x 72"H

# PEDESTALS



## 42" Display Pedestals

- Black  
14"Square x 42"H
- Black  
24"Square x 42"H
- Black  
18"Square x 42"H
- White  
14"Square x 42"H



## 36" Display Pedestals

- Black  
14"Square x 36"H
- Black  
24"Square x 36"H
- White  
14"Square x 36"H
- White  
24"Square x 36"H



## 30" Display Pedestals

- Black  
14"Square x 30"H
- Black  
24"Square x 30"H
- Black  
18"Square x 30"H
- White  
14"Square x 30"H



## Locking Pedestal

- Black  
24"Square x 42"H
- White



## Fuze Pedestal

- Zebrawood Laminate/Chrome  
16"Square x 44"H



## London Pedestal

- Marble/Chrome  
16"Square x 44"H

# MISCELLANEOUS ITEMS



**Stanchion**  
 Chrome  
 41"H  
**Stanchion Rope**  
 Red Velour  
 6'L



**Nero Literature Rack**  
 Black  
 14.75"W x 12"D x 53.5"H



**Argento Literature Rack**  
 Aluminum  
 14.75"W x 12"D x 53.5"H



**Alto Literature Rack**  
 Black/Metal  
 10.5"W x 9.5"D x 57"H



**Compact Refrigerator**  
 Black 4 Cubic Feet  
 21"W x 22"D x 32"H

# LIGHTING



**Silo Grey Lamps**  
 Table Lamp  
 25"H  
 Floor Lamp  
 70"H



**Silo White Lamps**  
 Table Lamp  
 25"H  
 Floor Lamp  
 70"H



**Neutrino Floor Lamp**  
 Steel  
 67"H

# STANDING OUT IN **SMALL SPACES**

## 10 X 10



### **Cement**

Vienna Stool – Smoke Grey  
32" Round Cement Bar Table – Tulip Base  
White Bar



### **Nexus**

Bianca Chair  
Brooklyn Round End Table  
Nexus Stool  
30" Round Bar Table  
Argento Literature Rack



### **Blanco**

VIP Glow Bar 4'  
Milo Stool – White  
30" Round Bar Table  
Alto Literature Rack



### **Fuze**

Caprice Chair  
36" Square Fuze Café Table  
Black Bar  
Nero Literature Rack



### **Milo**

Milo Stool – Black  
30" Round Bar Table – Tulip Base  
Alto Literature Rack

# ELEVATED *IMPACT*

## 10 X 20



### Monarch

Monarch Chair  
Aspen Charged Cocktail Table • Aspen Bar Table – Charged  
Equino White Stool  
VIP Glow Bar 6'



### Metro

Metro Sofa • Metro Loveseat  
Brooklyn Round End Table  
Hourglass Bar Stool – Black  
36" Round Black Bar Table – Chrome Base  
Alto Literature Rack



### Niko

Niko Loveseat  
Novel Cocktail Table  
Milo Chair – Black  
36" Round Café Table



### Blanc

Blanc Sofa • Blanc Chair  
Aria End Table - White • Aria Cocktail Table – White  
Clara Stool  
Aspen Bar Table – Charged  
Argento Literature Rack

# THE **IMMERSIVE EXPERIENCE**

## 20 X 20



### **Boca Charged**

Boca Corner – Charged • Boca Armless Chair - Charged  
Spectrum Bar Table – Red • Clara Stool  
Aria Cocktail Table – Charged • Argento Literature Rack



### **Function Black**

Function Armless Chair - Black • Function Corner - Black  
Fuze Cocktail Table • 32" Round Café Table - Chrome Base  
Sonic Chair • Alto Literature Rack



### **Jasper**

Jasper Sofa • Jasper Chair  
Brooklyn Round Cocktail Table • Brooklyn Round End Table • Clara Stool  
Aspen Bar Table – Charged • VIP Glow Bar 6'

# SIGNAGE AND ARTWORK ORDER FORM

## Lymphoma, Leukemia & Myeloma Congress

Sheraton New York Times Square  
October 14-17, 2025

Discount Deadline Date  
September 29, 2025

Order Online at [orders.csiworldwide.net](http://orders.csiworldwide.net)



RETURN TO: CSI Worldwide • 40 Regency Plaza • Glen Mills, PA 19342 • Phone (800) 523-7118 • Fax (610) 558-9459 • Email: [exhibitorservices@csiworldwide.net](mailto:exhibitorservices@csiworldwide.net)

COMPANY

EMAIL ADDRESS

BOOTH NUMBER

AUTHORIZED CONTACT SIGNATURE

AUTHORIZED CONTACT - PLEASE PRINT

PHONE

DATE

**X**

All standard signs are digitally produced on foamcore.  
Standard sign include up to 10 words and a selection of colors.

**\*Show site orders may incur rush charges**

ITEM#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	QUANTITY	TOTAL PRICE
600	22"X28" Single Sided	\$ 80.00	\$ 120.00		
601	22" x 28" Double Sided	\$ 110.00	\$ 165.00		
602	Meter Panel Single Sided	\$ 400.00	\$ 600.00		
603	Meter Panel Double Sided	\$ 600.00	\$ 900.00		
604	1/2 Meter Panel Single Sided	\$ 205.00	\$ 307.50		
605	1/2 Meter Panel Double Sided	\$ 305.00	\$ 457.50		
606	Vinyl Banner (per sq ft)	\$14.05/sq ft	\$21.80/sq ft		
607	Fabric Banner (per sq ft)	\$24.40/sq ft	\$36.60/sq ft		
608	Phototex (per sq ft)	\$16.10/sq ft	\$20.65/sq ft		
609	Removable Arrows	\$ 15.00	\$ 15.00		
610	Double Sided Aisle Signs with Cross Aisl Spinners	\$ 800.00	\$ 1,040.00		
611	Carpet Logos	\$ 13.30	\$ 17.10		
612	Window and Mirror Clings	\$ 14.50	\$ 18.60		
613	Branded Seat Covers	\$ 8.50	\$ 12.60		

<b>SELECT COLORS</b>	<b>Background Color:</b> (White will be provided if no color is chosen below)	1. Total All Items Ordered	\$
	<input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Yellow	2. 8.875% NY Sales Tax	\$
	<b>Copy Color:</b> (Black will be provided if no color is chosen below)	3. Payment Enclosed	\$
	<input type="checkbox"/> White <input type="checkbox"/> Black <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Green <input type="checkbox"/> Yellow		

<b>COMPLETE COPY</b>	Indicate: <input type="checkbox"/> Vertical — OR — <input type="checkbox"/> Horizontal.
	Please print. Attach a layout to this form if necessary.

<b>CUSTOM SIGNS</b>	Graphic Design • Large Format Printing • Desktop Publishing • POP Displays • Backlit Graphics Lamination • Vinyl Graphics • Logo Reproduction • Graphics Presentation • Vinyl Banners
	Call CSI Worldwide at (800) 523-7118 for Custom Work and Quotation.

# DISPLAY LABOR ORDER FORM Page 1 of 2



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PHONE:

DATE

**X**

### PLEASE COMPLETE THIS FORM FOR ALL DISPLAY LABOR NEEDED.

### TO DETERMINE IF YOU NEED DISPLAY LABOR, PLEASE READ THIS FORM CAREFULLY.

1. Display Labor is required for all installation and dismantling of exhibits, including signs and floor covering installation.
2. Exhibitor may unpack and place merchandise.
3. Exhibitor may set up exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools.

### RATES AND INFORMATION

Starting time can be guaranteed only when labor is requested for the start of the working day at 8 AM. All exhibit labor for 8 AM starting times will be dispatched to booth space. For all other starting times, check in at the labor desk one-half (1/2) hour before time requested. Labor cancelled without a 24 hour notice shall be charged a one (1) hour cancellation fee per worker. If exhibitor fails to use the workers at the time confirmed, a one (1) hour "No Show" charge per worker will apply.

The minimum charge for labor is one (1) hour per worker. Labor thereafter is charged in half (1/2) hour increments. **GRATUITIES IN ANY FORM, INCLUDING CASH, GIFTS, OR LABOR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY CSI.** CSI requires the highest standards of integrity from all employees. All rates are subject to change if necessitated by increased labor and material costs.

#### ADVANCE DISPLAY LABOR RATES IF ORDERED BY THE ABOVE DEADLINE DATE:

		JOURNEYMEN	
		Advance	Standard
Straight Time	Monday through Friday - 8 AM - 4:30 PM	\$ 255.00 per hour	\$ 344.25 per hour
Overtime	All other times Monday through Friday, All day Saturday & Sunday	\$ 385.00 per hour	\$ 519.60 per hour
Double Time	All day on Holidays	\$ 509.00 per hour	\$ 687.15 per hour

### PLEASE INDICATE SERVICE NEEDED

- CSI SUPERVISED LABOR (Please complete the Display Labor Information Form Page 2 of 2)**

*CSI will provide the following service:*

1. Unpack and install display before exhibitor arrival at show site
2. Dismantle, pack and arrange to ship display after show closing

A 30% (\$50.00 minimum) surcharge will be added to the labor rates above for this professional supervision.

- EXHIBITOR SUPERVISED LABOR**

*Exhibitor will supervise.*

1. Indicate workers needed for installation **and** dismantling.

**NOTE: If exhibitor fails to pick up men at time ordered, a one (1) hour no-show charge will be assessed.**

### PLACE ORDER HERE

Schedule Date(s)	Schedule Start Time	Schedule End Time	Total # of Hours	Total # of Workers	Labor Rate	Total
						\$
						\$
						\$
						\$

Please estimate the number of workers and hours per worker needed for installation and dismantling above. Invoice will be calculated according to actual hours worked.

#### \*IMPORTANT NOTICE\*

Your Company is encouraged to carry insurance covering potential injury, damage or loss associated with your display. CSI Worldwide will NOT be responsible for injury to display personnel and damage or loss of display materials. In any case, the liability of CSI Worldwide is limited to a max of 50% of total labor not to exceed \$1000.00.

1. Total Labor Ordered	\$
2. 30% (\$50.00) CSI Supervision	\$
3. 8.875% NY Sales Tax	\$
<b>4. Total Payment Enclosed</b>	<b>\$</b>

**DISPLAY LABOR INFORMATION FORM** Page 2 of 2



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PHONE:

DATE

**X**

**Inbound Freight Information**

Carrier \_\_\_\_\_ Shipped By \_\_\_\_\_ Date \_\_\_\_\_

Number of Pieces \_\_\_\_\_ Weight \_\_\_\_\_ Pro Number \_\_\_\_\_

Target Date \_\_\_\_\_ Loose Display \_\_\_\_\_ Crated Display \_\_\_\_\_

Shipped To: (Check One)  Warehouse  Showsite

**Set-up Information for CSI Installation**

Set Up Drawings Attached

Rental Carpet Color

Set Up Drawings With Exhibit

Own Carpet Color \_\_\_\_\_

Case/Crate Number \_\_\_\_\_

Padding \_\_\_\_\_

Number of Workers required for set up \_\_\_\_\_

Approximate time for set up \_\_\_\_\_

Forklift Ordered Hrs. \_\_\_\_\_ Time \_\_\_\_\_

Special Equipment Required \_\_\_\_\_

**Did You Order —**

Electrical  Yes  No

Electrical Under Carpet  Yes  No

Electrical Drawings  Attached  Sent to the Official Electrical Contractor  With the Exhibit

Booth Cleaning  Yes  No

Other Items \_\_\_\_\_

Furniture  Yes  No

A/V Furniture  Yes  No

Telephone  Yes  No

**Outbound Freight Information**

Outbound Freight Charges \_\_\_\_\_

Consigned To \_\_\_\_\_

Prepaid  Collect

Address \_\_\_\_\_

Bill To \_\_\_\_\_

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

\_\_\_\_\_

Second Consignee \_\_\_\_\_

\_\_\_\_\_

Address \_\_\_\_\_

CSI Storage

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

Method  Common Carrier  AirFreight  Vanline  Other \_\_\_\_\_

Carrier (if known) \_\_\_\_\_

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

**Emergency Contact Information / Showsite Contact**

Name \_\_\_\_\_ Title \_\_\_\_\_

Telephone \_\_\_\_\_

Other Means of Contacting This Person \_\_\_\_\_

Contact's Hotel \_\_\_\_\_ Arrival \_\_\_\_\_ Departure \_\_\_\_\_

Purchasing Authorization  Yes  No