

Bart Hall Shows

Exhibitor Information and Instructions

Boat Show • March 1-3, 2024

Pomona Fairplex, 1101 W. McKinley, Pomona, CA 91768

Welcome to the 2024 Hall Show! For over 75 years the Hall Shows have served to bring crowds of avid outdoor enthusiasts together to celebrate their passion for the great outdoors. By exhibiting in a Hall Show, you are taking part in one of the nation's truly great shows while promoting and encouraging increased participation in all things outdoors. We thank you for your support.

The following information will help you prepare for the upcoming Boat Show in Pomona, California.

***Raphael's Convention Services** is the show decorator. They are responsible for all move-in, freight shipments, booth furniture rentals, etc. **Get your orders into Raphael's by February 24 for discounted prices! Refer to Show Decorator pdf for additional information or to place an order.**

***Convention Electrical Services** is the show electrical contractors. They are responsible for any Electrical needs you will have in your booth.

***Internet – WiFi Services** the service is provided by the Fairplex. You can order wi-fi or other internet services on their website at <https://fairplex.com/business/plan/internet-rates/>

***IMPORTANT NOTICE**

When ordering services from Raphaels Convention Services and Convention Electrical Services, please use your company name as it appears on your Bart Hall Show contract. Booth numbers will not be available until you check in at the show office. All service orders will be processed using your company name.

**All pdfs for show vendors can be found on our website at hallshows.com/exhibitor-kit
All forms should be returned to the respective vendor whom you are ordering the services from.**

IMPORTANT SHOW INFORMATION

Show Hours:	Thursday – Friday	12:00 PM to 8:30 PM
	Saturday	10:00 AM to 8:30 PM
	Sunday	10:00 AM to 5:00 PM

It is required that you staff your exhibit during **all** show hours. Leaving your booth unmanned not only costs you sales opportunities, it is in violation of your contract.

Move-in and Set-up: Please check-in at the show office located in Hall 4 before you begin setting up. Move in begins Wednesday, February 28th at 12:00 Noon until 7:00 PM. Thursday February 29th, move-in will continue from 8:00 AM until 7:00 PM. Friday, March 1st from 8:00AM until 11:00 AM. **All exhibits** should be ready before show time. The show will open at 12 Noon on Friday.

Move In Hours

Wednesday, February 28th	12:00 Noon - 7:00 PM
Thursday, February 29th	8:00 AM - 7:00 PM
Friday, March 1st	8:00AM - Noon

All exhibits should be ready before show time. The show will open at 12:00 PM

MOVE OUT: All exhibits **MUST** remain intact until the final show closing at 5:00 PM. Sunday, March 3rd. Nothing can be moved into the aisles until the show has been closed and the public has left the building. Immediately after closing, exhibitor's crates will be delivered to the booths as quickly as possible. The hall will remain open late Sunday night for moving out your exhibit. The hall will reopen on Monday, March 4th at 8:00 AM. All exhibits **MUST** be removed **NOT LATER THAN 12:00 NOON**, Monday, March 4th.

PLEASE READ CAREFULLY...

IN ORDER TO MAINTAIN THE SAFETY OF OUR ATTENDEES AND TO REDUCE THE RISK OF LIABILITY FOR THE BART HALL SHOWS, INC OUR EXHIBITORS AND THE DEL MAR FAIRGROUNDS, NO PRODUCT OR DISPLAYS CAN BE REMOVED FROM YOUR EXHIBIT SPACE UNTIL THE SHOW IS OFFICIALLY CLOSED BY THE SHOW MANANGEMENT. NO CARTS, DOLLYS, OR OTHER EQUIPMENT WILL BE ALLOWED IN THE AISLES WHILE THE SHOW IS OPEN TO THE PUBLIC.

AS AN EXHIBITOR, PER CONTRACT, YOUR COMPANY HAS AGREED THAT VIOLATING THIS POLICY WILL RESULT IN A 15% SURCHARGE DUE AND PAYABLE 30 DAYS FROM DATE OF INVOICE.

YOUR COOPORATION IS GREATLY APPRECIATED.

Drayage: Drayage(Freight Handling) service is provided by Raphael's Convention Services. 8606 Miramar Road, San Diego, CA 92126. (858) 689-7368, Fax (858) 689-8040. Information for Drayage and show equipment rental services is provided in this package.

Parking: Parking fees are not included in your exhibit fees and will be paid to the Fairplex Staff separately at the Parking Lot gates.

Fire Department Rules: To comply with the fire department regulations, all motors being displayed may not contain gasoline. All gas caps must be locked or taped closed.

Health Department: If your exhibit involves food preparation or handling, you will be required to meet specific standards and acquire a permit from the County Health Department. Contact our office for details.

Security: We believe we have sufficient guard service. However, if you display small items, we suggest they be wired or otherwise fastened to your display. Further, if you have larger loose items, bring a footlocker or other box with a clasp and lock to store them after show hours. We advise that your exhibit materials be covered by your insurance since show management is not responsible for loss and or theft.

Sublet of Space: No exhibitor may sublet space to anyone. Subletting will result in forfeiture of your booth space for the balance of the show along with all fees. No refunds will be given.

Payment: Final payment for all exhibit space is due by 2/15/24. **All contracts must be paid in full before an exhibitor can move in.**

Exhibitor Passes: VERY IMPORTANT, PLEASE READ CAREFULLY. The Bart Hall Show name badge will be your exhibitor pass. These passes are issued for the exclusive use of your company. **Do not distribute these passes to anyone outside of your company. Any guest apprehended with these passes in their possession will be escorted from the show! The exhibitor to whom these passes belong will be asked to leave the show! No refunds will be given!**

*Please read the enclosed badge/pass form for additional details

VIP Guest Passes: We have a one-time use VIP Guest Pass. This is the appropriate pass for distributing to your customers, friends, etc. (Please read the enclosed badge/pass form for additional details).

Exhibitor Admission: Exhibitors with proper credentials will be permitted into the building one and a half (1 1/2) hours before the show opens with specific guidelines. Exhibitors must have and wear their badge/pass. Exhibitors must remain in their respective exhibit areas during this time. For security reasons, browsing and walking the aisles during this time is not permitted. This time is provided solely for the purpose of preparing exhibits for the show opening. Security guards and show management will enforce this rule for your own protection.

Additional Questions: If you have any questions or special needs, please contact our office. Our office number is (866)247-4697. You can also email us at info@hallshows.com.

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Exhibitor Show Badges & VIP Guest Passes

****New for 2024 shows! Submit your badge names online on our website hallshows.com****

The exhibitor badge is exclusively for use by exhibitors. For SECURITY reasons it is important that you control their use. Badges must be worn by exhibitor. Please do not use them to admit guests. Identification may be requested by show security and admission denied if they are being used inappropriately.

The badge is valid for the entire show. Please take care not to lose them. Lost badges can be replaced at the show office at a cost of \$30.00 each.

Your badge & passes will be ready for pick up when you check-in at the show office. Your company name will be printed on them. **If you would like your employee's names added, you must legibly complete and return this page to us by February 23rd.** Business cards will neatly fit into the badge holder if you prefer. This badge is the **only** credential that will allow admittance into the show before regular show hours. In other words, without a valid badge in your possession, you will not be allowed into the show before it opens to the public. **There are no one-day exhibitor passes.**

Each 10'x10' booth exhibitor will receive one badge for each employee, up to 4 total badges per 10 x10. If additional badges are required, please contact us at info@hallshows.com with your request before the show.

We do offer a VIP/Guest pass. This is a one-time use pass that allows you to invite a guest to the show. You will be provided (2) VIP/Guest passes for each 10 x10 booth space. For example a 10 x 40 booth will receive (8) VIP/Guest passes. Subject to approval, a limited quantity of additional VIP/Guest passes may be purchased at the show office by exhibitors at a discounted price of \$10. **No refunds will be issued for unused VIP/Guest passes.** VIP passes are show specific, please specify Long Beach when purchasing.

Passes are issued on a controlled basis. Badges or VIP Guest passes will not be mailed to you in advance. For special handling contact our office early.

Exhibitor Staff Badge List

(Deadline is February 23 for personalized staff badges after this date badges will be produced automatically with Company Name only)

Exhibitor Name _____	Booth Size _____
4 badges per 10'x10' booth allowed	
1 _____	5 _____
2 _____	6 _____
3 _____	7 _____
4 _____	8 _____

Please complete and return by February 23rd to info@hallshows.com or submit online at hallshows.com

Bart Hall Shows

Hotel Information for 2024 Boat Show

For the 2024 show season we will no longer have room blocks at various hotels. The hotels will no longer guarantee that these rates will be the lowest available rate. Check online for the best rates available.

Here are some hotels that we have used in the past in the area.

Sheraton Fairplex Hotel

601 West McKinley Ave

Pomona, CA 91768

Phone : 909-622-2220

This hotel is near the Pomona Fairplex. Parking is additional.

They have a bar, restaurant and fitness center.

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Bart Hall Show: Pomona, CA

Exhibitor Information

March 1-3, 2024

Pomona Fairplex
1101 W Mckinley Ave
Pomona, CA 91768



Return to: Raphael's Convention Services
Erin Wojtach | Erin@Raphaels.com
P: 858-689-7368 | F: 858-689-8040

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SHOW INFORMATION

RAPHAEL'S CONVENTION SERVICES INFORMATION

Contact Information: Erin Wojtach

Phone | 858-689-7368

Email | Erin@Raphaels.com

Fax | 858-689-8040

IMPORTANT DATES

2/24/2024	Discount pricing deadline for furniture/service orders through RCS
2/26/2024	Last day of delivery for advance shipments to RCS warehouse
2/29/2024	Exhibitor Move In: 12:00 PM – 7:00 PM RCS On-Site Rentals: 8:30 AM – 4:30 PM
3/01/2024	Exhibitor Move In: 8:00 AM – 11:30 AM RCS On-Site Rentals: 8:30 AM – 11:30 AM Show Open: 12:00 PM – 7:00 PM
3/02/2024	Show Open: 10:00 AM – 7:00 PM
3/03/2024	Show Open: 10:00 AM – 5:00 PM Exhibitor Move Out: 5:00 PM
3/05/2024	First day for pick-up of return shipments from RCS warehouse

SHIPPING INFORMATION

Warehouse Location: Warehouse Hours:

8606 Miramar Road Monday – Friday
San Diego, CA 92126 9:00 AM – 4:00 PM

**RCS accepts no responsibility for items shipped directly to/from venue*

BOOTH INFORMATION

Included with Booth: Pipe & Drape space only. Please see furniture order form for additional equipment/furniture rentals.

Backwall Draping: Blue or White

Sidewall Draping: Blue or White

RCS

Raphael's Convention Services

All orders are governed by the RCS Terms & Conditions of Contract and Payment Policy in this Exhibitor Manual

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P.R.E. LOGISTICS & MATERIAL HANDLING SERVICES

P.R.E. LOGISTICS OR MATERIAL HANDLING SERVICES – WHAT ARE THEY?

Material handling charges apply when RCS' assistance is required in moving your materials to your booth. This charge is separate from the actual shipping costs. To combine your Material Handling and Shipping costs, RCS has a service called P.R.E. Logistics which will easily allow you to have your materials shipped from your location, brought to your booth, brought back to our warehouse and sent back to your location for one low price! To get a quote simply call P.R.E. Logistics at 1-800-349-1844 or email at: shipping@prelogisticsinc.com. If you just need to have RCS bring your materials to your booth and back to our warehouse you can proceed with filling out the form below. We accept shipments to our advance warehouse up to 2 weeks prior to the event and will store them for up to 2 weeks after the event.

HOW TO FACILITATE THE DELIVERY / RETURN SHIPMENT OF MATERIALS

Shipping to RCS Advance Warehouse

1. Materials will be accepted up to 2 weeks prior to the show and delivered by RCS directly to your booth.
2. Complete both the Material Handling Order Form & the Credit Card Form , fax / email to RCS.
3. Ensure your materials are properly labeled with show name, company name & booth number. Please see attached labels on last page.
4. *Shipments received without a completed material handling order and credit card payment form will not be delivered until payment is received.*

Return Shipping from RCS Advance Warehouse

1. See show information page in this exhibitor packet for acceptable dates / times for scheduling the pick-up of materials from our Warehouse.
2. Ensure your shipment is properly labeled with destination name and address.
3. Attain a completed Bill of Lading or appropriate pre-paid shipping label (UPS / FedEx) from your freight carrier. Attach 1 copy to your shipment and provide 1 copy to RCS. RCS will have blank Bills of Lading available on-site if needed. We are not responsible for unlabeled materials or materials left without a Bill of Lading.
4. RCS will pick up your shipment from the booth and transport to our warehouse. *If there is any equipment left on the show floor once clean up has been completed, it will be brought to the RCS warehouse and it will not be released until we receive credit card payment.*
5. Call your freight carrier and schedule the pick- up. RCS does not make these arrangements.
6. Ensure that your carrier knows whose items they are picking up (your company name) when they arrive at RCS' warehouse. Materials will not be released to a carrier without this information.

Shipping to/from Venue

1. RCS is not responsible for any equipment shipped directly to the venue. We cannot guarantee that it will make it to your booth for the event day.
2. Materials that require RCS to transport them to /from your booth will result in material handling charges.

RCS IS NOT RESPONSIBLE FOR ANY ITEMS LEFT UNATTENDED ON THE SHOW FLOOR



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MATERIAL HANDLING ORDER FORM

Company Name	Email			
Address	City	State	Zip	Country
Phone	Fax			
Contact	Cell			

* Material handling charges also apply to shipments sent direct to venue. Items received by RCS without a completed material handling order and credit card payment form will be held until payment is received.

* Exhibitors are responsible for all freight charges.

*** Please note that there is a 200 lb. Minimum charge for material handling.**

PLEASE ESTIMATE THE NUMBER OF PIECES YOU ARE SHIPPING AND THE APPROXIMATE WEIGHT OF THE SHIPMENT. EXACT WEIGHT WILL BE CALCULATED BY YOUR CARRIER AND ORDER SHALL BE REVISED ACCORDINGLY WHERE NECESSARY.

QTY	DESCRIPTION	WEIGHT

*** Please note that there is a 200 lb minimum charge for material handling.**

*For ONE WAY handling, please indicate which way
RCS can expect to handle your materials*

INBOUND OUTBOUND

Total Weight	
ONE WAY Rate (per lb)	\$0.96
TWO WAY Rate (per lb)	\$1.92
Total Price	\$



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FURNITURE ORDER FORM

Company	Email
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ITEM	DISC. PRICE	SHOW PRICE	QTY	TOTAL
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CHAIRS

Plastic Folding Chair	\$9.75	\$17.00		
Blue Ballroom Chair	\$24.50	\$32.00		
Wood Barstool	\$24.50	\$32.00		
Black / Chrome Barstool	\$45.80	\$53.00		

RECTANGULAR TABLES (LxWxH)

*Includes cover and skirt

4' x 30" x 30" Table	\$62.00	\$67.00		
6' x 30" x 30" Table	\$70.00	\$75.00		
8' x 30" x 30" Table	\$75.50	\$81.00		
4' x 30" x 40" Table	\$73.50	\$79.00		
6' x 30" x 40" Table	\$83.00	\$91.00		
8' x 30" x 40" Table	\$88.00	\$93.00		
6 x 18" x 30" Table	\$75.50	\$80.00		
8 x 18" x 30" Table	\$82.00	\$86.00		

SPECIFY SKIRT COLOR

White Black Red Blue Teal No Skirt

* Tables are available without skirt & cover at half price listed

* If no skirt color is chosen, table will be provided with a white skirt.

* Any swaps as a result will be at a 100% cancellation fee

Customer is responsible for rental items from the time they are delivered until they are picked up by RCS

Discount Price is valid until one week prior to show date



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FURNITURE ORDER FORM

Company	Email			
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ITEM	DISC. PRICE	SHOW PRICE	QTY	TOTAL
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ROUND TABLES

*Marble round table top

*No skirt included

24" Round	\$51.50	\$59.00		
36" Round	\$53.50	\$61.00		
24" Belly Bar (40" high)	\$59.50	\$68.00		
36" Belly Bar (40" high)	\$61.50	\$70.00		

MISCELLANEOUS

Aluminum Easel	\$24.50	\$30.00		
Wastebasket	\$10.00	\$16.00		
Leg Extenders (4)	\$12.00	\$17.00		

ADDITIONAL FURNITURE

Bella Chair – Black or White	\$279.25	\$310.00		
Bella Sofa – Black or White	\$568.20	\$625.02		
Assorted Ottomans	\$125.00	\$150.00		
4 FT Bar – Black or White	\$180.00	\$200.00		
6 FT Bar – Black or White	\$280.00	\$320.00		
Coffee Table	\$170.00	\$185.00		

***Additional furnishings available upon request

Customer is responsible for rental items from the time they are delivered until they are picked up by RCS

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FLOORING ORDER FORM

Company	Email			
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ITEM	DISC. PRICE	SHOW PRICE	QTY	TOTAL
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CARPET

10x10 Carpet	\$195.00	\$205.00		
10x20 Carpet	\$390.00	\$410.00		
10x30 Carpet	\$585.00	\$615.00		

SPECIFY CARPET COLOR

Black Red Blue Gray

ASTROTURF

10x10 AstroTurf	\$125.00	\$135.00		
10x20 AstroTurf	\$260.00	\$280.00		
10x30 AstroTurf	\$390.00	\$420.00		

SPECIFY TURF COLOR

Black Red Blue Green Blue/Black

PADDING

10x10 Carpet Padding	\$127.05	\$135.00		
10x20 Carpet Padding	\$261.50	\$285.00		
10x30 Carpet Padding	\$400.00	\$440.00		

***Custom sizing available upon request

Customer is responsible for rental items from the time they are delivered until they are picked up by RCS

****Discount Price is valid until one week prior to show date****



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CREDIT CARD PAYMENT

COMPANY INFORMATION

Company Name					Email
Address	City	State	Zip	Country	
Phone					Cell
Contact Name					Contract #

PAYMENT POLICY

Payment for Services – RCS requires payment in full at the time services are ordered. RCS accepts MasterCard, Visa, Amex, and Discover.

Discount Prices – To qualify for discount pricing, orders must be received with payment on or before the discount price deadline.

Adjustments and Cancellations – Cancellation of any order once delivered or rendered will result in a 100% cancellation fee. Additions to existing orders will be charged at the time the order is placed.. If the total listed differs from the calculated total, adjustments will be made to card on file.

If you have any questions about our payment policy, please contact us at 800-564- 7755.

CREDIT CARD INFORMATION

Credit Card Number

Grand Total

Expiration Date

CVV

Cardholder's Name	Phone	
Address		
City	State	Zip

x

Authorized Signature (Cardholder)

Date

x

Please Print Name

Total



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TERMS & CONDITIONS

I. Definitions

RCS: Raphael's Convention Services dba RCS their employees
Agents: RCS agents, subcontractors, carriers and the agents of each
Customer: Exhibitor or other party requesting services from RCS
Carrier: Motor carrier, van line, air carrier or air or surface carrier / freight forwarder
Shipper: Party who tenders goods to carrier for transportation
Goods: Exhibits, property and commodities of any type for which RCS is requested to perform services
Cold Storage: Holding of goods in a climate controlled area
Accessible Storage: Holding of goods in an area from which goods may be removed during shows
Services: Warehouse, transportation, drayage, supervised or unsupervised labor and/or related services
Show Site: The venue or place at which an exposition or event takes place
Supervised Labor: Union labor that is provided to a customer to install or dismantle a booth or exhibit space and is supervised and/or directed by RCS
Unsupervised Labor: Union labor that is provided to a customer to install or dismantle a booth or exhibit space and per customer's election is not supervised or directed by RCS. Customer assumes responsibility for the work of union labor when customer elects to use unsupervised labor

II. Scope

These terms and conditions shall be binding upon customer, RCS and their respective agents and representatives, including but not limited to customer contracted labor such as customer appointed contractors and installation and Dismantle companies and any other party with an interest in the goods. Each shall have the benefit of and be bound by all provisions stated herein including but not limited to time limits and limitations of liability
By acceptance of services from RCS or agents, customer and any other party with an interest in the goods agree to these terms and conditions.

III. Customer Obligations

Payment for Services: Customer shall be liable for all unpaid charges for services performed by RCS or agents. Customer authorizes RCS to charge its credit card directly for services rendered on its behalf after departure, by placing an order online, via fax or phone or through work order on-site
Credit Terms: All charges are due before services are performed unless other arrangements have been made in advance. RCS has the right to require prepayment or guarantee of the charges at the time of requesting services. A failure to pay timely will result in customer having to pay in cash in advance for future services. If a credit card is provided to RCS, RCS is authorized to bill to such credit card any unpaid charges for services provided to customer, including charges for return shipping. Any charges not paid within 30 days of delivery will be subject to interest at 1.5% per month until paid.

IV. Mutual Obligations

Indemnification

Customer to RCS: Except to the extent of RCS' own negligence and/or willful misconduct, customer shall defend, hold harmless and indemnify RCS from and against any claims, lawsuits, demands, liability and costs or expenses, including reasonable attorney fees and court costs resulting from an injury to or death of persons or damage to property relating to or arising from performance under this agreement. Customer agrees to indemnify and hold RCS harmless for any and all acts of its representatives and agents, including but not limited to customer appointed contractors and installation and dismantle companies, any subtenant or other user of its space or any agents or employees engaged in business on its behalf of customer or present at customers' invitation. →

RCS to Customer: To the extent of RCS' own negligence and/or willful misconduct, and subject to the limitations of liability below, RCS shall defend, hold harmless and indemnify customer from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney fees and court costs resulting from any injury to or death of persons or damage to property other than goods. RCS assumes no liability for bodily injury resulting from customer's presence in areas which have been marked as off limits to exhibitors and during hours and days when exhibitors are present in the facility, prior to the start of and after the conclusion of their space lease with show management.

V. No Liability for Consequential Damages.

Under no circumstances will any party be liable for special, incidental, consequential or punitive damages, including but not limited to loss of profits or income

VI. RCS Liability for Loss or Damage to Goods

Negligence Standard: RCS shall be liable, subject to limitations contained herein, for loss or damage to goods only if such loss or damage is caused by the direct negligence or willful misconduct of RCS.

Condition of Goods: RCS shall not be liable for damage, loss or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage. RCS shall not be liable for ordinary wear and tear in handling of goods or for damage to shrink wrapped goods. All goods should be able to withstand handling by heavy equipment, including but not limited to forklifts, cranes or dollies. It's the customer's responsibility to ensure that goods are packaged correctly prior to shipment or movement on or off the show floor.

Receipt of Goods: RCS shall not be liable for goods received without receipts, freight bills or specified unit counts on receipt or freight bills. Such goods shall be delivered to booth without guarantee of piece count or condition.

Force Majeure: RCS shall not be liable for loss or damage that results from acts of God, weather conditions, act or default by customer, shipper or the owner of goods, inherent nature of the goods, public enemy, public authority, labor disputes and acts of terrorism or war.

Cold Storage: goods requiring cold storage are stored at customer's own risk. RCS assumes no liability or responsibility for cold storage

Accessible Storage: RCS assumes no liability for loss or damage to goods while in accessible storage. Storage charges are for the use of space and are not a form of insurance or a guarantee of security

Unattended Goods: RCS assumes no liability for loss or damage to unattended goods received at show site at any time from the point of receipt of inbound goods until the loading of the outbound goods, including the entire term of the respective show or exhibition. Customer is responsible for insuring its own goods for any and all risk of loss

Labor: RCS assumes no liability for loss, damage or bodily injury arising out of customer's supervision of RCS provided union labor. If RCS supervises labor for a fee, RCS shall be liable only for actions or claims arising out of its negligent supervision. If customer elects to use unsupervised labor, then customer assumes all liability for the actions or claims that arise out of such work and shall provide RCS and show management with an indemnity, including defense costs, for any claim that results from customer supervision or failure to supervise assigned labor.

Empty Storage: RCS assumes no liability for loss or damage to goods or crates or the contents therein while containers are in storage. It is customer's sole responsibility to affix appropriate labels available at the RCS service desk for empty container storage. Damage that is the direct result of RCS' negligence shall be subject to the limitations of liability set forth on this document.

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TERMS & CONDITIONS

Forced Freight: RCS shall not be liable for goods not picked up by customer's chosen carrier by the show deadline. It is customer's responsibility to complete accurate paperwork for shipping and insure its goods are appropriately labeled. Customer acknowledges that it is a lessee of space and as such has an obligation to remove its goods on or before the targeted time. If goods remain on the floor after this point, RCS has the right to remove them in order to restore the premises to its original condition for show management pursuant to the venue's lease with show management. In such cases RCS is authorized to proceed in the manner chosen by customer on the order for material handling services / straight bill of lading. Failure to select one of the provided options will result in re-routing at RCS' discretion and at customer's expense assuming the goods are labeled for return. RCS retains the right to dispose of goods left on the show floor without liability if left unattended or without labels.

Concealed Damage: RCS shall not be liable for concealed loss or damage, uncrated goods or improperly packaged or labeled goods.

Unattended Booth: RCS shall not be liable for any loss or damage occurring while goods are unattended in customer's booth at any time, including but not limited to the time the goods are delivered to the dock until the time the goods are received by customer's chosen carrier. All material handling forms and or straight bills of lading covering outgoing goods submitted to RCS will be checked at the time of pickup from the booth and corrections to the count or condition will be documented where discrepancies exist.

No Insurance: RCS is not an insurance company and does not offer or provide insurance. It is the obligation of the customer to ensure goods are insured at all times. Loss or theft of the goods in storage or in transit to and from the show and or while on the show floor is the sole responsibility of the customer, unless it is shown that RCS performed in a manner that constitutes gross negligence in the performance of its services for the customer.

Notice of Loss or Damage: In order to have a valid claim, notice of loss or damage to goods must be given to RCS or its agent within 24 hours of occurrence or delivery of goods, whichever is later.

Filing of Claim: Any claim for loss or damage to goods must be in writing, containing facts sufficient to identify the goods, asserting liability for alleged loss or damage and making claim for the payment of a specified or determinable amount of money. Such claim must be filed with the appropriate

party within the time limits specified below. Damage reports, incident reports, inspection reports, notations of shortage or damage on freight bills or other documents do not constitute filing of a claim. Claims for goods alleged to be

lost, stolen or damaged at the show site must be received in writing by RCS within 60 days after the close of the show. Claims for goods alleged to be lost or damaged during transit must be received by the responsible party within 9 months of date of delivery of goods. RCS subcontracts the movement of goods to third party carriers. Claims for damage in transit should be made directly with the customer's carrier as shown on the material handling form or bill of lading. In the event of a dispute with RCS, customer will not withhold payment or any amount due RCS for services as on offset against the amount of the alleged loss or damage. Customer agrees to pay RCS prior to the close of show for all such charge and further agrees that any claim customer may have against RCS shall be pursued independently by customer as a separate action to be resolved on its own merits. RCS retains the right to pursue collection on amounts owed after show close without regard to any amount alleged to be owed for damage or loss.

Filing of Suit: Any action at law regarding loss or damage to goods must be filed within two years of the date of declination of any part of a claim. →

VII. Jurisdiction / Choice of Forum

This agreement shall be governed by and construed in accordance with the applicable laws of the United States or, alternatively, and depending on jurisdiction, the laws of the State of California. The parties hereby submit to jurisdiction and venue in the United States Federal District Court of California.

VIII. Advanced Warehousing / Temporary Storage / Long Term Storage

All terms and conditions relative to advanced warehousing / temporary storage / long term storage are contained in the separate agreement, entitled "Storage Agreement". In the event that a storage agreement is not executed between the parties, the following shall apply with respect to RCS' liability for customer's goods.

The responsibility of RCS with respect to exhibit material is limited to the exercise of ordinary care and diligence in handling and storing of customer's goods. RCS shall be liable only for loss or damage to goods caused by RCS' sole negligence. RCS' liability is limited to sixty cents per pound of the actual cash value per article. In case of partial loss or damage, the maximum liability shall be prorated based on weight. RCS is not responsible for any loss or damage to goods caused by, but not limited to fire, theft, the elements, vandalism, moisture, vermin, mechanical breakdown or failure, freezing or changes in temperature as well as any other causes beyond RCS' immediate control. RCS is not responsible for the marring, scratching or breakage of glass or other fragile items. RCS is not liable for the mechanical functions of instruments or appliances even if such articles are packed or unpacked by RCS. In no event shall RCS be liable for special, incidental, indirect or consequential damages, including business loss of any kind, resulting from any damage to or loss of the goods or from any act or failure to act. Customer pays storage fees, if any or costs for advance warehousing for use of the space only. There is no guarantee of security or representations made by RCS as to appropriateness of the conditions for exhibitors' material. The risk of loss remains the customer's alone and RCS recommends the customer maintain insurance in amounts sufficient to cover its risk.



BART HALL – POMONA

Pomona Fairplex

March 1-3, 2024

C/O RAPHAEL'S

CONVENTION SERVICES

8606 MIRAMAR ROAD

SAN DIEGO, CA 92126

COMPANY:

BOOTH #:

_____ of _____ pieces

BART HALL – POMONA

Pomona Fairplex

March 1-3, 2024

C/O RAPHAEL'S

CONVENTION SERVICES

8606 MIRAMAR ROAD

SAN DIEGO, CA 92126

COMPANY:

BOOTH #:

_____ of _____ pieces



Bart Hall's Boat Show
Pomona Fairplex (Bldgs. 4 & 5)
March 1-3, 2024

Dear Exhibitor,

Convention Electric, Inc. is pleased to provide electrical and plumbing services at your event! You can now order your electrical or plumbing needs by fax, email or online. *Be sure to take advantage of the Advanced Price by placing your order early—**Advanced Deadline Date is February 23, 2024.***

- ✿ To fax, send your order to (909) 623-7222
- ✿ To email, send your order to info@conventionelectric.com
- ✿ For online, please call our Exhibitor Service Department at (909) 623-5192 or email us at info@conventionelectric.com and we will send you a temporary login to set up your account.

For any questions, please review the attached "Regulation and General Information" page for additional information or you can reach our Exhibitor Service Department at (909) 623-5192 and by email info@conventionelectric.com.

 Convention Electric

 @WePowerShows

 **SafePlug®**
Now using SafePlug®. Smart. Safe. Eco-Friendly.

- All electrical requirements must be ordered on the Electrical Order Form.
- Please fax your order with payment to (909) 623-7222 or email at info@conventionelectric.com.
- For further information, please visit our website at www.conventionelectric.com

- 1 Place your electrical order with full payment to secure the discount rate, orders faxed or mailed after deadline date will be processed at regular rate. A purchase or a photocopy of check is not considered valid forms of payment for securing advanced rate. If power is required for refrigeration, Computer systems, water pump, water pumps, heaters, etc. you are required to order 24 hour Electrical Services.
- 2 In the event order totals are calculated incorrectly, Convention Electric, Inc. reserves the right to make the necessary corrections and charge the correct amount. Exhibitors will be notified by email or fax of any such corrections.
- 3 Outlet rates listed include bringing the services to one location at the rear of an in-line booth. If distribution is required you may use a Grid according to your exhibit space or provide your own floorplan. Indicate booth main power location(s), distribution location(s) with dimensions and orientation of your booth or ascending booths. For power distribution there is a minimum of (1) man (1) hour for install and a minimum of (1) man 1/2 hour for dismantle depending on your layout or the total time of installation. Multiple outlet locations will be charged on a labor and material basis.
- 4 Outlet rates listed do not include the connection of any equipment, special wiring, or distribution of the outlets to other locations within the booth space. Distribution to all other location's regardless of booth type require labor and is performed on a time and material basis. Exhibitors are invited to contact Convention Electric, Inc. to discuss any additional costs that may be incurred.
- 5 Island or Pavilion Booths: You may use our Grid sheet according to your exhibit booth space or provide your own floorplan. Indicate booth main power location(s), distribution location(s) with dimensions and orientation of your booth or ascending booths. For power distribution there is a minimum of (1) man (1) hour for installation and a minimum of (1) man 1/2 hour for dismantle depending on your layout or the total time of installation. Multiple outlet locations will be charged on a labor and material basis. If your Labor requires a special JLG Lift there will be lift charge, labor 2 men 1 hour min and material basis depending on requirement. If you fail to provide us with a floorplan prior to first move-in date, outlets will be placed at one location at Convention Electric, Inc. discretion.
- 6 Multiple outlet locations where an electrical power is required you must order separate power for each location the minimum amount of power can be a 5 amps or 500 watts. Power must be ordered according to peak ratings, check rating plates on your equipment to ensure that you will have the proper power to operate your display. If you require any special power contact us at info@conventionelectric.com.
- 7 Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge (1) man (1) hour for installation and a minimum of (1) man 1/2 hour for dismantle depending on your layout or the total time of installation. Multiple outlet locations will be charged on a labor and material basis. Overtime Labor Rates prevail prior to 8 a.m. and after 4:30 pm on weekdays, all day Saturday, Doubletime Rates Saturday After 8 Hour, All day Sunday and Holidays.
- 8 Lift required In the event 1000 watt overhead quartz lights cannot be mounted to existing catwalks in the convention hall, lift, material and labor charges will apply. (a minimum of (2) men (1) hour plus lift rate and material). Please contact our customer service department at (909) 623-5192 or via email at info@conventionelectric.com to discuss any additional charges that will apply for your Labor.
- 9 Convention Electric, Inc. employees are authorized to cut floor coverings when essential for installation of services unless directed otherwise.
- 10 Convention Electric, Inc. is the exclusive provider of all material and equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitor's booth space. This material is provided on a rental basis ONLY and remains the property of Convention Electric, Inc. It shall be removed only by Convention Electric, Inc. employees. If you are found performing any Electrical work in your booth without it being a CEI Electrician is strictly forbidden you will be charged a labor and material inspection fee. See rule # 11
- 11 All equipment regardless of source of power, must comply with federal, state and local codes. Convention Electric Inc. reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Convention Electric, Inc. is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
- 12 Any extension cords or power strips ordered on the front of this form should be picked up at the service desk. Credit will not be issued for any unused items.
- 13 Standard wall and other permanent building utility outlets or sockets are not part of a booth space and may not be used by exhibitors unless electrical services have been ordered through Convention Electric, Inc.
- 14 All electrical equipment must be properly tagged and wired with complete information as to the type of current, voltage, phase, cycle, horsepower, etc., required for operation.
- 15 All Exhibitor's cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed, noncurrent carrying metal parts of fixed equipment which are liable to be energized, shall be grounded.
- 16 Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may interrupted if payment is not received.
- 17 Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if canceled in writing and received by Convention Electric, Inc. within 14 calendar days prior to show opening. Except sales tax, Convention Electric, Inc. will not refund overpayment in amounts less than \$50.00 unless specifically requested in writing.
- 18 Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
- 19 Exhibitor holds Convention Electric, Inc. harmless for any and all losses of power beyond Convention Electric Inc. control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused vandalism, faulty exhibitor equipment or overloads caused by exhibitor.
- 20 It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, exhibitor will pay Convention Electric Inc. its attorney fees or applicable agency fees.
- 21 If CEI is required to bill you, a 30% handling charge will be assessed to the balance due and a service charge of 1.5% per month on any unpaid balances. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Convention Electric Inc. for all applicable rental taxes and will be assessed starting 10 days after date of invoice.
- 22 By signing any electrical forms and/or authorization forms, exhibitor hereby agrees to all terms and conditions on these electrical, plumbing and Labor order form, and floor plans. In the event that totals are calculated incorrectly Convention Electric, Inc. reserves the right to make necessary corrections
- 23 Exhibitors with hard wall booths must make arrangements with Convention Electric, Inc. to bring power inside the booth on a time, labor and material basis.

NOTICE: Convention Electric Inc. (CEI) is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical services should be made by a CEI Electrician. CEI will not be responsible for any damage or loss to any equipment component, computer hardware or software and/or any damage or injury to any persons caused by the installation, connection or plugging into any Electrical outlet by any persons other than a CEI Electrician.

WHEN ORDERING ELECTRICAL SERVICES:

1. Check rating plates on item(s) and order outlets accordingly.
2. Lighting outlets supplied with (1) connection per outlet ordered.
3. Motor outlet supplied with (1) connection per outlet ordered.
4. Outlets requiring 24 HR. and/or dedicated circuits are double list price.
5. Equipment hook-ups, repairs and installations will be performed on a labor and material basis.
6. Island Booths require a minimum Labor charge of (1) hour to install power and 1/2 hour to dismantle, material charges may apply, all distribution is done by a CEI electrician.
7. 480 Volt Service(s) and price(s) are available upon request.

GENERAL INFORMATION

1. ALL outlets will be installed on the floor at the rear of the booth. For Island and Peninsula booths, outlets will be brought to one (1) location at our discretion if no information is provided. Additional Labor is required for any placement other than the rear of the booth.
2. The cost of 120-Volt outlets includes delivery to (1) location at the rear of inline booths only. If you require the outlets to be distributed to any other location, labor and material charges will apply. There is a minimum charge of 1 hour for installation and 1/2 hour for dismantle.
3. All wiring, motors and other installations must be approved to prevent over-loading of circuits.
4. Exhibitors are not permitted to add wattage unless ordered. Exhibitors found using outlets without an order will be subject to pay regular price per outlets used.
5. All Electrical permits required by the local Building and Safety Codes will be obtained by the Electrical Contractor. All equipment must meet safety code regulations, including motors, wiring, extension cords, etc.
6. Labor Rates are subject to local I.B.E.W. Union Contract effective at time of show. Overtime labor rates prevail before 8:00A.M. and after 4:30 P.M. on Weekdays, and all day Saturdays, Sundays and Holidays.
7. Hardwall booths must make arrangements with CEI to bring power inside the booth on a time, labor and material basis.

PAYMENT POLICY

Please fax your order to (909) 623-7222 or email your order to info@conventionelectric.com.

1. 100% Payment must accompany each order unless prior arrangements are made.
2. Advance pricing applies only to orders received by the above **Advance Deadline**. All other orders will pay regular prices.
3. Orders placed at the show site must be paid upon presentation of invoice and will be charged to the credit card on file.
4. NO REFUND will be given for outlets installed and/or Services provided and not used. Claims will not be considered unless filed by the Exhibitor prior to the closing of the show. If CEI is required to bill you, a 30% handling charge will be assessed on all outstanding balance due.
5. In the event that totals are not calculated correctly CEI reserves the right to make the necessary corrections.

ELECTRICAL RENTAL ORDER FORM

Bart Hall's Boat Show

Pomona Fairplex

March 1-2, 2024

Booth #:

Advanced Price Order Deadline Date: February 23, 2024

Quantity	Item	Advanced Price	Show Price	Sub Total
	120V			
	500 Watts or 5 Amps	\$156.00	\$233.00	
	1000 Watts or 10 Amps	\$277.00	\$414.00	
	2000 Watts or 20 Amps	\$356.00	\$533.00	
	208V-10 (Labor Required)			
	20 Amp or 1 1/2 HP	\$678.00	\$1,016.00	
	30 Amp or 2 HP	\$911.00	\$1,365.00	
	60 Amp or 5HP	\$1,183.00	\$1,773.00	
	100 Amp or 10 HP	\$1,400.00	\$2,099.00	
	200 Amp or 25 HP	\$2,202.00	\$3,301.00	
	208V-30 (Labor Required)			
	20 Amp or 1 1/2 HP	\$910.00	\$1,363.00	
	30 Amp or 2 HP	\$1,053.00	\$1,578.00	
	60 Amp or 5HP	\$1,380.00	\$2,068.00	
	100 Amp or 10 HP	\$2,071.00	\$3,106.00	
	200 Amp or 25 HP	\$2,964.00	\$4,445.50	
	Lighting (Includes Power)			
	(2) 150 Watt on Stanchion	\$191.00	\$285.00	
	1000 Watt Overhead	\$424.00	\$634.00	
	Materials			
	Cube Tabs	\$31.00	\$45.00	
	15 Amp Power Strips	\$42.00	\$62.00	
	15' Extension Cord	\$42.00	\$62.00	
	25' Extension Cord	\$50.00	\$74.00	
	50' Extension Cord	\$97.00	\$144.00	
	100' Extension Cord	\$191.00	\$285.00	
	12/5 Pigtails	\$50.00	\$74.00	
	6/5 Pigtails	\$97.00	\$144.00	
	Buck & Boost Transformer	\$181.00	\$271.00	
	Grand Total			

PAYMENT AUTHORIZATION

Company:		Email:	
Billing Address:			Phone #:
City:	State:	Zip:	

Payment Type: Check Visa MC AMEX Discover A 3% processing fee will be added for all credit card orders.

Check #:	Check Amount:	
CC Number:	Security #:	Exp Date:
Card Holder (Print)		
Card Holder (Sign)		

Please Check One: No additional people are allowed to sign on this card.
 CARDHOLDER authorizes the following to sign the above credit card for additional charges on-site.
 Additional Signer: _____

(Note: Any charge-back fees issued by a credit card bank due to unapproved 3D Security (Mobile/Email verification) will be subject to additional fees up to \$45.00.)

LABOR ORDER FORM

Exhibitor Name _____ Booth # _____

Bart Hall's Boat Show

Pomkona Fairplex

March 1-3, 2024 Show Dates

Advanced Price Order Deadline Date: February 23, 2024

ELECTRICAL LABOR INSTRUCTIONS

1. To determine if Electrical Labor is needed or to obtain floor plans, please contact us at info@conventionelectric.com.
2. Electrical layouts are required whenever an outlet is needed at any location other than the back of the booth.
3. In order to perform labor installation without Exhibitor's Representative present, CEI must have a detailed floorplan for power distribution accompanying this form denoting exact dimensions and surrounding areas.
4. If your representative chooses to be present during installation, Exhibitor should contact CEI to schedule date and time.
5. Please be advised, CEI may request an authorized supervisor to accompany our electrician to the labor desk when installation is complete in order to sign out the Electrician.
6. Final totals for Material and Labor will be determined once a CEI Electrician has completed installation according to your floorplan. By signing this form, you are authorizing CEI to charge your credit card on file for these final charges.
7. The minimum Labor charge will equal one (1) hour per man for installation and equipment. Labor thereafter is charged in 1/2 hour increments per worker.
8. Dismantle Labor is charged at 50% of installation Labor based on show move-out days/time and does not need to be scheduled.
9. Exhibitors with hard wall booths must make arrangements with CEI to bring power inside the booth on a time, labor and material basis.
10. In the event that totals are miscalculated, CEI reserves the right to make necessary adjustments.
11. JLG Lift Requirements: If lift equipment is required to hang special lighting (not including operator), the Exhibitor will be charged a (minimum) of 2 men 1 hour plus one hour (minimum) for the lift. Please see pricing to the right.

TERMS & CONDITIONS

I agree in placing this order that I have accepted CEI's payment policy and the terms and condition of contract.

Credit Card information must be on file before any of the requested Labor is performed. Should CEI be required to bill you, a 30% handling charge will be assessed to the balance due.

LABOR RATES, are subject to I.B.E.W. union contract effective time of the show. Overtime Labor rates prevail prior to 8 a.m. and after 4:30 p.m. on weekdays, all day Saturday, Sundays and Holidays. Please verify all information is correct before sumitting order.

PAYMENT POLICY

Please fax your order to (909) 623-7222 or email your order to info@conventionelectric.com.

1. 100% Payment must accompany each order unless prior arrangements are made.
2. Advance price apply only to orders received by **Feb. 23, 2024**. All other orders will pay regular prices.
3. Orders placed at the show site must be paid upon presentation of Invoice and will be charged to the credit card on file.
4. NO REFUND will be given for outlets installed and/or Services provided and not used. Claims will not be considered unless filed by the Exhibitor prior to the closing of the show. If CEI is required to bill you, a 30% handling charge will be assessed on all outstanding balance due.
5. In the event that totals are not calculated correctly CEI reserves the right to make the necessary corrections.

ELECTRICAL LABOR & LIFT RATES

Please be advised: Labor start times cannot be guaranteed. If no time is provided, work will be performed on a first come first serve basis. A representative must come to Convention Electric, Inc. Service Desk prior to each individual labor call to confirm that booth is ready for labor. If labor is dispatched at the requested time and no Exhibitor Supervisor is available a minimum of 1/2 hour labor charge per Electrician will apply.

Straight Time\$140.00 per hour
Monday-Friday 8:00am - 4:30pm, excluding holidays

Overtime\$ 270.00 per hour
Monday-Friday 4:30pm - 8:00am, all day Saturday, Sunday & Holidays

Scissors Lift (Does not include operator, Must order 2 men labor).....\$ 275.00 per hour
Monday-Friday 4:30pm - 8:00am, all day Saturday, Sunday & Holidays

Boom Lift (Does not include operator, Must order 2 men labor).....\$ 275.00 per hour
Monday-Friday 4:30pm - 8:00am, all day Saturday, Sunday & Holidays

LABOR REQUEST

Contact: _____ Phone #: _____

- Exhibitor Supervision Required.
- No Exhibitor Supervision, Ok to proceed with install.
If supervision is not required, be sure floorplans for electrical layout are attached.

Date: _____ Time: _____ # of Men: _____ # of Hours: _____

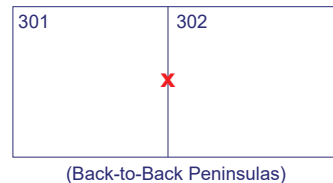
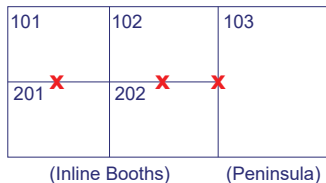
Will a lift be needed? Yes No

Date: _____ Time: _____ # of Men: _____ # of Hours: _____

Additional Instructions: _____

ELECTRICAL LAYOUTS

The below example is a standard electrical layout for inline and peninsula booths. Any other placement will require a labor request on a time and material basis.



For exhibitor booths requiring electrical placement other than the above standard layout, a Labor Request should be completed and a scaled floor plan must accompany your order.

The floor plan should note the main power location and any additional locations including booth orientation. See example:

