



RPM CompleteXPO Services
Meeting The Needs of Today's Events!

411 W. Lake Brantley Rd., Altamonte Springs, FL 32714
Phone 407-786-EXPO (3976) • Fax 407-786-3977
 E-Mail: info@completexpo.com

SE REGIONAL
Fruit & Vegetable Conference

JANUARY 6th-7th,
 2012

Rebecca Smith E-Mail: rsmith@asginfo.net
Phone 706-845-8200 • Fax 706-883-8215

Exhibitor Information

Dear Exhibitor,
 RPM CompleteXPO Services is pleased to have been chosen as the Official Service Contractor for the **SE Regional Fruit & Vegetable Growers Trade Show**. We recognize that your participation in this event is a vital part of your firm's marketing program, and we want to do everything possible to make it profitable and rewarding for you.

All questions regarding the convention's policies, space assignments, display limitations and event schedules should be directed to:

SE Regional Fruit & Vegetable Conference
 Rebecca Smith
 251 SL White Blvd.
 LaGrange, GA 30241
 Phone: (706) 845-8200 Fax: (706) 883-8215
 E-Mail: rsmith@asginfo.net

All questions regarding shipping, storage, furniture and labor should be directed to:

RPM CompleteXPO Services, LLC
 411 W. Lake Brantley Rd.
 Altamonte Springs, FL 32714
 Phone: (407) 786-EXPO (3976)
 Fax: (407) 786-3977
 E-Mail: info@completexpo.com
 Website: www.rpmcompletexpo.net

Included in this service kit are order forms for various items that you may require. **RPM CompleteXPO forms are to be returned to our office and the others to the specific contractor who is providing the service.** Please review these forms and submit your order forms as early as possible.

BOOTH EQUIPMENT

Each 10' X 10' booth includes:

- 8' High Back Drape (Purple, Teal & White)
- 3' High Side Rail (Purple)
- 1 Booth ID Sign
- 1 - 6' White Draped Table
- 2 Padded Chairs
- 1 Wastebasket

— AISLE CARPET IS PURPLE —

EXHIBIT AREA INSTALLATION AND DISMANTLE TIMES & DATES

EXHIBITOR SET-UP:	Thursday, January 5, 2012	8:00 am to 5:00 pm
<i>NOTE: All prefabricated displays must be set and empty crates tagged for storage by 3:00 pm on Thursday, January 5, 2012.</i>		
SHOW HOURS & DATES:	Friday, January 6, 2012 Saturday, January 7, 2012	9:00 am to 6:15 pm 9:00 am to 2:30 pm
DISMANTLE DATES & TIMES:	Saturday, January 7, 2012	2:30 pm to 11:59 pm

NOTE: All exhibits must be dismantled and removed by 8:00 pm on Saturday, January 7, 2012. Truck drivers must sign for pick-up before 6:00 pm to avoid forced freight. Any display not removed by the exhibitor will be moved to RPM CompleteXPO warehouse at the exhibitor's expense.