

Exhibitor Services Manual

10. OPTIONAL SERVICES

Free Wireless Internet Information

Audio/Visual & Computer Equipment Rentals (ETS)

Lead Retrieval (CompuSystems Inc.)

Security Order Form (Pro-Tect Security)

Plant & Floral Order Form (Spring Valley Floral)

Concierge Services (Just ask. Where.)



Exhibitor Services Manual

FREE WIRELESS INTERNET ACCESS

If your business requires a VPN, the ability to download large files or highly reliable Internet service, please order Internet service through Specialized Event Services (SES). SES can provide both hard wired and wireless Internet access that can fit your specific needs. Order forms can be found in section 9 Specialized Event Services.

ENKWSA provides FREE wireless Internet access throughout Sands Expo. This service is useful for checking e-mail and standard Web browsing, but is not recommended for use with a virtual private network (VPN) or for large downloads. If you need only to check e-mails and browse the Internet, just bring your computer with wireless capability, and you will be able to connect to the Internet at no charge. Complete logon instructions will be available at the Registration Area.

Although we anticipate that the wireless Internet service will function well, there may be slowdowns during peak usage times, and there may be areas in the hall where the service is not as strong. The free wireless Internet service should not be considered a reliable replacement for a hard wired Internet connection.

CONNECTING TO THE WIRELESS INTERNET SERVICE

For connecting to the Sands Wireless Network

- 1. Click on the icon to View Wireless Networks.
- 2. Connect to the "WSA2012" network.
- 3. Open your Web browser, you will be on the Sands Splash page
- 4. Read the Terms and Conditions, and check the "I Agree" box, then click Continue
- 5. Enter the access code WSA2012.
- 6. Browse the web and check email.

ACCESS CODE: WSA2012 EVENT DATE: 2/2 to 2/8



Print Form

Submit by Email

Order Online

Early Order Discount Deadline: January 20, 2012

Order online at www.ets-av.com/orders and receive AmericanAirlines miles

	Company Ir	nformation	
Company Name			
City		State	
Country Unite	ed States	Zip/Postal Code	
Ordered By		_ Email	
Phone Number		Fax Number	
	Show Info	rmation	
On Cita Cantaiat Nama	SHOW IIIIC		Call Niversia av
On Site Contact Name			Cell Number
Booth Name			Booth Number
Requested Delivery Date	e		Delivery Time
	Payment I	nformation	
Credit Card	Account Number		Expiration
Cardholder Name			
Cardholder Address			
City		State	
Country United States		Zip/Postal Code	
Cardholder Signature			
	certifying the credit card information to be order and any additional amounts in		You are authorizing the account to be

Check Additional equipment is available. Please call for quote.

Equipment rental rates are show rates. Remit To:

Services

8080 Tristar Dr, Suite 118

Irving, TX 75063 Please Call for Wire Transfer

A representative must be in the booth to sign for equipment.

Event Technology

Cancellation of services must be received by discount deadline or cancellation minimums will apply.

Changes in delivery date or time on site may result in additional labor charges.

All equipment will be picked up by ETS staff upon completion of the event.







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8080 Tristar Dr, Suite 118 Irving, Texas, 75063 ph: 972.756.0100 fax: 972.756.0123	
10 8	

Flat Panel Monitors		Early	Standard	
Computer Only LCD 4:3 Aspect Ratio	Qty	Order	Rate	Total
18" LCD Monitor (1280x1024)		\$65.00	\$90.00	
20" LCD Monitor (1600x1200)		\$90.00	\$125.00	No.
Computer Only LCD 16:9 Aspect Ratio				
24" LCD Monitor (1920x1200)		\$225.00	\$300.00	

		\$225.00 \$300.00	\$450.00 \$600.00	\$325.00 \$450.00	\$450.00 \$600.00	\$775.00 \$1.050.00	\$900.00 \$1.200.00	\$1.125.00 \$1.500.00
	0	\$22	\$45	\$32	\$45	2/2	36\$	\$1.12
20000	Computer or Video LCD 16:9 Aspect Ratio	23" LCD Monitor (1280x768) (720p)	24" LCD Monitor (1900x1200) (1080i)	30" LCD Monitor (1280x768) (720p)	32" LCD Monitor (1366x768) (720p)	40" LCD Monitor (1920x1080) (1080p)	46" LCD Monitor (1920x1080) (1080p)	52" LCD Monitor (1920x1080) (1080p)

Touchscreen Monitors Available-Please Call for Quote

	\$550.00 \$750.00	\$900.00 \$1.200.00	\$1,125.00 \$1,500.00	\$1,350.00 \$1,800.00	\$1.675.00 \$2.250.00	\$2.205.00 \$2.700.00	Call For Quote	Call For Quote
Computer or Video Plasma 16:9 Aspect Ratio	42" Plasma Monitor (1024x768) (720p)	50" Plasma Monitor (1366x768) (720p)	50" Plasma Monitor (1920x1080) (1080i)	61" Plasma Monitor (1366x768) (720p)	65" Plasma Monitor (1366x768) (720p)	65" Plasma Monitor (1920x1080) (1080i)	85" Plasma Monitor (1920x1080) (1080i)	103" Plasma Monitor (1920x1080) (1080i)

Specialty Display NEC 46" Narrow Bezel LCD Winvision LED Panel Barco LED Panel	Call For Quote Call For Quote	
Plasma/LCD Accessories		
Single Plasma Chrome Floor Stand	\$100.00 \$150.00	
Rolling Chrome Plasma Stand	\$150.00 \$200.00	
Shelf For Chrome Plasma Stand	\$50.00 \$75.00	
54" Cart	\$50.00 \$75.00	

Mixers and Accessories PCDI Computer Audio Interface

12 Channel Mixer 4 Channel Mixer

CD Player Totals

Wireless Microphone Kit

Plasma/LCD Accessories				
Single Plasma Chrome Floor Stand	P	\$100.00	\$150.00	
Rolling Chrome Plasma Stand		\$150.00	\$200.00	
Shelf For Chrome Plasma Stand		\$50.00	\$75.00	
54" Cart		\$50.00	\$75.00	
Playback				
DVD Player	L	\$100.00	\$150.00	
Blu-Ray Player		\$225.00	\$300.00	
DVCam Player		\$450.00	\$600.00	

Computers (17" LCD Monitor included with desktops) Windows Desktop	tops) Early Qty Order	Standard Rate	Total
2.8Ghz Dual Core 1g/80g/DVD/256k video	\$225.00	\$300.00	
2.4Ghz Quad Core 4g/500g/DVD/512k	\$325.00	\$450.00	
Windows Laptop			
2.0 Ghz Core 2 Duo 2g/120g/DVDRW	\$225.00	\$325.00	
2.8 Ghz Core 2 Duo 4g/160g/512k video	\$325.00	\$450.00	
Mac Desktop			
Mac Mini 1.66Ghz Core Duo	\$225.00	\$300.00	
Mac Pro Quad 3.0Ghz	\$450.00	\$600.00	
Mac Laptop			
MacBook Pro 2.16Ghz Core Duo	\$390.00	\$525.00	
Printers (1st toner at no charge)			
HP 4200N B&W Laser Printer	\$110.00	\$150.00	
HP 3800N Color Laser Printer	\$325.00	\$450.00	
Computer Accessories			
Computer Speakers with Subwoofer	\$50.00	\$75.00	
Wireless Keyboard/Mouse Combo	\$30.00	\$50.00	
Remote Presenter	\$30.00	\$50.00	

(spu	\$100.00 \$150.00	\$225.00 \$300.00	\$325.00 \$450.00	\$550.00 \$750.00		\$50.00 \$75.00	\$50.00 \$75.00	\$50.00 \$75.00
Audio Speaker Systems (all speakers come with floor stands)	Anchor AN-1000X Powered Speaker (pair)	12" Powered Speaker (pair)	15" Powered Speaker (pair)	Meyer UPM-1P Powered Speaker (pair)	Microphones	Wired Handheld Microphone	Wired Lavaliere Microphone	Wired Headset Microphone

Equipment Subtotal	
Service Charge (20% of equipment total \$65 minimum)	\$65.00
Grand Total	\$65.00

\$75.00 \$100.00 \$225.00

\$50.00 \$75.00 \$175.00

\$150.00

\$375.00

\$50.00 \$275.00

CompuSystems

Lead Management

Dear Exhibitor:

CompuSystems, the show's official registration provider, also offers a suite of lead retrieval products and services designed to help you maximize the return on your investment from exhibiting and turn qualified buyers into sales. This comprehensive approach to lead management will connect you with attendees both during and after the show.

Onsite, CompuLEAD lead retrieval products are designed to help you quickly and effectively capture and qualify leads on the show floor. Using lead retrieval to capture sales leads in your booth enables you to qualify leads with follow-up action codes, eliminates hand-keying leads into your database for quicker lead follow-up and gives you access to complete demographic information on attendees you wouldn't otherwise receive collecting business cards.

When the show ends, exhibitors that used a CompuLEAD device also have access to BuyerConnect, our premier post show follow-up service. You can send follow-up emails to your lead list, print mailing labels and generate reports to measure ROI – all for FREE!

Use the following order forms to learn more and sign up for these valuable services today. If you have any questions, one of our knowledgeable exhibitor services representatives is standing by to help you place your order.

Have a Great Show!

CompuSystems

Think Big Picture!

Get the most out of your trade show investment! Use our products and services to capture and qualify attendees on the show floor and promptly follow up on your leads when the show ends.

Can you afford not to take advantage of these valuable services?

checklist^e

Ordered a CompuLEAD lead retrieva	device to capture and	d qualify my	sales leads onsite

☐ Used BuyerConnect to promptly follow-up with my sales leads

ORDER ONLINE

www.compusystems.com/order

For assistance (inside the U.S.) call toll-free: 866.600.LEAD (5323)

For assistance (outside the U.S.) call: +1 708.786.5565



CompuLEAD Products

CompuSystems offers a suite of lead management products and services designed to help exhibitors quickly and easily capture and qualify leads on the show floor. Our products read trade show attendee badges and instantly capture comprehensive sales leads. Using lead retrieval enables you to qualify leads with follow-up action codes, eliminates hand-keying leads into your database for quicker lead follow-up and gives you demographic information on attendees you wouldn't otherwise receive collecting business cards.

descriptions-



CompuLEAD Mobile Elite

A handheld device with robust surveying and qualifying capabilities. Has a large touch screen and attached stylus. Plus instant online access to sales leads. *Electricity needed to charge unit.*

- · QWERTY keyboard for extensive note taking and lead editing
- · Complete with 10 standard qualifiers and 4 standard survey questions
- · Create custom lead qualifiers or survey questions (addl. charges will apply)
- · Optional wireless printer (addl. charges will apply)



CompuLEAD Mobile

Capture leads anywhere with this lightweight handheld device, and quickly read attendee badges without removing badge from holder.

- · Leads provided electronically
- · Note taking functionality
- · Complete with 10 standard qualifiers
- Create custom lead qualifiers (addl. charges will apply)



CompuLEAD Pro

PC Based System for extensive lead qualifying and notes. Includes badge scanner and lead retrieval software. PC not included. Requires electricity.

- Edit your prospect's contact information as you scan the badge
- · Add unlimited notes to your prospect's record
- Create extensive product lists and unlimited survey questions
- Instant access to sales lead file



CompuLEAD Desktop

Drop and record design reads attendee badges and instantly prints comprehensive sales lead reports. Requires electricity.

- · Complete with 10 standard lead qualifiers
- Receive your leads electronically (addl. charges may apply)
- Create custom lead qualifiers or surveys (addl. charges will apply)
- Optional keyboard for taking notes (addl. charges will apply)

terms & conditions

By completing the Lead Retrieval Order Form, you agree to be held liable for the return of the CompuLEAD unit and its accessories. If the unit is not returned within 1 hour after the show floor closes, a \$100 late fee will be charged to the credit card used for deposit. If the unit is not returned or returned damaged, a \$1500 replacement fee will be charged. If the CompuLEAD keyboard is not returned a \$50 replacement fee will be charged. If the Snap-on charger for the Mobile Elite is not returned a \$250 replacement fee will be charged. If the power cord for the Wireless Printer or Mobile Elite is not returned a \$100 replacement fee will be charged. If the unit or accessories are subsequently returned to CompuSystems, the fees may be reduced by CompuSystems. You, not CompuSystems or Show Management, are responsible for the proper use and safekeeping of the equipment.







ORDER ONLINE & SAVE \$10 | www.compusystems.com/order

EARLY BIRD DEADLINE: 12/23/11 ADVANCE DEADLINE: 01/06/12



👢 complete packages =

value! Select a package for everything you need to capture, qualify and follow up with your leads.

	EARLY BIRD	ADVANCE	STANDARD	QTY	TOTAL
CompuLEAD Mobile Qualifier Elite (181) ◆ Includes electronic leads, custom qualifiers, instant online lead access, QWERTY keyboard for note taking and lead editing, wireless printer and delivery, setup and in-booth training.	\$585	\$635	\$695	,	\$
CompuLEAD Mobile Qualifier (113) Includes electronic leads, custom qualifiers, and delivery, setup and in-booth training.	\$510	\$550	\$595		\$
CompuLEAD Desktop Qualifier (101) ◆ Includes electronic leads, custom qualifiers, and delivery, setup and in-booth training.	\$435	\$505	\$570		\$

a la carte

Select individual products and don't forget to order valuable enhancements (located below). See product description sheet for more information.

see product description street to more unionitation.	EARLY BIRD	ADVANCE	STANDARD	QTY	TOTAL
CompuLEAD Mobile Elite (176) *	\$430	\$460	\$495		\$
Wireless Printer for Mobile Elite (177)	+\$50	+\$55	+\$60		\$
CompuLEAD Mobile (13)	\$400	\$425	\$450		\$
CompuLEAD Pro (172) •	\$425	\$450	\$475		\$
CompuLEAD Desktop (01, 103)	\$325	\$375	\$425		\$
enhancements · · · · · · · · · · · · · · · · · · ·		• • • •		• • •	
Keyboard (03) Available for CompuLEAD Desktop.	\$ 30	\$ 35	\$ 40		\$
Custom Qualifiers (05, 18, 180) Available for CompuLEAD Desktop, CompuLEAD Mobile, and CompuLEAD Mobile Elite.	\$ 60	\$ 70	\$ 80		\$
Custom Survey (06, 179) Available for CompuLEAD Desktop and CompuLEAD Mobile Elite.	\$ 60	\$ 70	\$ 80		\$
Delivery, Setup & In-Booth Training (08) Available for all "a la carte" products.	\$ 75	\$ 85	\$ 95		\$

literature .

Electronic Literature Solution (EXP)

damaged or not returned on time.

listed on the product description page.

Card Number

Reduce your cost to exhibit by eliminating the need to print your literature and minimize paper waste! Package includes one electronic company brochure (PDF) hosted in BuyerConnect, the attendee post-show follow-up system.



SELECT

\$ 49

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payment			
Contact Name/Title	Company Name		Booth # (Required)
Address			
City	State	Zip Code	Country
Phone	Onsite Cell	Fax	
E-mail	Alternate E-mail (to receive leads po	ALL ORD	ERS SUBJECT TO A
☐ Check (payable in U.S. funds to CompuSystem. ☐ Visa ☐ MC ☐ Amex	s; order form must accompany check)	NO REFUN	NCELLATION FEE IDS AFTER 01/20/12 on CompuLEAD Smart
Credit card deposit required for all re	ntals. If paying by check, credit card v	vill not be charged ur	less unit is

By signing this order form, I declare that I have fully read, understand and agree to abide by the Terms and Conditions

Expiration Date

Subtotal	\$
Sales Tax 8.1%	\$
Processing Fee No processing fee wit	
TOTAL	\$



ORDER ONLINE & SAVE \$10.00

www.compusystems.com/order



FAX ORDERS TO: +1 708.344.4444



MAIL ORDERS TO:

CompuSystems, Inc.

P.O. Box 6271 Broadview, IL 60155, USA



FOR ASSISTANCE CALL: (INSIDE U.S.) toll free 866.600.LEAD (OUTSIDE U.S.) +1 708.786.5565

Requires 110v AC Circuit.

Cardholder Name Cardholder Signature

You will receive an order confirmation 5-7 days after your order has processed.



Don't forget these valuable add-ons!

Custom Lead Qualifiers — Qualify your prospects in ways that are unique to your company. This option works just like Standard Lead Qualifiers, except you create and supply us with your own qualifiers. You can create up to 99 custom qualifiers, 21 characters long, including spaces. Simply provide your list of qualifiers when you place your order. Option for Desktop, Mobile, & Mobile Elite.

Custom Survey — Survey questions allow you to qualify your prospects and customize your post-show follow-up effort. Simply provide your survey questions with your faxed order, and we will program your survey to print on the paper lead form after a badge is scanned. Option for **Desktop & Mobile Elite.**

Delivery, in-booth setup and training — Have your units delivered direct to your booth. A CompuSystems technician will also set the machines up in your booth and train your staff how to use them.

Keyboard — This valuable option allows you to take electronic notes using the CompuLEAD Desktop unit. Say goodbye to handwriting your notes and hello to keying them in! Option for Desktop.

Wireless Printer — This valuable option allows you to print via Bluetooth from a hand-held device. Option for Mobile Elite.

BuyerConnect Follow-Up Services

Included FREE with all CompuLEAD rentals

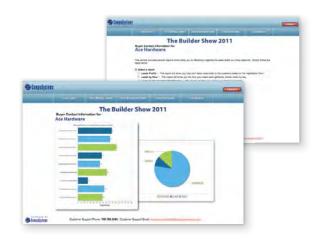
CompuSystems offers premier post show follow-up services for exhibitors and attendees. After the show, both exhibitors and attendees will receive a personal BuyerConnect email inviting them to view their contacts and take advantage of a powerful suite of post show follow-up services.

Exhibitors can:

- Easily keep track of the attendees who stopped by their booth
- View and print their leads
- Send broadcast emails to their list of leads
- Print mailing labels from their list of leads
- Create reports based on the following criteria:
 - → Lead Ranking
 - → Leads Profile
 - → Leads by Hour
 - → Leads by Geographical Distribution

Attendees can:

- View and download company information for exhibitors they visited
- Send follow-up emails to exhibitor contacts



It's never been easier to follow-up with your leads — and it's FREE!

Electronic Literature Solution

Add this option to your order and GO GREEN!

- Reduce printing and shipping costs for the event
- Avoid the literature paper-jam carried around by attendees
- Minimize paper waste and harm to the environment
- Increase your company exposure

The easy and cost-effective way to ensure your information gets into the hands of attendees!





Custom Lead Qualifier Template-

All the CompuLEAD lead retrieval units come equipped with ten standard lead qualifiers. For an additional charge, you can choose to create and supply CompuSystems with qualifiers specific to your company using the template below. Simply select the Custom Lead Qualifiers option on the lead retrieval order form, and fax this template to CompuSystems along with your order. Your lead retrieval product(s) will then be programmed with the qualifiers you specified.

You may create up to 99 Custom Lead Qualifiers, up to 21 characters long (including blank spaces).

In addition to letters and numbers, the following characters may be used: dashes, greater than and less than symbols, and plus and minus signs.

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- 06. _____

- 12.

- 17. _____

- 20.

If you need additional space beyond what this template allows, you may attach a separate sheet of paper to this

The following qualifiers come standard with every unit rented:

Standard Lead Qualifiers

Lead Ranking

- 01 A-Lead
- 02 B-Lead
- 03 C-Lead

Authority

- 04 Influencer
- 05 Decision Maker

Follow Up

- 06 E-mail Info
- 07 Mail Info
- 08 Have Rep Call

In-Booth Action

- 09 Gave Literature
- 10 Gave Demo



Use this template to create your own custom codes, which will replace the standard qualifiers listed above. Please keep a copy for your records.

All qualifiers will be programmed into your lead retrieval unit prior to show start. For CompuLEAD Desktop, the first 40 qualifiers will be printed and placed in a viewing tray onboard the unit; the remainder will be printed and given to you. For CompuLEAD Mobile and Mobile Elite, you will be able to view your list of qualifiers on the unit's screen. For CompuLEAD Smart, you must customize your qualifiers **PRIOR** to activation.

form continuing the number sequence.

Fax with your order form to: +1 708.344.4444

Show Name

Company Name _____

Booth Number



Booth Security Order Form



Show or Convention	: ENKWS	Α						FEBR	JARY 6-8	, 2012
Location :	ocation : SANDS EXPO									
Booth security service	:	per hour per hour	when order	ed by January ed between Ja ed after Janua	nuary 8 - 27	7, 2012				
Service as follows : (6 h	ur min)	TOTAL =			Payable 100%	in advance of serv	ice American Eynre	ss, Visa, Mastercard	or checks acc	ented
Date Da		Finish Time	# of Guards	Total Hours	Date	Day	Start Time	Finish Time	# of Guards	Total Hours
ro-Tect Security is not an insi	rer. Charges are base	d solely upon the v	alue of servi	ces provided for,	and are unrelated to	the value of the	client's operations	s, property or the p	property of ot	hers.
he amounts payable by the cl ro-Tect Security , its agents a actors beyond our control. Th	ent are not sufficient to nd representitives, will p e client, by signing this	warrant Pro-Tect a provide all necessa agreement holds P	assuming any ary safeguard aro-Tect Secu	y risk of damage Is and shall assu urity harmless for	or loss to property d me no liability for life any and all losses a	ue to Pro-Tect's , accident, theft nd agrees to ha	negligence or failu of property, damaç	ure to perform. ge to property or a	ny other loss	due to
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Mailing Address: PO Box 760 Valley Cottage, NY 10989

TEL: 845 268-7555 FAX: 845 268-6570 Web Site: www.springvalleyfloral.com

FLORAL DECORATIONS

ENKWSA February 6-8, 2012 Sands Expo Las Vegas

ALL PRICES INCLUDE

CUSTOM FLORAL SERVICES	Cost Each	Quan.	Total	ALL PRICES INCLUDE INSTALLATION, SERVICING,	
Fresh Floral Arrangement 12 - 14" High	60.00			AND REMOVAL AT END OF	
Fresh Floral Arrangement 15 - 18" High	65.00			— SHOW	
Exotic Floral Arrangement 14" High	75.00			SPECIAL SERVICES	
Exotic Floral Arrangement 24" High	90.00			AVAILABLE UPON REQUEST	
RENTAL GREEN & FLOWERING PLANTS	23.00	Ī		- GARDEN AREAS - FOUNTAINS - HOSPITALITY SUITES - LUNCHEONS - BANQUETS	
Mum Plants — yellow — white — lavender Azaleas	30.00			<u> </u>	
Green Table Plant	22.00			ON SITE ORDERS SUBJECT TO	
Large Fern	30.00			AVAILABILITY	
3-foot Green Plant	39.00			PLEASE HAVE YOUR	
4-foot Green Plant	49.00			DESIGNER COME BY TO	
5-foot Green Plant	59.00			MAKE SUGGESTIONS	
6-foot Green Plant	69.00			DATE/TIME	
8-foot Green Plant	89.00			<u> </u>	
Enclose your check or credit card information Credit Card Number	LL OR	TOTA	L: MUST w. Make ch	WHITEBLACK BE PAID IN ADVANCE necks payable to : Spring Valley Floral. □ American Express (15 Digits) □ Check □ MasterCard (16 Digits) □ Visa (13 or 16 Digits)	
Authorized Signature				Name on Card	
RETURN THIS ORDER W Company				SPRING VALLEY FLORAL Phone	
Joinpany				1 110110	
Address				FAX	
City, Zip, State					
Party in Charge			Cell #:		
Authorized Signature				BOOTH #	