



# **FIRE-RESCUE EAST 2012**

## **IMPORTANT EXHIBITOR INFORMATION**

### **DEADLINES**

November 1, 2011.....Final payments for booth rental due  
December 15, 2011.....Form due: Companies Represented in Your Booth  
December 15, 2011.....Form due: Product Listing for the Program  
January 6, 2012 .....Form due: Vehicle Staging Form  
January 2, 2012 .....Form due: Work Authorization Form  
**January 2, 2012 .....Decorator material/services advanced pricing ends**  
January 6, 2012 .....Form due: Exhibitor Badge Order Form

### **SET-UP**

#### **Thursday, January 19, 2012**

6:00 AM ..... Vehicles staging  
6:30 AM – 7:30 AM..... Drive-in with trailer to drop off materials in booth  
7:00 AM – 10:00 AM..... Vehicle move-in  
11:00 AM – 5:00 PM..... Freight move-in and installation of standard booths

### **SHOW DATES**

#### **Friday, January 20, 2012**

10:00 AM – 4:00 PM..... Exhibit Hall open  
12:30 PM – 4:30 PM..... Exhibitor Draw for FRE 2013

#### **Saturday, January 21, 2012**

8:30 AM – 9:15 AM..... Exhibitor Draw for FRE 2013  
9:30 AM – 3:00 PM..... Exhibit Hall open  
10:00 AM – 2:00 PM..... Exhibitor Draw for FRE 2013

### **MOVE OUT**

#### **Saturday, January 21, 2012**

3:00 PM – 6:00 PM..... Exhibit move-out

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**Complimentary VIP passes are on the next page. Please reproduce and send to your customers.**

**Fire-Rescue  
EAST  
January 20-21, 2012**

Ocean Center  
Daytona Beach, Florida



ADMIT FREE

PRESENT AT  
REGISTRATION DESK  
FOR ADMISSION

DO YOU SPECIFY, RECOMMEND, BUY OR APPROVE THE PURCHASE  
OF FIRE AND EMS PRODUCTS/AND OR SERVICES?  YES  NO

NUMBER IF PARTY: ( ) FRIDAY ( ) SATURDAY

NAME

TITLE

DEPARTMENT

ADDRESS

CITY, STATE ZIP

**VIP PASS**

*Compliments of:* \_\_\_\_\_

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EAST  
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## **BOOTH PROVISIONS**

1. Use of rented floor space.
2. Standard flameproof booth equipment: linear booth (8' high pipe with red and white back-wall and 33" high pipe with red side-rails). Peninsula booths receive 8' high by 10' wide pipe with backdrop centered.
3. Booth carpet is recommended for all exhibits and may be ordered by the individual exhibitor at their expense. To arrange for carpet installation, contact Shepard @ (407) 888-9669. CARPET MUST BE INSTALLED NO LATER THAN 5:00 PM ON WEDNESDAY, JANUARY 18, 2012.
4. 7" x 44" booth identification sign with company name and booth number and/or booth number decal on floor.
5. General exhibit hall lighting, air conditioning and/or heat during exhibit hours.
6. Daily aisle cleaning.
7. General perimeter security.
8. Complimentary registration for exhibitors.

## **LIABILITY INSURANCE**

The FFCA requires each exhibiting company to have liability insurance. This is a safeguard measure in the event an accident occurs within your booth. Note the regular liability insurance carried for your day-to-day operations is typically sufficient. Please check with your insurance company and, if requested by FFCA, have a copy available for inspection.

## **NO SMOKING POLICY**

The FFCA would like to remind everyone that smoking is prohibited at all times in the Ocean Center. We appreciate your cooperation that all smokers use the designated smoking areas outside the building.

## **PROPANE GAS**

All containers and first stage regulating equipment shall be located outside of the building except containers and regulating equipment used indoors under the following conditions:

1. If temporarily used for demonstration purposes and the container has a maximum water capacity of 12 pounds (5.45 kg) (nominal 5 pounds LP gas capacity).
2. If used with completely self-contained gas hand torch or similar equipment, and the container has a maximum capacity of 2.5 pounds (1.14 kg) (nominal 1 pound LP gas capacity).

## **SERVICES**

When ordering services and materials for Fire-Rescue EAST, please note the following:

- Advance ordering of services and materials allows exhibitors to take advantage of discount rates offered by many contractors and saves time on-site.
- Before mailing single part order forms, please make copies of all for your files.
- Mail each order form to the company listed on the individual order form.
- Food and drink give away arrangements are required to be made through Ovations in the Ocean Center (386) 254-4500.

## **SECURITY**

An important service to all exhibitors is the security guard service provided by FFCA on a 24-hour basis, from move-in through move-out. Every reasonable precaution will be taken to protect property; however, neither the FFCA, nor its official contractors, nor the management of the convention center, is responsible for your property in the event of theft, accident, vandalism, or other causes of damage to property.

No children will be allowed in the exhibit hall during move-in and move-out.

# VEHICLE MOVE-IN

**ALL VEHICLES WILL BE MOVED INTO THE EXHIBIT HALL ON THURSDAY, JANUARY 19, 2012.**

Due to the large amount of freight that must also be moved into the hall, **all vehicles must be at the designated staging area at the assigned time.** Vehicles arriving after this time will not be guaranteed the opportunity to exhibit. Any exhibitor who needs to park a vehicle(s) prior to the move-in date, please contact us in order to secure a parking site for your vehicle(s): FFCA (386) 676-2744 or Jeff @ (386) 547-1362.

## VEHICLES ALLOWED ON THE FLOOR

**VEHICLES ALLOWED ONTO THE SHOWROOM FLOOR TO UNLOAD EXPOSITION MATERIALS WILL BE LIMITED TO PICK-UP TRUCKS AND VANS WITH TRAILERS, JANUARY 19, BETWEEN 6:30 AM-7:30 AM.**

All other vehicles must be offloaded at the loading dock by the exposition services company or you can offload your vehicle in the parking lot and move in your exposition materials from there. Check your service kit for transportation services. Only two-wheeled hand carts can be used on the exhibit floor.

## VEHICLE STAGING

**VEHICLE MOVE-IN WILL BEGIN PROMPTLY AT 7:30 AM ON THURSDAY, JANUARY 19, 2012.**

The vehicle staging area is located at the Ocean Center West Parking Lot. Driver check-in will begin at 6:00 AM. Please be present at that time.

To expedite moving into the exhibit hall, exhibitors must be present and have their vehicles in a ready status in the staging area. Move-in personnel will be present in the staging area to assist you. Any vehicle arriving after the actual move-in time will not be guaranteed the opportunity to position the apparatus on the exhibit floor. **THE DRIVER MUST REMAIN WITH THE VEHICLE UNTIL THE VEHICLE IS PROPERLY LOCATED ON THE EXHIBIT FLOOR.**

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**BY ORDER OF THE FIRE MARSHAL, GASOLINE AND DIESEL-OPERATED VEHICLES ON DISPLAY MUST NOT EXCEED 1/4 TANK CAPACITY OF FUEL IN THEIR TANKS. FUEL CAPS MUST BE LOCKED.**

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If you intend on using carpet, it must be placed no later than 5:00 PM on Wednesday, January 18, 2012. Contact Shepard @ (407) 888-9669 to arrange the installation schedule.

**ON MOVE-IN DAY, IN THE EVENT YOU HAVE A PROBLEM BEING AT THE STAGING AREA AT THE ASSIGNED TIME, CALL (386) 547-1362**

**DEADLINE JANUARY 6, 2012**

# **VEHICLE STAGING FORM**

**THIS FORM IS REQUIRED IN ORDER TO SCHEDULE THE VEHICLE MOVE-IN ON THURSDAY, JANUARY 19, 2012.**

**If you are planning on displaying a vehicle of any type (including trailers) please return the completed form no later than January 6, 2012.**

If you have any questions, please call FFCA @ (386) 676-2744.

**YES! WE ARE DISPLAYING A VEHICLE(S) AT FIRE-RESCUE EAST**

COMPANY NAME		
CONTACT	TITLE	
ADDRESS		
CITY	STATE	ZIP
PHONE	FAX	
BOOTH NUMBER(S)	NUMBER OF VEHICLES	
TYPE OF VEHICLE(S)		
.....		
DRIVER CELL PHONE NUMBER		
RETURN COMPLETED FORM TO:		
FFCA • 880 Airport Road • Suite 110 • Ormond Beach, FL 32174		
Phone (386) 676-2744 • FAX (386) 676-5490 • Email jeff@ffca.org		

**DEADLINE JANUARY 6, 2012**

**DEADLINE JANUARY 2, 2012**

# WORK AUTHORIZATION FORM

We have contracted with the following firm to erect and/or dismantle our exhibit display at Fire-Rescue EAST.

SERVICE COMPANY NAME		
PRINCIPAL CONTACT		
ADDRESS		
CITY, STATE ZIP		
PHONE	FAX	
<p>It is understood that the above contractor will service and maintain insurance coverage as follows:</p> <ol style="list-style-type: none"><li>1. Workers' Compensation insurance in the minimum amounts required by laws of the state of Florida.</li><li>2. Compensation General Liability insurance with minimum combined single limits of \$1,000,000 for bodily injury and/or property damage in any one occurrence.</li></ol> <p>Such insurance shall be maintained in full force during the period when the contractor is working on my display at Fire-Rescue EAST.</p> <p><b>THE INDEPENDENT CONTRACTOR <u>MUST FURNISH</u> FFCA WITH A CERTIFICATE OF INSURANCE ATTESTING TO THESE COVERAGES.</b></p>		
EXHIBITING COMPANY NAME (AS LISTED ON FRE BOOTH RENTAL AGREEMENT)		BOOTH NUMBER(S)
ADDRESS		
CITY	STATE	ZIP
AUTHORIZED SIGNATURE	DATE	
RETURN COMPLETED FORM TO: <p>FFCA • 880 Airport Road • Suite 110 • Ormond Beach, FL 32174 Phone (386) 676-2744 • FAX (386) 676-5490 • Email info@ffca.org</p>		

**DEADLINE JANUARY 2, 2012**



**DEADLINE DECEMBER 15, 2011**

## **COMPANIES REPRESENTED IN YOUR BOOTH**

Please list all companies who will be represented in your booth space at FRE.

EXHIBITOR (AS LISTED ON FRE BOOTH RENTAL AGREEMENT)	BOOTH NUMBER(S)
COMPANY NAME 1	
COMPANY NAME 2	
COMPANY NAME 3	
COMPANY NAME 4	
COMPANY NAME 5	
COMPANY NAME 6	
COMPANY NAME 7	
COMPANY NAME 8	
COMPANY NAME 9	
COMPANY NAME 10	
RETURN COMPLETED FORM TO: FFCA • 880 Airport Road • Suite 110 • Ormond Beach, FL 32174 Phone (386) 676-2744 • FAX (386) 676-5490 • Email info@ffca.org	

**DEADLINE DECEMBER 15, 2011**

**DEADLINE DECEMBER 15, 2011**

## PRODUCT LISTING

Select up to eight products listed below so your company will be listed under the product(s) listing in the FRE On-Site Program.

EXHIBITOR (AS LISTED ON FRE BOOTH RENTAL AGREEMENT)	BOOTH NUMBER(S)
<input type="checkbox"/> Aircraft	<input type="checkbox"/> Insurance
<input type="checkbox"/> Aircraft Fire Rescue	<input type="checkbox"/> Jewelry & Gifts
<input type="checkbox"/> Alarm Systems	<input type="checkbox"/> Ladders
<input type="checkbox"/> Apparatus Accessories	<input type="checkbox"/> Laundry Equipment
<input type="checkbox"/> Apparatus – Ambulances	<input type="checkbox"/> Leasing, Finance
<input type="checkbox"/> Apparatus – Engines/Powertrain	<input type="checkbox"/> Lights & Chargers
<input type="checkbox"/> Apparatus – Fire-Rescue	<input type="checkbox"/> Mapping
<input type="checkbox"/> Apparatus Maintenance	<input type="checkbox"/> Mobile Video Systems
<input type="checkbox"/> Billing/Reimbursement/Recovery Services	<input type="checkbox"/> Physical Fitness Equipment & Programs
<input type="checkbox"/> Boats/Equipment	<input type="checkbox"/> Positive-Pressure Ventilators
<input type="checkbox"/> Breathing Air Compressor Systems	<input type="checkbox"/> Personal Protective Equipment/Clothing
<input type="checkbox"/> Breathing Apparatus & Supplies	<input type="checkbox"/> Personal Protective Equipment Cleaning/Repair
<input type="checkbox"/> Buildings/Architectural Design	<input type="checkbox"/> Public Education Supplies/Tools
<input type="checkbox"/> Burn Buildings and Training Towers	<input type="checkbox"/> Publishing, Magazines
<input type="checkbox"/> Collectibles/Novelties	<input type="checkbox"/> Pumps
<input type="checkbox"/> Communication Equipment	<input type="checkbox"/> Rescue Equipment & Rope
<input type="checkbox"/> Computers & Software	<input type="checkbox"/> Retirement/Financial Planning
<input type="checkbox"/> Consulting – Fire/EMS	<input type="checkbox"/> Search & Rescue Equipment & Supplies
<input type="checkbox"/> Disaster Services	<input type="checkbox"/> Specialty Vehicles
<input type="checkbox"/> Diving & Water Rescue Equipment	<input type="checkbox"/> Sprinkler Systems/Accessories
<input type="checkbox"/> EMS Supplies	<input type="checkbox"/> Tanks
<input type="checkbox"/> Extinguishers & Systems	<input type="checkbox"/> Tank Accessories
<input type="checkbox"/> Fire Station Supplies & Equipment	<input type="checkbox"/> Testing
<input type="checkbox"/> Foam, Extinguishing Agents & Equipment	<input type="checkbox"/> Throttles
<input type="checkbox"/> Forcible Entry System	<input type="checkbox"/> Traffic Control & Safety Equipment Trailers
<input type="checkbox"/> Fund Raising	<input type="checkbox"/> Training/Education
<input type="checkbox"/> Gas Fueled Live Fire Trainers	<input type="checkbox"/> Training Materials
<input type="checkbox"/> Generators	<input type="checkbox"/> Uniforms
<input type="checkbox"/> Hand Tools	<input type="checkbox"/> Vehicle Exhaust Removal Systems
<input type="checkbox"/> Heat Stress	<input type="checkbox"/> Water/Foam Level Gauges
<input type="checkbox"/> HazMat Training/Supplies	<input type="checkbox"/> Other
<input type="checkbox"/> Hoses, Nozzles, Reels	
<input type="checkbox"/> Hydraulic Rescue Tools	

RETURN COMPLETED FORM TO:

FFCA • 880 Airport Road • Suite 110 • Ormond Beach, FL 32174  
Phone (386) 676-2744 • FAX (386) 676-5490 • Email info@ffca.org

**DEADLINE DECEMBER 15, 2011**

# Ocean Center Telephone/Internet Service Order Form

Quantity	Service	Advance Rate	Day of Show Rate	Subtotal
	Standard "Dial 9" Analog Telephone/Fax Line/Credit Card Line <b>NOT FOR INTERNET ACCESS</b>	\$125.00	\$150.00	
	High Speed Internet Line and Connection Setup (T-1 Line 1.5 Mbps)	\$250 per computer	\$275.00 per computer	
	6.5% Sales Tax			
	<b>Total</b>			

**Please Print or Type. Payment by Visa or MasterCard only is required prior to show opening**  
*(American Express is Not Accepted)*

Name of Event: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Firm Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Authorized Person: \_\_\_\_\_ Title: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

All Information Requested Below Must Be Completed to Process Order:

**Visa**    **MasterCard**   Account Number: \_\_\_\_\_

Name (please print): \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**Rules and Regulations:**

1. In addition to the basic Telephone/Fax Line/Credit Card Line charges, Exhibitors will be charged for local calls at a rate of \$.50 per call and long distance calls at \$.20 per minute. All charges will be billed no later than 30 days from end of show. **These phone lines do not work for internet access via modem.**
2. All charges will be billed 30 days from end of show. Any equipment damaged or not returned (such as the Cisco CPE box required for high speed internet access or any other Ocean Center network equipment required for internet connection setup) will be charged at the cost of replacement.
3. All advance order services will receive first priority. Phone service will be activated and available in your booth at the time of your arrival to our Facility. Internet Access will be activated upon arrival of customer computer equipment.
4. Claims will not be considered unless filed by Exhibitor prior to close of show.
5. Credit will not be given for service that was provided and not used.
6. All Material/Equipment furnished by the Ocean Center for this service shall remain the property of the Ocean Center.
7. Customer's computers must have Ethernet Network Adapter (network ready).
8. Customer's computers must be free of viruses(worms, trojans, spyware, adware, malware ,etc.), and contain current, up to date anti-virus software. Due to the network environment created by use of customer's computers, the Ocean Center is not liable for any virus (worms, trojans, spyware, adware, malware, etc.), infecting customer's computers, as a result of the use of our internet services. Ocean Center is not responsible for operating system crashes, data loss or any other computer issues arising from connecting to our high speed internet system.
9. PC Support and Networking services are also available at the rate of \$100 with a 2 hour minimum.

Authorized Signature: \_\_\_\_\_

Date \_\_\_\_\_

**MAIL TO: OCEAN CENTER, 101 N. ATLANTIC AVENUE, DAYTONA BEACH, FL 32118**  
 PHONE NUMBER: 386/254-4500 - FAX NUMBER: 386/254-4512



**ELECTRICAL ORDER FORM**  
MAIL TO

**EDLEN ELECTRICAL EXHIBITION SERVICES OF ORLANDO**

11483 Rocket Blvd. • Orlando, FL 32824 • Tel. (407) 854-9991 Fax (407) 854-9992 Email support@edlenelectrical.com

**ELECTRICAL OUTLETS** Approximately 120V A.C. 60 Cycle

120 VOLTS	QUANTITY	Advance Payment PRICE	Regular PRICE	COST
0-500 WATTS (5 AMPS)	_____	60.00	95.00	_____
500-1000 WATTS (10 AMPS)	_____	90.00	135.00	_____
1001-1500 WATTS (15 AMPS)	_____	130.00	150.00	_____
1501-2000 WATTS (20 AMPS)	_____	145.00	185.00	_____

**ELECTRICAL SERVICE CONNECTIONS** Approximately 208V A.C. 60 Cycle

208 VOLTS SINGLE PHASE	Labor of 1 1/2 Hrs./Hook-up & 1 Hr./Dismantle will be charged for 208 Volt Services			
20 AMPS	_____	215.00	325.00	_____
30 AMPS	_____	255.00	385.00	_____
60 AMPS	_____	500.00	625.00	_____
100 AMPS	_____	600.00	725.00	_____
208 VOLTS THREE PHASE	Labor of 1 1/2 Hrs./Hook-up & 1 Hr./Dismantle will be charged for 208 Volt Services			
20 AMPS	_____	280.00	380.00	_____
30 AMPS	_____	340.00	495.00	_____
60 AMPS	_____	575.00	700.00	_____
100 AMPS	_____	700.00	925.00	_____
200 AMPS	_____	1200.00	1500.00	_____
400 AMPS	_____	1800.00	2300.00	_____

**LIGHTING EQUIPMENT** (Including Current Consumed)

150 WATT FLOOD LIGHT	_____	45.00	65.00	_____
300 WATT FLOOD LIGHT	_____	55.00	75.00	_____
300 WATT QUARTZ LIGHT	_____	65.00	85.00	_____

**EXTENSION CORDS** (Electricity Not Included)

SINGLE OUTLET	_____	20.00	_____	_____
QUAD OUTLET/POWER STRIP	_____	27.00	_____	_____

**LABOR**

ST Mon.-Fri. 8:00am-4:30pm (Except Holidays)	_____	50.00	_____	_____
OT Mon.-Fri. 4:30pm-8:00am (Sat/Sun/Holidays)	_____	100.00	_____	_____

**FULL PAYMENT DUE PRIOR TO SHOW OPENING**

Master Card  Visa  AMX  Check

Credit Card# \_\_\_\_\_ EXP DATE \_\_\_\_\_

Cardholders Name (Print) \_\_\_\_\_

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

SUBTOTAL \$	_____
6.5% FL SLS TAX	_____
TOTAL DUE \$	_____

(SEE REVERSE SIDE FOR TERMS AND CONDITIONS)

**SPECIAL REQUIREMENTS**

Dedicated Circuit or 24 Hour Service Required?  
yes \_\_\_\_\_ no \_\_\_\_\_

If yes, double electrical outlet or electrical service connection charge.

Rental Rates quoted cover any portion of a (7) seven day consecutive period.

There is a minimum labor charge of (1 1/2) one and a half hours for hook-up and (1) one hour to dismantle for special events, Island booths and 208 Volt services

RATES FOR HIGHER WATTAGES, VOLTAGE OR SPECIAL LIGHTING ON REQUEST. SPECIAL HANGING OR INSTALLATION DONE ON TIME AND MATERIAL BASIS.

**SPECIAL INSTRUCTIONS**

Type special instructions here

Aisle # \_\_\_\_\_

**ISLAND BOOTHS**

A scaled floor plan must accompany orders showing locations of electrical outlets, connections and lighting equipment.

Aisle # \_\_\_\_\_



**PAYMENT MUST ACCOMPANY ALL ORDERS 10 BUSINESS DAYS PRIOR TO SHOW SET UP FOR DISCOUNT PRICE TO APPLY**

**ALL ORDERS MUST BE PAID IN ADVANCE ON U.S. BANKS**

SHOW NAME	NAME OF FACILITY	<b>OCEAN CENTER</b>
FIRM NAME	SHOW DATES	BOOTH #
ADDRESS	TELEPHONE#	
CITY, STATE, ZIP	FAX#	
SIGNATURE	PRINT NAME	