



EXPOSITION & EVENT SERVICES

3752 Crittenden Drive Louisville, Kentucky 40209-1122  
Telephone: 502.367.0254 Fax: 502.368.0284

**Deadline to  
Order Services**

**October 31, 2011**

**DOD Maintenance  
Symposium and Exhibition  
November 14-16, 2011  
Fort Worth Convention Center  
Fort Worth, Texas**

**SHOW MANAGEMENT:** SAE International  
400 Commonwealth Drive  
Warrendale, PA 15096-0001  
Kathy Belles  
kbelles@sae.org  
724/772-4072  
724/772-4041 Fax

**MOVE-IN DATES & HOURS:** Sunday, Nov. 13, 2011 8:00am - 6:00pm  
Monday, Nov. 14, 2011 8:00am - Noon

**BOOTH EQUIPMENT:** 10' x 10' Exhibit Booth  
7" x 44" ID Sign  
(Package plan available with  
booth package order form)

**SHOW DATES & HOURS:** Monday, Nov. 14, 2011 TBD  
Tuesday, Nov. 15, 2011 TBD  
Wednesday, Nov. 16, 2011 TBD

**SHOW COLORS:** Booth Drape Red/Black  
Aisle Carpet Black

**MOVE-OUT DATE & HOURS:** Wednesday, Nov. 16, 2011 2:30pm - 9:00pm  
Thursday, Nov. 17, 2011 8:00am - Noon

**CARRIER CHECK IN:** Thursday, Nov. 17, 2011 10:00am

As the Official Service Contractor for this exposition, we are enclosing various equipment rental and service order forms for your information and use. In addition to the Fern Exposition & Event Services (Fern) forms, you may find forms enclosed for services performed by the Convention facility or other suppliers. Please give special attention to see that forms and payments are directed to address indicated on each order form. Some services may *not* be provided by Fern.

We realize that exhibiting in a convention can be complicated. If you need assistance or additional information that is not addressed here, please contact our Exhibitor Services Department at (502) 367-0254. We look forward to serving you.

Fern Exposition & Event Services

**WAYS TO ORDER**



**BY INTERNET:**  
www.fernexpo.com



**BY MAIL:**  
MAIL ORDER FORMS TO:  
FERN EXPOSITION & EVENT SERVICES  
3752 Crittenden Drive  
Louisville, Kentucky 40209-1122



**BY FAX:**  
SEND ORDER FORMS TO:  
(502) 368-0284  
( CREDIT CARDS ONLY )  
Our FAX line is open 24 hours



**BY PHONE:**  
Call (502) 367-0254  
With Credit Card Number