



EXPOSITION SERVICE CONTRACTORS SINCE

3752 CRITTENDEN DRIVE
LOUISVILLE, KENTUCKY 40209-1122
TELEPHONE 502/367-0254
FAX 502/368-0284

OFFICES IN MID-AMERICA SERVING CLIENTS ACROSS AMERICA

**General Aviation Technology
Conference & Exposition
August 30-31, 2006
Century II Convention Center
Wichita, Kansas**

SHOW MANAGEMENT: SAE, International
SAE Exhibits Customer Service
400 Commonwealth Drive
Warrendale, PA 15096-0001
888/875-3976
724/772-3087 Fax
724/772-4086 (Outside of US and Canada)
www.sae.org

MOVE-IN DATES & HOURS: Tuesday, August 29, 2006 Noon - 6:00pm

BOOTH EQUIPMENT: 10' x 10' Booth
7" x 44" ID Sign

SHOW DATES & HOURS: Wednesday, August 30, 2006 11:00am - 1:30pm
5:00pm - 7:00pm

Thursday, August 31, 2006 11:00am - 1:30pm
5:00pm - 7:00pm

SHOW COLORS: Booth Drape Blue/White
Aisle Carpet Blue

MOVE-OUT DATE & HOURS: Thursday, August 31, 2006 7:00pm - 9:00pm

**DEADLINE TO
ORDER SERVICES:** August 15, 2006

Friday, September 1, 2006 8:00am - 2:00pm

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 Geo. E. Fern Company 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 Geo. E. Fern Co.

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.

Geo. E. Fern Co.

WAYS TO ORDER



BY MAIL:
MAIL ORDER FORMS TO:
GEO. E. FERN CO.
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

Return to:



EXPOSITION SERVICE CONTRACTORS SINCE 1909
3752 CRITTENDEN DRIVE / LOUISVILLE, KY. 40209-1122
TELEPHONE 502-367-0254 / FAX 502-368-0284

INDEPENDENT DISPLAY HOUSE/ CONTRACTOR NOTIFICATION

DEADLINE August 15, 2006
for return of this form:

Complete and return this form by Deadline only if you are planning to use any company other than Geo. E. Fern Co. for the installation or dismantling of your exhibit.

INDEPENDENT DISPLAY HOUSE CONTRACTORS

Yes, we will be using an independent display house/contractor to install and/or dismantle our display at the GATC in Wichita, KS and have completed the following information.

Exhibiting Company Name: _____ Booth No. _____

Exhibiting Contact Person: _____

Exhibiting Company Telephone Number: _____

Contractor To Be Utilized (Company Name): _____

Address: _____

Contractor Telephone Number: _____

Contractor Contact Name: _____

INDICATE WHAT SERVICES ARE TO BE CHARGED TO THIRD PARTY

* See the letterhead of each individual order form to confirm what company is providing services ordered on that specific form. This third party billing information above and below is for use by Geo. E. Fern Co. only, therefore if a service that you have ordered is being provided by someone other than Geo. E. Fern Co., you need **not** indicate that particular service below:

- | | |
|--|---|
| ____ (01) EXHIBIT FURNITURE RENTAL ORDER | ____ (31) CUSTOM FURNITURE RENTAL ORDER |
| ____ (03) EXHIBIT / CUSTOM CARPET RENTAL ORDER | ____ (06) PANELBOARD RENTAL ORDER |
| ____ (07) DISPLAY RENTAL PACKAGE | ____ (10) IN-BOOTH FORKLIFT |
| ____ (08) SIGN AND ART WORK ORDER | ____ (10) DISPLAY LABOR |
| ____ (12) DRAYAGE SERVICES ORDER | ____ (09) CLEANING SERVICES ORDER |
| ____ (15) FLORAL RENTAL ORDER | |
| ____ (99) MISCELLANEOUS - LIST _____ | |

NOTE: Some order forms for furnishings and/or services listed above may not be enclosed if a specific service or item is not offered on this event. If you have any questions, please contact Geo. E. Fern Co.

* Exhibiting company clearly understands that exhibiting company is ultimately responsible for payment of any and all services invoiced third party which remain unpaid at close of show.

I have notified our independent display house/contractor of the rules and regulations requiring them to submit a Certificate of Insurance to the Official Show Contractor, Geo. E. Fern Company, by above Deadline Date.

Signature _____ Date _____ Print or Type Your Name _____

Name of Event SAE General Aviation Technology Conference (GATC) #4-5372-06 Booth# _____ Phone () _____

Firm Name _____ Fax # () _____

Address _____ E-Mail _____

Street City State Zip Code
Print/Type Name _____ Signature _____ Date _____