



# **CAI - Illinois Chapter**

**February 20,  
2026**

DONALD E. STEPHENS CONVENTION CENTER  
ROSEMONT, ILLINOIS



**EXHIBITOR SERVICES MANUAL**

# *Index of Services*

For your convenience, the services and show information available through RES and the Donald E. Stephens Convention Center have been categorized and color coded. Please use this sheet as a reference guide when looking for a particular form.

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- Outbound Shipping Instructions
- RES Freight Services
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- Direct Shipping Label

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## **RES CUSTOMER SERVICE CONTACT INFORMATION**

**Rachel Eastman**  
847-993-4809  
eastmanr@villageofrosemont.org

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**Marne Kirkwood**  
847-696-2208  
kirkwoodm@villageofrosemont.org

**Visit [res.rosemont.com](http://res.rosemont.com) for Online Ordering**



## *Welcome to Rosemont*

The Rosemont Convention Bureau provides Rosemont Entertainment Circulator Bus Route restaurant reservation services and an information kiosk located in the lobby of the Donald E. Stephens Convention Center. Visit the Concierge Kiosk to learn more about lodging, entertainment, cultural facilities and our large selection of dining and nightlife options in Rosemont and the greater Chicagoland area.



Parkway Bank Park entertainment district is home to dining and entertainment venues including Adobe Gila's, AMC Dine-In Rosemont 12, MacGuffins Bar, Big Ten Experience, Bub City, Crust Brewing, Saltwater Coastal Grill, Fogo de Chão, iFLY Indoor Skydiving, Joe's Live, Kings Dining & Entertainment, Fat Rosie's, Pete's Dueling Piano Bar, Pete's Tiki Tiki, Sugar Factory, Veralife and Zanies Comedy Club. The venues surround a great lawn that plays host to a variety of seasonal events including concerts, festivals and a winter ice rink.

The Rosemont community is home to some of the best names in the hotel industry, including the Loews Chicago O'Hare, Hyatt Regency, Aloft, Crowne Plaza, Embassy Suites, Doubletree and Hilton, all either connected to or within walking distance to the Convention Center. There are also additional hotel properties in town, including Rose Hotel, Westin, Marriott Suites, Hyatt Place, Holiday Inn/Staybridge, Hampton Inn & Suites, Residence Inn, Sheraton, Sonesta Chicago O'Hare and Hyatt Centric all a short distance away.



The Rivers Casino is located four blocks north of the Convention Center, and is by far the most successful gaming facility in the state of Illinois. In addition to a wide variety of gambling options, the Rivers Casino features a Hugo's Frog Bar and Chop House, the asian-themed Mian Bar, Flipt Gourmet Burger Bar, Taco Suerte, featuring a state-of-art sound system and variety of live entertainment.

In addition to the entertainment district, Rosemont is home to some of the finest restaurants in the Chicago area. Gibsons Steakhouse, Morton's, Carlucci, Carmine's, Truluck's, The Capital Grille, McCormick & Schmick's and Harry Caray's are all fine dining establishments that call the community home. Popular and casual spots in town Moretti's, Dave & Buster's, Big Chicken, Stan's Donuts, Small Cheval, Portillo's and Giordano's known for their Chicago style deep dish pizza.



The Fashion Outlets of Chicago brings 530,000 sq. of outlet shopping to Rosemont. With more than 120 stores the variety is unreal! From Bloomingdales & Gap to high-end labels like Gucci, Tory Burch & Burberry this will certainly be a memorable shopping experience. This fully enclosed multi-level property is located in a premium spot in Rosemont with easy access to public transportation via Metra, Pace and CTA.

*For all that Rosemont has to offer go to [www.rosemont.com](http://www.rosemont.com)*

9301 West Bryn Mawr • Rosemont, Illinois 60018 • 847-823-2100 Phone • 847-696-9700 Fax



**SHOW COLORS**

Back Drape: Gold  
Side Drape: Blue  
Aisle Carpet: Tuxedo Blue

**STANDARD BOOTH PACKAGE**

Each 10'x10' booth space will receive 1 - 6'x30" blue skirted table, 2 - side chairs and 1 - wastebasket

**EXHIBITOR MOVE-IN**

|                             |                  |
|-----------------------------|------------------|
| Thursday, February 19, 2026 | 1:00pm - 4:00pm  |
| Friday, February 20, 2026   | 7:30am - 10:30am |

**EXPO HALL HOURS**

|                           |                  |
|---------------------------|------------------|
| Friday, February 20, 2026 | 11:15am - 5:00pm |
|---------------------------|------------------|

**EXHIBITOR MOVE-OUT**

|                           |                 |
|---------------------------|-----------------|
| Friday, February 20, 2026 | 5:00pm - 6:30pm |
|---------------------------|-----------------|

**FREIGHT REROUTE BEGINS**

*\*All outbound carriers must be checked in by this time*

|                           |        |
|---------------------------|--------|
| Friday, February 20, 2026 | 6:30pm |
|---------------------------|--------|

**SHOW MANAGEMENT INFO**

Ms. Cheryl Murphy  
Community Associations Institute  
1821 Walden Office Square Suite 100  
Schaumburg, IL 60173  
Ph: 847-301-7505  
Website: [www.cai-illinois.org](http://www.cai-illinois.org)



**FIRST DAY FOR WAREHOUSE DELIVERIES WITHOUT SURCHARGE**

January 19, 2026

**LAST DAY FOR WAREHOUSE DELIVERIES WITHOUT SURCHARGE**

February, 17, 2026

**LAST DAY FOR WAREHOUSE DELIVERIES**

*Date indicated is last day freight can arrive to advance warehouse with guarantee of delivery to booth for exhibitor move-in.*

February 18, 2026

**FIRST DAY FREIGHT CAN ARRIVE AT SHOWSITE**

February 19, 2026

**ADVANCED SHIPPING**

CAI - ILLINOIS CHAPTER  
C/O ROSEMONT EXPOSITION SERVICES  
3412 N. RIVER ROAD  
FRANKLIN PARK, IL 60131

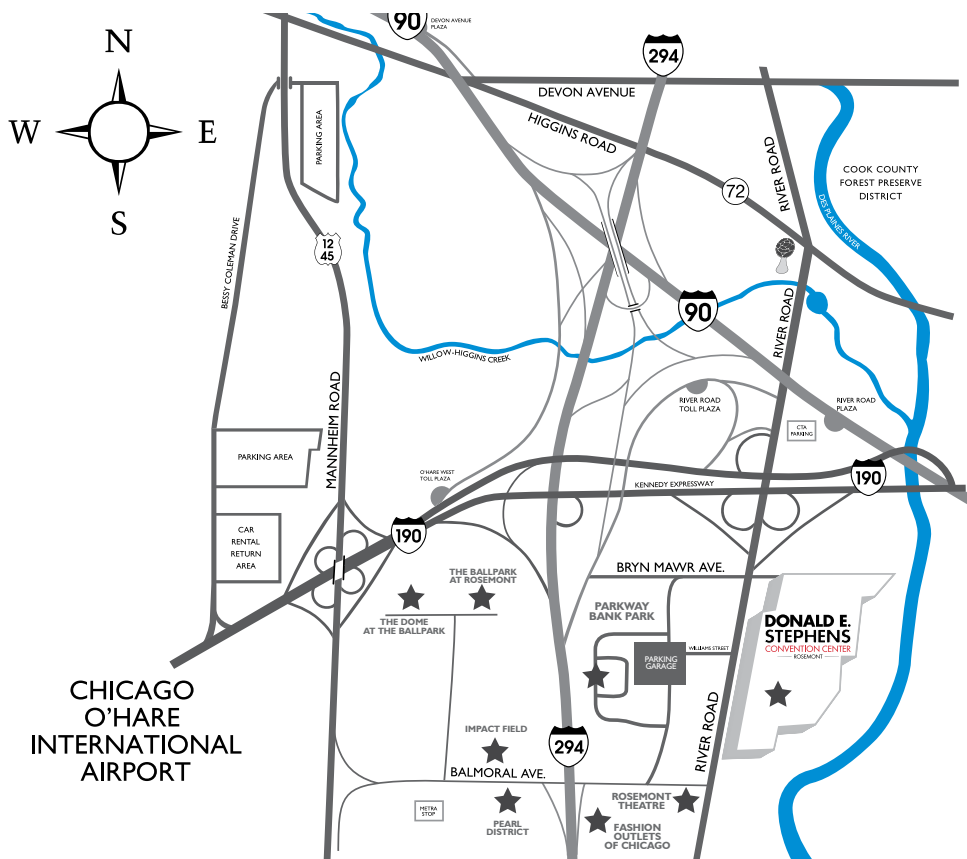
**DELIVER NO LATER THAN FEBRUARY 18, 2026**

**DIRECT SHIPPING**

CAI- ILLINOIS CHAPTER  
C/O ROSEMONT EXPOSITION SERVICES  
DONALD E. STEPHENS CONVENTION CENTER  
9300 WILLIAMS STREET  
ROSEMONT, IL 60018

**DELIVER NO LATER THAN FEBRUARY 19, 2026**

# Map to Convention Center



Donald E. Stephens Convention Center  
5555 N. River Road - Rosemont, IL 60018

## FROM O'HARE:

East on the Kennedy Expressway to the River Road south exit.

## FROM DOWNTOWN CHICAGO:

Northwest on the Kennedy Expressway to O'Hare Airport (190 west) Exit River Road, before reaching the airport. Turn right at River Road. The Convention Center is located 3 blocks south on the left.

## FROM THE NORTH/NORTHWEST:

Take the Northwest Toll-Way (90) or the Tri-State Toll-Way (294) to the O'Hare exit, pay toll, proceed west a short distance to the Mannheim Road south exit. Exit Mannheim Road south and then immediately cloverleaf back down on 190 east to Chicago. Proceed east approximately one-half mile to the River Road south exit.

## FROM THE SOUTH:

Take the Tri-State Toll-Way (294) to the O'Hare/River Road (190 west) exit, pay toll, exit left after the toll plaza to River Road. At the stop light, turn right on River Road. The Convention Center is located 3 blocks on the left.

## AREA HOTELS:

- aloft Chicago O'Hare
- Chicago Marriott Suites O'Hare
- Chicago Westin O'Hare
- Crowne Plaza Chicago-O'Hare
- Doubletree Hotel O'Hare-Rosemont
- Embassy Suites Chicago - O'Hare/Rosemont
- Hampton Inn & Suites
- Hilton Rosemont Chicago O'Hare
- Holiday Inn Staybridge Suites Chicago-O'Hare/Rosemont
- Hyatt Place Chicago/O'Hare
- Hyatt Regency O'Hare
- Hyatt Centric
- La Quinta Inn & Suites
- Loews Chicago O'Hare
- Residence Inn by Marriott Chicago O'Hare
- Rose Hotel Chicago O'Hare
- Sheraton Suites Chicago O'Hare
- Sonesta Hotel Chicago - O'Hare/Rosemont
- The Westin O'Hare



## **PLANS**

Exhibitors having pillars in their booths with a fire extinguisher on them are required to submit three (3) scaled floor plans of their exhibit to the Fire Department. Plans that are rejected will be sent back to the submitter for correction. Plans that are approved will also be sent back to the submitter and to the facility.

## **COMBUSTIBLES**

Show Management shall advise all exhibitors that booths shall be cleared of combustible rubbish daily.

## **EXHIBIT BOOTHS**

All draperies, back drops, booth partitions and table coverings shall be cleared of non-combustible or fire retardant materials.

## **ELECTRICAL**

All wiring, hook ups, flood lights, etc., must meet Village code. If an extension cord is used on display equipment, it should be of adequate size, U.L. approved, be in operable condition, and three wire grounded. If in doubt of access availability for power needs, or when requiring more than normal power, check in advance with the show electrician.

## **NO STORAGE**

No storage of any kind is allowed behind the backdrapes. All unwanted containers and refuse should be placed in the aisle directly in front of the exhibit for housekeeping to remove.

## **DISPLAY OF MOTOR VEHICLES**

Any automobile, motorcycle, truck, boat or other equipment burning Class 1 fuel shall comply with the following requirements:

1. The fuel supply for 4-piston and under engines shall be none.
2. The fuel supply in larger than 4-piston engines shall be maximum of five gallons.
3. All motorcycles, all-terrain vehicles, snowmobiles and watercraft shall have no fuel.
4. Any battery or power source for the engine shall be disconnected.
5. No operation of any internal combustion engine will be allowed indoors unless approved in writing by the Fire Prevention Bureau. Vehicles in the building for unloading must be unloaded and removed from the building as soon as possible.
6. A \$200.00 mobile unit fee (outlined on the Material Handling form) will be charged to the exhibitor for each motor vehicle displayed

## **OPEN FLAMES & HEATING DEVICES**

Where open flames or heating devices are being demonstrated or displayed, the Fire Department shall be notified beforehand and additional fire protection equipment may be required. Any quantities of flammable liquids that are kept on the premises must first be approved by the Fire Prevention Bureau and then be kept in appropriate safety cans.

## **EXPLOSIVES**

No one shall be allowed to store, sell or bring any substance of an explosive nature such as fireworks or Class B or Class A explosives of any type into the building without approval from the Fire Prevention Bureau.

## **DRONES**

For Safety reasons, the Donald E. Stephens Convention Center does not allow drones or other radio controlled flying devices to be operated within the facility at any time.

## **EMERGENCY EQUIPMENT**

No extinguishers, sprinkler valves or hose connections shall be obstructed by booths, stands or any other items of exhibit.

## **CYLINDERS**

Cylinders of compressed gases are prohibited unless approved by the Fire Prevention Bureau and shall be secured in an upright position.

## **ENTRANCE AND EXIT DOORS**

All exits, hallways and aisles leading from the building are to be kept clear and unobstructed at all times. No curtains, drapes or decorations shall be hung in such a manner as to cover any exit signs. No exit door shall be locked, bolted or otherwise fastened or obstructed at any time when the exhibit building is open to the public. There shall be no obstruction blocking exit doors from the outside of any building, such as vehicles parked in doorways or barricades across sidewalks. No vehicles shall be parked in fire lanes outside of building.

## **SMOKING**

Illinois State Law prohibits smoking within a public facility. Therefore, no smoking is permitted within the Donald E. Stephens Convention Center.

## **FOOD SERVICE**

No food or beverage may be brought into the Convention Center from outside the facility. All food and beverage consumed on the premises must be provided by Aramark. For more information call 847-692-6415.



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
 customerservice@rosemontexpo.com

Rosemont Exposition Services requires full payment of all advance orders. Payment may be made by ACH/Wire Transfer, MasterCard, Visa, American Express, Discover Card, or by check drawn on U.S. Funds Account.

Please indicate below the method of payment to be used for services provided by ROSEMONT EXPOSITION SERVICES.

\_\_\_\_\_ BANK - WIRE TRANSFER  
 \_\_\_\_\_ CREDIT CARD  
 \_\_\_\_\_ CHECK Check # \_\_\_\_\_

\*You may choose to pay by check or ACH/Wire Transfer, however a credit card is required on file to process all orders

Check should be made payable to

**Village of Rosemont - RES**

\$50.00 service charge will be added for processing checks drawn on foreign banks

Bank - Wire Transfer information

**Bank transfer to Parkway Bank & Trust Co.**

ABA# **071908160** ACCT# **6766928**

International

**Bank transfer to Pacific Coast Bankers' Bank**

SWIFT# **PCBBUS66** ACCT# **6766928**

(There is a \$25.00 USD fee per each international transfer)

Important: After your wire transfer has been sent, please email coylea@villageofrosemont.org to confirm. Be sure to include your show name and booth number in the message. Unidentified payments may not be properly credited to your account.

| SERVICES AND EQUIPMENT ORDERED | TOTAL FROM ORDER FORMS |
|--------------------------------|------------------------|
| Standard Furniture             | \$                     |
| Standard Booth Accessories     | \$                     |
| Specialty Furniture            | \$                     |
| Carpet Rental                  | \$                     |
| Hardwall Rental                | \$                     |
| Pegboard Rental                | \$                     |
| VU Case Rentals                | \$                     |
| Signage & Graphics             | \$                     |
| RES Extras                     | \$                     |
| Floral                         | \$                     |
| Photography                    | \$                     |
| Electrical Service             | \$                     |
| Plumbing Service               | \$                     |
| Cleaning                       | \$                     |
| Internet & Telecommunications  | \$                     |
| Audio Visual                   | \$                     |
| Estimated Material Handling    | \$                     |
| Labor                          | \$                     |
| Other Items                    | \$                     |
| <b>Net Amount Due</b>          | <b>\$</b>              |

all applicable taxes will be applied

**Payment Information for Credit Cards**

MasterCard
  VISA
  American Express
  Discover Card

Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CV2 Code: \_\_\_\_\_

Cardholder Billing Address: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

Company Name: \_\_\_\_\_ Show Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Authorized By: \_\_\_\_\_ Email: \_\_\_\_\_

Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

By signing, I agree to all Terms and Conditions as outlined on the reverse side of this form.

Note that it is the policy and practice of Rosemont Exposition Services to email exhibitor show service statements at the conclusion of each event. If your company's show site personnel would like to review this statement during the event, please have them stop at the RES Service Center.

## ORDER SUMMARY AND PAYMENT SHEET

Rosemont Exposition Services requires all advance orders to be paid in full. Payments must be made in U.S. funds. Methods of payment include cash, certified, company check, Discover, Visa, MasterCard or American Express. All statements presented on show site must be paid in full at that time, unless previous arrangements have been made for credit in advance. Please see that your show site representative is aware of this policy and has a means of payment. The credit card authorization section of this form can also be used for show site payments.

## STANDARD FURNITURE - CARPET RENTAL - SPECIALTY FURNITURE - UTILITIES

Full payment must accompany advance order. Check or credit card is acceptable. Check should be made payable to Rosemont Exposition Services For credit card payment please fill out the Order Summary and Payment Sheet included in your exhibitor kit. Orders and payment must be received by the deadline date indicated to be charged at the discounted rate.

Note that discount rates are available only if orders are received by RES on or before the deadline date identified on each of the service order forms included in this kit. Also, please be aware of all terms and conditions as outlined on the Standard Furniture, Carpet, Specialty Furniture and Utilities Forms. Adjustments cannot be made after the event.

## CANCELLATION TERMS

There will be a 100% charge on standard furniture cancelled once show set-up has begun. Cancellation charges for all other items is 50% of the standard rate. NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.

## LABOR

When ordering labor, please be aware of the following:

1. This advance labor request will be considered as only a reservation for labor.
2. On the day and time that you require labor, you must go to the Labor Service Desk to sign out your labor crew.
3. The labor crew will not be sent to your booth without being signed out.
4. Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
5. All labor is billed at one-half hour minimum for each man.
6. The number of workers required will be determined by labor foreman.
7. Gratuities are not required or accepted by any DES/RES Labor Crew.

## MATERIAL HANDLING

Drayage and warehouse freight are billed on a round-trip basis, and invoicing will be done from the actual weight as listed on the inbound bills of lading. If you have any questions about material handling, please contact our Customer Service Department. NOTE THAT NO ADJUSTMENTS TO DRAYAGE CHARGES WILL BE MADE ONCE THE SHOW MOVE-OUT HAS CONCLUDED.

## WASTE REMOVAL

Environmental Protection Agency (EPA) regulations require that all water soluble cutting and grinding fluids (coolants-synthetics, soluble oil) be removed in approved containers at the end of the show. This service is available from the official General Contractor who will collect the fluids named on the front from special steel barrels (55 gal. drums) and remove them from the show premises. Each exhibitor, however, has the responsibility of collecting and placing the fluids named on the front of his/her barrel(s).

WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) ONLY SHALL BE PLACED IN APPROVED BARRELS AS MARKED. DO NOT MIX WITH WASTE STRAIGHT OIL, AS THIS WILL RESULT IN A PREMIUM SURCHARGE OF DOUBLE THE QUOTE PER GALLON CHARGE.

WASTE STRAIGHT OIL MUST NOT BE MIXED WITH ANY OTHER MATERIALS INCLUDING WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) AS THIS WILL RESULT IN A SURCHARGE TO THE EXHIBITOR PER GALLON FOR REMOVAL OF MIXED FLUIDS. ONLY PLACE WASTE STRAIGHT OIL IN DESIGNATED BARRELS.

*Please Mail, E-mail or Fax Completed Form to RES:*

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
 customerservice@rosemontexpo.com

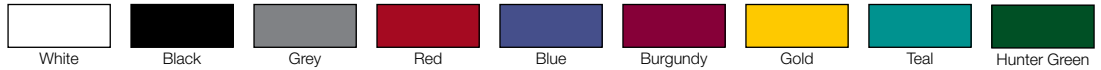
**SKIRTED TABLES & TABLE TOP RISERS**

Any order received without a specific color will be accommodated with show colors.



|                             | QUANTITY | DISCOUNT | STANDARD | TOTAL    |
|-----------------------------|----------|----------|----------|----------|
| 2' x 4' x 30" Skirted Table | _____ x  | \$120.00 | \$170.00 | \$ _____ |
| 2' x 4' x 42" Skirted Table | _____ x  | \$125.00 | \$175.00 | \$ _____ |
| 2' x 6' x 30" Skirted Table | _____ x  | \$130.00 | \$180.00 | \$ _____ |
| 2' x 6' x 42" Skirted Table | _____ x  | \$135.00 | \$185.00 | \$ _____ |
| 2' x 8' x 30" Skirted Table | _____ x  | \$140.00 | \$190.00 | \$ _____ |
| 2' x 8' x 42" Skirted Table | _____ x  | \$145.00 | \$195.00 | \$ _____ |
| 4th side of skirting        | _____ x  | \$40.00  | \$60.00  | \$ _____ |
| Skirt color                 | _____    |          |          |          |

|                                      |         |         |          |          |
|--------------------------------------|---------|---------|----------|----------|
| 1' x 4' x 1' Skirted Table Top Riser | _____ x | \$60.00 | \$90.00  | \$ _____ |
| 1' x 6' x 1' Skirted Table Top Riser | _____ x | \$70.00 | \$100.00 | \$ _____ |
| 4th side of skirting                 | _____ x | \$20.00 | \$30.00  | \$ _____ |
| Skirt color                          | _____   |         |          |          |



**UNSKIRTED TABLES & TABLE TOP RISERS**



|                              | QUANTITY | DISCOUNT | STANDARD | TOTAL    |
|------------------------------|----------|----------|----------|----------|
| 2' x 4' x 30" Wood Table     | _____ x  | \$60.00  | \$80.00  | \$ _____ |
| 2' x 4' x 42" Wood Table     | _____ x  | \$60.00  | \$80.00  | \$ _____ |
| 2' x 6' x 30" Wood Table     | _____ x  | \$65.00  | \$85.00  | \$ _____ |
| 2' x 6' x 42" Wood Table     | _____ x  | \$65.00  | \$85.00  | \$ _____ |
| 2' x 8' x 30" Wood Table     | _____ x  | \$70.00  | \$90.00  | \$ _____ |
| 2' x 8' x 42" Wood Table     | _____ x  | \$70.00  | \$90.00  | \$ _____ |
| 1' x 4' x 1' Table Top Riser | _____ x  | \$35.00  | \$55.00  | \$ _____ |
| 1' x 6' x 1' Table Top Riser | _____ x  | \$40.00  | \$60.00  | \$ _____ |

**BOOTH FURNITURE**



|  | QUANTITY | DISCOUNT | STANDARD | TOTAL    |
|--|----------|----------|----------|----------|
| 30" Diam. Round Table 30" Tall (Black Top) | _____ x  | \$180.00 | \$240.00 | \$ _____ |
| 30" Diam. Round Table 42" Tall (Black Top) | _____ x  | \$180.00 | \$240.00 | \$ _____ |
| Arm Chair                                  | _____ x  | \$105.00 | \$130.00 | \$ _____ |
| Black Barstool with back                   | _____ x  | \$110.00 | \$135.00 | \$ _____ |
| Side Chair                                 | _____ x  | \$80.00  | \$120.00 | \$ _____ |

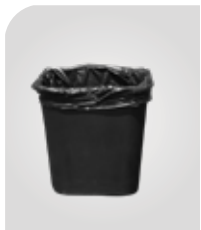
**ORDER TOTAL** \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

*Please Mail, E-mail or Fax Completed Form to RES:*

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
 customerservice@rosemontexpo.com



Dimensions:  
 18" wide  
 18" deep  
 32" height

Dimensions:  
 48" - 74" wide  
 22" deep  
 55", 60", 65" height

Dimensions:  
 Height 5' 8"  
 Shoe Size 6  
 Chest 31" Waist 24½"  
 Hips 33½"

Dimensions:  
 63" wide  
 24" deep  
 70" height

|  | QUANTITY |  | DISCOUNT      |  | STANDARD      | TOTAL           |
|--|----------|--|---------------|--|---------------|-----------------|
| 22" x 28" Sign Holder                      | _____ x  |  | \$85.00 each  |  | \$115.00 each | \$ _____        |
| Adjustable Easel                           | _____ x  |  | \$30.00 each  |  | \$45.00 each  | \$ _____        |
| Bag Display                                | _____ x  |  | \$75.00 each  |  | \$100.00 each | \$ _____        |
| Chrome Coat Tree                           | _____ x  |  | \$50.00 each  |  | \$75.00 each  | \$ _____        |
| Chrome Stanchion                           | _____ x  |  | \$50.00 each  |  | \$75.00 each  | \$ _____        |
| Chrome Stanchions w/ 6' Black Tension Rope | _____ x  |  | \$100.00 each |  | \$125.00 each | \$ _____        |
| Velvet Non-Slip Hanger                     | _____ x  |  | \$2.00 each   |  | \$3.00 each   | \$ _____        |
| Wastebasket                                | _____ x  |  | \$17.50 each  |  | \$22.50 each  | \$ _____        |
| Large Trash Can                            | _____ x  |  | \$35.00 each  |  | \$50.00 each  | \$ _____        |
| Park Bench                                 | _____ x  |  | \$175.00 each |  | \$225.00 each | \$ _____        |
| Clothes Rack                               | _____ x  |  | \$95.00 each  |  | \$120.00 each | \$ _____        |
| Full Body Mannequin                        | _____ x  |  | \$125.00 each |  | \$200.00 each | \$ _____        |
| Z-Rack                                     | _____ x  |  | \$125.00 each |  | \$145.00 each | \$ _____        |
| <b>ORDER TOTAL</b>                         |          |  |               |  |               | <b>\$ _____</b> |

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Please Mail, E-mail or Fax Completed Form to RES:  
 9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
 customerservice@rosemontexpo.com



Drape Colors



White



Red



Gold



Black



Blue



Teal



Grey



Burgundy



Hunter Green

\*When entering amount, please enter footage

|                                   | QUANTITY       | DISCOUNT   | STANDARD   | TOTAL            |
|-----------------------------------|----------------|------------|------------|------------------|
| <i>example for a 10' backwall</i> | <u>10</u> ft x | \$35.00/ft | \$42.00/ft | \$ <u>350.00</u> |

**DRAPE**

Drape is available in 8-foot or 3-foot heights and comes in a variety of colors. Pricing is per foot and includes framework as well as labor for installation and dismantling.

|                            | QUANTITY   | DISCOUNT   | STANDARD   | TOTAL    |
|----------------------------|------------|------------|------------|----------|
| Background Drape (8' high) | _____ ft x | \$35.00/ft | \$42.00/ft | \$ _____ |
| Side Drape (3' high)       | _____ ft x | \$23.00/ft | \$28.00/ft | \$ _____ |
| Drape color                | _____      |            |            |          |

**ADDITIONAL EQUIPMENT**

|                          | QUANTITY | DISCOUNT     | STANDARD     | TOTAL    |
|--------------------------|----------|--------------|--------------|----------|
| Up-Rights 3' high        | _____ x  | \$20.00 each | \$25.00 each | \$ _____ |
| Up-Rights 8' high        | _____ x  | \$20.00 each | \$25.00 each | \$ _____ |
| Adjustable 10' Crossbars | _____ x  | \$20.00 each | \$25.00 each | \$ _____ |

**ORDER TOTAL** \$ \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

# SPECIALTY FURNITURE

2026 COLLECTION

LOGO



Chairs



CH100 JACOBSON CHAIR  
White  
18"Wx17"Dx18"H



CH102 MONACO CHAIR  
Black  
23"Wx23"Dx18"H



CH103 CAZMA CHAIR  
Black, Red  
22"Wx22"Dx18"H



CH104 TOLEDO CHAIR  
Natural/Chrome  
17"Wx19"Dx18"H



CH106 CRISS CROSS  
White/Chrome  
17"Wx19"Dx18"H



CH107 PARIS CHAIR  
White/Chrome, White/Natural  
19"Wx22"Dx18"H



CH109 LIQUID CHAIR  
Blue, Green, Grey, Red, White  
20"Wx18"Dx18"H



CH111 TICINO CHAIR  
White  
18"Wx19"Dx18"H



CH112 RETRO CHAIR  
Steel  
19"Wx17"Dx18"H



CH113 LESLIE CHAIR  
White  
19"Wx21"Dx18"H



CH114 TENDY CHAIR  
Black, Walnut, White  
17"Wx18"Dx18"H



CH116 BELLA CHAIR  
Black, White  
18"Wx20"Dx19"H



CH118 EURO CHAIR  
Black, Grey, White  
22"Wx21"Dx18"H



CH120 SKYE CHAIR  
Clear  
18"Wx18"Dx18"H

Bar Stools



**ST202 MONACO STOOL**  
Black  
23"Wx23"Dx30"H



**ST203 EQUINO STOOL**  
Black, White - Adj.  
14"Wx17"Dx26-30"H



**ST204 TOLEDO STOOL**  
Natural/Chrome  
19"Wx19"Dx30"H



**ST206 CRISS CROSS STOOL**  
White/Chrome  
15"Wx19"Dx29"H



**ST207 PARIS STOOL**  
White/Chrome, White/Natural  
19"Wx18"Dx30"H



**ST208 TICKLE STOOL**  
Orange, Red, White - Adj.  
19"Wx21"Dx23-31"H



**ST209 LIQUID STOOL**  
Blue, Green, Grey, Red, White  
19"Wx20"Dx30"H



**ST210 OTTO STOOL**  
Black, White  
16"Wx18"Dx24-30"H



**ST211 TICINO STOOL**  
White  
17"Wx20"Dx30"H



**ST212 RETRO STOOL**  
Steel  
17"Wx17"Dx30"H



**ST214 TENDY STOOL**  
Black, Walnut, White  
17"Wx17"Dx30"H



**ST216 BELLA STOOL**  
Black, White  
17"Wx19"Dx30"H



**ST217 PLUTO STOOL**  
White  
22"Wx18"Dx24-32"H



**ST218 EURO STOOL**  
Black, Grey, White - Adjustable  
20"Wx17"Dx24-33"H



**ST218-2 EURO 2 STOOL**  
Black, Grey, White  
20"Wx17"Dx33"H



**ST219 TECH STOOL**  
White - Adjustable  
15"Wx15"Dx22-29"H



**ST220 SKYE STOOL**  
Clear  
19"Wx21"Dx30"H

## Café Tables



**CT300 PEDESTAL TABLE**  
Black, White  
24"Dia.x30"H



**CT301 PEDESTAL TABLE**  
Black, White  
30"Dia.x30"H



**CT302 CAFE TABLE**  
Black, Grey, White  
36"Dia.x30"H



**CT303 CAFE TABLE**  
Black, Grey, White  
42"Dia.x30"H



**CT304 SQUARE CAFE TABLE**  
Black, White  
30"Sq.x30"H



**CT305 SQUARE CAFE TABLE**  
Black, White  
36"Sq.x30"H



**CT306 TRAVE TABLE**  
Chrome/Glass  
36"Dia.x30"H (Other sizes available)



**CT307 BISTRO TABLE**  
Black, Natural, White, Walnut  
30"Dia.x30"H



**CT309 PARIS CAFE TABLE**  
White/Natural  
40"Dia.x30"H



**CT310 CHROMA TABLE**  
Aluminum  
28sq.x30"H



**CT311 CHROMA TABLE**  
Aluminum  
28"Dia.x30"H



**CT312 RETRO TABLE**  
Steel  
32"Wx32"Dx30"H



**CT313 MARTINI TABLE**  
Chrome/Glass  
36"Dia.x30"H



**CT314 ABBY CAFE TABLE**  
White  
36"Wx36"Dx30"H



**CT353 ALTOS TABLE**  
Chrome/Glass  
60"Wx36"Dx30"H



**CT355 ABBY TABLE**  
White  
63"Wx36"Dx30"H



**CT357 EDGE CAFE TABLE**  
White  
72"Wx29"Dx30"H



**CT357-P EDGE CAFE TABLE W/POWER**  
White  
72"Wx29"Dx30"H





**BT400 / BT401 BAR PEDESTAL TABLE**  
Black, White  
24"Dia.x42"H or 30"Dia.x42"H



**BT402 BAR HIGH TABLE**  
Black, Grey, White  
36"Dia.x42"H



**BT404 / BT405 SQUARE BAR TABLE**  
Black, White  
30"Sq.x42"H or 36"Sq.x42"H



**BT406 TRAVE BAR TABLE**  
Chrome/Glass  
32"Dia.x42"H (Other sizes available)



**BT407 BRAVO BAR TABLE**  
Black, Natural, White, Walnut  
30"Dia.x42"H



**BT410 CHROMA BAR TABLE**  
Aluminum  
24"Dia.x42"H



**BT412 RETRO BAR TABLE**  
Steel  
24"Sq.x42"H



**BT413 MARTINI BAR TABLE**  
Chrome/Glass  
32"Dia.x42"H



**BT451 INFORMATION COUNTER**  
Black, White - Locking  
48"Wx20"Dx40"H



**BT453 MILANO BAR**  
Black, White  
48"Wx20"Dx42"H



**BT454 BALI BAR**  
Black, White  
57"Wx24"Dx40"H



**BT454-P W/POWER**  
Black, White  
57"Wx24"Dx40"H



**BT457 EDGE COMMUNAL BAR TABLE**  
Black, White  
72"Wx30"Dx42"H



**BT457-P W/POWER**  
Black, White  
72"Wx30"Dx42"H



CO501 OTTO GUEST CHAIR  
Black, White  
23"Wx22"Dx18"H



CO502 OTTO CHAIR  
Black, White  
23"Wx22"Dx18-21"H



CO507 GUEST CHAIR  
Black  
25"Wx25"Dx18"H



CO508 MIDBACK CHAIR  
Black  
25"Wx24"Dx18-22"H



CO509 STACKABLE SIDE CHAIR  
Black  
20"Wx20"Dx18"H



CO510 STACKABLE ARM CHAIR  
Black  
24"Wx20"Dx18"H



CO512 TASK CHAIR  
Black  
19"Wx22"x18-22"H



CO513 TASK STOOL  
Black, Adjustable  
19"Wx22"Dx23-27"H



CO518 RECEPTION CHAIR  
Black  
24"Wx26"Dx36"H



CO520 ZURICH HIGHBACK CHAIR  
Black, White  
24"Wx24"Dx19"H



## Conference Tables



**CF602 GLACIER CONFERENCE TABLE**  
White-Gloss  
47"Dia.x30"H



**CF603 CONFERENCE TABLE**  
Black, Cognac, Grey, Maple, White  
48"Dia.x30"H



**CF604 GLACIER CONFERENCE TABLE**  
White-Gloss  
79"Wx40"Dx30"H



**CF605 RECTANGULAR CONFERENCE TABLE**  
Black, Cognac, Maple, White  
72"Wx36"Dx30"H



**CF606 / CF608 CONFERENCE TABLE**  
Black, Grey, White  
72"Wx36"Dx30"H or 96"Wx42"Dx30"H



**CF609 RECTANGULAR CONFERENCE TABLE**  
Black, White  
96"Wx42"Dx30"H



**CF610 OVAL CONFERENCE TABLE**  
Black, White  
120"Wx42"Dx30"H



**CF611 RECTANGULAR CONFERENCE TABLE**  
Black, White  
120"Wx42"Dx30"H

**Additional** conference table sizes, colors and power options available. Contact your sales rep for information.

## Office Furniture



**OF652 LATERAL FILE**  
Black - Locking  
36"Wx24"Dx29"H



**OF653 STORAGE CABINET**  
Black, White - Locking  
37"Wx21"Dx29"H



**OF654 COMPUTER WORKSTATION**  
Black  
36"Wx24"Dx29"H



**OF659 STORAGE CREDENZA**  
White  
48"Wx18"Dx33"H



**OF660 GLACIER SIDEBOARD**  
White-Gloss  
48"Wx18"Dx30"H



**OF671 BALI DESK**  
Black, White  
48"Wx24"Dx31"H





**LG706 SCANDIC SOFA**  
Black, Red, White  
82"Wx34"Dx30"H



**LG707 SCANDIC LOVESEAT**  
Black, Red, White  
59"Wx34"Dx30"H



**LG708 SCANDIC CHAIR**  
Black, Red, White  
38"Wx34"Dx30"H



**LG709 PRATO ARM CHAIR**  
Black, White  
29"Wx28"Dx33"H



**LG710 PRATO ARMLESS SECTIONAL**  
Black, White  
22"Wx28"Dx33"H



**LG711 PRATO CORNER SECTIONAL**  
Black, White  
32"Wx32"Dx33"H



**LG712 SOLO SOFA**  
Black, Red  
80"Wx35"Dx32"H



**LG713 SOLO LOVESEAT**  
Black, Red  
57"Wx35"Dx32"H



**LG714 SOLO CHAIR**  
Black, Red  
34"Wx35"Dx32"H



**LG715 MALIBU SOFA WITH POWER**  
Black, White  
73"Wx31"Dx30"H



**LG724 MALIBU LOVESEAT WITH POWER**  
White  
52"Wx31"Dx30"H



**LG716 MALIBU CHAIR WITH POWER**  
Black, White  
32"Wx31"Dx29"H



**LG717 IBIZA CHAIR**  
Black, White  
30"Wx33"Dx33"H



**LG720 CAPRI SECTIONAL SOFA**  
Black, White  
71"Wx35"Dx30"H



**LG721 CAPRI SECTIONAL BENCH**  
Black, White  
71"Wx35"Dx17"H

Lounge Seating



LG729 MIAMI CHAIR  
Grey, White  
27"Wx31"Dx30"H



LG731 SOHO CURVED BENCH  
White  
58"Wx22"Dx17"H



LG732 SOHO LOVESEAT  
White  
48"Wx24"Dx31"H



LG733 TRIBECA LEATHER SOFA  
Grey  
89"Wx36"Dx33"H



LG734 TRIBECA LEATHER LOVESEAT  
Grey  
61"Wx36"Dx33"H



LG735 TRIBECA LEATHER CHAIR  
Grey  
34"Wx36"Dx33"H



LG736 ASPEN SOFA  
White  
82"Wx31"Dx28"H



LG737 ASPEN CHAIR  
White  
36"Wx31"Dx28"H



LG758 AURORA SOFA  
White  
81"Wx36"Dx34"H



LG762 AURORA LOVESEAT  
White  
59"Wx36"Dx34"H



LG759 AURORA CHAIR  
White  
37"Wx36"Dx34"H



LG742 MAUI ARM CHAIR  
White  
35"Wx29"Dx27"H



LG743 MAUI ARMLESS  
White  
28"Wx29"Dx27"H



LG744-L MAUI CORNER  
White  
28"Wx29"Dx27"H



LG744-R MAUI CORNER  
White  
28"Wx29"Dx27"H



LG745 MAUI OTTOMAN  
White  
28"Wx28"Dx17"H



LG749 TICINO SETTEE  
White  
48"Wx24"Dx34"H



LG750 BENCH OTTOMAN  
Black, White  
60"Wx20"Dx17"H



LG753 ROUND SWIVEL OTTOMAN  
Black, Orange, White  
18" Dia.x17"H



LG755 BLOCK OTTOMAN  
Blue Microfiber, Black, Red, White Leatherette  
18"Wx18"Dx18"H



LG756 ANGLE OTTOMAN  
Black, Silver, White Leatherette  
48"Wx48"Dx18"H



LG757 RECTANGLE OTTOMAN  
Black, Silver, White Leatherette  
36"Wx18"Dx18"H



LG760 CAPRI OTTOMAN  
Black, White  
40" Dia.x18"H



LG780 STEN SWIVEL CHAIR  
Black, Red, White  
32"Wx32"Dx29"H



LG784 AVA CHAIR  
White  
22"Wx22"Dx19"H



LG785 LARGO CHAIR  
White  
30"Wx26"Dx28"H



LG786 SWAN CHAIR  
Black, White  
29"Wx28"Dx35"H



**OT801 MONZA COCKTAIL TABLE**  
Black  
50"Wx32"Dx18"H



**OT802 MONZA END TABLE**  
Black  
25"Wx25"Dx21"H



**OT804 TUSCAN COCKTAIL TABLE**  
Teak  
48"Wx21"Dx16"H



**OT805 TUSCAN END TABLE**  
Teak  
18"Wx18"Dx18"H



**OT806 HILO COCKTAIL TABLE**  
Chrome/Glass  
48"Wx24"Dx15"H



**OT807 HILO END TABLE**  
Chrome/Glass  
24"Wx24"Dx18"H



**OT808 VAIL COCKTAIL TABLE**  
Glass  
48"Wx28"Dx17"H



**OT809 VAIL END TABLE**  
Glass  
19.5"Wx19.5"Dx21"H



**OT810 BELLO COCKTAIL TABLE**  
White  
47"Wx27"Dx16"H



**OT811 BELLO END TABLE**  
White  
24"Wx22"H



**OT821 VEGA TABLE 18" DIA.**  
Black, Blue, Green, Red, White, Yellow - Adjustable  
18"Dia.x19-31"H



**OT823 VORTEX TABLE**  
White, Black  
16"Wx16"Dx17"H



**OT828 ABBY COCKTAIL TABLE**  
Grey, White  
48"Wx24"Dx14"H



**OT829 ABBY END TABLE**  
Grey, White  
24"Wx24"Dx20"H



**OT839 LINEAR COCKTAIL TABLE**  
Steel  
46"Wx15"Dx16"H



**OT840 LINEAR END TABLE**  
Steel  
15"Wx15"Dx16"H



**OT841 GIO COCKTAIL TABLE**  
Black, Espresso  
44"Wx22"Dx15"H



**OT842 GIO END TABLE**  
Black, Espresso  
22"Wx16"Dx18"H



**OT843 SPA COCKTAIL TABLE**  
Silver/Glass  
36"Dia.x18"H



**OT844 SPA END TABLE**  
Silver/Glass  
24"Dia.x24"H



**OT855 KLUB COCKTAIL TBL.**  
White  
36"Wx36"Dx15"H



**OT855 REC KLUB COCKTAIL TBL.**  
White  
48"Wx24"Dx16"H



**OT856 KLUB END TBL.**  
White  
24"Wx24"Dx18"H



**OT857 KLUB SOFA TABLE**  
White  
36"Wx10"Dx30"H



**OT858 KAI COCKTAIL TABLE**  
Black/Glass  
40"Wx36"Dx15"H



**OT859 KAI END TABLE**  
Black/Glass  
26"Dia.x22"H



**OT860 FIJI COCKTAIL TABLE**  
Chrome/Glass  
36"Dia.x17"H



**OT861 FIJI END TABLE**  
Chrome/Glass  
20"Dia.x23"H



**OT863 LOGAN COCKTAIL TABLE**  
Black, Walnut  
47"Wx24"Dx16"H



**OT864 LOGAN END TABLE**  
Black, Walnut  
22"Dia.x22"H



**OT865 AUSTIN COCKTAIL TABLE**  
Glass  
48"Wx24"Dx18"H



**OT866 AUSTIN END TABLE**  
Glass  
24"Wx24"Dx24"H

Extras



**XT199 FOLDING CHAIR**  
Black, Grey  
19"Wx20"Dx18"H



**XT900 REFRIGERATOR 4.1 CF**  
17"Wx20"Dx32"H



**XT904 TENZA BARRIER**  
Chrome/Black  
72"Wx38"H



**XT905 CHROME STANCHION/ XT906 ROPE**  
Black, Red  
12"Wx39"H rope 6'



**XT909 WATERFALL STAND**  
Chrome - Adjustable  
48"-72"H



**XT910 COAT TREE**  
Steel  
13"Wx69"H



**XT911 WASTEBASKET**  
Black  
10"Wx24"H



**XT913 6-POCKET LIT. RACK**  
Black  
60"H



**XT914 WIRE 10-POCKET LIT. RACK**  
Silver  
11"Wx14"Dx54"H



**XT915 CURVED 6-POCKET LIT. RACK**  
Silver  
15"Wx15"Dx50"H



**XT916 COMPUTER PEDESTAL**  
Black, White - Locking  
24"Wx24"Dx42"H



**XT919 CUBE PEDESTAL**  
Black, White  
24"Wx24"Dx42"H



**XT922 LAURENCE SHELF**  
Black, White  
35"Wx15"Dx68"H



**XT923/XT924 METAL SHELIVING**  
Black, Chrome  
36"Wx14"Dx54"H or 36"Wx18"Dx72"H



**XT925 CUBE SHELF**  
White  
31"Wx15"Dx58"H



**XT946 BOXWOOD WALL DIVIDER**  
Green  
48"Wx16"Dx48"H



**XT948 5 TIER LOCKER**  
Black  
15"Wx18"Dx66"H



**XT964 CLUB LAMP**  
White/Chrome  
17"Wx28"H



**XT965 CLUB FLOOR LAMP**  
White/Chrome  
19"Wx61"H



**XT966 SOHO LAMP**  
White  
12"Wx23"H



**XT967 SOHO FLOOR LAMP**  
White  
18"Wx60"H



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
customerservice@rosemontexpo.com

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

**CHAIRS**

|       |                   |                |     |     |  |  |
|-------|-------------------|----------------|-----|-----|--|--|
| CH100 | JACOBSON CHAIR    | WH             | 130 | 165 |  |  |
| CH102 | MONACO CHAIR      | BK             | 150 | 195 |  |  |
| CH103 | CAZMA CHAIR       | BK RD          | 170 | 225 |  |  |
| CH104 | TOLEDO CHAIR      | NAT            | 150 | 195 |  |  |
| CH106 | CRISS CROSS CHAIR | WH             | 150 | 195 |  |  |
| CH107 | PARIS CHAIR       | WH/CH WH/NT    | 170 | 225 |  |  |
| CH109 | LIQUID CHAIR      | BU GR GY RD WH | 160 | 210 |  |  |
| CH111 | TICINO CHAIR      | WH             | 170 | 225 |  |  |
| CH112 | RETRO CHAIR       | STEEL          | 150 | 195 |  |  |
| CH113 | LESLIE CHAIR      | WH             | 150 | 195 |  |  |
| CH114 | TENDY CHAIR       | BK WL WH       | 150 | 195 |  |  |
| CH116 | BELLA CHAIR       | BK WH          | 170 | 225 |  |  |
| CH118 | EURO CHAIR        | BK GY WH       | 160 | 210 |  |  |
| CH120 | SKYE CHAIR        | CL             | 160 | 210 |  |  |

**BAR STOOLS**

|         |                       |                |     |     |  |  |
|---------|-----------------------|----------------|-----|-----|--|--|
| ST202   | MONACO BAR STOOL      | BK             | 185 | 240 |  |  |
| ST203   | EQUINO STOOL, Adj.    | BK WH          | 195 | 250 |  |  |
| ST204   | TOLEDO BAR STOOL      | NAT            | 195 | 250 |  |  |
| ST206   | CRISS CROSS BAR STOOL | WH             | 185 | 240 |  |  |
| ST207   | PARIS BAR STOOL       | WH/CH WH/NT    | 195 | 250 |  |  |
| ST208   | TICKLE STOOL, Adj.    | OR RD WH       | 185 | 240 |  |  |
| ST209   | LIQUID BAR STOOL      | BU GR GY RD WH | 195 | 250 |  |  |
| ST210   | OTTO BAR STOOL, Adj.  | BK WH          | 185 | 240 |  |  |
| ST211   | TICINO BAR STOOL      | WH             | 195 | 250 |  |  |
| ST212   | RETRO BAR STOOL       | STEEL          | 185 | 240 |  |  |
| ST214   | TENDY BAR STOOL       | BK WL WH       | 180 | 230 |  |  |
| ST216   | BELLA BAR STOOL       | BK WH          | 195 | 250 |  |  |
| ST217   | PLUTO BAR STOOL       | WH             | 195 | 250 |  |  |
| ST218   | EURO BAR STOOL, Adj.  | BK GY WH       | 195 | 250 |  |  |
| ST218-2 | EURO 2 BAR STOOL      | BK GY WH       | 195 | 250 |  |  |
| ST219   | TECH STOOL, Adj.      | WH             | 185 | 240 |  |  |
| ST220   | SKYE STOOL            | CL             | 195 | 250 |  |  |

**CAFÉ TABLES 30"H**

|       |                       |              |     |     |  |  |
|-------|-----------------------|--------------|-----|-----|--|--|
| CT300 | PEDESTAL TABLE 24"DIA | BK WH        | 195 | 250 |  |  |
| CT301 | PEDESTAL TABLE 30"DIA | BK WH        | 210 | 275 |  |  |
| CT302 | CAFE TABLE 36" DIA    | BK GY WH     | 225 | 290 |  |  |
| CT303 | CAFE TABLE 42" DIA    | BK GY WH     | 230 | 300 |  |  |
| CT304 | SQUARE CAFE TABLE 30" | BK WH        | 210 | 275 |  |  |
| CT305 | SQUARE CAFE TABLE 36" | BK WH        | 235 | 310 |  |  |
| CT306 | TRAVE TABLE 36"DIA    | GLASS        | 230 | 300 |  |  |
| CT307 | BISTRO TABLE 30"DIA   | BK NAT WL WH | 210 | 275 |  |  |

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

|         |                          |          |     |     |  |  |
|---------|--------------------------|----------|-----|-----|--|--|
| CT309   | PARIS CAFÉ TABLE 40"DIA  | WH/NT    | 240 | 310 |  |  |
| CT310   | CHROMA TABLE 27.5 Square | ALUMINUM | 195 | 250 |  |  |
| CT311   | CHROMA TABLE 27.5 Round  | ALUMINUM | 195 | 250 |  |  |
| CT312   | RETRO TABLE              | STEEL    | 210 | 275 |  |  |
| CT313   | MARTINI TABLE 36"        | CH/GL    | 235 | 310 |  |  |
| CT314   | ABBY CAFÉ TABLE          | WH       | 260 | 340 |  |  |
| CT353   | ALTOS TABLE 60x36        | GLASS    | 260 | 340 |  |  |
| CT355   | ABBY TABLE 63x36         | WH       | 260 | 340 |  |  |
| CT357   | EDGE POWER CAFÉ TABLE    | WH       | 550 | 725 |  |  |
| CT357-P | EDGE CAFÉ TABLE W/POWER  | WH       | 650 | 825 |  |  |

**BAR TABLES AND BARS 42"H**

|         |                                 |              |     |     |  |  |
|---------|---------------------------------|--------------|-----|-----|--|--|
| BT400   | BAR PEDESTAL TABLE 24"DIA       | BK WH        | 210 | 275 |  |  |
| BT401   | BAR PEDESTAL TABLE 30"DIA       | BK WH        | 220 | 280 |  |  |
| BT402   | BAR HIGH TABLE 36" DIA          | BK GY WH     | 240 | 310 |  |  |
| BT404   | SQUARE BAR TABLE 30"            | BK WH        | 220 | 280 |  |  |
| BT405   | SQUARE BAR TABLE 36"            | BK WH        | 240 | 310 |  |  |
| BT406   | TRAVE BAR TABLE 32"DIA          | GLASS        | 250 | 325 |  |  |
| BT407   | BRAVO BAR TABLE 30"DIA          | BK NAT WL WH | 220 | 280 |  |  |
| BT410   | CHROMA BAR TABLE 23.5" DIA      | ALUMINUM     | 210 | 275 |  |  |
| BT412   | RETRO BAR TABLE 24" Square      | STEEL        | 210 | 275 |  |  |
| BT413   | MARTINI BAR TABLE 32"DIA        | CH/GL        | 230 | 300 |  |  |
| BT451   | INFORMATION CTR. w/doors        | BK WH        | 460 | 600 |  |  |
| BT453   | MILANO BAR                      | BK WH        | 685 | 890 |  |  |
| BT454   | BALI BAR                        | BK WH        | 540 | 700 |  |  |
| BT454-P | BALI BAR w/charging station     | BK WH        | 640 | 830 |  |  |
| BT457   | EDGE COMMUNAL BAR TABLE         | BK WH        | 630 | 810 |  |  |
| BT457-P | EDGE COMMUNAL BAR TABLE w/power | BK WH        | 730 | 950 |  |  |

**CONFERENCE AND OFFICE CHAIRS**

|       |                       |       |     |     |  |  |
|-------|-----------------------|-------|-----|-----|--|--|
| C0501 | OTTO GUEST CHAIR      | BK WH | 210 | 275 |  |  |
| C0502 | OTTO CHAIR            | BK WH | 220 | 285 |  |  |
| C0507 | GUEST CHAIR           | BK    | 170 | 225 |  |  |
| C0508 | MIDBACK CHAIR         | BK    | 195 | 250 |  |  |
| C0509 | STACKABLE SIDE CHAIR  | BK    | 100 | 130 |  |  |
| C0510 | STACKABLE ARM CHAIR   | BK    | 110 | 140 |  |  |
| C0512 | TASK CHAIR            | BK    | 140 | 180 |  |  |
| C0513 | TASK STOOL            | BK    | 160 | 210 |  |  |
| C0520 | ZURICH HIGHBACK CHAIR | BK WH | 285 | 375 |  |  |

**SPECIALTY FURNITURE CONTINUED ON NEXT PAGE**

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
customerservice@rosemontexpo.com

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

### CONFERENCE TABLES

| ITEM # | DESCRIPTION                           | COLOR            | DISC | REG | QTY | TOTAL |
|--------|---------------------------------------|------------------|------|-----|-----|-------|
| CF602  | GLACIER ROUND CONFERENCE TABLE 47"DIA | WH               | 530  | 690 |     |       |
| CF603  | CONFERENCE TABLE 48"DIA               | BK COG GY MAP WH | 400  | 520 |     |       |
| CF604  | GLACIER CONFERENCE TABLE 79"          | WH               | 595  | 775 |     |       |
| CF605  | RECTANGULAR TABLE 6'                  | BK CG MP WH      | 495  | 640 |     |       |
| CF606  | OVAL CONFERENCE TABLE 6'              | BK GY WH         | 495  | 640 |     |       |
| CF608  | OVAL CONFERENCE TABLE 8'              | BK GY WH         | 560  | 725 |     |       |
| CF609  | RECTANGULAR TABLE 8'                  | BK WH            | 560  | 725 |     |       |
| CF610  | OVAL CONFERENCE TABLE 10'             | BK WH            | 695  | 900 |     |       |
| CF611  | RECTANGULAR TABLE 10'                 | BK WH            | 695  | 900 |     |       |

### OFFICE FURNITURE

| ITEM #  | DESCRIPTION             | COLOR | DISC | REG | QTY | TOTAL |
|---------|-------------------------|-------|------|-----|-----|-------|
| OF652   | LATERAL FILE, LOCKING   | BK    | 360  | 470 |     |       |
| OF653   | STORAGE CABINET LOCKING | BK WH | 360  | 470 |     |       |
| OF654   | COMPUTER WORKSTATION    | BK    | 160  | 210 |     |       |
| OF659   | CREDENZA                | WH    | 460  | 600 |     |       |
| OF659-L | CREDENZA w/legs         | WH    | 460  | 600 |     |       |
| OF660   | GLACIER SIDEBOARD       | WH    | 560  | 730 |     |       |
| OF671   | BALI DESK               | BK WH | 400  | 520 |     |       |

### LOUNGE SEATING

| ITEM # | DESCRIPTION              | COLOR    | DISC | REG | QTY | TOTAL |
|--------|--------------------------|----------|------|-----|-----|-------|
| LG706  | SCANDIC LEATHER SOFA     | BK RD WH | 535  | 695 |     |       |
| LG707  | SCANDIC LEATHER LOVESEAT | BK RD WH | 485  | 630 |     |       |
| LG708  | SCANDIC LEATHER CHAIR    | BK RD WH | 460  | 600 |     |       |
| LG709  | PRATO ARM CHAIR          | BK WH    | 375  | 485 |     |       |
| LG710  | PRATO ARMLESS SECTIONAL  | BK WH    | 300  | 390 |     |       |
| LG711  | PRATO CORNER SECTIONAL   | BK WH    | 350  | 450 |     |       |
| LG712  | SOLO SOFA                | BK RD    | 510  | 660 |     |       |
| LG713  | SOLO LOVESEAT            | BK RD    | 460  | 600 |     |       |
| LG714  | SOLO CHAIR               | BK RD    | 435  | 560 |     |       |
| LG715  | MALIBU SOFA WITH POWER   | BK WH    | 600  | 780 |     |       |
| LG716  | MALIBU CHAIR WITH POWER  | BK WH    | 550  | 715 |     |       |
| LG717  | IBIZA CHAIR              | BK WH    | 535  | 690 |     |       |
| LG720  | CAPRI SECTIONAL SOFA     | BK WH    | 560  | 725 |     |       |

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

| ITEM #  | DESCRIPTION                 | COLOR       | DISC | REG | QTY | TOTAL |
|---------|-----------------------------|-------------|------|-----|-----|-------|
| LG721   | CAPRI SECTIONAL BENCH       | BK WH       | 435  | 560 |     |       |
| LG724   | MALIBU LOVESEAT             | WH          | 575  | 750 |     |       |
| LG729   | MIAMI CHAIR                 | GY WH       | 460  | 600 |     |       |
| LG731   | SOHO CURVED BENCH           | WH          | 460  | 600 |     |       |
| LG732   | SOHO LOVESEAT               | WH          | 460  | 600 |     |       |
| LG733   | TRIBECA LEATHER SOFA        | GY          | 585  | 760 |     |       |
| LG734   | TRIBECA LEATHER LOVESEAT    | GY          | 560  | 730 |     |       |
| LG735   | TRIBECA LEATHER CHAIR       | GY          | 485  | 630 |     |       |
| LG736   | ASPEN SOFA                  | WH          | 585  | 760 |     |       |
| LG737   | ASPEN CHAIR                 | WH          | 485  | 630 |     |       |
| LG742   | MAUI ARM CHAIR              | WH          | 385  | 500 |     |       |
| LG743   | MAUI ARMLESS CHAIR          | WH          | 300  | 390 |     |       |
| LG744-L | MAUI CORNER SECTIONAL LEFT  | WH          | 350  | 450 |     |       |
| LG744-R | MAUI CORNER SECTIONAL RIGHT | WH          | 350  | 450 |     |       |
| LG745   | MAUI OTTOMAN                | WH          | 270  | 350 |     |       |
| LG749   | TICINO SETTEE               | WH          | 360  | 470 |     |       |
| LG750   | BENCH OTTOMAN               | BK WH       | 285  | 370 |     |       |
| LG753   | ROUND SWIVEL OTTOMAN        | BK OR WH    | 160  | 210 |     |       |
| LG755   | BLOCK OTTOMAN               | BK BU RD WH | 160  | 210 |     |       |
| LG756   | ANGLE OTTOMAN               | BK RD SL WH | 460  | 600 |     |       |
| LG757   | RECTANGLE BLOCK OTTOMAN     | BK RD SL WH | 270  | 350 |     |       |
| LG758   | AURORA SOFA                 | WH          | 535  | 695 |     |       |
| LG759   | AURORA CHAIR                | WH          | 460  | 600 |     |       |
| LG760   | CAPRI ROUND OTTOMAN         | WH          | 260  | 350 |     |       |
| LG762   | AURORA LOVESEAT             | WH          | 485  | 630 |     |       |
| LG780   | STEN SWIVEL CHAIR           | BK RED WH   | 335  | 430 |     |       |
| LG784   | AVA CHAIR                   | WH          | 225  | 290 |     |       |
| LG785   | LARGO CHAIR                 | WH          | 335  | 430 |     |       |
| LG786   | SWAN CHAIR                  | BK WH       | 330  | 430 |     |       |

SPECIALTY FURNITURE CONTINUED ON NEXT PAGE

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797



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9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797  
customerservice@rosemontexpo.com

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

**OCCASIONAL TABLES**

|          |                               |                      |     |     |  |  |
|----------|-------------------------------|----------------------|-----|-----|--|--|
| OT801    | MONZA OVAL COCKTAIL           | BK                   | 185 | 240 |  |  |
| OT802    | MONZA END TABLE               | BK                   | 160 | 210 |  |  |
| OT804    | TUSCAN COCKTAIL TABLE         | TK                   | 235 | 330 |  |  |
| OT805    | TUSCAN END TABLE              | TK                   | 210 | 275 |  |  |
| OT806    | HILO COCKTAIL TABLE           | GL                   | 260 | 340 |  |  |
| OT807    | HILO END TABLE                | GL                   | 235 | 330 |  |  |
| OT808    | VAIL COCKTAIL TABLE           | GL                   | 260 | 340 |  |  |
| OT809    | VAIL END TABLE                | GL                   | 235 | 330 |  |  |
| OT821    | VEGA TABLE 18" DIA. Adj.      | BK BU GY RD<br>YL WH | 145 | 190 |  |  |
| OT823    | VORTEX                        | WH                   | 145 | 190 |  |  |
| OT824    | VORTEX                        | BK                   | 145 | 190 |  |  |
| OT826    | CRYSTAL COCKTAIL TABLE        | GL                   | 260 | 340 |  |  |
| OT827    | CRYSTAL END TABLE             | GL                   | 235 | 330 |  |  |
| OT828    | ABBY COCKTAIL TABLE           | GY WH                | 235 | 330 |  |  |
| OT829    | ABBY END TABLE                | GY WH                | 210 | 275 |  |  |
| OT839    | LINEAR COCKTAIL BENCH         | STEEL                | 235 | 330 |  |  |
| OT840    | LINEAR END BENCH              | STEEL                | 185 | 240 |  |  |
| OT841    | GIO COCKTAIL TABLE            | BK ESPRESSO          | 210 | 275 |  |  |
| OT842    | GIO END TABLE                 | BK ESPRESSO          | 185 | 240 |  |  |
| OT843    | SPA COCKTAIL TABLE            | GL                   | 260 | 340 |  |  |
| OT844    | SPA END TABLE                 | GL                   | 235 | 330 |  |  |
| OT855-SQ | KLUB COCKTAIL TABLE SQUARE    | WH                   | 260 | 340 |  |  |
| OT855-R  | KLUB COCKTAIL TABLE RECTANGLE | WH                   | 260 | 340 |  |  |
| OT856    | KLUB END TABLE                | WH                   | 235 | 330 |  |  |
| OT857    | KLUB SOFA TABLE               | WH                   | 285 | 370 |  |  |
| OT858    | KAI COCKTAIL TABLE            | BK                   | 235 | 330 |  |  |
| OT859    | KAI END TABLE                 | BK                   | 185 | 240 |  |  |
| OT860    | FJI COCKTAIL TABLE            | GL                   | 235 | 330 |  |  |
| OT861    | FJI END TABLE                 | GL                   | 210 | 275 |  |  |
| OT863    | LOGAN COCKTAIL TABLE          | BK WL                | 255 | 330 |  |  |
| OT864    | LOGAN END TABLE               | BK WL                | 230 | 300 |  |  |
| OT865    | AUSTIN COCKTAIL TABLE         | GL                   | 255 | 330 |  |  |
| OT866    | AUSTIN END TABLE              | GL                   | 230 | 300 |  |  |

ITEM # DESCRIPTION COLOR DISC REG QTY TOTAL

**EXTRAS**

|       |                          |        |     |     |  |  |
|-------|--------------------------|--------|-----|-----|--|--|
| XT199 | FOLDING CHAIR            | BK GY  | 85  | 110 |  |  |
| XT900 | REFRIGERATOR 4.1 CF      |        | 260 | 340 |  |  |
| XT904 | TENSA BARRIER            | CH/BK  | 110 | 140 |  |  |
| XT905 | CHROME STANCHION         | CH     | 60  | 80  |  |  |
| XT906 | VELOUR ROPE              | BK RD  | 40  | 50  |  |  |
| XT909 | WATERFALL CLOTHES RACK   | CHROME | 110 | 140 |  |  |
| XT910 | COAT TREE                | ST     | 110 | 140 |  |  |
| XT911 | WASTEBASKET              | BK     | 50  | 65  |  |  |
| XT913 | 6 POCKET LIT RACK        | BK     | 160 | 210 |  |  |
| XT914 | WIRE 10 POCKET LIT RACK  | SL     | 160 | 210 |  |  |
| XT915 | CURVED 6 POCKET LIT RACK | SILVER | 185 | 240 |  |  |
| XT916 | COMPUTER PEDESTAL 24X42  | BK WH  | 360 | 470 |  |  |
| XT919 | CUBE PEDESTAL            | BK WH  | 285 | 370 |  |  |
| XT922 | LAURENCE SHELF 72" H     | BK WH  | 210 | 275 |  |  |
| XT923 | METAL SHELVING 54" H     | BK CH  | 160 | 210 |  |  |
| XT924 | METAL SHELVING 72" H     | BK CH  | 185 | 240 |  |  |
| XT925 | CUBE SHELF 58"H          | WH     | 185 | 240 |  |  |
| XT946 | BOXWOOD WALL DIVIDER     | GR     | 510 | 660 |  |  |
| XT948 | 5 TIER LOCKER            | BK     | 270 | 350 |  |  |
| XT964 | CLUB LAMP                | WH     | 145 | 190 |  |  |
| XT965 | CLUB FLOOR LAMP          | WH     | 210 | 275 |  |  |
| XT966 | SOHO LAMP                | WH     | 145 | 190 |  |  |
| XT967 | SOHO FLOOR LAMP          | WH     | 210 | 275 |  |  |

**ORDER TOTAL \$ \_\_\_\_\_**

Company Name: \_\_\_\_\_ Phone #: \_\_\_\_\_ Fax #: \_\_\_\_\_

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

Authorized By (print): \_\_\_\_\_ Signature: \_\_\_\_\_ Booth #: \_\_\_\_\_

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr, Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

# SHIPPING VS. MATERIAL HANDLING



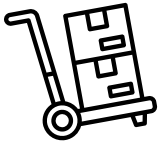
## WHAT IS SHIPPING?

Shipping is the process of a carrier picking up items from your office (or another place of origin) and transporting it to the dock of either the advance warehouse or the event facility.

Please note that shipping is separate from material handling.

Exhibitors may use any carrier they choose, including SAIA Freight.

Exhibitors are solely responsible for all cost related to inbound/outbound shipping



## WHAT IS MATERIAL HANDLING?

Material handling is the process of receiving a shipment from your carrier and managing on-site handling of the shipment through the event cycle. It is a standard event procedure with associated costs typically based on shipping weights.

### Material Handling Process:

- Unloading freight from your carrier once it arrives at the receiving dock.
- Transporting freight from the dock to your booth space.
- Removal and return of your empty shipping containers (boxes, crates, and pallets). Empty labels can be printed at the RES Service Center located on the exhibit hall floor.
- Transferring your freight back to the loading dock.
- Loading your freight into your carrier's delivery vehicle for return shipping.

### One easy way to keep charges low?

Consolidate. Whether you ship to the advance warehouse or directly to the show site, it is in your best interest to consolidate your shipment as much as possible. Each shipment that arrives separately is assessed the minimum charge.

So, keep your charges low by skidding items together to ensure they arrive at the same time.



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

For shipping questions or to confirm delivery of your warehouse shipment, please call RES Warehouse (847) 678-0374. Normal warehouse hours are 7:00 am to 3:00 pm Monday thru Friday.

Note that the advance warehouse can accommodate display shipments, but cannot facilitate machinery or container deliveries.

\$\$\$ MONEY-SAVING TIP \$\$\$

To keep your material handling costs down, be sure to ship all your materials together.

1) ADVANCE SHIPMENTS RECEIVED AT THE RES WAREHOUSE

Advance shipments will be accepted at the RES warehouse beginning January 19, 2026. Shipments received at the RES warehouse by February 17, 2026 will be weighed, inspected and charged at a rate of \$35.00 per cwt. (100 lb. minimum). This charge includes storage prior to the opening of the show, delivery to the exhibitor's booth, removal to the loading dock at the close of the show and S.T. (straight time) reloading onto outbound carriers. This rate also includes pick-up, storage and return of empty crates and cartons. Shipments received at the RES warehouse after February 17, 2026, will be charged at the rate of \$40.00 per cwt. (100 lb. minimum).

2) DIRECT SHIPMENTS TO THE DONALD E. STEPHENS CONVENTION CENTER

Materials unloaded at the Donald E. Stephens Convention Center, on S.T. (straight time), will be delivered to the exhibitor's booth and removed to dock for reloading onto outbound carriers at the conclusion of the show.

UPS / FEDEX / DHL SHIPMENTS

3) Rosemont Exposition Services will not be responsible in any way for the condition, count or content of UPS/FedEx/DHL deliveries to the RES warehouse or Donald E. Stephens Convention Center. The UPS/FedEx/DHL document signed by RES freight representative upon delivery does not specify the exhibiting company's name or booth number. Shortages or damages discovered at the booth are the complete responsibility of the exhibiting company.

DRAYAGE PAYMENT INFORMATION (CHECK ONE)

- 4) [ ] We plan to ship our crated display material to the Advance Warehouse
[ ] We plan to ship our materials direct to the Donald E. Stephens Convention Center

HOW TO CALCULATE YOUR ORDER:

When recording weight, round up to the next 100lbs. (example: 265 lbs. = 300 lbs. 3 x RATE = Dollars)

Advance crated shipments received at the warehouse by February 17, 2026: We will ship \_\_\_\_\_ lbs. @ \$35.00 per cwt. (100 lb. min) = \$\_\_\_\_\_

Advance crated shipments received at the warehouse after February 17, 2026: We will ship \_\_\_\_\_ lbs. @ \$40.00 per cwt. (100 lb. min) = \$\_\_\_\_\_

Credit Card Payment Information

Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ CVV2 Code: \_\_\_\_\_

Cardholder Billing Address: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

Company Name: \_\_\_\_\_ Booth #: \_\_\_\_\_



**RES Warehouse**

Monday - Friday  
7:00 am to 3:00 pm  
(847) 678-0374



**1) WHEN TO SHIP**

Advance shipments will be accepted at the RES warehouse beginning **January 19 2026** and must arrive no later than **February 18, 2026**. Shipments to the Donald E. Stephens Convention Center should be timed to arrive on February 19 & 20, 2026 only. No earlier.

**2) WHERE TO SHIP**

**DIRECT SHIPMENTS**

Address all shipments to Donald E. Stephens Convention Center:  
Exhibitors name:  
Booth number:  
CAI - Illinois Chapter  
c/o Rosemont Exposition Services  
9300 Williams Street  
Rosemont, Illinois 60018

**ADVANCE SHIPMENTS**

Address all shipments to Warehouse:  
Exhibitors name:  
Booth number:  
CAI - Illinois Chapter  
c/o Rosemont Exposition Services  
3412 N. River Road  
Franklin Park, Illinois 60131

**3) DELIVERY INFORMATION**

- SHOW SITE:**
- RES will receive shipments at the Donald E. Stephens Convention Center beginning February 19, 2026
  - Shipments arriving before this date may be refused by the facility.
  - Any charges incurred for early freight accepted by the facility will be the responsibility of the exhibitor.
  - Certified weights tickets must accompany all shipments.
  - Ensure your driver has the following information to expedite unloading and delivery to your booth:  
  Show Name, Exhibitor Name, Booth #.
  - If required, provide your carrier with this phone number 847-696-2208

**INBOUND PROCEDURES:**

Separate weight for display materials and machinery equipment are required. If the weight is not separated and/or materials are not identified properly, the material Handling rate will prevail.

Vehicles must be checked in no later than 2:00 pm to be unloaded by 4:30 pm.  
Vehicles checking in after 2:00 pm cannot be guaranteed unloading prior to 4:30 pm.

All drivers must provide the following information on their bills of lading:

1. Booth Number
2. Exhibitor Name
3. Shipper's Name
4. Piece Summary
5. Actual Heavy & Light Weight Certified Scale Tickets
6. Net Gross and Tare Weight

Piece summaries must be broken into the following categories:

1. Crates (Wooden Boxes)
2. Cartons (Cardboard Boxes)
3. Carpets (Rugs and Pads)
4. Skids (Pallets)
5. Bundles
6. Machines
7. Miscellaneous ( Loose or Unpacked Items)

All bills must contain this information before the freight clerk can accept them. We require two copies of your bills of lading. If you cannot provide any requested information, please contact your dispatch or check with your freight clerk.



*Inbound shipping instructions continue*

**4) INTERNATIONAL & CANADIAN SHIPMENTS:**

Neither RES nor the Donald E. Stephens Convention Center can provide a tax ID number for customs clearance. It is the responsibility of a licensed customs broker to provide this service and ensure passage of show materials into the United States. All freight should be consigned to a certified broker for customs clearance. If your company does not have a customs broker please call Airways Freight at 800-643-3525 for international shipping assistance.

- 5) Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.
- 6) No material may be loaded or removed from the Exhibit Hall until 5:00pm on February 20, 2026. Any freight left in the Exhibit Hall after 6:30pm on February 20, 2026 will be re-routed in accordance with the conditions in item #5 of these shipping Instructions.

**7) LIMITS OF LIABILITY**

- A) Rosemont Exposition Services will not be responsible for the condition, count or content of exhibit displays and materials once they have been placed in the booth and before they are picked up for removal after the close of the show. All materials should be properly insured by the exhibitor against fire, theft, and damage while in transit, to and from the booth, and for the duration of the show.
- B) Rosemont Exposition Services will not be responsible for damage to uncrated and/or unskidded materials, materials improperly packed, nor for concealed damage.
- C) Rosemont Exposition Services will not be responsible for the loss or theft of materials after they have been delivered to the booth or before they are picked up for loading out of the booth subsequent to the show.
- D) Rosemont Exposition Services shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral cost, which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same.
- 8) All exhibits and exhibit material of any type handled by Rosemont Exposition Services is insured by Rosemont Exposition Services at a value not to exceed twenty-five cents (\$.25) per pound and not to exceed a maximum of fifty dollars (\$50.00) per claim.

**RES Warehouse**

Monday - Friday  
7:00 am to 3:00 pm  
(847) 678-0374

### RES Warehouse

Monday - Friday  
7:00 am to 3:00 pm  
(847) 678-0374



- 1) To assist you in setting up your OUTGOING SHIPMENT, Rosemont Exposition Services will have a drayage desk located at the Exhibitor's Service Center. Labels, shipping instruction forms and shipping information will be available. All outbound shipments must have a completed RES bill of lading turned into the RES Service Center for your freight to be moved off the show floor and released to your carrier. An outside bill of lading will not be accepted. RES bills of lading can be obtained at the RES Service Center.
- 2) At the close of the show, where carriers fail to pick up or refuse to accept shipments, Rosemont Exposition Services reserves the right to re-route such shipments where no disposition is provided. Material may be hauled to a warehouse pending notice from the exhibitor. Accordingly exhibitors will be charged accordingly for this service. No liability will be assumed as a result of such re-routing or handling.
- 3) Freight handling charges are the responsibility of the exhibitor to whom shipments have been consigned. Also, charges for loading out freight shipments are the responsibility of the exhibitor from whose booth shipments are made. Exhibitors may not assign this responsibility to suppliers or customers.
- 4) No material may be loaded or removed from the Exhibit Hall until 5:00pm on February 20, 2026. Any freight left in the Exhibit Hall after 6:30pm on February 20, 2026 will be re-routed in accordance with the conditions in item # 5 of these shipping Instructions.
- 5) Any parcels shipped via UPS, FED-X or DHL are subject to a \$25.00 per parcel handling fee with pre printed labels. This fee includes the movement of the parcel off the show floor at the close of the event and, transportation back to the RES warehouse to be given to the selected carrier the next business day.
- 6) **OUTBOUND PROCEDURES**  
All drivers must provide the following information to pick up their freight from show floor:
  1. Booth Number
  2. Exhibitor Name
  3. Destination of the Freight
  4. Company Name / Brokers name

If the load has been brokered out to your company, you must have the exhibitor or broker send RES a release. We must receive the release before we can issue the bill of lading from the freight clerk.

If you do not have any of the requested information, please contact your dispatch for assistance.

### 7) LIMITS OF LIABILITY

- A) Rosemont Exposition Services will not be responsible for the condition, count or content of exhibit displays and materials once they have been placed in the booth and before they are picked up for removal after the close of the show. All materials should be properly insured by the exhibitor against fire, theft, and damage while in transit, to and from the booth, and for the duration of the show.
  - B) Rosemont Exposition Services will not be responsible for damage to uncrated and/or unskidded materials, materials improperly packed, nor for concealed damage.
  - C) Rosemont Exposition Services will not be responsible for the loss or theft of materials after they have been delivered to the booth or before they are picked up for loading out of the booth subsequent to the show.
  - D) Rosemont Exposition Services shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues, or for any collateral cost, which may result from any loss or damage to exhibitor's materials which may make it impossible or impractical to exhibit same.
- 8) All exhibits and exhibit material of any type handled by Rosemont Exposition Services is insured by Rosemont Exposition Services at a value not to exceed twenty-five cents (\$.25) per pound and not to exceed a maximum of fifty dollars (\$50.00) per claim.

*\* To avoid disputes in drayage (freight weight) exhibitors should send freight certified.*

RES Freight Services offers a choice of carriers with competitive discounted pricing and a variety of services for all shipping needs.

**RECOMMENDED LTL GROUND AND LOCAL CARRIER:**



800-643-3525 • 479-442-6301-Local  
www.airwaysfreight.com  
email us at UrgentInfo@airwaysfreight.com



888-536-5699 • tradeshows@saia.com  
www.saia.com

**OPTIONAL LTL CARRIERS:**



*On-Site. On Time. Damage-Free.*

800-654-7019  
tradeshow@freight.abf.com  
www.abfs.com



800-988-9889  
tradeshow@tforcefreight.com  
www.TForceFreight.com

**RECOMMENDED AIR FREIGHT CARRIER INTERNATIONAL CUSTOMS BROKER:**



800-643-3525 • 479-442-6301-Local  
www.airwaysfreight.com  
email us at UrgentInfo@airwaysfreight.com

Exhibiting companies are also welcome to ship show materials into and out of the Donald E. Stephens Convention Center and advance warehouse using any carrier of their choice.

# ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth#: \_\_\_\_\_

CAI - ILLINOIS CHAPTER  
C/O ROSEMONT EXPOSITION SERVICES  
3412 N. RIVER ROAD  
FRANKLIN PARK, IL 60131

**DELIVER NO LATER THAN FEBRUARY 18, 2026**

# ADVANCE WAREHOUSE SHIPPING

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth#: \_\_\_\_\_

CAI - ILLINOIS CHAPTER  
C/O ROSEMONT EXPOSITION SERVICES  
3412 N. RIVER ROAD  
FRANKLIN PARK, IL 60131

**DELIVER NO LATER THAN FEBRUARY 18, 2026**

# DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth#: \_\_\_\_\_

CAI - ILLINOIS CHAPTER  
C/O ROSEMONT EXPOSITION SERVICES  
DONALD E. STEPHENS CONVENTION CENTER  
9300 WILLIAMS STREET  
ROSEMONT, IL 60018

**DELIVER ON FEBRUARY 19, 2026 ONLY**

# DIRECT SHIPMENT TO THE CONVENTION CENTER

TRADE SHOW SHIPMENT - PLEASE EXPEDITE

To: \_\_\_\_\_  
exhibitor name

Booth#: \_\_\_\_\_

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