



Show Dates:
September 10-12, 2025

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Discount deadline:
August 22, 2025

**NEED
A CUSTOM
BOOTH?**
click here

**NEED
SHIPPING
TO AND FROM
A TRADESHOW?**
click here

NEED ANYTHING?
Phone: 305-751-1234
| Fax: 305-751-1298

15959 NW 15th Avenue,
Miami, Florida 33169

Hanging Signs and Banners

Instructions

All hanging signs must conform to Show Management rules and regulations and facility limitations.

All overhead hanging signs or banners must be handled by Expo CCI.

Overhead hanging signs must be sent in separate containers directly to Expo Convention Contractors, Inc. warehouse using the enclosed HANGING SIGN LABELS.

Hanging anchor points must be pre-fabricated and ready for use.

Electrical signs must be in working order and in accordance with the National Electrical Code. ELECTRICAL SERVICE requirements must be ordered in advance on the enclosed ELECTRICAL SERVICE order form. For Signs other than banners, include blueprint or drawing containing diagram detailed information so anchor points can be determined.

Sign Description, Size & Weight

Type: Cloth Banner Metal or Wood Other
 Shape: Square Triangle Rectangle Other
 Size: Height Length Width
 Weight of sign:
 Does your Sign requires Electricity Assembly

Placement Diagram

Use diagram below to represent your booth space. Indicate how far in from each boundary you would like your sign placed. *The ceiling structure and relation to the support beam may require your sign to be moved from your specified location.

Number of feet from bottom of sign:

Payment Policy: All invoices must be settled at our Service desk prior to the closing of the Show. For your convenience, MasterCard, American Express and Visa credit cards will be accepted. No credits will be issued after the closing of the show.
Important: TO OBTAIN DISCOUNT PRICE, FULL PAYMENT MUST BE INCLUDED WITH YOUR ORDER.
 No Telephone orders accepted. Labor must be cancelled in writing, 24 hours in advance to avoid one (1) hour cancellation or no-show fee per crew and/or worker.

Exhibitor name: Booth #:
 Contact name: Email:
 Address:
 City: State: Zip:
 Authorized: Print Name:

Equipment and Labor Rates to Hang Signs

STRAIGHT TIME - 8:00am to 4:30pm, Monday through Friday
 OVERTIME - 4:30pm to 8:00am, Monday through Friday
 All Day Saturday and Sunday

CREW SIZE - MINIMUM of two people, Operator and one rigger

MATERIALS - Cable, Clamps, etc. Additional and charged accordingly.

EQUIPMENT WITH CREW: *Rates are per Lift Crew/ per hours.
 *One hour Minimum per lift Crew.

		Straight Time	Overtime
Boom Lift with Crew: (Condor/Snorkel) up to 200 lb. lift capacity.	Discount price	\$ 703.50	\$ 912.50
	Standard price	\$ 914.50	\$ 1,186.50
	Show-Site price	\$ 1,235.00	\$ 1,602.00
Additional crew/ Assembly labor:	Discount price	\$ 90.00	\$ 132.50
	Standard price	\$ 117.00	\$ 176.50
	Show-Site price	\$ 158.00	\$ 238.50

Times and dates requested are estimates only. We will try our best to accommodate this time, but there are no guarantees.

Installation DATE / TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
<input type="text"/>	@ <input type="text"/>	= <input type="text"/>

Dismantle DATE/TIME:

Approx. Hours	Hourly Rate	Total Estimate Cost
<input type="text"/>	@ <input type="text"/>	= <input type="text"/>

Supervision for installation and dismantling of overhead hanging signs can be provided by EXPO CONVENTION CONTRACTORS., your company representative or display house.

Please indicate method of supervision you require:

EXPO I&D Exhibitor Personnel Display house

* Additional crew and/or equipment will be used if the supervisor deems it necessary to safely complete the installation and/or dismantling of a job and will be charged accordingly.

NOTE: WE ARE NOT RESPONSIBLE FOR, LIABLE FOR, AND WILL NOT HANG ANY SIGNAGE CONSTRUCTED IN ANY MANNER DEEMED UNSAFE.

Amount	<input type="text"/>
7% TAX	<input type="text"/>
Amount Due	<input type="text"/>

Please return along with payment policy via email to info@expocci.com or via fax 305-751-1298.

ALL ORDERS MAY ALSO BE PLACED THROUGH OUR SECURE
 ONLINE PORTAL (<https://expocci.boomerecommerce.com>)



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Hanging Signs and Banners Position

Use this grid to indicate the positioning of your hanging sign

Mark the adjacent booth numbers or aisle numbers in the spaces provided at the sides of the grid.

Sign Location:

Center of Booth See floor plan (please attach) or diagram below.

Distance from the floor to the top of sign: _____ or ____ to maximum height allowed.

1 □ = 1 SQ.FT

Back of booth

Front of booth

Company Name: _____ Booth #: _____

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Hanging Signs and Banners Labels

Advance Shipping Address Labels:

Use these labels only if shipping
SIGN HANGING in advance to warehouse.

FROM:

TO: EXPO Convention Contractors
15959 NW 15th Avenue
Miami, FL 33169

**SHOW: Americas Food & Beverage
Show and Conference**

Receiving Hours: M - F 8:30 am - 3:30 pm

Use these labels only if shipping
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