

The Cobb Show
BOOTH PACKAGE ASSESSMENT

Shepard Exposition Services is committed to providing the best service possible to meet each exhibitor's needs.

We will make every effort to provide all your pre-ordered package equipment prior to your arrival to your booth. We know that this is very important, so that you are able to begin setup without delay.

We encourage you to take great care in ordering all you need on your Equipment Order Form, included with your contract. Once we receive this form, your order is considered final and complete. If you arrive at the show and decide you need additional equipment, you may rent it at the following rates:

Side Chairs - \$15.00

Tables - \$45.00

Racks - \$65.00

Peg Boards - \$50.00

Grids - \$50.00

Please retain a copy of your Package Order Form and have it on hand at setup so you know what your package pre-order consists of. If you discover you are missing any equipment, do not take equipment from another booth. Please report your shortage to one of our customer service representatives at the on-site service desk. Also, be advised that exhibitors may not swap or loan equipment.

To be fair to those exhibitors that abide by these policies, we will conduct an audit during the show of all equipment in each booth. Any equipment that is not accounted for will then need to be rented at the above listed rates or returned to Shepard Exposition Services.

Thank you for your cooperation.

Kimberly Vess
Account Executive
Shepard Exposition Services