



- Orders received after the advance deadline or without payment will be billed at standard rates. TEG cannot guarantee orders placed one week prior to first exhibitor move in date.
- Advance pricing for orders with custom graphics will apply only if production ready artwork files are received and approved prior to the Discount Deadline date. Production ready artwork files submitted or graphic proofs approved after the Discount Deadline date will be billed at Standard rates.
- If any submitted artwork files require editing (file conversion, retouching, cloning, color correction, etc.), a digital set-up fee of \$125.00 will apply. Please allow 3-5 business days for graphic proof turnaround time.
- All signs are printed using six color printing and are printed on 3/16" thick foam board, unless alternative material is agreed upon at the time of placing your order.
- Final approval of graphic proof must be received by the deadline date or expedite fees will apply.
- Once graphic proofs are approved and produced, no refunds will be issued. A 50% cancellation fee will apply for graphic cancellations requested after the Discount Deadline date only if graphics have not been produced. No refunds will be provided 10 days prior to move-in.
- Please review The Graphic Submission Guidelines for instructions on how to format and submit your graphic files.
- Login to cyberservices.theexpogroup.com and click "FILE UPLOADS" to submit your graphic files.

Order online at cyberservices.theexpogroup.com

DIGITAL GRAPHICS AND SIGNS

Please indicate sign orientation: Horizontal Vertical

Item	Quantity	Advance Price	Standard Price	Total
7" x 11"	@	\$ 69.25	\$138.25	=
11" x 14"	@	\$ 84.75	\$169.50	=
14" x 22"	@	\$ 87.00	\$174.00	=
22" x 28"	@	\$112.25	\$224.50	=
28" x 44"	@	\$131.75	\$263.50	=
40" x 60"	@	\$212.25	\$424.25	=
Banner per Sq. Ft. (Single Sided)	@	\$ 16.50	\$ 33.00	=
Easel Back (for up to 11" x 14")	@	\$ 11.00	\$ 22.00	=
Double Stick Back	@	\$ 11.00	\$ 22.00	=
Additional Design Time	@	\$ 82.50/hr	\$165.00/hr	=
Digital Set-up Fee	@	\$ 125.00	\$125.00	=

Please specify copy and layout below or login to cyberservices.theexpogroup.com and click "FILE UPLOADS" to submit your graphic files.

ADDITIONAL INFORMATION

CALCULATING YOUR TOTAL

Can't find it? Please call your Customer Service Manager with any questions, needs, or special requests.

Subtotal	_____
7.5% Sales Tax	_____
TOTAL	_____

Exhibiting Company: _____ Booth Number: _____
 Print Name: _____
 Email Address: _____ Phone Number: _____