

→ CLICK ON THE
LINKS BELOW TO
ACCESS FORMS:



DISCOUNT DEADLINE:

April 6, 2018

I. AIST INFORMATION

1. AISTech Website
2. Floor Plan
3. Rules & Regulations
4. Exhibitor Registration
5. Official Show Contractors
6. Rates & Details
7. Housing & Travel
8. Sponsorship
9. Exhibitor Liability Insurance Program

II. FERN SHOW INFORMATION & PAYMENT FORMS

1. Show Information
2. Payment Forms

III. BOOTH FURNISHINGS & SERVICES

1. Exhibit Display Rental Order Form
2. Exhibit Display Rental Brochure
3. Booth Packages Order Form
4. Premium Furniture Rental Order Form
5. Premium Furniture Brochure
6. Flooring Rental Order Form
7. Carpet Samples Brochure
8. Cleaning Service
9. Standard Furniture Rental Order Form
10. Standard Furniture Brochure
11. Panelboard Rental Order Form
12. Panelboard Brochure
13. Floral & Plants Order Form
14. Graphics Order Form
15. Graphics Guidelines
16. Display Labor Order Form
17. Union Jurisdictions
18. Safety Guidelines
19. Forklift to Rig in Booth
20. Sign Hanging Order Form
21. Independent Display House Contractor Form

COMPLETE SERVICE MANUAL DOWNLOAD

(does not include show management information)

IV. SHIPPING/MATERIAL & MACHINERY HANDLING/DRAYAGE

1. Fern Transportation
2. International Shipping & Customs Clearance
3. Marshaling Yard
4. Material Handling Order Form
5. Heavy Equipment Questionnaire
6. Machinery Handling Sliding Scale
7. Mobile Escort
8. Cart Load Service
9. Advance Warehouse Labels
10. Sign Hanging Labels
11. Show Site Labels
12. Outbound Bill of Lading Request

V. UTILITIES & BUILDING SERVICES

1. Lead Retrieval Service - XPress Leads
2. Lead Retrieval Exhibitor Success Kit - XPress Leads
3. Audio Visual Service - CCR
4. Electrical Service - PCC
5. Electrical Service Checklist - PCC
6. Convenience Outlet Policy - PCC
7. Internet Service - PCC
8. Telecommunications Service - PCC
9. Water & Air Service - PCC
10. Booth Grid Diagrams - PCC
11. FAQs - Exhibitors - PCC
12. Catering Service - Aramark

Fern Exhibitor Services Departments

Fern - Exhibitor Services
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