



Discount Deadline: Wednesday, July 9, 2025

**Payment and Exhibitor Information**

Company Name			Booth #
Street Address			
City	State	Zip	Country
Ordered By		Email Address	
Phone #		Fax #	

**Services Ordered**

Material Handling \$	<input type="text"/>	Submission of order forms subject exhibitors to TriCord's Limits of Liability Policy  <input type="checkbox"/> <b>COMPANY CREDIT CARD</b> (Visa, Master Card, American Express) A credit card is required for all material handling, labor, signage, and custom booth orders.  <input type="checkbox"/> <b>COMPANY CHECK</b> (Payable to: TriCord Tradeshow Services) Mail Checks to: 738 Neeson Rd., Marina, CA 93933  <b>NOTE:</b> Checks will only be accepted for furniture and electrical orders.  A credit card authorization is required with check payment for any variances, material handling, labor and signage costs.
Booth Packages \$	<input type="text"/>	
Flooring \$	<input type="text"/>	
Furnishings \$	<input type="text"/>	
Labor \$	<input type="text"/>	
Electrical Labor \$	<input type="text"/>	
Electrical \$	<input type="text"/>	
Cleaning \$	<input type="text"/>	
Signage + 9.25% Tax \$	<input type="text"/>	
Plants \$	<input type="text"/>	
Other \$	<input type="text"/>	
<b>TOTAL \$</b>	<input type="text"/>	

Please complete the credit card information below and send the form with all order forms.  
 Forms can be emailed to [orders@tricord.net](mailto:orders@tricord.net)

**Credit Card Policies**

- Payment must be included with all advance orders to obtain the discount rates.
- The exhibiting firm is ultimately responsible for payment of all charges.
- No credit or adjustments will be made after the close of the show.
- Any services not settled by close of the show are subject to a 25% service charge.
- Cancellations must be made 48 hours prior to Exhibitor Move In to receive credit. Credit will only be given for standard furniture and standard cut carpet.

**Credit Card Information**

Credit Card Number		
Card Type	Expiration	CCID/Security Code
Billing Address		
City	State	Zip Code
Authorized Signature		
Print Name		



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Show Information

**SHOW:** International Fresh Produce Association - The Foodservice Conference

**BOOTH DRAPE COLORS:** Black

**BOOTH PACKAGE:** Each 10x10 Booth Space Includes:  
8' High Back Drape  
3' High Side Rails  
7" x 44" ID Sign

**EXHIBIT HALL CARPET:** YES (Standard multi-colored hotel ballroom carpet)

**DEADLINES:**

**Rental Discount Deadline:** Wednesday, July 9, 2025

**Graphics Deadline - Print Ready Artwork:** Wednesday, July 9, 2025

**Advance Freight Receiving Window:** Monday, June 23, 2025 - Thursday, July 24, 2025

**Direct To Showsite Receiving Date:** Wednesday, July 30, 2025, Between 8:00am & 4:30pm  
Thursday, July 31, 2025, Between 8:00am & 4:30pm  
Friday, August 1, 2025, Between 8:00am & 10:00am

**SHOW SCHEDULE:**

**Exhibitor Set-Up:** Thursday, July 31, 2025 - 9:00am - 5:00pm  
Friday, August 1, 2025 - 7:00am - 10:00am

**Trash Removal:** Friday, August 1, 2025 - 10:00am - 10:45am

**Exhibits Open:** Friday, August 1, 2025 - 11:00am - 4:30pm

**Exhibitor Move Out:** Friday, August 1, 2025 - 4:30pm - 6:30pm

Note:

- All exhibitor ordered freight carriers must be checked in by 5:30pm for freight pick-up.
- All advance freight will be delivered to your booth space prior to exhibitor move in to expedite your set up.
- All orders received before the discount deadline will receive the discount rates. Orders that are not sent by the discount deadline will receive the standard rates.

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## Online Ordering Information

TriCord Tradeshow Services offers online ordering through our secure storefront - Boomer Commerce. Boomer offers a user friendly Online shopping platform for exhibitors, EAC's and third party vendors to place orders for their booth space.

## What can exhibitors do through the Online storefront?

- Order exhibit products and services for multiple booths
- View and copy previous orders
- Print customer receipts
- View important event information
- Access, download and print shipping labels and vendor forms
- Attach documents to orders such as, electrical diagrams, booth schematics, and Certificates of Insurance

**TRICORD**

Welcome to Online Ordering

Login to place new orders, modify existing orders and manage your account.

E-Mail Address

Password

[Forgot Password](#)

TriCord's Exhibitor Services provide all you need to successfully decorate your exhibit space. From here you can learn about the goods and services we offer to maximize your impact at your event. View the options of furniture and custom displays, carpeting, electricity, plants, skirted tables and counters, material handling and everything else you need for an effective exhibit.

Remember, we are here Monday to Friday 8:00 am to 4:30 pm Pacific Standard Time to answer any questions and assist you in the ordering process. By giving a means of "single source shopping" we are able to let our clients order more efficiently, effectively and easily. We look after the details so you don't have to. When you order services with us, you can be sure that the best will be set and waiting for you in your booth when you arrive.

738 Neeson Road • Marina, CA 93933  
Phone: 831-883-8600 • Email: [orders@tricord.net](mailto:orders@tricord.net)

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When your event storefront officially opens, individual login information is emailed directly to you, containing a unique username and password to guarantee your security. For more information about our storefront and a step-by-step tutorial on how to place orders, copy orders, find and print receipts, please [click here](#).