

F R E E M A N

Attn: Exhibit Hall
c/o Hyatt Regency Chicago
151 East Wacker Drive, Chicago, IL 60601
Phone:312-938-0320 Fax:312-938-0323

DEADLINE DATE
DECEMBER 20, 2006

JOB #14-174514

**METHOD OF PAYMENT MUST
ACCOMPANY YOUR ORDER**

IHE CONNECTATHON & EDUCATIONAL CONFERENCE

January 15-19, 2007 • Hyatt Regency Chicago

NAME OF SHOW: _____

COMPANY NAME: _____ BOOTH #: _____ BOOTH SIZE: _____ X

CONTACT NAME: _____ PHONE #: _____

EMAIL ADDRESS: _____

Standard telephone service consists of one (1) house line through the hotel's NEAX 2400 System.

•Payment in full for installation must accompany orders.

•Exhibiting firm is responsible for all local and long distance telephone charges.

•A credit card is required to process order.

•An invoice listing individual bills will be available upon conclusion of show.

Freeman requires 100% of amount owed, including applicable tax, to be paid in advance or at showsite. Payment must be made in U.S. funds. Invoices can be paid by company check, VISA, MasterCard, American Express, Diners Club, or Discover. Payment for all labor and services ordered by the exhibitor, his display house, or other third parties, is the responsibility of the exhibitor. Your showsite representative should be made aware of this policy and have means of payment, otherwise, service will be denied. To qualify for discount prices, orders and full payment must be received by **DECEMBER 20, 2006**. Mail the advance payments with order forms to the above address. Payments should be made to Freeman. Show name and booth number should be noted on all advance payments so that they will be properly credited. The Freeman credit card authorization is a deposit against additional charges incurred and/or labor. Payment of any balances may also be made by company check while at the show, but a credit card authorization must be on file. Any balances outstanding as of move-out will be charged to your credit card. 50% charge for cancellations. Prices subject to change without notice.

Local Access, Internet Access & 800 Calls will be billed at:

- Per call access fee: \$1.25 per call
- \$.27 per minute plus AT&T charges for long distance calls
- \$.12 / minute for all calls over 20 minutes in length

PLEASE PROVIDE COMPLETE INFORMATION BELOW:

Service Information:

Installation _____ Removal _____
 Date _____ Day _____ Time _____ Date _____ Day _____ Time _____

Type of Service:

Telephone Line ____ Computer ____ Fax ____ Location in Booth (Specify or attach drawing) _____

Indicate Service Required:

Quantity	Discount	Standard	Total
____ Telephone Line Installation Charge	\$132.30 per line	\$198.45	_____
____ Telephone	\$ 55.15	\$ 82.70	_____
____ Daily Phone Service per line per day	\$ 82.70 per day		_____

Subtotal _____ **+ Tax (14%)** _____ **=TOTAL COST** _____

CREDIT CARD

For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of showsite orders placed by your representative. These charges may include all Freeman companies, or any charges which Freeman may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

NOTE: Freeman requires a CREDIT CARD AUTHORIZATION on file. NO PHONE SERVICE WILL BE INSTALLED WITHOUT A CREDIT CARD ON FILE FOR TELEPHONE USAGE. Final Telephone call charges will be billed to this card by the Hyatt. We cannot invoice you.

AM EXP DISCOVER MASTERCARD VISA DINERS CLUB CARTE BLANCHE

Account No.: _____ Exp. Date: _____

Personal Credit Card Company Credit Card

Cardholder Name: (Please Print) _____

Signature: _____

Cardholder Billing Address: _____

City/State/Zip: _____

E-MAIL ADDRESS FOR INVOICE NOTIFICATION: _____

FREEMAN TELEPHONE SERVICE