



Northern California Home & Landscape Expo January 31-February 2, 2025 Cal Expo * Sacramento

Lights West is pleased to have been selected as the decorator for Northern California Home & Landscape Expo!
We look forward to working with you!

Each 10'x 10' inside space will come equipped with the following:

- 1- 08' High Draped Backwall
- 2- 03' Draped Sidewall
- 1- 500 Watt Electrical Outlet

If you would like to order any furnishings, sign hanging services, and/or **additional** electrical services, please review the enclosed service order forms. In order to provide you with an **advanced ordering discount of 20%**, we must receive these forms **10 days prior to date of 1st show day (Tuesday, January 21st, 2025) *with payment in full***. All check payments must be received with completed order form. For your convenience LW accepts Visa, MasterCard and American Express. **If you are not able to complete your order before this date, you may place your order at our service desk during exhibitor load-in.** Payment must be made at the time the order is placed. There will be a limited number of furnishings available at the show site. Orders placed at the show site are on a first come first serve basis, so colors and sizes cannot be guaranteed. It is recommended that you pre-order your furnishings in order to receive the equipment you prefer and insure a smooth load-in.

ALL EXHIBITOR DISPLAYS MUST BE FREE STANDING & SELF SUPPORTED!

Absolutely no Velcro, staples, glue, wire, or other damaging devices will be allowed on any draperies or poles belonging to LB Lights West. Equipment that is damaged will be billed back to renter at a new purchase cost.

If you have any questions or need further information, please call (209) 333-0996 or E-mail: info@lbtwpro.com

Please send orders with payment to the address below.

LB Lights West, Inc.
2488 Maggio Circle
Lodi, CA 95240
Or fax to: (209) 333-2312

LB LightsWest

2488 Maggio Circle

Lodi, CA 95240

(209) 333-0996

Electrical Order Form

Electrical Outlets

Single Outlet up to 500 Watts	\$90.00
Single Outlet up to 1000 Watts	\$130.00
Single Outlet up to 2000 Watts	\$160.00

For Lighting Outlets - See Above

Motorized Equipment: Computer & Appliances

All 208 Volt Service Requires Labor

amperage	110 VAC	220 VAC	208 VAC	Total
5	\$90.00	\$125.00	\$170.00	
10	\$130.00	\$150.00	\$190.00	
15	\$145.00	\$175.00	\$215.00	
20	\$160.00	\$210.00	\$255.00	
30	\$180.00	\$250.00	\$310.00	
40		\$275.00	\$355.00	
50		\$310.00	\$400.00	
70		\$340.00	\$410.00	
100		\$390.00	\$490.00	

Labor Rates For Electrical Work (Tie-in)

Straight Time \$65.00 per hour

Double Time \$95.00 per hour

Minimum charge of 1 hour for any service. Hook-up and disconnect are separate services. Labor rates are based upon Union wage scale.

Extension cord single out \$20.00

CONDITIONS AND REGULATIONS

Building utility outlets are not part of booth space and are not to be used by the exhibitors unless specified otherwise.

All equipment, regardless of source of power, must comply with all federal, state, and local safety codes.

Claims will not be considered unless filed by exhibitor prior to close of Fair.

Use of open clip sockets, latex, or lamp cord wire, duplex or triplex attachment plugs in exhibits is prohibited.

Under no circumstances shall anyone other than Lights West make special or direct electrical connections.

All exhibitor's equipment shall meet N.E.C. and be clearly labeled as to type of current, voltage, phase, cycle, horsepower, etc.

All outlets shall be installed on the floor at the center back wall.

Lights West Fax:

(209) 333-2312

Email:

info@lblwpro.com

Electrical Services \$

Labor \$

Total \$

Payment is required when orders are placed. You may take a 20% discount on outlets, spots and cords only IF we receive your order, WITH PAYMENT, no later than ten (10) days prior to the first show day. There is a 50% charge on all order cancellations that have been delivered to job site.

Exhibitor: _____

Show: _____

Booth #: _____

Address: _____

City: _____

State & Zip: _____

Signature: _____

Print: _____

NorthernCaliforniaHome&

Telephone: _____

Date: _____

LandscapingExpo

2025

LB LightsWest

2488 Maggio Circle
Lodi, CA 95240
(209) 333-0996

Furniture Order Form

Wooden Display Tables (24" wide @ 30" tall)			Quantity	Item description	Price
	4' Long Table - Draped	\$64.00			
	Not Draped - Less 50%	\$32.00		Folding Chair	\$25.00
	6' Long Table - Draped	\$80.00		Padded Stool with Back	\$55.00
	Not Draped - Less 50%	\$40.00		Clothes Tree	\$30.00
	8' Long Table Draped	\$92.00		Waste Basket	\$10.00
	Not Draped - Less 50%	\$46.00		Chrome Easel	\$25.00
Colors:	Blue Red Teal Gray			6' Two Tier Riser for	\$50.00
(circle one)	Black White Burgundy Hunter Green			Table Mount (Draped)	
Wooden Display Counters (24" wide @ 42" tall)				Bases	\$10.00
	4' Long Counter - Draped	\$88.00		Uprights	\$10.00
	Not Draped - Less 50%	\$44.00		Crossbars (10')	\$10.00
	6' Long Counter - Draped	\$104.00			
	Not Draped - Less 50%	\$52.00			
	8' Long Counter Draped	\$120.00			
	Not Draped - Less 50%	\$60.00			
Colors:	Blue Red Teal Gray				
(circle one)	Black White Burgundy Hunter Green				
Special Booth Draperies					
	8' High x 10' Wide - Pipe/Drape	\$80.00			
	3' High x 10' Wide - Pipe/Drape	\$50.00			
Colors:	Blue Red Teal Gray				
(circle one)	Black White Burgundy Hunter Green				
Carpet					
	Quantity	Size		Total Amount of Order _____	
		9' X 10'	\$105.00		
		9' X 20'	\$210.00		
		9' X 30'	\$260.00		
		9' X 40'	\$325.00		
Colors: (Circle One)	Red Black Burgundy				
Matching color shades cannot be guaranteed with multiple orders					

Lights West Fax: (209) 333-2312
Email: info@lbwpro.com

ORDERS MUST BE RECEIVED 30 DAYS BEFORE SHOW OPENS TO GUARANTEE ITEM COLOR SELECTION

Payment is required when orders are placed. You may take a 20% discount on all furnishings, only IF we receive your order, WITH PAYMENT, no later than ten (10) days prior to the first show day. There is a 50% charge on all order cancellations that have been delivered to job site.

Exhibitor: _____ Show: _____
 Address: _____ City: _____
 Signature: _____ Print: _____
 Telephone: _____ Date: _____

Booth Number: _____
 State & Zip: _____
**Northern California Home &
 Landscaping Expo
 2025**

L. B. LIGHTSWEST, INC.

CREDIT CARD CHARGE AUTHORIZATION

PLEASE PRINT OR TYPE

EVENT OR SHOW: _____ BOOTH # _____

COMPANY NAME _____

BILLING ADDRESS _____

ORDERED BY _____ DATE _____ PHONE _____

CREDIT AND PAYMENT POLICIES

- 1. Payment must be included with all advance orders to obtain the discount prices.*
- 2. The exhibiting firm is ultimately responsible for payment of charges.*
- 3. No credits will be issued after the closing of the show.*
- 4. Finance charges at maximum rates allowed will be charged all past due accounts.*

IF you wish to charge the amount of your advance orders to your credit card account, please complete the information requested below and return this form with your orders.

CHARGE TO: MasterCard Amx Visa Amount Authorized \$ _____

EXPIRATION DATE _____ Security Code: (Required) _____

ACCOUNT NO. _____ / _____ / _____ / _____

Cardholder's Signature: _____

Please print clearly the following information

Cardholder's Name: _____

Cardholder's billing Address: _____

E-mail: _____ if receipt needed.

RETAIN A COPY FOR YOUR RECORDS AND RETURN PROMPTLY:

**LIGHTSWEST
2488 MAGGIO CIRCLE
LODI, CA 95240
(209) 333-0996
(209) 333-2312 FAX or E-mail: info@lbtwpro.com**



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Sign Hanging

LB Lights West is happy to help you with your sign hanging needs. Please fill out the form below so that we may better assist you.

Signs will be hung at a rate of \$130 / per hour (1 hr min)
 Signs will be removed at a rate of \$130 / per hour (1 hr min)

LB Lights West will be on hand the following dates and times to assist you:
 Wednesday, January 29th 8am-5pm / Thursday, January 30th 8am-5pm / Monday, February 3rd 8am-2pm

Company Name: _____ Contact Name: _____

Booth #: _____ Phone Number: _____

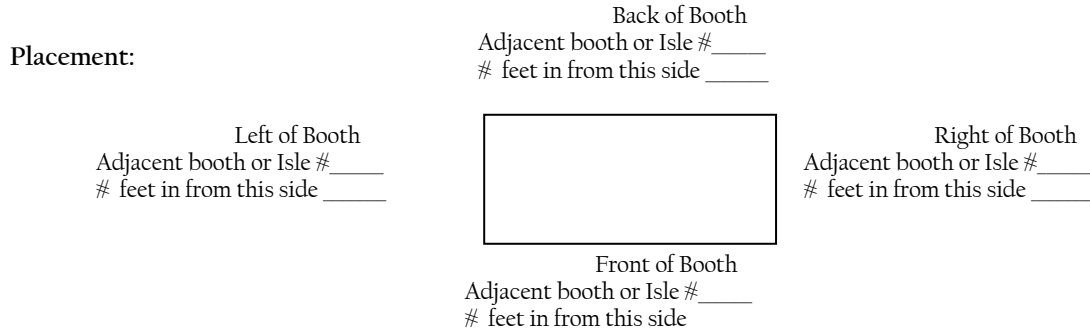
Number of signs: _____ Date of Sign Arrival: _____ Please Include a Photo of the Sign

Banner Type: (Circle One) Vinyl Banner Wood Metal Other: _____

Shape: Square Rectangle Triangle Circle Other: _____

Dimensions: _____ High x _____ Wide x _____ Deep

Weight: _____ Number of Hanging Points: _____ Type of Hanging Points: _____



Please Note:

- *All signs must conform to Show Management AND Facility rules and regulations
- *The Facility may have obstructions that require us to move your sign from its desired location
- *Hanging sign anchor points should be prefabricated and ready for use
- *Overhead signs should be shipped in advance and clearly labeled "HANGING SIGN" Refer to "Material Handling / Shipping" for rates. If we do not receive your overhead sign by January 25th, 2025 there is no guarantee we will have access for hanging.
- *Installation of signs received on site will be on a first come, first serve basis.

For Assistance Please Call LB Lights West (209) 333-0996 or E-mail: info@lblwpro.com



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Forklift Service

LB Lights West is happy to help you unload and reload your materials or products.
Please fill out the form below so that we may better assist you.

LB Lights West will have ONE forklift on Hand the following dates and times to assist you:

Tuesday, January 28th 12pm-5pm

Wednesday, January 29th 8am-5pm

Thursday, January 30th 8am-5pm

Sunday, February 2nd 5pm-8pm

Monday, February 3rd 8am-2pm

*Prearranged assistance may be available outside these times at an Overtime rate.

Rates are \$95 per hour/per day (1 hr min) – Separate charges for load in and load out

*If your unload/load time exceeds 60 minutes, you will be billed an additional hour

To Order Please complete the form below: **(Load In)**

Company Name: _____ Contact Name: _____

Booth #: _____ Phone Number: _____

Number of boxes/ Description of object: _____

Date/Time Requested: _____ *Start times cannot be guaranteed, but we will do our best to accommodate

To Order Please complete the form below: **(Load Out)**

Company Name: _____ Contact Name: _____

Booth #: _____ Phone Number: _____

Number of boxes/ Description of object: _____

Date/Time Requested: _____ *Start times cannot be guaranteed, but we will do our best to accommodate

Total: \$ _____.

Please Note:

Materials must be delivered in a truck that allows forklift access.

Payment of 1 hour of service cannot be spread throughout several days.

Payment must be received PRIOR to service (See attached Credit Card Authorization)

Service included (1) 4,000# Capacity forklift

Final Charges will be based on the Actual Time Required

For Assistance Please Call LB Lights West (209) 333-0996 or E-mail: info@lblwpro.com



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Material Handling / Shipping Rates & Order Form

Please list the Following Information for your Shipment to the Show

Total Number of Pieces: _____ Weight of each item: _____ lbs
 Vendor: _____ Booth: _____ Phone #: _____

Rate Information:

Small Package Shipment (Package totaling less than 50lbs):	\$65.00ea To Warehouse or Facility
Crated Shipment (Material that is skidded/palleted and can be unloaded without any additional handling required) (200 lb Minimum)	\$65.00/CWT (\$130 Min) To Warehouse
	\$62.00/CWT (\$124 Min) To Facility
Special Handling (Shipments loaded in such a manner as to require special handling (Such as, but not limited to, ground unloading, shipments mixed on the truck or with different delivery times, uncrated, stacked, or pad wrapped items))	\$81.50/CWT (\$163 Min) To Warehouse
	\$78.50/CWT (\$157 Min) To Facility

*Due to the nature of their shipping processes UPS, FEDEX, DHL, and Airborne Express (or another shipment without a designated bill of lading) qualify as Special Handling.

*** Shipments without a bill of lading or weight certification will be billed by carriers' estimation**

Description	Weight	CWT	Price per CWT	Estimated Total Cost (200 lb. Min.)
	/ 100 =			
	/ 100 =			
			TAX	N/A
			TOTAL	

Pricing Above Includes: unloading crated freight, storing at warehouse for up to 30 days (any materials stored beyond 30 days will incur additional costs applied to your invoice); reloading onto trucks and delivery to the exhibit site; unloading freight and delivery to your booth; picking up, storing, and returning empty shipping containers; and reloading (Not Repackaging) freight for return to your specified destination from exhibit site.

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Shipping / Receiving

LB Lights West can receive your shipment of show materials up to 30 days prior to event date. Orders must be submitted by January 21st, 2025. Items will be received at our warehouse and transported directly to your booth prior to your arrival. Please call (209) 333-0996 or E-mail: info@lblwpro.com to arrange for your shipment PRIOR to sending. Items will be delivered ONLY. If you require assistance to set up your booth, please call to arrange. You are ALSO responsible for disposal and removal of all packaging, crates, paper, and debris resulting from your packaging. Large crates/pallets can be picked up and stored by Lights West for the duration of the show. Please have these labeled with your booth name, booth number and contact number for their return at the end of the show.

To Deliver ON or PRIOR to Monday January 27, 2025, packages should be sent to our WAREHOUSE
PREPAID Labels should be marked:

To: (Exhibitor Name) Booth #

For: Nor Cal Home Expo

C/O: LB Lights West, 2488 Maggio Circle, Lodi, CA 95240

For Packages arriving after Monday January 27, 2025 TO THE WAREHOUSE a 25% surcharge will be added to your invoice.

To Deliver January 28-31, 2025, packages should be sent to CAL EXPO
PREPAID Labels should be marked:

To: (Exhibitor Name) Booth #

For: Nor Cal Home Expo

C/O: LB Lights West, Cal Expo, 1600 Exposition Blvd., Sacramento, CA 95815

Enter Gate #12

Packages arriving BEFORE January 28, 2025 may not be accepted.

For Packages arriving prior to January 28, 2025 TO CAL EXPO, a 25% surcharge will be added to your invoice.

OUTBOUND SHIPMENTS:

Your freight must be packaged, labeled, and picked up from CAL EXPO by noon on Monday, February 3, 2025. You are responsible for arranging pick up for your package and alerting LB Lights West to its location on the floor. All packages will be placed in a holding area for shipment. In the event the package(s) is not properly packaged, labeled, or picked up by noon on February 3rd, it will be taken to Lights West's Warehouse, and you will be billed the 1 x full rate of shipment as a fee. Any packages left on the show floor without prior communication with LB Lights West will be left to the responsibility of the vendor.

For Assistance Please Call LB Lights West (209) 333-0996 or E-mail: info@lblwpro.com



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Material Handling / Shipping Rates Information

Liability Information

1. All Shipments should be insured by the Exhibitor; from the time it leaves your facility until it is returned from the event. Be sure your liability insurance is in effect during transit and return of your freight, during storage and at show site.
2. Shipments received without receipts or freight bills, such as but not limited to UPS and Federal Express, will be delivered to the booth without guarantee of piece count or condition. No liability will be assumed for such shipments.
3. LB Lights West will not be responsible for damage to uncrated materials, improperly packed items, concealed damage, loss, or theft of material after then have been delivered to the booth or before we have picked it up.
4. LB Lights West is not responsible for shipments left in the booth by Exhibitor. Prior to departure it is the Exhibitors responsibility to notify the Lights West employee at the show desk about the package status and fill out a "shipment ready" form for departure.
5. At the close of show (by noon on Monday, February 3rd, 2025), if carriers fail to pick up, or refuse to accept a shipment, LB Lights West reserves the right to transport material back to our warehouse. The exhibitor will be contacted the following day for instructions. The Exhibitor will be re-billed for a second Material Handling Service. No liability will be assumed for any show items left on the floor or not picked up by the designated carrier.

Authorized Signature: _____ Date: _____



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Material Handling / Shipping Departure Shipment Ready Form

**Please return this form with your pre packaged, pre labeled shipment to
the Decorator Show Desk.**

Name of Show : Northern California Home and Landscape Expo

Company Name: _____ Contact Name: _____

Booth #: _____ Phone Number: _____

Number of Packages: _____ Weight: _____ Description: _____

Every Outbound Shipment MUST be accompanied by this form to be presented when package is ready for pick up and transport to the holding area.

From: Shipper/Exhibitor Name: _____

Billing Address: _____

City: _____ State: _____ Zip: _____

Ship To: Company Name: _____

Delivery Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Attn: _____

Special Instructions: _____

METHOD OF SHIPMENT

Carrier Name: _____ Carrier Phone # _____

Pick up Time: _____ Authorized Signature: _____

For Assistance Please Call LB Lights West (209) 333-0996 or E-mail: info@lblwpro.com