



## TMEPA Conference 2026

\*See exhibitor kit for show dates & times

### -Material Handling-

Specialized carrier shipments refers to small package carriers such as FedEx, UPS, USPS, etc. and will be billed at \$35.00 for the first box & \$10.00 for each additional box per shipment, with an \$85.00 minimum (i.e. 1-6 boxes will be \$85.00, 7 boxes and over will be \$35.00 for the first box and \$10.00 for each box thereafter).

Freight carrier shipments refers to carriers such as Old Dominion, ABF, Estes, etc. and will be billed at \$75.00 per 100 pounds to the advance warehouse and \$85.00 per 100 pounds to the show site.

Weight is rounded up to the next 100 pounds.

**\*To reduce material handling costs and ensure your packages will be in your booth when you arrive at the show site, we strongly encourage you to have your freight/packages sent to the advance warehouse.**

### -Payment Policy-

The credit card information portion of the exhibitor kit must be completed to utilize drayage services.

All orders must be paid in full and/or credit card authorization be on file before services are rendered. There will be no invoices.

**PAYMENT MUST BE INCLUDED WITH ALL ORDERS AND CREDIT CARD INFORMATION ON FILE BEFORE FREIGHT CAN BE DELIVERED TO YOUR BOOTH.**



6041 Tazewell Pike, Knoxville, TN 37918  
 Phone: 865-251-6016 Fax: 865-200-8689

# EXHIBITOR KIT

## TMEPA

Knoxville Convention Center

**Exhibitor Move In:**  
Wed July 15 2pm

**Show Dates:** Thurs July 16 7am-6pm  
Fri July 17 7am-12pm

**Exhibitor Move Out:**  
Fri July 17 12pm

**BOOTH PACKAGE:** 10x10 Pipe & Drape Booth, (1) 6' Skirted Table, (2) Chairs, Wastebasket, ID Sign

The show's drape color is: Black

**PLEASE RETURN FORMS TO:** [Beth@acesknox.com](mailto:Beth@acesknox.com) \*ORDERS ARE DUE NO LESS THAN 2 WEEKS PRIOR TO SHOW OPENING

Booth Accessories			
Qty.	Description	Price	Total
	4'L x 30" H (Skirted) table	\$60.00	\$
	6'L x 30"H (Skirted) table	\$65.00	\$
	8'L x 30"H (Skirted) table	\$70.00	\$
	Unskirted Table (4'L)(6'L) or (8'L)	\$50.00	\$
	4' L X 42" H (Skirted) Table	\$75.00	\$
	6' L X 42" H (Skirted) Table	\$80.00	\$
	8' L X 42" H (Skirted) Table	\$85.00	\$
	Pedestal Table 30" H_ or 42" H_ LINEN: Black_ White_ Blue	\$75.00	\$

Booth Accessories			
Qty.	Description	Price	Total
	Counter Height Stool	\$55.00	\$
	Padded Folding Chair	\$20.00	\$
	Floor Easel	\$35.00	\$
	Wastebasket	\$20.00	\$
	Literature Rack	\$55.00	\$
	8ft Masking Drape Ln Ft	\$5.00	\$
Please indicate table skirting color choice:			
<input type="checkbox"/> Red <input type="checkbox"/> Green <input type="checkbox"/> White <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Raspberry <input type="checkbox"/> Orange <input type="checkbox"/> Teal <input type="checkbox"/> Gold			

Booth Accessories			
Qty.	Description	Price	Total
	40" TV Monitor Table Top	\$250.00	\$
	Chrome Bag Rack	\$55.00	\$
	10x10 Carpet	\$130.00	\$
	10x20 Carpet	\$220.00	\$
	Carpet Padding \$0.85 sq ft	\$	\$
Please indicate carpet color choice:			
<input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Tuxedo*			

\*Tuxedo consists of black & grey blend

Material Handling & Labor			
Weight	Description	Price/cwt	Total
	Shipments to Warehouse (\$200 min)	\$75.00	\$
	**Direct Shipments to Show Site (\$200 min)	\$85.00	\$
	Carpet Cleaning (per 10x10/day)	\$75.00	\$
\$85 min	Specialized carrier to Warehouse or Showsite	1st carton \$35 add'l \$10	\$
Labor ST	Mon-Fri, 8am to 5pm	\$55.00	\$
Labor OT	Mon-Fri, 5pm to 12am Sat, 8am to 12am	\$82.50	\$
Labor DT	Mon-Sat, 12am to 8am Sun & Holidays, all hours	\$110.00	\$
** Material Handling Charges are determined on show site, once weight tickets & freight are received by ACES. Receipts for material handling and all other on-site charges will be handed out during the show or via email.			

**Advance Shipping Address:**

All Convention Expo Services  
 6041 Tazewell Pike  
 Knoxville, TN 37918  
 Booth # \_\_\_\_\_  
 Ph: 865-200-8687

**Showsite Shipping Address:**

Knoxville Convention Center  
 701 Henley Street  
 Knoxville, TN 37902  
 Booth # \_\_\_\_\_  
 Ph: 865-200-8687

**NOTICE:** First day freight can arrive at warehouse is June 29. Last day for freight to arrive at warehouse is July 13. First day for freight to arrive at show site is July 15.

**\*Order Payment Policy:** Payment in full of rental charges, including applicable tax must accompany your advance order. Orders must be received two weeks prior to show opening to be guaranteed. Floor orders are limited to availability. All orders must be received by mail, email, or fax.

Subtotal: \$ \_\_\_\_\_  
 9.25% Tax \$ \_\_\_\_\_  
**TOTAL:** \$ \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_ Booth # \_\_\_\_\_  
 Name on Card: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Billing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
 Payment Type:  Visa/MC  Amex Card #: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Vcode: \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_