

**Request for Proposal for Decorator Services
for the Fraternal Order of Police National Biennial Conference**

Nashville, TN • August 17 - September 1, 2017

Successful bidder should be prepared to provide services August 26, 2017 – September 2, 2017

Bids Due August 15, 2016

Bids received in a format other than listed will be rejected.

General Exhibit Area Furnishings:

10' x 10' draped exhibit booths	_____	each
7" x 44" booth I.D. signs	_____	each
Floor Marking	_____	each
Aisle Signs (includes standard stock aisle number signs, full height streamers, labor to install/remove)	_____	each
Aisle Carpet (includes nightly cleaning)	_____	per ln/ft
Masking Drape:		
3' height	_____	per ln/ft
8' height	_____	per ln/ft
12' height	_____	per ln/ft
16' height	_____	per ln/ft
20' height	_____	per ln/ft
Over 20' height	_____	per ln/ft

Association Furnishings & Services:

General Sessions:		
Standard furnishings	Less _____	%
Custom furnishings	Less _____	%
Octonorm hardwall displays	Less _____	%
Decorator Labor	Less _____	%
Flags	_____	each
Flag Poles	_____	each
State Signs	_____	each
Set Floor Chairs	_____	each
Stage Sign/Display	_____	each
Skirted Tables (stage)	_____	each
Stage Chairs	_____	each
Registration:		
Counters	_____	each
Background Drape	_____	per ln/ft
Task Chairs	_____	each
Skirted Tables	_____	each
Signs	_____	each
Directional Roping	_____	

Grand Lodge Freight:
Load/Move In _____
Load/Move Out _____

Exhibit Entrance Door:
Entrance Unit _____
Labor to install/remove _____
Graphics _____

Lounges, Association Booths, etc:
Standard furnishings Less _____ %
Custom furnishings Less _____ %

Signage: _____ each

Extra skirted tables upon request _____ each

Banners (install/remove) _____ each

Trash Removal _____ per day

Merchandise Rooms:

Grand Lodge Merchandise Room:
Merchandiser will contact and pay for their needs

Host Lodge Merchandise Room:
Merchandiser will contact and pay for their needs

Auxiliary Merchandise Room:
Merchandiser will contact and pay for their needs

Subcontractors:

Please provide company or union names of all subcontractors you will utilize for the NFOP show