

## 2022 BANNER PLACEMENT - OUTDOOR SPECIFICATIONS

### DEADLINE:

#### **Banner must be received by MAY 25**

Production, shipping and material handling fees are the responsibility of the sponsor.

### MATERIAL SPECIFICATIONS

1. Banners installed on the exterior of the building must be constructed of a lightweight, water-resistant material that allows the wind to flow easily through it. **Material should be a tightly woven 70/30 mesh for air flow with optimal image.**

### PRODUCTION SPECIFICATIONS

1. Banners must have grommets horizontally along the top and bottom at a minimum of 18 inches to 2 foot intervals. Banners must have grommets vertically along both sides at a minimum of 48 inches. **All grommets must be at least 1" in from the edge of the banner.**
2. All edges should be folded over, glued and double-stitched, and webbing reinforced before installation of the grommets. Reinforce webbing in between all folds before grommet installation.
3. Corner grommets should be reinforced due to this area handling most of the stress in the banner.
4. **All graphics must have prior approval. Please email gretchen@premiereshows.com a photo of your banner or PDF of the artwork.** Any sponsor assets implying preference or association with show management will not be allowed.
5. Banners must be well made and in good condition for suspension. Subject to inspection for approval.
6. All banners are subject to removal without notice in the event of SEVERE WEATHER NOTICE.

### BANNER VENDOR REFERRAL

Sponsors are welcome to use the vendor of your choice to produce your banner. If a referral is needed, the vendors below have worked with past sponsors.

#### **Kelly Roberts**

Business Development Director  
Freeman | Orlando, FL  
[kelly.roberts@freeman.com](mailto:kelly.roberts@freeman.com)  
Cell: 407-694-7896

**F R E E M A N**

#### **Sandra Lombardo**

Senior Account Manager  
OAI, Inc. | Tampa, FL  
[slombardo@oaicorp.com](mailto:slombardo@oaicorp.com)  
Office: 813-888-8796 Cell: 813-240-4685



### SHIPMENT SPECIFICATIONS

Banners must be shipped in advance, separate from your freight using the sponsor shipping label on page 2. Material handling fees will apply. Outdoor banners must be received by MAY 25. Please note this label is for sponsor shipments ONLY. No additional items should be shipped using this label.

### ONSITE PLACEMENT

Upon receipt of your banner by the deadline, Show Management will handle rigging and dismantle.

### RETURN SPECIFICATIONS

Below are the options for the return of your item. Please contact [gretchen@premiereshows.com](mailto:gretchen@premiereshows.com) by May 2 with your preference.

- **PACK & SHIP** - I would like my item shipped back. (Material handling form will be provided and Freeman Transportation will provide a quote for labor & shipping charges.)
- **PICK-UP** - I will pick up my item onsite Tuesday, June 7. (Further details will be provided. Pick-up will be available starting Tuesday morning.)
- **DISPOSE** - Please dispose of my item.

### QUESTIONS

#### **Gretchen Nielsen**

Director of Marketing  
[gretchen@premiereshows.com](mailto:gretchen@premiereshows.com)  
407-232-2052

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**MUST DELIVER BY MAY 25, 2022**

**TO: FREEMAN**

**10088 GENERAL DRIVE  
ORLANDO, FL 32824**

**COMPANY NAME**

**BILL TO COMPANY**

**OUTDOOR  
HANGING SPONSOR BANNER**

**EVENT: 2022 PREMIERE ORLANDO**

NUMBER OF BANNERS \_\_\_\_\_

THE ABOVE LABELS ARE PROVIDED FOR YOUR CONVENIENCE.  
PLACE ONE ON EACH PIECE SHIPPED TO ENSURE PROPER DELIVERY.  
IF MORE LABELS ARE NEEDED, COPIES ARE ACCEPTABLE.

**F R E E M A N**

**R U S H**

**DO NOT DELAY**

**MUST DELIVER BY MAY 25, 2022**

**TO: FREEMAN**

**10088 GENERAL DRIVE  
ORLANDO, FL 32824**

**COMPANY NAME**

**BILL TO COMPANY**

**OUTDOOR  
HANGING SPONSOR BANNER**

**EVENT: 2022 PREMIERE ORLANDO**

NUMBER OF BANNERS \_\_\_\_\_