



*IFPA - The Foodservice Conference
July 23-24, 2026
Monterey Conference Center
Monterey, CA*

Discount Deadline: Thursday, July 2, 2026

TriCord Introduction Letter

Dear Exhibitor,

TriCord is pleased to advise you that we have been selected by Show Management to serve as your Official Service Contractor.

Your Exhibitor Kit contains all of the information and service order forms to ensure a successful marketing presentation.

Online ordering is now available. Log-in information will be automatically sent to the email address on file with the association at the time of registration. If you do not receive log-in information, or are not a registered contact, please contact us at (831)883-8600 or orders@tricord.net. To place your order online, log-in and follow the instructions. Be advised that a credit card is required to complete your order. An email will be sent confirming TriCord has received your order. The charges on your confirmation are not considered final until the show closes (material handling fees are added once freight is received and floor orders may be added.)

TriCord will still accept orders via email or fax. All orders need to be submitted with payment and exhibitor information. We do not accept orders over the phone.

To receive discounted rates, full payment must be submitted with your order, and received by the "Rental Discount Deadline" noted on the Show Information page. Orders received after that date, or without full payment will be processed at "standard pricing" as listed on the order forms. Orders paid via check or wire transfer will require a credit card on file to cover any variances with regards to material handling, labor and show site orders.

Please review our payment policies on the Payment and Exhibitor Information page. TriCord requires payment in full at the time you place your order, along with a completed credit card authorization form. Please notify your company representative scheduled to be on show site of our payment policy. No credits will be issued after the close of the show. Stop by the service desk prior to show close for concerns with charges.

We look forward to serving you from start to finish. If you need additional information or assistance with ordering, please contact our Exhibitor Services at:

Email: orders@tricord.net

Phone: (831) 883-8600

Fax: (831) 883-8686

738 Neeson Road

Marina, CA 93933

www.tricord.net

Thank you,

TriCord Exhibitor Service Team

[View our Privacy Policy HERE](#)

Need more help? Please email us with any questions or concerns, orders@tricord.net or call (831) 883-8600



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Payment and Exhibitor Information

Company Name			Booth #
Street Address			
City	State	Zip	Country
Ordered By		Email Address	
Phone #		Fax #	

Services Ordered

Material Handling \$	<input type="text"/>	Submission of order forms subject exhibitors to TriCord's Limits of Liability Policy <input type="checkbox"/> COMPANY CREDIT CARD (Visa, Master Card, American Express) A credit card is required for all material handling, labor, signage, and custom booth orders. <input type="checkbox"/> COMPANY CHECK (Payable to: TriCord Tradeshow Services) Mail Checks to: 738 Neeson Rd., Marina, CA 93933 NOTE: Checks will only be accepted for furniture and electrical orders. A credit card authorization is required with check payment for any variances, material handling, labor and signage costs.
Booth Packages \$	<input type="text"/>	
Flooring \$	<input type="text"/>	
Furnishings \$	<input type="text"/>	
Labor \$	<input type="text"/>	
Electrical Labor \$	<input type="text"/>	
Electrical \$	<input type="text"/>	
Cleaning \$	<input type="text"/>	
Signage + 9.25% Tax \$	<input type="text"/>	
Plants \$	<input type="text"/>	
Other \$	<input type="text"/>	
TOTAL \$	<input type="text"/>	

Please complete the credit card information below and send the form with all order forms.
 Forms can be emailed to orders@tricord.net

Credit Card Policies

- Payment must be included with all advance orders to obtain the discount rates.
- The exhibiting firm is ultimately responsible for payment of all charges.
- No credit or adjustments will be made after the close of the show.
- Any services not settled by close of the show are subject to a 25% service charge.
- Cancellations must be made 48 hours prior to Exhibitor Move In to receive credit. Credit will only be given for standard furniture and standard cut carpet.

Credit Card Information

Credit Card Number		
Card Type	Expiration	CCID/Security Code
Billing Address		
City	State	Zip Code
Authorized Signature		
Print Name		

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Online Ordering Information

TriCord Tradeshow Services offers online ordering through our secure storefront - Boomer Commerce. Boomer offers a user friendly Online shopping platform for exhibitors, EAC's and third party vendors to place orders for their booth space.

What can exhibitors do through the Online storefront?

- Order exhibit products and services for multiple booths
- View and copy previous orders
- Print customer receipts
- View important event information
- Access, download and print shipping labels and vendor forms
- Attach documents to orders such as, electrical diagrams, booth schematics, and Certificates of Insurance

TRICORD

Welcome to Online Ordering

Login to place new orders, modify existing orders and manage your account.

E-Mail Address

Password

[Forgot Password](#)

TRICORD's Exhibitor Services provide all you need to successfully decorate your exhibit space. From here you can learn about the goods and services we offer to maximize your impact at your event. View the options of furniture and custom displays, carpeting, electricity, plants, skirted tables and counters, material handling and everything else you need for an effective exhibit.

Remember, we are here Monday to Friday 8:00 am to 4:30 pm Pacific Standard Time to answer any questions and assist you in the ordering process. By giving a means of "single source shopping" we are able to let our clients order more efficiently, effectively and easily. We look after the details so you don't have to. When you order services with us, you can be sure that the best will be set and waiting for you in your booth when you arrive.

738 Neeson Road • Marina, CA 93933
Phone: 831-883-8600 • Email: orders@tricord.net

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When your event storefront officially opens, individual login information is emailed directly to you, containing a unique username and password to guarantee your security. For more information about our storefront and a step-by-step tutorial on how to place orders, copy orders, find and print receipts, please [click here](#).

Need more help? Please email us with any questions or concerns, orders@tricord.net or call (831) 883-8600

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Show Information

SHOW: International Fresh Produce Association - The Foodservice Conference

BOOTH DRAPE COLORS: Black

BOOTH PACKAGE: Each 8x10 Booth Space Includes:
8' High Back Drape
3' High Side Rails
7" x 44" ID Sign

EXHIBIT HALL CARPET: YES (Standard multi-colored hotel ballroom carpet)

DEADLINES:

Rental Discount Deadline: Thursday, July 2, 2026

Graphics Deadline - Print Ready Artwork: Thursday, July 2, 2026

Advance Freight Receiving Window: Monday, June 22, 2026 - Tuesday, July 21, 2026

Direct To Showsite Receiving Date: Wednesday, July 22, 2026, Between 8:00am & 4:30pm
Thursday, July 23, 2026, Between 8:00am & 4:30pm
Friday, July 24, 2026, Between 7:00am & 9:00am

SHOW SCHEDULE:

Exhibitor Set-Up: Thursday, July 23, 2026 - 9:00am - 5:00pm

Friday, July 24, 2026 - 7:00am - 9:00am

Trash Removal: Friday, July 24, 2026 - 9:00am - 9:45am

Exhibits Open: Friday, July 24, 2026 - 10:00am - 3:30pm

Exhibitor Move Out: Friday, July 24, 2026 - 4:00pm - 6:00pm

Note:

- All exhibitor ordered freight carriers must be checked in by 5:00pm for freight pick-up.
- All advance freight will be delivered to your booth space prior to exhibitor move in to expedite your set up.
- All orders received before the discount deadline will receive the discount rates. Orders that are not sent by the discount deadline will receive the standard rates.