



3D EXHIBITS®

3D Exhibits Inc. Supplier Diversity Policy

Businesses owned by African Americans, Asian Americans, Hispanic Americans, Native Americans, Disabled Veterans, referred to as Historically Underutilized Businesses (HUB), and American Women, as well as small businesses, all account for an increasing segment of U.S. suppliers, and equally important, 3D Exhibits' customer base. 3D Exhibits is committed to increasing purchases from Historically Underutilized and woman owned businesses by establishing long-term mutually profitable relationships with these firms.

In addition, it is the responsibility of 3D Exhibits as a well developed corporation, to mentor and, when appropriate, utilize HUB and woman owned suppliers who have the potential to meet 3D Exhibits' progressive and high standards for quality, delivery, and cost.

The obligation to provide equal opportunity for minority, disabled veteran, woman owned, and small business participation in the business of 3D Exhibits is the responsibility of all personnel who influence or make supplier selection decisions. 3D Exhibits encourages all employees to support the Supplier Diversity Program. 3D Exhibits' senior management supports this program, monitors its progress and views this program as a fundamental obligation of the business.

FOR REAL®

The 3D Exhibits Supplier Diversity Program Definitions

SMALL BUSINESS DEFINITION:

A business, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding and qualifies as a small business under the criteria and size standards of the Small Business Administration regulations.

MINORITY-OWNED BUSINESS DEFINITION:

A small business that is at least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business that has at least 51 percent of its stock unconditionally owned by one or more historically underutilized (socially and economically disadvantaged) individuals and has its management and daily business controlled by one or more such individuals. A minority owned business is also a small business that is at least 51 percent unconditionally owned by an economically disadvantaged Indian Tribe or Native Hawaiian Organization, or a publicly owned business that has at least 51 percent of its stock unconditionally owned by one of these entities, that has its management and daily business controlled by members of an historically underutilized (economically disadvantaged) Indian Tribe or Native Hawaiian Organization, and that meets the Small Business Administration regulations.

Individuals who are African Americans, Hispanic Americans, Native Americans and Asian Americans are considered historically underutilized (socially and economically disadvantaged) by the Small Business Administration:

1. African Americans are U.S. citizens whose origins are in the Negroid race.
2. Hispanic Americans are U.S. citizens whose origins are in South America, Central America, Mexico, Cuba, the Dominican Republic, Puerto Rico, or the Iberian Peninsula, including Portugal.
3. Native Americans are American Indians, Eskimos, Aleuts, and Native Hawaiians.
4. Asian Americans are U.S. citizens whose origins are in Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territory of the Pacific Islands (Republic of Palau), the Northern Mariana Islands, Laos, Kampuchea (Cambodia), Taiwan, Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Republic of the Marshall Islands, the Federated States of Micronesia, India, Pakistan, Bangladesh, Sri Lanka, Bhutan, or Nepal.

WOMEN-OWNED BUSINESS DEFINITION:

A business which is at least 51 percent owned by a woman or women who also control and operate it.



SMALL DISABLED VETERAN OWNED BUSINESS DEFINITION:

A small business concern that is at least 51 percent owned by an individual or individuals who has a physical or mental impairment which substantially limits one or more of such person's major life activities. The physical or mental impairment must have been sustained during active service in one of the United States armed services. Individual(s) must be involved in the day-to-day management of the business.

Message to Suppliers

Thank you for your interest in establishing a business relationship with 3D Exhibits Inc. The 3D Exhibits Supplier Diversity Program is designed to provide you access and information about purchasing at 3D Exhibits.

3D Exhibits is an established leader in the tradeshow, exhibit and event industry. A wide range of suppliers is utilized to support our business operations. We recognize that there are many experienced, diverse suppliers available, some of which we are currently using.

At 3D Exhibits, all aspects of the business enjoy the advantage of diversity. We benefit from diversity in our workforce, our customers, and of course, our supplier base.

We want to learn more about your company and its capabilities. We encourage you to be a part of an important commitment to support Historically Underutilized Business (HUB) development. It makes good business sense and benefits both business and the communities we serve.

What We Look for in Suppliers

3D Exhibits purchases a variety of products and services through several different departments. In each, the overall goal is the same - to obtain the highest quality products and services, at the best cost to the company, in a timely manner and with the best service.

Quality - 3D Exhibits sets high standards of performance for itself and the products and services we produce. We expect the same from our suppliers, in areas such as quality, responsiveness and service commitments. We appreciate you informing us of any examples of excellence in your business, such as awards, certifications, and so on.

Customer Focus - We want companies who will extend the same or better customer service goals and objectives.

Cost Savings - We appreciate suppliers who continually look for ways to help us lower our costs through savings in all areas.

Innovative Business Solutions - We want companies to join our team who are willing to work toward continuous improvement and more efficient products and services



Technology - We look favorably on companies who take advantage of the use of technology to maintain a competitive edge and can add to their responsiveness.

How to Begin the Process

Here are a few basics for starting the process with our Supplier Diversity Team and gaining access to your purchasing contacts:

1. Complete the Supplier Profile Questionnaire and return it to 3D Exhibits Inc., attention: Supplier Diversity. This will get you into our internal Supplier Information System. The standard Supplier Profile Questionnaire was developed to help us locate the appropriate contact for you and to provide our employees with basic information about your company. Email and address information is listed at the end of this document.
2. Include any brochures or marketing material when returning the completed form. Include a copy of your HUB certification if available.
3. Your materials will be viewed, logged in and forwarded to the appropriate purchaser(s) at 3D Exhibits.
4. If we need your product or service, a 3D Exhibits purchaser will contact you with information regarding the next steps and other pertinent details.
5. If there is no current need, your information will remain in our database for future needs.

What You Can Expect from Us

If you are selected as a 3D Exhibits supplier, we will provide you with as much information as possible on how our purchasing process works, as well as the specific requirements of a project. We will provide feedback regarding performance and other business issues.

Questions Regarding the Supplier Diversity Program

Feel free to contact the 3D Exhibits Supplier Diversity Program at the following address:

3D Exhibits Supplier Diversity Program
3D Exhibits Inc.
2900 Lively Blvd.
Elk Grove Village, IL 60007

Email: Diversity@3DExhibits.com



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Phone Number: 847-250-9000



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