

# TRADE SHOW ORDER FORM



46975 Mindy St  
 Tea, South Dakota 57064  
 Phone: 605-213-0094  
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**BOOTH NUMBER**

EVENT \_\_\_\_\_

DATE(S) \_\_\_\_\_

EXHIBITOR \_\_\_\_\_

ORDERED BY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE NUMBER ( ) \_\_\_\_\_

CITY, STATE, ZIP \_\_\_\_\_

FAX NUMBER ( ) \_\_\_\_\_

**[ADVANCE PRICING IS GIVEN TO ANY ORDERS RECEIVED MORE THAN 2 DAYS PRIOR TO SHOW DATE]**

DRAPED TABLES - THREE SIDES	QTY.	ADV. \$	FLOOR \$	AMOUNT
(ALL TABLES 30" HIGH) 8FT LONG X 30"WIDE		65.00	75.00	
6FT LONG X 30"WIDE		55.00	65.00	
4FT LONG X 30"WIDE		45.00	55.00	
TALL DRAPED TABLE - THREE SIDES	(see color selection below)			
(ALL TABLES 42" HIGH) 8FT LONG X 30"WIDE		75.00	90.00	
6FT LONG X 30"WIDE		65.00	80.00	
4FT LONG X 30"WIDE		55.00	70.00	
4TH SIDE OF TABLE DRAPED				
(ANY SIZE OF TABLE) UN-DRAPED TABLE		20.00	30.00	
(ALL TABLES 30" HIGH) 8FT LONG X 30"WIDE		35.00	45.00	
6FT LONG X 30"WIDE		30.00	40.00	
4FT LONG X 30"WIDE		25.00	35.00	
TALL UN-DRAPED TABLE				
(ALL TABLES 42" HIGH) 8FT LONG X 30"WIDE		40.00	50.00	
6FT LONG X 30"WIDE		35.00	45.00	
4FT LONG X 30"WIDE		30.00	40.00	
ROUND TABLES				
30 INCH WIDE X 42 INCH HIGH		35.00	45.00	
60 INCH ROUND		45.00	55.00	
GARBAGE CAN		10.00	15.00	
		18.00	25.00	
DRAPING / SKIRTING COLORS:	Royal Blue	Gold	Red	Burgundy
[please circle one]	Black	Silver	Hunt. Green	White (advance orders only)

FOLDING CHAIR	QTY.	ADV. \$	FLOOR \$	AMOUNT
BLACK		12.00	20.00	
WHITE PADDED		15.00	25.00	
TALL CHAIR WITH BACK		25.00	35.00	
CARPET (FRONT EDGE TAPED)				
COLORS:				
BLUE	10FT X 9FT	70.00	80.00	
RED	20FT X 9FT	110.00	130.00	
BLACK	30FT X 9FT	150.00	175.00	
	40FT X 9FT	200.00	225.00	
OTHER SIZES				
MISC. BOOTH ITEMS	5.00 SQ FT	6.00 SQ FT		
EASEL	15.00	25.00		
POWER STRIP	6.00	12.00		
EXTENSION CORD	8.00	12.00		
* POPCORN MACHINE	100.00	n/a		

Renter of items on this page guarantees full payment by the company or is personally responsible for payment.  
**(ADVANCED ORDERS MUST INCLUDE PAYMENT. ALL FLOOR PRICE ITEMS ARE C.O.D.)**  
 Signature \_\_\_\_\_ Date \_\_\_\_\_

[circle one payment method]	RENTAL SUB TOTAL	\$ _____
CASH	SALES TAX ( -6%)	\$ INCLUDED
CHECK		
CREDIT CARD*	RENTAL INVOICE TOTAL	\$ _____

\*If credit card - see additional sheet for authorization



**Credit Card Authorization**

I, \_\_\_\_\_ (authorized cardholder-name as it appears on the credit card) representing \_\_\_\_\_ (Company Name) authorize United Tent & Convention to use my credit card to pay invoices on my account in the amount of \$ \_\_\_\_\_.

(Check one)

Corporate card

Personal card signed \_\_\_\_\_

**Credit Card Type (circle one type):**

Discover      American Express      Visa      MasterCard      Other

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

CVV2 Code\*: \_\_\_\_\_

\*CVV2 code is the 3-digit number following the credit card number on the back of the card in the white signature strip, or the 4-digit number on the front of the card (American Express).

Billing Address for Card: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please fax *OR* email completed form back to:

United Tent & Convention, INC  
JEREMY VAN ROEKEL (P) roek24@hotmail.com  
CHAUNCEY LANNING (VP) lanning1978@yahoo.com  
Office: 605-213-0094 Fax: 605-213-0313

Summary of Order: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_