

TRADE SHOW ORDER FORM



46975 Mindy St
Tea, South Dakota 57064
Phone: 605-213-0094
Fax: 605-213-0313

Email: roek24@hotmail.com

EVENT _____
EXHIBITOR _____
ADDRESS _____
CITY, STATE, ZIP _____

DATE(S) _____
ORDERED BY _____
PHONE NUMBER () _____
FAX NUMBER () _____

BOOTH NUMBER

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

	QTY.	ADV. \$	FLOOR \$	AMOUNT		QTY.	ADV. \$	FLOOR \$	AMOUNT																
DRAPED TABLES - THREE SIDES (ALL TABLES 30" HIGH)	(see color selection below)					FOLDING CHAIR																			
8FT LONG X 30"WIDE	_____	80.00	90.00	_____	BLACK	_____	15.00	20.00	_____																
6FT LONG X 30"WIDE	_____	70.00	80.00	_____	WHITE PADDED	_____	20.00	25.00	_____																
4FT LONG X 30"WIDE	_____	60.00	70.00	_____	TALL CHAIR WITH BACK	_____	25.00	35.00	_____																
TALL DRAPED TABLE - THREE SIDES (ALL TABLES 42" HIGH)	(see color selection below)					CARPET (FRONT EDGE TAPED)																			
8FT LONG X 30"WIDE	_____	85.00	95.00	_____	COLORS: 10FT X 9FT	_____	75.00	95.00	_____																
6FT LONG X 30"WIDE	_____	75.00	85.00	_____	BLUE 20FT X 9FT	_____	115.00	140.00	_____																
4FT LONG X 30"WIDE	_____	65.00	75.00	_____	RED 30FT X 9FT	_____	155.00	185.00	_____																
4TH SIDE OF TABLE DRAPED (ANY SIZE OF TABLE)	_____	20.00	30.00	_____	BLACK 40FT X 9FT	_____	205.00	245.00	_____																
UN-DRAPED TABLE (ALL TABLES 30" HIGH)					50FT X 9FT	_____	240.00	280.00	_____																
8FT LONG X 30"WIDE	_____	45.00	50.00	_____	MISC. BOOTH ITEMS																				
6FT LONG X 30"WIDE	_____	40.00	45.00	_____	EASEL	_____	15.00	25.00	_____																
4FT LONG X 30"WIDE	_____	35.00	40.00	_____	POWER STRIP	_____	6.00	12.00	_____																
TALL UN-DRAPED TABLE (ALL TABLES 42" HIGH)					EXTENSION CORD	_____	8.00	12.00	_____																
8FT LONG X 30"WIDE	_____	50.00	50.00	_____	* POPCORN MACHINE	_____	150.00	n/a	_____																
6FT LONG X 30"WIDE	_____	45.00	45.00	_____	EXTRA LINEN	_____	15.00	20.00	_____																
4FT LONG X 30"WIDE	_____	40.00	40.00	_____	(*advance orders only)																				
ROUND TABLES																									
Cocktail Table with Linen	_____	55.00	60.00	_____	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 _____																				
Cocktail Table without Linen	_____	40.00	45.00	_____	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 40%;">[circle one payment method]</td> <td style="width: 30%;">RENTAL SUB TOTAL</td> <td style="width: 10%; text-align: right;">\$</td> <td style="width: 20%; border-bottom: 1px solid black;"></td> </tr> <tr> <td>CASH</td> <td>SALES TAX (6%</td> <td style="text-align: right;">\$</td> <td style="text-align: center;">INCLUDED</td> </tr> <tr> <td>CHECK</td> <td></td> <td></td> <td></td> </tr> <tr> <td>CREDIT CARD*</td> <td>RENTAL INVOICE TOTAL</td> <td style="text-align: right;">\$</td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>					[circle one payment method]	RENTAL SUB TOTAL	\$		CASH	SALES TAX (6%	\$	INCLUDED	CHECK				CREDIT CARD*	RENTAL INVOICE TOTAL	\$	
[circle one payment method]	RENTAL SUB TOTAL	\$																							
CASH	SALES TAX (6%	\$	INCLUDED																						
CHECK																									
CREDIT CARD*	RENTAL INVOICE TOTAL	\$																							
GARBAGE CAN SMALL	_____	10.00	15.00	_____																					
LARGE	_____	18.00	25.00	_____																					

Drapping / skirting colors: Royal Blue Burgundy Red
[please circle one] Black Silver Hunt. Green White (advance orders only)

*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

Office: 605-213-0094 Fax: 605-213-0313

Summary of order: _____

