



Midwest
Decorating Co. Inc.

1510 S Memorial Dr, TULSA, OK 74112-7039
918.584-0988 Fax 918.585-9157

EXHIBITION SERVICES

Each booth will consist of:

8 foot tall back wall drape and 3 foot tall side divider drape,

One 7 inch x 40 inch identification sign,

Use the enclosed forms only if ordering additional rentals or services.

Orders and payment for all services must reach our office no later than 12:00 noon on

Services are not rendered until payment is received in full including state and local tax
...or proof of tax-exempt status. Tax is calculated according to city and/or facility location of each event

Sales tax rate for this event will be:

WE MUST RECEIVE A READABLE IMAGE OF YOUR SIGNED FORMS AS ORDER VERIFICATION.

Orders can be placed by fax, email or postal mail:

FAX: 918.585.9157

EMAIL: pammw@craindisplays.com

USPS: see payment data form for mailing address

All orders must include any filled order forms and the "Payment Data" form.

Visa, MasterCard, Discover, American Express and checks are accepted.
All charges MUST be prepaid and Credit Card data must be on file with your order.

Damage to any Midwest Decorating Inc rental items will be charged to the credit card on file or invoiced directly to the address on file.





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Furniture Order

Please Print Clearly

Your set up Date / Time :

Company Name..... Booth Number.....
Street Address..... City, State & Zip.....
Ordered By (print)..... Date.....
Signature..... Phone..... Fax.....
Email Address..... Cell Phone.....

Prices are for the duration of the show. All equipment is on rental basis and includes delivery to your booth and removal at the close of the show.
All material will remain the property of Midwest Decorating Company and should be left safely at your booth at the close of the show.
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Quantity

Standard Rate

30" tall UNDRAPED display tables

..... 4' table	\$ 84.00
..... 6' table	96.00
..... 8' table	109.00
..... Table Leg Extensions ...set of 4 (raises table to 42" tall)	42.00

30" tall DRAPED display tables... *draped 3 sides with white vinyl top*

..... 4' table	Circle your color choice (colors apply to all tables)	99.00
..... 6' table	Red - Gold - Blue - Plum - Teal - Black	118.00
..... 8' table	Burgundy - Silver - Hunter Green - Dusty Rose	125.00
..... Table Leg Extensions - set of 4 (raises table to 42" tall)		60.00

Additional Rental Items

..... Your table draped on 3 sides plus white vinyl on top (requires stapling)	76.00
..... Your table draped on 3 sides (requires stapling)	64.00
..... Side chair	39.00
..... Arm chair	62.00
..... Bar stool	99.00
..... Waste basket	24.00
..... Sign easel	48.00

Carpet

..... 10 foot X 10 foot	Circle your color choice (colors apply to all carpet)	143.00
..... 10 foot X 20 foot	Burgundy - Hunter Green	275.00
..... 10 foot X 30 foot	Red - Blue - Gray	413.00
..... BULK carpet - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		13.00
..... Carpet PAD - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		9.90
..... Visqueen - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		4.40

All charges MUST be prepaid and Credit Card must be on file with this order.

Make check payable to Midwest Decorating Company Inc.

Items cancelled after move-in begins will be charged 100% of original cost.

EXHIBITION SERVICE CONTRACTORS

Sub Total \$

Sales tax rate of **will**
be added on "Payment Data" form

PAYMENT: Refer to "Payment Data" form





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Miscellaneous Items

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Your set up Date / Time :

Company Name..... Booth Number.....
Street Address..... City, State & Zip.....
Ordered By (print)..... Date.....
Signature..... Phone..... Fax.....
Email Address..... Cell Phone.....

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Quantity Standard Rate

Hard-wall Fabric Panels

..... Vertical Panels 4ft wide x 8ft tall \$ 121.00
..... Horizontal Panels 8ft wide x 4ft tall 135.00

Additional Drape (per foot - 6 foot minimum)

Feet of 8 foot tall drape
(6 foot minimum)

Circle your color choice (colors apply to 3' & 8' tall drape)

\$ 8.80 / foot

Feet of 3 foot tall drape
(6 foot minimum)

Red - Gold - Blue - Plum - Teal - Black
Burgundy - Silver - Hunter Green - Kelly Green - Dusty Rose

8.80 / foot

Specialty Items

..... Ticket Tumbler \$ 84.00
..... Ballot Box 65.00
..... Chrome Stanchion 60.00
..... Velour Rope for Chrome Stanchion 60.00

All charges MUST be prepaid and Credit Card must be on file with this order.

Make check payable to Midwest Decorating Company Inc.

Items cancelled after move-in begins will be charged 100% of original cost.

EXHIBITION SERVICE CONTRACTORS

Sub Total \$

Sales tax rate of **will**
be added on "Payment Data" form

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Forklift Services and Banner Installation

Please Print Clearly

Your setup Date & Time HERE-->

Company Name..... Booth Number.....
Street Address..... City, State & Zip.....
Ordered By (print)..... Date.....
Signature..... Phone..... Fax.....
Email Address..... Cell Phone.....

Forklift Services	1-hour increments with a 1-hour minimum	Est. Start	Hours	Hourly Rate	Line Total
Straight Time:	2:00 pm to 5:00 pm Tuesday April 19th	_____	_____	X \$95/hr	= _____
Overtime:	5:00 pm to 8:00 pm Tuesday April 19th	_____	_____	X \$145/hr	= _____
Straight Time:	8:00 am to 5:00 pm Wednesday April 20th	_____	_____	X \$95/hr	= _____
Overtime:	5:00 pm to 8:00 pm Wednesday April 20th	_____	_____	X \$145/hr	= _____
Straight Time:	8:00 am to 5:00 pm Thursday April 21st	_____	_____	X \$95/hr	= _____
Overtime:	5:00 pm to 8:00 pm Thursday April 21st	_____	_____	X \$145/hr	= _____
Overtime:	5:00 pm to 8:00 pm Sunday April 24th	_____	_____	X \$145/hr	= _____
Straight Time:	8:00 am to 12:00 pm Monday April 25th	_____	_____	X \$95/hr	= _____

Forklift service is scheduled first-come first-served within each time bracket and estimated start time.

Overhead Signage Hanging and Retrieval

- Each Exhibitor has the right to have banners hung from the ceiling within the air space directly over their booth.
- Signs & banners to be hung must be fully assembled, in your booth space, by 4pm on Tuesday, April 19th.
- Signage retrieval will occur and be complete by 10am Monday, April 25th.
- All retrieved signage must be out of the building by 12pm Monday, April 25th.

	Quantity	Each	Line Total
Small Banners: 1st banner up to 8'x10'	_____	X \$185	= _____
Additional banners up to 8'x10'	_____	X \$140	= _____
Large Banners: Banners larger than 8'x10'	_____	X \$275	= _____
Other Banners: Multi-Sided or Geometric	_____	X \$325	= _____

All charges MUST be prepaid and Credit Card must be on file with this order.

Make check payable to Midwest Decorating Company Inc.

Prepaid Order **Must Be Received** by the date listed for discount.

Items cancelled after move-in begins will be charged 100% of original cost.

EXHIBITION SERVICE CONTRACTORS

No sales tax for Banner Installation or
Forklift Service

Total Due \$ _____

PAYMENT: Refer to "Payment Data" form

www.midwest-expo.com

email: orders@midwest-expo.com





Your setup Date & Time HERE-->

