



Event Name: 2018 E.I. Home Show

Convention Services and Equipment

Mail Order Form and Payment to:

Special Occasions
323 W. 15th Street
Waterloo, IA 50702

Please mark rental equipment/services needed below. Equipment will be delivered to booth and ready to use.
Load/Delivery Fee 10% of subtotal required. Advance orders are **NO LESS than 2 weeks before the event.**
Advance orders are given priority.

QTY.	CONVENTION ITEM	ADVANCE ORDERS	FLOOR ORDERS
CHAIRS			
	Chair, Brown Folding	\$4.00	\$6.00
	Chair, Barstool	\$20.00	\$30.00
DISPLAY TABLE (Not draped)			
	8' long x 30" wide	\$20.00	\$25.00
	8' long x 30" wide w/ 12" additional height	\$28.00	\$35.00
	8' long x 24" wide	\$20.00	\$25.00
	8' long x 24" wide w/ 12" additional height	\$25.00	\$35.00
	6' long x 30" wide	\$18.00	\$25.00
	6' long x 30" wide w/ 12" additional height	\$28.00	\$35.00
	6' long x 18" wide	\$18.00	\$25.00
	6' long x 18" wide w/ 12" additional height	\$28.00	\$40.00
	4' long x 30" wide	\$20.00	\$30.00
	4' long x 30" wide w/ 12" additional height	\$28.00	\$35.00
	30" Bistro <input type="checkbox"/> 30" height or <input type="checkbox"/> 40" height (Check One)	\$28.00	\$35.00
	36" Bistro <input type="checkbox"/> 30" height or <input type="checkbox"/> 40" height (Check One)	\$28.00	\$35.00
DRAPED DISPLAY TABLES – Front and ends Draped (Tops covered w/ vinyl)			
	8' long x 30" wide w/ draping	\$38.00	\$50.00
	8' long x 30" wide w/ draping and 12" additional height	\$45.00	\$58.00
	8' long x 24" wide w/ draping	\$38.00	\$50.00
	8' long x 24" wide w/ draping and 12" additional height	\$48.00	\$58.00
	6' long x 30" wide w/ draping	\$38.00	\$50.00
	6' long x 30" wide w/ draping and 12" additional height	\$45.00	\$58.00
	6' long x 18" wide w/ draping	\$40.00	\$50.00
	6' long x 18" wide w/ draping and 12" additional height	\$45.00	\$58.00
	4' long x 30" wide w/ draping	\$40.00	\$50.00
	4' long x 30" wide w/ draping and 12" additional height	\$45.00	\$58.00
	30" Bistro <input type="checkbox"/> 30" height or <input type="checkbox"/> 40" height (Check One)	\$43.00	\$50.00
	36" Bistro <input type="checkbox"/> 30" height or <input type="checkbox"/> 40" height (Check One)	\$43.00	\$50.00
CARPETING (Larger sizes available. Call for pricing)			
	10' X 10'	\$45.00	\$60.00
	10' X 20'	\$70.00	\$85.00
MISCELLANEOUS			
	Disposable Table Covering (Vinyl)	\$4.00	\$6.00
	Disposable Table Skirting (Vinyl)	\$9.00	\$15.00
	Linen Table Skirt 14'	\$24.00	\$30.00
	Easel (Aluminum)	\$15.00	\$20.00
	Trash Can	\$4.00	\$7.00
	12" extended legs for table	\$10.00	\$15.00
	4 th side draped on table	\$18.00	\$22.00

Prices subject to change.

If tax exempt, attach tax exempt certificate and place zero in Line 4.

If damage waiver is declined you will be responsible for full replacement cost for any damages.

Line 1 – Total _____
Line 2 – Load/Delivery Fee (10% of Line 1) _____
Line 3 – Subtotal (Add Line 1 & 2) _____
Line 4 – Sales tax (7% of Line 3) _____
Line 5 – Damage Waiver (7% of Line 1) _____
TOTAL DUE (Add line 3, 4, & 5) _____

All information must be filled out. Call (319) 234-3104 for assistance.			
Firm Name _____	Phone _____	Booth # _____	
Address (Street) _____			
City _____	State _____	Zip Code _____	
Signature _____	Print Name _____	Date _____	
PAYMENT METHOD	CASH _____	CHECK _____	
CC# _____	EXP. _____	CVV _____	