

FOSTERS' TENT RENTAL SERVICES	Show Information
Plattsburgh Business Expo June 6, 2019	
Official Service Provider	
Fosters' Tent Rentals 267 Fournier Road West Chazy, NY 12992	Phone: 518-493-7300 Fax: 518-493-5530 E-mail: info@fosterstents.com
Booth Package	Order Forms
8x10 booth 8' High Back Drape- 3' High Side Drape- Skirted table- White Vinyl Top w/ Skirt 2 Folding Chairs 7" x 44" ID Sign with Booth Number Waste Basket	*Order Summary *Additional Furniture Order Form *Please mail, fax, or e-mail order forms with order summary to Fosters' Tent Rentals. All orders must be paid in full. Rental price includes all materials, delivery to booth, and removal after show. All materials are the sole property of Fosters' Tent Rentals.
Important Dates	
5/31/2019 Advance pricing on furniture orders ends 6/5/2019 Exhibitors can move in 2pm-6pm 6/6/2019 Exhibitors can move in 8am-9:45am 6/6/2019 Show time 10am-4:30pm 6/6/2019 All materials must be removed after show	
A help desk will be available during set-up on 6/6/2019 & show hours to assist with any questions. Rentals will also be available.	Your Company Name / Booth # / Show Name C/O Fosters' Tent Rentals 267 Fournier Road West Chazy, NY 12992

Fosters' Tent Rental Services
FAX: 518-493-5530

FURNITURE RENTAL ORDER FORM

Advance Order Deadline 5/31/2019

Plattsburgh Business Expo
 June 6, 2019

Exhibitor: _____ Booth # _____
 Contact: _____ Phone # _____

TABLES

	<u>30" HIGH BARE</u>		<u>30" HIGH W/ SKIRT</u>		<u>42" HIGH BARE</u>		<u>42" HIGH W/SKIRT</u>		
	Advance	Regular	Advance	Regular	Advance	Regular	Advance	Regular	TOTAL \$
4' Rectangular Table	___ \$18	\$22	___ \$50	\$63	___ \$39	\$48	___ \$77	\$96	_____
6' Rectangular Table	___ \$23	\$28	___ \$57	\$70	___ \$44	\$55	___ \$83	\$104	_____
8' Rectangular Table	___ \$29	\$37	___ \$64	\$80	___ \$50	\$63	___ \$90	\$112	_____
6' x 18" Narrow Table	___ \$23	\$28	___ \$57	\$70	___ \$44	\$55	___ \$83	\$104	_____

Skirt Color ___ Red ___ White ___ Black ___ Gray ___ Gold ___ Burgundy ___ Green

	<u>30" HIGH BARE</u>		<u>30" HIGH W/LINEN</u>		<u>42" HIGH BARE</u>		<u>42" HIGH W/LINEN</u>		
	Advance	Regular	Advance	Regular	Advance	Regular	Advance	Regular	TOTAL \$
24" Round Table	___ \$20	\$25	___ \$57	\$70	___ \$41	\$51	___ \$67	\$83	_____
36" Round Table	___ \$20	\$25	___ \$57	\$70	___ \$41	\$51	___ \$67	\$83	_____

Linen Color ___ Red ___ White ___ Black ___ Gray ___ Gold ___ Burgundy ___ Green

CHAIRS

	Advance	Regular	TOTAL \$
___ Standard Chair	\$8.00	\$10.00	_____
___ Padded Chair	\$29.00	\$37.00	_____
___ Padded Stool	\$45.00	\$57.00	_____
___ Executive Office Chair	\$49.00	\$62.00	_____

CARPETING

	Advance	Regular	TOTAL \$
___ Single Booth Carpet	\$72.00	\$90.00	_____
___ Double Booth Carpet	\$143.00	\$179.00	_____
___ Triple Booth Carpet	\$214.00	\$268.00	_____

Custom Carpet

___ Width ___ Length \$2.60 \$3.00 _____

Color

___ Red ___ Blue ___ Gray ___ Toast ___ Black

DISPLAY

	Advance	Regular	TOTAL \$
___ Easel	\$21.00	\$26.00	_____
___ Easel w/ Flip Chart	\$50.00	\$63.00	_____
___ Single Riser 6' x 8.5" x 12"	\$29.00	\$37.00	_____
___ Pegboard 4' x 8'	\$67.00	\$84.00	_____
___ Vertical ___ Horizontal			
___ Tackboard 4' x 8' Push Pin	\$167.00	\$208.00	_____
___ Vertical ___ Horizontal			
___ Tackboard 4' x 8' Velcro	\$167.00	\$208.00	_____
___ Vertical ___ Horizontal			
___ 2-8' Uprights & Cross Bar	\$35	\$43.00	_____
___ Slat/Grid Wall 2' x 8' Section	\$80.00	\$99.00	_____
___ Slat/Grid Wall Leg Set	\$27.00	\$34.00	_____

DECORATIONS/LIGHTING/MISCELLANEO

US

	Advance	Regular	TOTAL \$
___ Plants (Call for availability & price)			_____
___ Ticket Tumbler-Raffle Drum	\$80.00	\$99.00	_____
___ Pole Light w/ 2-150W Bulbs	\$51.00	\$64.00	_____
___ Pole Light w/ 1-500W Bulbs	\$57.00	\$71.00	_____
___ Source 4 Par w/ Color Gel	\$64.00	\$80.00	_____
___ Garment Rack	\$40.00	\$50.00	_____
___ Waste Basket 3 Gallon	\$13.00	\$16.00	_____
___ Waste Basket 15 Gallon	\$17.00	\$21.00	_____
___ Stanchion w/ 6' Red Band	\$26.00	\$33.00	_____
___ Staging 4' x 4' Section	\$60.00	\$75.00	_____

Height ___ 12" ___ 16" ___ 24" ___ 30" ___ 36"

EXTRA DRAPING

	Advance	Regular	TOTAL \$
___ 3' High per linear ft	\$6.00	\$7.00	_____
___ 8' High per linear ft	\$8.00	\$10.00	_____
3' and 8' Drape Color ___ Red ___ White ___ Blue ___ Black			
___ Gray ___ Burgundy ___ Gold ___ Green			
___ 9' to 16' High per linear ft	\$10.00	\$13.00	_____
9' to 16' Drape Color ___ Black ___ White			

Furniture Rental Summary

This form must accompany Order Summary

TOTAL \$ _____

ADD 8% SALES TAX _____

TOTAL DUE- Enter on Order Summary _____

Fosters' Tent Rental Services	ORDER SUMMARY & PAYMENT
--------------------------------------	------------------------------------

Advance Order Deadline 5/31/2019	Plattsburgh Business Expo June 6, 2019
----------------------------------	---

BILLING INFORMATION	
----------------------------	--

--	--

EXHIBITING COMPANY	BOOTH NUMBER
---------------------------	---------------------

COMPANY OR THIRD PARTY RESPONSIBLE FOR PAYMENT	CONTACT
---	----------------

--	--	--	--

STREET ADDRESS	CITY	STATE	ZIP
-----------------------	-------------	--------------	------------

--	--	--	--

PHONE	FAX	PURCHASE ORDER
--------------	------------	-----------------------

--	--

SHOW SITE CONTACT	SHOW SITE CONTACT PHONE
--------------------------	--------------------------------

IMPORTANT! THIS FORM MUST BE ACCOMPANIED BY ORDER FORMS AND FULL PAYMENT.
Please note that orders received without full payment, including tax cannot be processed.

Note- We cannot guarantee items will be available at the show, so order in advance if possible.
No refunds after items have been reserved.

ORDER SUMMARY
FURNITURE \$ _____ TOTAL REMITTANCE \$ _____

METHOD OF PAYMENT
ENCLOSED CHECK # _____ VISA _____ MASTERCARD _____ DISCOVER _____ I, _____ authorize Fosters' Tent Rentals to charge my credit card # _____ security code _____ expiration date _____ for the above charges. Signature: _____