

**EXHIBITOR ADDITIONAL EQUIPMENT RENTAL ORDER FORM**

If your company requires additional booth equipment beyond equipment already provided, please complete this form and fax or mail to Convention Makers, Inc. Contact your show promoter if you have any questions concerning exactly what is provided in your booth space.

EVENT NAME/LOC. \_\_\_\_\_

YOUR COMPANY \_\_\_\_\_

YOUR ADDRESS \_\_\_\_\_

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

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

SHOW DATE \_\_\_\_\_ BOOTH # \_\_\_\_\_

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

Print

SIGNATURE

Email Address \_\_\_\_\_

**MAILING ADDRESS**

**CONVENTION MAKERS, INC.**  
12 Old Charlotte Hwy  
Asheville, Nc 28803

PHONE: 828.298.3700 FAX: 828.298.3400

**AUTHORIZED CREDIT CARD PAYMENT**

CARD TYPE ( ) VISA ( ) MC ( ) Amex

CARD# \_\_\_\_\_

EXPIRATION \_\_\_\_\_ / \_\_\_\_\_

Credit Card Payments Will Incur a 3% Card Processing Fee

Declined Credit Card Fee = \$ 40.00

Tables / Skirting	QTY	\$ ea.
4' Regular 29" tall Plain		30
4' Regular 29" tall Skirted 3 sides		50
4' Regular 29" tall Skirted 4 sides		60
6' Regular 29" tall Plain		30
6' Regular 29" tall Skirted 3 Sides		50
6' Regular 29" tall Skirted 4 Sides		60
8' Regular 29" tall Plain		35
8' Regular 29" tall Skirted 3 Sides		55
8' Regular 29" tall Skirted 4 Sides		60
4' Raised 42" tall Plain		40
4' Raised 42" tall Skirted 3 Sides		65
4' Raised 42" tall Skirted 4 Sides		75
6' Raised 42" tall Plain		40
6' Raised 42" tall Skirted 3 Sides		65
6' Raised 42" tall Skirted 4 Sides		75
8' Raised 42" tall Plain		45
8' Raised 42" tall Skirted 3 Sides		70
8' Raised 42" tall Skirted 4 Sides		75
36" Round 29" tall Plain		30
36" Round 29" tall Skirted		45
36" Round 42" tall Plain		30
36" Round 42" tall Skirted		50
60" Round Plain		40
60" Round Skirted		70

Seating	QTY	\$ ea.
Folding Chairs		10
Tall Bar Stools		15
Tall Bar Chairs		25

Table Risers	QTY	\$ ea.
4' Risers		15
6' Risers		20
8' Risers		20

Lighting	QTY	\$ ea.
Standard Clip On		25
High Wattage Flood		50

Power Supply	QTY	\$ ea.
Extension Cords		25
Multi Plug Cords		25

Miscellaneous	QTY	\$ ea.
Pinboards (4'x8')		60
Easels (metal)		20
Waste Baskets		15
Ficus Trees		65
Raffle Drums		60
Booth Carpet Per 10' section		125
Booth Cleaning Per 10' section / per day		40
Jewelry Cases 6' Full View Lighted		300

Velcro Display Boards	QTY	\$ ea.
Table Top Model		300
10' Floor Standing		500

**PAYMENT CALCULATION SECTION**

Line Item Totals	= \$
Add 3% for Credit Card Orders	= \$
Add 20% for any ON-SITE Orders	= \$
<b>SUB-TOTAL</b>	= \$
+ 7% NC SALES TAX	= \$
<b>GRAND TOTAL DUE</b>	= \$

Please note that all orders should be received by Convention Makers Prior to decorator set up date complete with total payment. All equipment is for rental only. By submitting this form you agree to assume full responsibility for all damaged or missing items, which may also be charged to your credit card. Additional equipment may be rented on site, based on availability, at 20% mark-up. Convention Makers, Inc. will assume no responsibility for injury or damage to person(s) or property resulting from improper use or mis-use of any supplied equipment. Bad Check Fee \$75.00