

EXHIBITOR ADDITIONAL EQUIPMENT RENTAL ORDER FORM

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

GFOA - 2022

Form Due: 10.12.22

EVENT NAME/LOC. _____

YOUR COMPANY _____

YOUR ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

SHOW DATE _____ BOOTH #

ORDERED BY _____ PRINT

ORDERED BY _____

Email

MAILING ADDRESS
CONVENTION MAKERS, INC.
 4501 Hwy 544
 Myrtle Beach, SC 29588
conventionmakers@aol.com
 PHONE: 843.650.6300 FAX: 843.650.6301

AUTHORIZED CREDIT CARD PAYMENT
 CARD TYPE ()VISA ()MC ()Amex
 CARD# _____
 EXPIRATION _____ / _____ CVV Code _____
Back of Card
 Zip Code _____
 Associated with Card
 6% Processing Fee Declined Credit Card Fee = \$ 40.00

Tables / Skirting	QTY	\$ ea.
4' Regular 29" tall Plain		45
4' Regular 29" tall Skirted 3 sides		65
4' Regular 29" tall Skirted 4 sides		75
6' Regular 29" tall Plain		45
6' Regular 29" tall Skirted 3 Sides		65
6' Regular 29" tall Skirted 4 Sides		75
8' Regular 29" tall Plain		50
8' Regular 29" tall Skirted 3 Sides		70
8' Regular 29" tall Skirted 4 Sides		75
4' Raised 42" tall Plain		50
4' Raised 42" tall Skirted 3 Sides		70
4' Raised 42" tall Skirted 4 Sides		80
6' Raised 42" tall Plain		55
6' Raised 42" tall Skirted 3 Sides		75
6' Raised 42" tall Skirted 4 Sides		90
8' Raised 42" tall Plain		60
8' Raised 42" tall Skirted 3 Sides		85
8' Raised 42" tall Skirted 4 Sides		90
36" Cocktail Round 29" tall Plain		45
36" Cocktail Round 29" tall Skirted		60
36" Cocktail Round 42" tall Plain		50
36" Cocktail Round 42" tall Covered		65
Swap Table for Different Size		30
Extra Skirting		25
Raise table in Booth		45

SIGNATURE _____

Seating	QTY	\$ ea.
Folding Chairs		15
Tall Bar Stools		30
Tall Bar Chairs		40
Cushion Chair		30
Cushion Arm Chair		45

Table Top Risers	QTY	\$ ea.
4' Risers		25
6' Risers		30
8' Risers		35

Lighting Accessories	QTY	\$ ea.
Standard Clip On		25
High Wattage Flood		50
Extension Cords		25
Multiplug Powerstrip		25

Miscellaneous	QTY	\$ ea.
Pinboards (4'x8')		60
Easels (metal)		20
Waste Baskets		15
Ficus Trees		65
Raffle Drums		60
Candy Dish		15
Booth Carpet Per booth space		125
Carpet Padding Per booth space		55
Booth Cleaning Per 10' section / per day		40
Bag Rack /Stand		65
Extra Table Skirt		25
Literature Rack (ZEDUp)		75

Velcro Display Boards	QTY	\$ ea.
Table Top Model		200
10' Floor Standing		300

NEW! ELECTRONICS	QTY	\$ ea.
DVD Player		75/day
Computer Monitor 19"		150/day
Computer Monitor 22"		175/day
32" LED Wide Screen		3 Days 350
40" LED Wide Screen		3 Days 400
50" LED Wide Screen		3 Days 450
LED Floor Stand		100/day
HDMI Cables		\$25/day

PAYMENT CALCULATION SECTION

Line Item Totals	= \$
Add 20% for any ON-SITE Orders	= \$
SUB-TOTAL	= \$
+ 9% SC SALES TAX	= \$
Add 6% Processing fee	= \$
GRAND TOTAL DUE	= \$

Please note, that all orders should be received by Convention Makers, prior to decorator set up date, complete with total payment. (no direct deposits). **ALL EQUIPMENT IS FOR RENTAL ONLY.** ANY ITEM REMOVED FROM THE SHOW FLOOR IS SUBJECT TO OUR REPLACEMENT COST, which will be charged to your credit card. 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. All billing will be done at the completion of the show. Receipts & Invoices will be faxed to the fax number listed on this form. If items are ordered & delivered & it is decided they will not be used..you will still be charged for the rental.

By submitting this form you agree to assume full responsibility for all damaged or missing items & all replacement costs