

Northeast Decorating & Exhibit Services
225 Wilkinson Street
Syracuse NY 13204
Phone: 315- 471- 9989
Fax: 315- 471- 0237

Tompkins/Cortland Home Builders Show
Tompkins Cortland Community College (TC3)
March 6-7-8, 2009

Equipment Order Form

NOTE: ORDERS MUST BE RECEIVED BY MARCH 2, 2009

JOB: 2601

<u>Qty</u>	<u>Description</u>		<u>Amount</u>
	<u>Wood Display Tables</u>		
_____	4'x 24" Table (Plain, w/ Vinyl Topping Only)	\$	15.00 _____
_____	6'x 24" Table " "		15.00 _____
_____	8'x 24" Table " "		15.00 _____
_____	6'x 30" Table " "		16.00 _____
_____	8'x 30" Table " "		16.00 _____
_____	Extension Legs (ONLY) to raise above table to 40" High-Set of 4		5.00 _____
_____	30" Round Cafe Table (30"High <u>OR</u> 40" High- <u>CIRCLE HEIGHT CHOICE</u>)		15.00 _____
	<u>Table Skirting</u> Colors: (Show Colors)		
_____	30"High Skirting	\$	20.00 _____
_____	40"High Skirting (Includes Extension Legs for 40"High)		25.00 _____
	<u>Chairs</u>		
_____	Folding Chair (White <u>OR</u> Gray)	\$	6.00 _____
_____	Padded Chair		8.50 _____
_____	Bar Stool (Econo-Padded seat, no back)		25.00 _____
_____	Bar Stool (Deluxe-Padded back & seat)		35.00 _____
	<u>Carpeting-PLEASE CIRCLE COLOR CHOICE **Facility is NOT Carpeted</u>		
_____	10' x 10' (Blue Red Gray Black Burgundy)	\$	45.00 _____
_____	10' x 20' " " " " "		80.00 _____
_____	10' x 30' " " " " "		115.00 _____
	<u>Miscellaneous</u>		
_____	Self-Standing Glass Display Case (6' L x 38" H x 17" D)	\$	125.00 _____
_____	Floodlight Unit (2-150 watt floods on 8' upright pole)		25.00 _____
_____	Wastebasket		6.50 _____
_____	Tripod Easel		20.00 _____
_____	Bag Holder		25.00 _____
_____	Ficus Tree (7" Tall)		25.00 _____

Payment Policy: FULL PAYMENT MUST ACCOMPANY THIS PRE-ORDER

Above rental prices are for the duration of the show and include delivery and pick-up of equipment to/from designated spaces. All material to remain the property of Northeast Decorating. Prices listed above cover rental only.

******PLEASE PRINT CLEARLY & FILL IN COMPLETELY**

Sub Total: _____
**** 8.00%**
 Sales Tax: + _____
 Total Due: _____

Name: _____
 Company: _____
 Address: _____
 City, State, Zip: _____

Booth# _____

PHONE: () _____
 FAX: () _____

() Charge my Visa/MC/AMEX# _____ Exp. Date _____

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UTILITIES CONNECTION
PLEASE RETURN THIS ORDER FORM BY MARCH 2, 2009

Job # 2601

Firm Name: _____ Phone: (_____) - _____

Address: _____ Fax: (_____) - _____

City, State, Zip: _____ Booth # _____

() Charge my Visa / MC / Amex # _____ Expiry Date: _____

Authorized by: **PLEASE PRINT NAME & SIGN:** _____

PLEASE FAX THIS FORM DIRECTLY TO NORTHEAST DECORATING AT 315-471-0237
FULL PAYMENT TO NORTHEAST DECORATING MUST ACCOMPANY THIS PRE-ORDER

The rates listed are for one (1) outlet only. The charge for service includes electrical current, installation in the most convenient location, and removal at the close of the show. Special service or wiring of or into equipment will be charged at prevailing rates for labor and materials. **Northeast Decorating** will not be responsible for power failures or voltage fluctuations. We cannot guarantee service prior to show opening on late requests. **All service requests forms and payments MUST be received no later than 5 business days prior to the opening date of the show. A 30% service charge will be levied on any transactions within the 5 day pre-show limit. No credits can be issued on service installed and not used. Rates subject to change without notice.**

120 Volt Outlets

<u>Qty</u>	<u>Description</u>	<u>Pre-Order</u>	<u>Amount</u>
_____	500 Watt Outlet	50.00	_____
_____	1000 Watt Outlet	55.00	_____
_____	2000 Watt Outlet	60.00	_____
_____	3000 Watt Outlet	70.00	_____

208 / 220 Volt Outlets

<u>Qty</u>	<u>Description</u>	<u>1-Phase</u>	<u>Pre-Order</u>	<u>3-Phase Pre-Order</u>	<u>Amount</u>
_____	20 Amps	75.00	_____	85.00	_____
_____	30 Amps	85.00	_____	95.00	_____
_____	40 Amps	95.00	_____	115.00	_____
_____	50 Amps	105.00	_____	125.00	_____
_____	60 Amps	115.00	_____	135.00	_____

Sub Total: \$ _____
8.00% Sales Tax: + _____
Total Due: \$ _____