



Midwest
Decorating Co. Inc.

1510 S Memorial Dr, TULSA, OK 74112-7039
918.584-0988 Fax 918.585-9157

EXHIBITION SERVICES

Each booth will consist of:
8 foot tall back wall drape and 3 foot tall side divider drape,
One 6 inch x 36 inch identification sign,

Use the enclosed forms only if ordering additional rentals or services.

Orders and payment for all services must reach our office no later than 12:00 noon on

EARLY DISCOUNT ORDERS AND PAYMENT MUST BE RECEIVED NO LATER THAN 12:00 NOON ON

Services are not rendered until payment is received in full including state and local tax
...or proof of tax-exempt status. Tax is calculated according to city and/or facility location of each event.

Sales tax rate for this event will be:

Purchase orders are accepted on approval only and are invoiced at the standard rate.

**WE MUST RECEIVE A READABLE IMAGE OF YOUR SIGNED FORMS BY MAIL OR EMAIL AS ORDER
VERIFICATION.**

**EMAIL: orders@midwest-expo.com
USPS: see payment data form for mailing address**

All orders must include any filled order forms and the "Payment Data" form.

Visa, MasterCard, Discover, American Express and checks are accepted.

All charges MUST be prepaid. If paying by credit card a secure payment link will be sent to you via email upon receipt of your order. Items canceled after move-in begins will be charged 100% of original cost.

Damage to any Midwest Decorating Inc rental items will be charged to the credit card on file or invoiced directly to the address on file.





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Furniture Rental

Please Print Clearly

>>> REQUIRED >>> Setup Date & Time -> **<<<**

WE MUST KNOW THE DATE AND APPROX. TIME OF YOUR SETUP ARRIVAL TO SCHEDULE YOUR RENTALS AND SERVICES

Company Name..... Booth Number.....
Street Address..... City, State & Zip.....
Ordered By (print)..... Date.....
Signature..... Phone..... Cell.....
Email Address.....

Prices are for the duration of the show. All equipment is on rental basis and includes delivery to your booth and removal at the close of the show.
All material will remain the property of Midwest Decorating Company and should be left safely at your booth at the close of the show.
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Quantity		DISCOUNT Rate through	Standard Rate
30" tall display tables			
.....4' table UNSKIRTED with white vinyl applied to top		\$ 64.00	84.00
.....6' table UNSKIRTED with white vinyl applied to top		77.00	96.00
.....8' table UNSKIRTED with white vinyl applied to top		90.00	109.00
.....4' table SKIRTED 3 SIDES with white vinyl applied to top ...	Circle your color choice (colors apply to all tables) ...	84.00	99.00
.....6' table SKIRTED 3 SIDES with white vinyl applied to top ...	Red - Gold - Blue - Plum - Teal - Black ...	96.00	118.00
.....8' table SKIRTED 3 SIDES with white vinyl applied to top ...	Burgundy - Silver - Hunter Green - Dusty Rose ...	105.00	125.00

42" tall display tables			
.....4' table UNSKIRTED with white vinyl applied to top		\$ 84.00	104.00
.....6' table UNSKIRTED with white vinyl applied to top		97.00	116.00
.....8' table UNSKIRTED with white vinyl applied to top		110.00	129.00
.....4' table SKIRTED 3 SIDES with white vinyl applied to top ...	Circle your color choice (colors apply to all tables) ...	104.00	119.00
.....6' table SKIRTED 3 SIDES with white vinyl applied to top ...	Red - Gold - Blue - Plum - Teal - Black ...	116.00	138.00
.....8' table SKIRTED 3 SIDES with white vinyl applied to top ...	Burgundy - Silver - Hunter Green - Dusty Rose ...	125.00	145.00

Additional Rental Items

.....Your table skirted on 3 sides plus white vinyl on top (requires stapling to your table)		\$ 64.00	76.00
.....Your table skirted on 3 sides (requires stapling to your table)		51.00	64.00
.....Standard chair		33.00	39.00
.....Bar stool		71.00	99.00
.....Waste basket		17.00	24.00
.....Sign easel		37.00	48.00
.....Bistro table		75.00	99.00

Carpet

.....10 foot X 10 foot	Circle your color choice (colors apply to all carpet)	\$ 125.00	200.00
.....10 foot X 20 foot	Red - Blue - Black	225.00	350.00
.....10 foot X 30 foot	Custom colors available for BULK pre-orders only	325.00	500.00
.....BULK carpet - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		11.00	14.00
.....Carpet PAD - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		7.00	10.00
.....Visqueen - per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		5.00	6.00

All charges MUST be prepaid and Credit Card must be on file with this order.

Make check payable to Midwest Decorating Company Inc.

Prepaid Order **MUST Be Received** by the date listed for discount.

Items cancelled after move-in begins will be charged 100% of original cost.

EXHIBITION SERVICE CONTRACTORS

Sub Total \$

Sales tax rate of **will**
be added on "Payment Data" form

PAYMENT: Refer to "Payment Data" form





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Miscellaneous Rental Items

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Quantity		DISCOUNT Rate through	Standard Rate
<u>Hard-wall Fabric Panels</u>			
..... Vertical Panels 4ft wide x 8ft tall		\$ 100.00	\$ 125.00
..... Horizontal Panels 8ft wide x 4ft tall		100.00	125.00

Additional Drape (per linear foot - 10 foot minimum)

Feet of 8 foot tall drape (10 foot minimum)		\$ 6.60 / foot	\$ 8.80 / foot
Circle your color choice (colors apply to 3' & 8' tall drape)			
Red - Gold - Blue - Plum - Teal - Black			
Burgundy - Silver - Hunter Green - Kelly Green - Dusty Rose			
Feet of 3 foot tall drape (10 foot minimum)		6.60 / foot	8.80 / foot

Specialty Items

..... Ticket Tumbler		\$ 68.00	\$ 84.00
..... Ballot Box		51.00	65.00
..... Chrome Stanchion (please call for quantity discount)		19.00	25.00
..... Velour Rope for Chrome Stanchion (please call for quantity discount)		19.00	25.00

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Forklift Services and Banner Installation

Please Print Clearly

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Email Address.....

FORKLIFT SERVICES 1-hour increments with a 1-hour minimum

			<u>Est. Start</u>	<u>Hours</u>	<u>Hourly Rate</u>	<u>Line Total</u>
Install:	8:00am to 5:00pm	Wed, Oct 29th	_____	_____ X	\$110/hr	= _____
	8:00am to 5:00pm	Thurs, Oct 30th	_____	_____ X	\$110/hr	= _____
Teardown:	8:00am to 12:00pm	Mon, Nov 3rd	_____	_____ X	\$110/hr	= _____

* Forklift service is scheduled first-come first-served within each time bracket and estimated start time.

OVERHEAD SIGNAGE HANGING AND RETRIEVAL

- Signs & banners to be hung must be fully assembled with hardware/bridle, in your booth space, facing the desired direction.
- **Signs and banners to be hung that are assembled and placed after 12pm noon on Thurs Oct 30th will incur a \$100.00 late surcharge.**
- Each Exhibitor can have banners hung from the ceiling within the air space directly over their booth.
- Banner lowering will begin **8:00am Monday morning Nov 3rd**
- All retrieved signage must be out of the building by **12pm Noon Monday Nov 3rd**

	<u>Quantity</u>	<u>Each</u>	<u>Line Total</u>
Small Banners (up to 6 feet wide)	_____	X \$250	= _____
Large Banners: (wider than 6 feet)	_____	X \$350	= _____
Multi-Sided or Geometric	_____	X \$400	= _____

All charges MUST be prepaid and Credit Card must be on file with this order.

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EXHIBITION SERVICE CONTRACTORS

No sales tax for Banner Installation or
Forklift Service

Total Due \$ _____

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www.midwest-expo.com

email: orders@midwest-expo.com





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Custom Graphics & Displays

These custom display graphics are available for purchase through our sister company **Crain Displays & Exhibits** - www.craindisplays.com.

Please contact us at **918-585-9797** or sales@craindisplays.com to purchase or for more detailed information. Sales tax will apply.



HOPUP

8' Hopup \$ 1,025.00
10' Hopup \$ 1,250.00

Includes frame, dye-sub fabric graphic and carry bag.



TABLE THROWS

6' Dye-sub table throw \$ 210.00
6' Stretch table throw \$ 415.00

Other sizes and styles available.



Zoom Flex Feather/Flag Signs

Small (~8-1/2ft tall on stand) ... \$150.00 - \$300.00

Price varies with style

Includes basic "X" stand - other bases optional.



VINYL BANNERS

Per square foot w/ grommets \$ 3.50

Per square foot w/ pipe pockets \$ 3.50 + (2.50/linear ft of pocket)



Zoom Economy Popup Tent Canopy

5ft Tent Canopy \$ 675.00
10ft Tent Canopy \$ 1,250.00

Includes frame, top cover with printed graphic and rolling carry bag.

Other configurations available.



RETRACTABLE BANNER STANDS

Mosquito Lite 800 \$ 125.00

90 day warranty, anti-curl vinyl graphic and carry bag.

Orient 800 \$ 310.00

Lifetime warranty, polypropylene graphic and carry bag.

Minimum production time for Hopup, Feather Flags and Tent Canopies is **two weeks**.

Minimum production time for Table Throws, Vinyl Banners and Retractable Banner Stands is **one week**.

Production time begins upon payment and receipt of print-ready art.

Graphic design service is available at the rate of \$70.00/hr.



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RENTAL SERVICES

\$ Amount

Furniture Rental	(add tax below)	
Miscellaneous Rental	(add tax below)	
RENTAL SERVICES SUBTOTAL		\$
Sales Tax		\$
RENTAL SERVICES TOTAL		\$

☐ PAYMENT BY CHECK

Fill in necessary forms and make check payable to order of:

Midwest Decorating Company, Inc.

Then mail signed forms and check to:

Midwest Decorating Co., Inc
1510 South Memorial
Tulsa, OK 74112

☐ PAYMENT BY CREDIT CARD

MAIL IN:

Step1: Fill in necessary forms including PAYMENT DATA FORM then mail to above address.

Step2: We'll send an email invoice through INTUIT with a secure payment link.

EMAIL:

Step1: Fill in necessary forms including PAYMENT DATA FORM then scan / take photos of all filled pages and email to: orders@midwest-expo.com

Step2: We'll send an email invoice through INTUIT with a secure payment link.

LABOR SERVICES

\$ Amount

Banner Hanging / Forklift Service	(no sales tax)	
NO SALES TAX ON LABOR SERVICES		XXXXXXXXXXXXXXXXXX
LABOR SERVICES TOTAL		\$

\$ Amount

RENTAL SERVICES TOTAL ABOVE (tax included)		
LABOR SERVICES TOTAL ABOVE (no sales tax)		
TOTAL DUE		\$

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BEFORE YOUR ORDER CAN BE PROCESSED.**

