

SHOW DECORATIONS

5 Main St, PO Box 415, Marlow, NH 03456
Phone: (603)446-9490 Fax: (603)446-6281
Email: showdeco@earthlink.net

January 6, 2012

Dear Exhibitor

Show Decorations is the official decorator for the 2012 Home Life Exhibition, March 16 -18, 2012, at the Leverone Field House, Dartmouth Campus, Hanover, NH.

Booth accessories may be ordered directly from us before the show by faxing or mailing the included order form to us.

You also may phone or Email your order. Our 24 hour phone answering center at (603) 446-9490 will record your order if we are not in the office when you call.

Please use the following information when planning your booth:

1. Each 10 ft. wide by 10 ft. deep booth space will include an 8 ft. backdrop with 3 ft. high side rails. The booth curtain colors are hunter green and white.
2. Do not plan to attach display materials directly to the booth curtains. Sign hooks will be provided to hang signs and decorations.
3. Advanced ordering and payment before show opening entitles you to use the discount prices listed on the Rental Order Form. Orders received on site during the show setup do not qualify for the discount rental rates.
4. Your pre-ordered booth accessories will be delivered to your booth by Wednesday afternoon, March 15.
5. Customer service will be available during exhibitor setup on Wednesday, Thursday and Friday (March 14-16) to handle last minute accessory orders.
6. Payment in full by check, cash, or credit card is due prior to show opening. We accept Visa, Mastercard, and American Express. Billing arrangements are possible by calling our office at (603) 446-9490, or emailing your request to showdeco@earthlink.net.

Sincerely,

Allan Blank

Allan Blank
Owner, Show Decorations

RETURN FORM TO:

SHOW DECORATIONS

P.O. Box 415, Marlow, NH 03456
Phone: (603) 446-9490 Fax 446-6281
showdeco@earthlink.net

RENTAL ORDER FORM

Filled
Paid
Bill

EVENT **2012 Home Life Exhibition (Upper Valley)**

BOOTH NO. _____

COMPANY _____

DATE ORDERED _____

ADDRESS _____ CITY, STATE, ZIP _____

CONTACT _____ PHONE () _____ FAX () _____

Qty.	Description	Code	Disc.	Rental	Price
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SEATING

___	Bar stool, padded w/back	106	15.00	20.00	_____
___	Chair, white, padded seat	107	5.00	8.00	_____
___	Chair, folding	108	3.00	5.00	_____

BOOTH ACCESSORIES

___	Easel, table model	112	10.00	15.00	_____
___	Easel, floor model	113	15.00	20.00	_____
___	Booth flood light, 150w	114	15.00	20.00	_____
___	Plant, (preorder only)	127	20.00	_____	_____
___	Ticket barrel	132	20.00	25.00	_____
___	Wastebasket	134	5.00	8.00	_____

SMALL TABLES

___	Pedestal table, 30" round	151	15.00	20.00	_____
___	Pedestal table, 30" square	152	15.00	20.00	_____

DISPLAY TABLES, PLAIN

___	4 ft. long x 30" wide	145	15.00	20.00	_____
___	6 ft. long x 30" wide	146	20.00	25.00	_____
___	8 ft. long x 30" wide	147	20.00	25.00	_____

DISPLAY TABLES, SKIRTED & COVERED

___	4 ft. long x 30" wide	148	35.00	45.00	_____
___	6 ft. long x 30" wide	149	40.00	50.00	_____
___	8 ft. long x 30" wide	150	40.00	50.00	_____

Qty.	Description	Code	Disc.	Rental	Price
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TABLE ACCESSORIES

___	Skirt for 4 ft, 6 ft, 8 ft. table	153	20.00	25.00	_____
___	Table cover, white vinyl	154	5.00	6.00	_____
___	Table raised to 40 in.	155	Add 5.00	_____	_____
___	Skirt for raised table	156	Add 5.00	_____	_____
___	Table top riser, 10" x 6 ft.	157	10.00	12.00	_____
___	Table top riser, 10" x 8 ft.	158	14.00	16.00	_____

CARPETING

___	8 ft. x 10 ft.	102	55.00	65.00	_____
___	8 ft. x 20 ft.	103	80.00	95.00	_____

Circle Color: CHARCOAL

TOTAL AMOUNT DUE _____

- Prices listed are for duration of event.
- Use Discount (Disc.) price for orders paid in full prior to event.
- Use "Rental" price for floor orders or any order not paid in full prior to the event.
- Prices subject to change without notice.
- Method of payment:
 1. Company or personal check.
 2. Credit card: Visa, Mastercard, American Express.
 3. Billing arrangements are possible by calling our office at (603) 446-9490.
- Submit payment to: Show Decorations.

CREDIT CARD INFO

- Visa Card # _____
- MC Exp. Date: _____
- Amex Name on Card: _____

OFFICE USE

Amount _____ Auth. Date _____
Auth. # _____ Ref. # _____

SIGNATURE _____

REMARKS

REMARKS

OFFICE USE

Cash Amount _____ Phone Fax Mail
 Check # _____ Discount FloorOrder
Ck. Date _____ Rec'd by: _____