

## 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

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

Email

SIGNATURE \_\_\_\_\_

**MAILING ADDRESS**

**CONVENTION MAKERS, INC.**  
4501 Hwy 544  
Myrtle Beach, SC 29588

PHONE: 843.650.6300 FAX: 843.650.6301

**AUTHORIZED CREDIT CARD PAYMENT**

CARD TYPE ( )VISA ( )MC ( ) Amex

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

EXPIRATION \_\_\_\_\_ / \_\_\_\_\_ CVV Code Back of Card

Tables / Skirting	QTY	\$ ea.
4' Regular 29" tall Plain		
4' Regular 29" tall Skirted 3 sides		
4' Regular 29" tall Skirted 4 sides		
6' Regular 29" tall Plain		
6' Regular 29" tall Skirted 3 Sides		
6' Regular 29" tall Skirted 4 Sides		
8' Regular 29" tall Plain		
8' Regular 29" tall Skirted 3 Sides		
8' Regular 29" tall Skirted 4 Sides		
4' Raised 42" tall Plain		
4' Raised 42" tall Skirted 3 Sides		
4' Raised 42" tall Skirted 4 Sides		
6' Raised 42" tall Plain		
6' Raised 42" tall Skirted 3 Sides		
6' Raised 42" tall Skirted 4 Sides		
8' Raised 42" tall Plain		
8' Raised 42" tall Skirted 3 Sides		
8' Raised 42" tall Skirted 4 Sides		
36" Round 29" tall Plain		
36" Round 29" tall Skirted		
36" Round 42" tall Plain		
36" Round 42" tall - Covered		
Swap Table for Different Size		
Extra Skirting		
Raise table in Booth		

Seating	QTY	\$ ea.
Folding Chairs		
Tall Bar Stools		
Tall Bar Chairs		
Cushion Chair		
Cushion Arm Chair		

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

Lighting Accessories	QTY	\$ ea.
Standard Clip On		
High Wattage Flood		
Extension Cords		
Multiplug Powerstrip		
VGA Cable 50ft		
Tripod Projector Screen		

<small>NEW!</small> <b>ELECTRONICS</b>	QTY	\$ ea.
DVD Player		
Computer Monitor 19"		
Computer Monitor 22"		
32' LCD Wide Screen		
40' LCD Wide Screen		
46' LCD Wide Screen		
LCD Floor Stand		
Lap Top		
Please call for Connections		

Miscellaneous	QTY	\$ ea.
Pinboards (4'x8')		
Easels (metal)		
Waste Baskets		
Ficus Trees		
Raffle Drums		
Candy Dish		
Booth Carpet Per 10' section		
Carpet Padding Per 10' section		
Booth Cleaning Per 10' section / per day		
Bag Rack /Stand		
Extra Table Skirt		
Literature Rack (ZEDUp)		

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

PAYMENT CALCULATION SECTION	
Line Item Totals	= \$
Add % Processing fee	= \$
Add % for any ON-SITE Orders	= \$
<b>SUB-TOTAL</b>	<b>= \$</b>
% SC 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 % 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. 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.