



1155 E. Bianchi Rd. Stockton, CA95210
(209) 464-0560 (Fax) 209-465-7790
tina@americaneventrentals.com

TO: Exhibitor
FROM: Tina Becerra
American Convention & Exposition Services
RE: 2017 Contra Costa Spring Home & Garden Show
April 7, 8, 9, 2017

American Convention & Exposition Services is pleased to have been selected as your Trade Show Decorator. We look forward to working with you to help maximize your marketing and sales efforts at the show.

Your booth package includes:

- One (1) 8' Back wall
 - Two (2) 3' Side wall
 - One (1) 7" x 44" Booth ID sign
 - One (1) 500 Watt Outlet
- outside booths do not include** drapes and sign, only electricity

Special Savings

To take advantage of American's "advance price" complete the form and send with full payment before **March 22, 2017**. The "floor price" will be charged for orders received after this date.

Freight

Should you need assistance with shipping or storing your booth, American is ready to help you. Please contact us for the appropriate forms to help with your special booth and/or shipping needs.

A limited amount of furniture is available during move-in. These order(s) will be accepted on a first come, first serve basis. Order(s) placed at the show must be paid in full.

Service Counter Hours

Thursday: 9:00 AM to 4:00 PM

Friday: 9:00 AM to 1:00 PM

With one hour for lunch

Final Note

- Do not staple, tape or pin anything to drapery.
- Sign hooks are available to hang items over the pipe.
- Any drapes, furnishings or rental items damaged or missing from your booth after the show will be charged to you at replacement costs.
- After the show remove all company belongings from the rental items, especially off carpets and tables.
- Call us at (209) 464 0560



1155 E. Bianchi Rd. Stockton, CA 95210
 (209) 464-0560 (Fax) 209-465-7790
 tina@americaneventrentals.com

FURNITURE & ACCESSORIES

2017 Contra Costa Spring Home & Garden Show
 April 7-9, 2017
 Concord Pavilion
 2000 Kirker Pass Road Concord, CA 94521

TABLES Wooden display tables - 24" wide - 30" high
 Counter height tables are 24" wide - 42" high

QTY:	DESCRIPTION	RENTAL PRICES	
		BEFORE 3/22	FLOOR PRICE
	4' LONG TABLE - SKIRTED	\$25.00	\$35.00
	4' LONG TABLE - NOT SKIRTED	\$15.00	\$25.00
	6' LONG TABLE - SKIRTED	\$30.00	\$40.00
	6' LONG TABLE - NOT SKIRTED	\$20.00	\$30.00
	8' LONG TABLE - SKIRTED	\$35.00	\$45.00
	8' LONG TABLE - NOT SKIRTED	\$25.00	\$35.00
	4' LONG COUNTER - SKIRTED	\$35.00	\$45.00
	4' LONG COUNTER - NOT SKIRTED	\$25.00	\$35.00
	6' LONG COUNTER - SKIRTED	\$40.00	\$50.00
	6' LONG COUNTER - NOT SKIRTED	\$30.00	\$40.00
	8' LONG COUNTER - SKIRTED	\$45.00	\$55.00
	8' LONG COUNTER - NOT SKIRTED	\$35.00	\$45.00
	48" ROUND TABLE - PLAIN	\$30.00	\$40.00
	COCKTAIL TABLE (30" HIGH)	\$25.00	\$35.00
	COCKTAIL TABLE (42" HIGH)	\$35.00	\$45.00

Skirting is available in the following colors:

- Black Blue Teal White Red

LINEN **ORDERS MUST BE PLACED A MIN. OF 7-DAYS IN ADVANCE CALL FOR COLOR SELECTIONS**

**CUSTOMER MUST CALL TO CONFIRM
 FAX ORDER HAS BEEN RECEIVED**

Payment policy: Orders are confirmed with payment in full. Floor Price will be charged for any orders received in our office after March 22, 2017

ALL CREDIT CARD DEPOSITS ARE NON-REFUNDABLE. NO REFUNDS.

CARPET BLACK ONLY

QTY:	DESCRIPTION	RENTAL PRICES	
		BEFORE 3/22	FLOOR PRICE
	9' x 10'	\$75.00	N/A
	9' x 20'	\$150.00	N/A
	9' x 30'	\$195.00	N/A

QTY:	DESCRIPTION	RENTAL PRICES	
	PADDED STOOLS	\$15.00	N/A
	PADDED CHAIR	\$14.00	N/A
	FOLDING CHAIR	\$4.00	\$6.00
	EASEL (ALUMINUM)	\$15.00	N/A
	WASTEBASKET	\$10.00	N/A

PIPE & DRAPE **ORDERS MUST BE PLACED A MIN. OF 7-DAYS IN ADVANCE**

QTY:	DESCRIPTION	RENTAL PRICES	
		BEFORE 3/22	FLOOR PRICE
	PIPE SET: (1) Adj. Slider Pole, (2) 8' Uprights, (2) Lg. Baseplates	\$21.00	\$31.00
	3' tall drape - includes hardware	\$30.00	\$35.00
	8' tall drape - includes hardware	\$30.00	\$35.00

Drape is available in the following colors:

- Black Blue Teal White
 Red

Company: _____

Contact: _____

Date: _____ Booth#: _____

TOTAL DUE: _____

FOR OFFICE USE ONLY CONTRACT #: _____



1155 E. Bianchi Rd. Stockton, CA 95210
 (209) 464-0560 (Fax) 209-465-7790
 tina@americaneventrentals.com

TENT RENTAL ORDER FORM

2017 Contra Costa SpringHome & Garden Show
 April 7-9, 2017
 Concord Pavilion
 2000 Kirker Pass Road Concord, CA 94521

10' Width Legend Style Tent

	BEFORE 3/22	FLOOR PRICE	
_____ 10' x 10'	\$137	\$157	\$ _____
_____ 10' x 20'	\$231	\$255	\$ _____
_____ 10' x 30'	\$345	\$413	\$ _____
_____ 10' x 40'	\$475	\$570	\$ _____
_____ 10' x 50'	\$556	\$668	\$ _____

All tents poles are 8' high.

All tent pricing includes water barrel anchors & safety package.

20' Width Legend Style Tent

	BEFORE 3/22	FLOOR PRICE	
_____ 20' x 20'	\$275	\$330	\$ _____
_____ 20' x 40'	\$650	\$710	\$ _____
_____ 40' x 40'	\$1300	\$1625	\$ _____
_____ 40' x 60'	\$1950	\$2400	\$ _____

All tents poles are 8' high.

All tent pricing includes water barrel anchors & safety package.

10' Width Legend Style Tent

	BEFORE 3/22	FLOOR PRICE	
_____ 10' Section	\$18	\$25	\$ _____

All tents poles are 8' high.

All tent pricing includes water barrel anchors & safety package.

PAYMENT POLICY: Orders are confirmed with payment in full. Floor price will be charged for any order received in our office after **March 22, 2017**. All charge card deposits are non-refundable.

CANCELLATION: The rental fee will be forfeited on orders cancelled after delivery to booth.

CUSTOMER MUST CALL TO CONFIRM FAX ORDERS

Permits

Please be aware any tent or canopy that is 200 sq. feet or larger requires a fire permit. If the tent you order is larger than 200 sq. feet fill out the form and fax it to us. We will pull the permit(s) and notify you with the price.

Do it yourself E-Z Up Canopies

	BEFORE 3/22	FLOOR PRICE	
_____ 10' x 10'	\$100	\$125	\$ _____
_____ 10' x 20'	\$200	\$250	\$ _____

E-Z Up Sidewalls (10' sections in width)

	BEFORE 3/22	FLOOR PRICE	
_____ 10' Section	\$10	\$15	\$ _____

All tents poles are 8' high.

All tent pricing includes water barrel anchors & safety package.

SPECIAL ORDERS: Call for prices on **freight, special material handling, custom signs, and banners.**

NOTICE: Separate your belongings from rental items at the end of the show. Items left on rental equipment after the show are at your own risk. Any drapes, furnishings and/or electrical equipment damaged or missing from your booth after the show will be charged to you at replacement costs.

Total of Tent Order \$ _____



2017 Contra Costa Spring Home & Garden Show
April 7-9, 2017
Concord Pavilion
2000 Kirker Pass Concord, CA 94521

1155 E. Bianchi Rd. Stockton, CA95210
 (209) 464-0560 (Fax) 209-465-7790
 tina@americaneventrentals.com

PAYMENT POLICY & AUTHORIZATION

THIS FORM & PAYMENT MUST ACCOMPANY ALL ORDERS WITH AMERICAN CONVENTION & EXPOSITION SERVICES

Orders(with payment) must be received by the deadline of March 22, 2017 to received the discounted rate. Payments must be paid in full prior to services preformed or items delivered to the booths. EXHIBITORS ARE NOT BILLED FOR SERVICES OR ITEMS. In the event that the totals are calculated incorrectly. American Convention & Exposition Services reserves the right to make the necessary corrections and charge the correct amount. Exhibitors will be notified either by telephone, fax or e-mail of any such corrections. Credit will not be given for services(s) ordered and not used . All material and equipment furnished by American Convention & Exposition Services is done on a rental basis only and remains the property of American Convention & Exposition Services. A 5% handling fee will be assessed for all refunds. Plus A cancellation fee of 25% will be charged for any cancellation of (5) to ten (10) business days prior to Exhibitor move-in. A cancellation Fee of 50% will be charged for orders cancelled less than (5) business days from the event. There will be no refunds after the close of the show for unused equipment and/or services.

PLEASE PRINT CLEARLY or TYPE THE INFORMATION

FORM OF PAYMENT

CHECK (# _____) MASTERCARD VISA

CREDIT CARD #

EXPIRATION DATE / SECURITY CODE

Name on the Card: _____

Authorized Signature: _____

Billing Address: _____

City: _____ City: _____ Zip: _____

Tel: _____ Fax: _____

Unless advised otherwise, we will use this authorization to bill your account for additional goods or services incurred during the event. Exhibitor must advise service desk of any discrepancies prior to the close of show. **Please check all that apply:**

- Use this account for additional services at the show. No additional people are allowed to sign on this account
- The Cardholder hereby authorizes the following people to sign on the above account for any additinoal charges incurred at the show site:

Please enter the Totals from the appropriate forms:

Furniture / Acessories Total: \$ _____ **Tent Order Total: \$** _____

Grand Total \$ _____

Company/Exhibitor: _____ Booth: _____

Ordered by: _____ Date: _____

Company Address: _____

City: _____ State: _____ Zip: _____ Email: _____

Custom Banner Order Form

American Convention & Exposition Services

1155 East Bianchi Road • Stockton CA 95202



1155 E. Bianchi Rd. Stockton, CA95210

(209) 464-0560 (Fax) 209-465-7790

miriam@americaneventrentals.com

Customer Information

Name/Company Name _____

Address: _____

City: _____ State: _____ Zip: _____

Phone Number: (_____) _____

Mobile: (_____) _____

Email: _____

Date Needed: _____

Order Date: _____

Booth Number (i.a.) _____

Show Title (i.a.) _____

ORDER MUST BE PLACED BY MARCH 22ND TO BE DELIVERED AT SHOW

Vinyl Banner-Base Price (Text Only or Gigantagram)

Please indicate with X, or mark note quantity.

15" x 6' - \$60.00 _____	15" x 10' - \$74.00 _____	15" x 15' - \$96.00 _____	15" x 20' - \$110.00 _____
30" x 6' - \$85.00 _____	30" x 10' - \$118.00 _____	30" x 15' - \$160.00 _____	30" x 20' - \$205.00 _____
36" x 6' - \$95.00 _____	36" x 10' - \$132.00 _____	36" x 15' - \$187.00 _____	36" x 20' - \$240.00 _____
38" x 6' - \$100.00 _____	38" x 10' - \$140.00 _____	38" x 15' - \$196.00 _____	38" x 20' - \$250.00 _____
54" x 6' - \$128.00 _____	54" x 10' - \$184.00 _____	54" x 15' - \$261.00 _____	54" x 20' - \$335.00 _____

Extras

- Grommet Service **\$5**
- Photo or Full Color **\$25**
- Full Color for 54" **\$30**
- Rush Service **\$25**
- Custom Design (per hr.) **\$25**

Ink Colors (if applicable) _____

Font Preference (subject to availability) _____

WRITE YOUR MESSAGE BELOW: Include the locations of symbols, photos, logos, ETC. Please, make any notes and comments, special instructions, and color designations here. Text layout may be rearranged to fit into template.

DISCLAIMER - PLEASE READ: Customer assumes all responsibility for any content provided. Any misspellings in the provided content will be printed and the full cost of the print will be billed. Re-prints due to misspellings or content corrections are available for a fee of 25% of the total cost of the print. There are no returns on banner or poster prints.

CUSTOMER INFORMATION

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone No. (_____) _____

Check # Enclosed _____ Visa MC

Credit Card _____

Exp _____ Security Code _____

Authorized Signature _____

Print Authorized Signature _____

NOTICE: Dishonored checks must be paid in cash within 30 days of demand payment or Exhibitor shall be liable for the amount owing upon the check in addition to treble damages of three times the amount of the check. Damages shall be no less than \$100.00 nor more than \$500.00, plus the cost of mailing the written demand. It is understood that if Exhibitor check is dishonored for any reason the Exhibitor will be subject to the above damages.