



P.O. Box 6215  
 St. Cloud, MN 56302-6215  
 (320) 253-4050  
 Fax (320) 253-3324

**RENTAL ORDER**

SHOW NAME: #3531  
 ITEM Fall Conference

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_  
 Street Address \_\_\_\_\_ Phone # \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Taxable \_\_\_\_\_ Tax Exempt \_\_\_\_\_ If tax exempt, please enclose copy of tax exempt certificate  
 Ordered By \_\_\_\_\_ (print name) \_\_\_\_\_ (signature) P.O. # \_\_\_\_\_

Qty	Description	Advance Price	Floor Price	Total
<b>Display Tables - Skirted</b>				
_____	4' 24"W x 30"H	45.20	53.70	_____
_____	6' 24"W x 30"H	52.20	62.20	_____
_____	8' 24"W x 30"H	60.70	72.20	_____
_____	4' 24"W x 42"H	55.70	67.70	_____
_____	6' 24"W x 42"H	58.20	70.70	_____
_____	8' 24"W x 42"H	71.70	83.70	_____
_____	4' 24"W x 30"H	23.20	30.20	_____
_____	6' 24"W x 30"H	26.70	33.20	_____
_____	8' 24"W x 30"H	28.70	35.20	_____
_____	4' 24"W x 42"H	27.70	33.20	_____
_____	6' 24"W x 42"H	30.20	38.70	_____
_____	8' 24"W x 42"H	32.70	40.70	_____
<b>Draped Table Risers</b>				
_____	4' 12"W x 12"H	19.70	24.20	_____
_____	6' 12"W x 12"H	24.70	31.20	_____
_____	8' 12"W x 12"H	30.70	37.70	_____
<b>Furnishings</b>				
_____	Padded Side Chair	12.70	17.20	_____
_____	Folding Chair	2.70	3.70	_____
_____	Padded High Stool	21.20	25.70	_____
_____	Waste Basket	7.70	8.70	_____
_____	Easel	9.70	11.70	_____
_____	30" Round Tables (w/o cover):			_____
_____	30"High	21.20	26.70	_____
_____	42"High	23.20	28.70	_____
_____	4' x 8' Display Boards	58.20	69.70	_____
<b>Carpeting</b> Blue <input type="checkbox"/> Black <input type="checkbox"/> Burgundy <input type="checkbox"/> Gray <input type="checkbox"/> Red <input type="checkbox"/>				
_____	8' x 10'	68.50	82.00	_____
_____	8' x 20'	105.00	115.50	_____
<b>Miscellaneous</b>				
_____	_____			_____
_____	_____			_____
	<b>Subtotal</b>			_____
	<b>Sales Tax (7.275 %)</b>			_____
	<b>Total</b>			_____

**Carpet Cleaning**

Vacuuming -  
 Once prior to show \_\_\_\_\_ ...30 cents per sq. ft.  
 Vacuuming - Daily \_\_\_\_\_ ...25 cents per sq. ft.

**Installation and Dismantle Labor**

Labor charge in quarter hour increments with a one hour minimum. Exhibitor is responsible to arrange with A&N for labor at show site and must supervise labor during installation and dismantle.

**Rates**

Straight time - \$70 per man hour  
 Overtime - \$100 per man hour  
 Overtime before 8:00 a.m. or after 4:30 p.m.  
 Weekdays, and all day Saturday, Sunday and Holidays.

**Installation**

We will require \_\_\_\_\_ person(s) for approximately \_\_\_\_\_ hours  
 Date \_\_\_\_\_ Time \_\_\_\_\_

**Dismantle**

We will require \_\_\_\_\_ person(s) for approximately \_\_\_\_\_ hours  
 Date \_\_\_\_\_ Time \_\_\_\_\_

Failure to call for labor at requested time will result in a one hour charge per person(s).

**Additional Services Available**

Floral ~ Custom Signs ~ Registration Services  
 Information and prices are available upon request.

**Payment via:**  
 Check  Credit Card \*  
 \* Please complete credit card authorization form  
 Credit Card Receipt Requested:  
 Yes  No Thanks!

**PAYMENT POLICY:** Advance payment must accompany your order 5 days prior to show date to qualify for Advance Price. All orders received without payment or on show site will be charged Floor Price. All rentals subject to 6.875% MN sales tax & any applicable local taxes.