

Northeast Decorating & Exhibit Serv.
225 Wilkinson Street
Syracuse New York 13204
Phone: 315- 471- 9989
FAX: 315- 471- 0237

NYSFAAA Conference
Turning Stone Casino & Resort
October 18-19, 2011

Equipment Order Form

Job: 2941

IMPORTANT NOTE: ORDERS MUST BE RECEIVED BY OCTOBER 11, 2011

<u>Qty</u>	<u>Description</u>		<u>Amount</u>
	Wood Display Tables		
_____	4'x 24" Table (Plain, w/ Vinyl Topping Only)	\$	15.00
_____	6'x 24" Table " "		15.00
_____	8'x 24" Table " "		15.00
_____	6'x 30" Table " "		16.00
_____	8'x 30" Table " "		16.00
_____	Extension Legs (ONLY) to raise above tables to 40" High - Set of 4		5.00
_____	30" Round Cocktail Table (30"High OR 40"High - CIRCLE HEIGHT CHOICE)		15.00
_____	36" OR 48" Round Table - CIRCLE CHOICE		16.00

	Table Skirting (Show Colors)		
_____	30" High Skirting	\$	20.00
_____	40" High Skirting (Includes Extension Legs to raise table to 40" High)		25.00

	Chairs		
_____	Folding Chair	\$	6.00
_____	Padded Chair		8.50
_____	Bar Stool (Econo - Padded seat, no back)		25.00
_____	Bar Stool (Deluxe - Padded back & seat)		35.00

Carpeting: PLEASE NOTE: FACILITY IS CARPETED

	Miscellaneous		
_____	Self-Standing Glass Display Case (6' L x 38" H x 17" D)	\$	125.00
_____	Bag Holder		25.00
_____	Floodlight Unit (2-150 watt floods on 8' upright pole)		25.00
_____	Wastebasket		6.50
_____	Tripod Easel		20.00
_____	Ficus Tree (7" Tall)		25.00
_____	Stage Riser Unit, 4'x 8'x 16" High (Carpeted)		50.00

PAYMENT POLICY: FULL PAYMENT MUST ACCOMPANY YOUR PRE-ORDER Sub Total: \$ _____
 Above rental prices are for the duration of the show and include delivery and pick-up of equipment to/from designated spaces. All material to remain the property of Northeast Decorating. Prices listed above cover rental only. Oneida County 8.75% Sales Tax: + _____
TOTAL DUE: \$ _____

******PLEASE PRINT CLEARLY & FILL IN COMPLETELY**

BOOTH # _____

Name: _____
 Company: _____
 Address: _____
 City, State, Zip: _____

Phone: (_____) - _____
 Fax: (_____) - _____

() Charge my Visa/MC/AMEX # _____ Expiry Date: _____

Northeast Decorating & Exhibit Services
 225 Wilkinson Street
 Syracuse New York 13204
 Phone: 315-471-9989
 FAX: 315-471-0237

NYSFAAA Conference
 Turning Stone Casino-Mohawk Ballroom
 October 18-19, 2011

Job 2941

FREIGHT/DRAYAGE- PAGE TWO

BOOTH# _____

NOTE: INBOUND SHIPMENTS & OUTGOING PICK-UPS: 8:30 AM TO 3:30 PM Monday thru Friday AT OUR WAREHOUSE

*****NOTE: YOUR CARRIER CAN PICK UP FREIGHT AT OUR WAREHOUSE STARTING ON: FRIDAY - OCTOBER 21ST**

The rates below will apply on all shipments received, stored, transported and/or handled at the show-site (dock & forklift service), before and/or after the event. This service shall include delivery to your booth, removal and return of empty containers to and from your booth.

****IMPORTANT NOTE: Prices ARE subject to Oneida County 8.75% Sales Tax**

0 to 100 lbs.	\$ 50.00	1001 to 1100 lbs.	\$ 346.50
101 to 200 lbs.	70.00	1101 to 1200 lbs.	378.00
201 to 300 lbs.	105.00	1201 to 1300 lbs.	409.50
301 to 400 lbs.	140.00	1301 to 1400 lbs.	441.00
401 to 500 lbs.	175.00	1401 to 1500 lbs.	472.50
501 to 600 lbs.	199.50	1501 to 1600 lbs.	496.00
601 to 700 lbs.	232.75	1601 to 1700 lbs.	527.00
701 to 800 lbs.	266.00	1701 to 1800 lbs.	558.00
801 to 900 lbs.	299.25	1801 to 1900 lbs.	589.00
901 to 1000 lbs.	332.50	1901 to 2000 lbs.	600.00
		2001 lbs. Plus... Overage Weight will be based on above rates.	

LIABILITY STATEMENT-PLEASE READ BOTH SECTIONS:

Northeast Decorating & Exhibit Services will not be responsible for damage to uncrated and/or unskidded materials, nor will Northeast Decorating & Exhibit Services be responsible for concealed damages. Northeast Decorating's liability shall not exceed \$.30/ per pound. ITEMS OF HIGH VALUE SHOULD BE INSURED PRIOR TO SHIPMENT. All outbound shipments, crates, skids, etc., must meet transportation companies' minimum requirements. Signature below hereby authorizes Northeast Decorating & Exhibit Services to make necessary repairs, banding, etc., as may be required. A labor rate of \$ 25.00 per man-hour, plus materials applies.

PLEASE TAKE SPECIAL CARE IN FILLING OUT THIS FORM. YOUR SIGNATURE ON THIS FORM AUTHORIZES NORTHEAST DECORATING & EXHIBIT SERVICES, INC. TO HANDLE YOUR FREIGHT SHIPMENT AS LISTED ABOVE. BE SURE TO NOTE RUSH SHIPMENTS WHERE INDICATED IN THE OUTBOUND SECTION OF THIS FORM. ALSO, INDICATE FRAGILE ON BOXES, IF NEEDED.

*****IMPORTANT *** THE AREA BELOW MUST BE COMPLETED OR THIS FORM IS UNACCEPTABLE. THANK YOU.**

I HEREBY AUTHORIZE NORTHEAST DECORATING & EXHIBIT SERVICES TO HANDLE THE FREIGHT INDICATED ON PAGE ONE IN ACCORDANCE WITH THE TERMS AND CONDITIONS AS STATED ABOVE IN THE LIABILITY SECTION.

PLEASE PRINT
 CLEARLY &
 ADD ON
 SALES TAX
 (See Above)

COMPANY NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE: () _____ FAX: () _____

CONTACT PERSON: _____

() Charge my Visa/MC/AMEX # _____ Exp Date: _____

AUTHORIZED SIGNATURE (Print & Sign Name): _____

PS. HAVE YOU MARKED YOUR FREIGHT WITH THE SHOW NAME, YOUR EXHIBITING NAME AND BOOTH NUMBER??

ADVANCE WAREHOUSE SHIPMENT

SHIP TO: NORTHEAST DECORATING

225 WILKINSON STREET

SYRACUSE NY 13204

*****NOTE: WE CANNOT
HANDLE FRIEGHT
TALLER THAN 95"**

EXHIBITOR NAME: _____

BOOTH #: _____

SHOW NAME: NYSFAAA CONFERENCE
TURNING STONE CASINO
OCTOBER 2011

IMPORTANT: FREIGHT MUST ARRIVE BY: OCTOBER 11, 2011
-----CUT HERE-----

ADVANCE WAREHOUSE SHIPMENT

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-----CUT HERE-----

These labels are provided for your convenience. ATTACH ONE OF THE LABELS TO EACH PIECE SHIPPED to ensure proper advance delivery to our warehouse. Please FILL OUT & FAX BACK the 2 Page Drayage Form ASAP, as this is our ONLY NOTICE when we can expect to receive freight from you. Transport and/or Return Shipping Questions? Please call Bill or Sue: 315-471-9989. Thank you for your cooperation.

Northeast Decorating & Exhibit Services
 225 Wilkinson Street
 Syracuse New York 13204
 Phone: 315- 471- 9989
 FAX: 315- 471- 0237

NYSFAAA Conference
 Turning Stone Casino-Verona, NY
 October 18-19, 2011

ELECTRIC UTILITIES CONNECTION
PLEASE RETURN THIS ORDER FORM BY OCTOBER 11, 2011

Job # 2941

Firm Name: _____ Phone: (_____) - _____

Address: _____ Fax: (_____) - _____

City, State, Zip: _____

BOOTH # _____

() Charge my Visa / MC / Amex # _____ Expiry Date: _____

Authorized by: PLEASE PRINT NAME & SIGN: _____

PLEASE FAX THIS FORM DIRECTLY TO NORTHEAST DECORATING AT 315-471-0237
FULL PAYMENT TO NORTHEAST DECORATING MUST ACCOMPANY THIS PRE-ORDER

The rates listed are for one (1) outlet only. The charge for service includes electrical current, installation in the most convenient location, and removal at the close of the show. Special service or wiring of or into equipment will be charged at prevailing rates for labor and materials. **Northeast Decorating** will not be responsible for power failures or voltage fluctuations. We cannot guarantee service prior to show opening on late requests. **All service requests forms and payments MUST be received no later than 5 business days prior to the opening date of the show. A 30% service charge will be levied on any transactions within the 5 day pre-show limit. No credits can be issued on service installed and not used. Rates subject to change without notice.**

120 Volt Outlets

<u>Qty</u>	<u>Description</u>	<u>Pre-Order</u>	<u>Amount</u>	
_____	500 Watt Outlet \$	50.00	_____	**ADD ON SALES TAX
_____	1000 Watt Outlet	55.00	_____	
_____	2000 Watt Outlet	60.00	_____	
_____	3000 Watt Outlet	70.00	_____	

208 / 220 Volt Outlets

<u>Qty</u>	<u>Description</u>	<u>1-Phase</u>	<u>Pre-Order</u>	<u>3-Phase Pre-Order</u>	<u>Amount</u>
_____	20 Amps \$	75.00	_____ \$	85.00	_____
_____	30 Amps	85.00	_____	95.00	_____
_____	40 Amps	95.00	_____	115.00	_____
_____	50 Amps	105.00	_____	125.00	_____
_____	60 Amps	115.00	_____	135.00	_____

Sub Total: \$ _____

**** PLEASE REMEMBER TO ADD SALES TAX ON** 8.75% Sales Tax: + _____

Total Due: \$ _____

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NYSFAAA Conference
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October 18-19, 2011

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**Installation and Dismantle
Labor Order Form**

Name: _____ **BOOTH #** _____
Company: _____
Address: _____ Phone: (_____) - _____
City, State, Zip: _____ Fax: (_____) - _____

******NOTE: PAYMENT MUST ACCOMPANY THIS PRE-ORDER. Please Complete Below Credit Card Information**

PLEASE FAX COMPLETED FORM TO NORTHEAST DECORATING (315) 471-0237 NO LATER THAN **OCT. 11th**

Labor Rates: ONE HOUR MINIMUM PER MAN

Straight Time: Monday - Friday, 8:00am to 4:30pm \$ 25.00/hr
Overtime: All labor before 8:00am and after 4:30pm weekdays
and all hours Saturday, Sunday and Holidays \$ 37.50/hr

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INSTALLATION OF EXHIBIT

We Will Require _____ person/s to assist in installing our exhibit, beginning at: _____ a.m./ p.m.
on _____
Month Day Year

=====

DISMANTLING OF EXHIBIT

We Will Require _____ person/s to assist in dismantling our exhibit, beginning at: _____ a.m./ p.m.
on _____
Month Day Year

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() Our representative in charge of installing the display will be _____, and will supervise display men.

() WE WANT NORTHEAST DECORATING STAFF TO SUPERVISE INSTALL OR DISMANTLE. **PLEASE CIRCLE ONE OR BOTH**

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Installation:	_____ Display person/s x _____ /hr	rate (as listed above)	=	\$	_____
Dismantling:	_____ Display person/s x _____ /hr	rate (as listed above)	=		_____
				Sub Total:	\$ _____
				**PLEASE REMEMBER TO ADD SALES TAX ON	
				8.75% Sales Tax:	+ _____
				TOTAL:	\$ _____

() Charge my Visa/M/Card/AMEX Card # _____ Expiry Date: _____
Authorized by: (PLEASE PRINT NAME & SIGN) _____