

Northeast Decorating & Exhibit Services  
 3360 Milton Avenue  
 Syracuse NY 13219  
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NYSRPS Annual Conference  
 Olympic Center – Lake Placid NY  
 April 7-9, 2018

Equipment Rental Order Form

**NOTE: ORDERS MUST BE RECEIVED BY APRIL 2, 2019**

JOB: 3800

<u>Qty</u>	<u>Description</u>		<u>Amount</u>
<b><u>Wood Display Tables</u></b>			
_____	4'x 24" Table (Plain, w/ Vinyl Topping Only)	\$	16.00 _____
_____	6'x 24" Table " "		17.00 _____
_____	8'x 24" Table " "		18.00 _____
_____	6'x 30" Table " "		19.00 _____
_____	8'x 30" Table " "		20.00 _____
_____	Extension Legs (ONLY) to raise <b>rectangle</b> tables to 40" High- <b>Set of 4</b>		5.00 _____
_____	30" Round Cafe Table (30"High <b>OR</b> 40" High- <b>CIRCLE HEIGHT CHOICE</b> )		16.00 _____
<b><u>Table Skirting</u> Colors: (Show Colors)</b>			
_____	30"High Skirting	\$	20.00 _____
_____	40"High Skirting ( <b>MUST also order Extension Legs above</b> )		25.00 _____
<b><u>Chairs</u></b>			
_____	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 _____
<b><u>Carpeting-PLEASE CIRCLE COLOR CHOICE **Facility is NOT Carpeted</u></b>			
_____	10' x 10' (Blue Red Gray Black Burgundy)	\$	40.00 _____
_____	10' x 20' " " " " "		80.00 _____
_____	10' x 30' " " " " "		120.00 _____
<b><u>Miscellaneous</u></b>			
_____	Floodlight Unit (1-150 watt LED flood on 8' upright pole)	\$	25.00 _____
_____	Wastebasket		6.50 _____
_____	Tripod Easel		20.00 _____
_____	Bag Holder		25.00 _____

**Payment Policy: FULL PAYMENT MUST ACCOMPANY THIS PRE-ORDER**  
**All equipment to remain the property of Northeast Decorating**

Sub Total: \_\_\_\_\_  
**Sales Tax:**  
**8.0%**  
 Total Due: \_\_\_\_\_

**\*\*\*\*AREA BELOW MUST BE COMPLETELY FILLED IN**

Name: \_\_\_\_\_  
 Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_

**Booth#** \_\_\_\_\_

PHONE: ( ) \_\_\_\_\_  
 E-MAIL: \_\_\_\_\_

**WE REQUIRE NAME & ADDRESS FROM CREDIT CARD STATEMENT:**

( ) Visa/MC/AMX# \_\_\_\_\_ ExpDate \_\_\_\_\_ CVV \_\_\_\_\_