

EVENT ORDER FORM

999 S. Oyster Bay Rd. Suite 307, Bethpage, NY 11714 Phone: 516.822.6400 Fax: 516.681.3782 exposervices@nyffevents.com Show Date: Deadline Date: February 14, 2025 Show Name: Credit Card Authorization **Exhibitor Information** Visa Master Card Amex Discover Booth #: _____ Company: ___ CID #: Expiration Date: Contact Name: Payment Amount: Ordered By: Name (Please Print): City: State: Zip Code: Signature: ___ Billing Address: _____ State: _____ Zip Code: _____ _____ Fax: ____ Phone: A 4% ADMINISTRATION FEE WILL APPLY TO ALL CREDIT CARD TRANSACTIONS. A 40% SURCHARGE WILL APPLY TO ALL ORDERS PLACED AFTER THE DEADLINE DATE **Equipment for Exhibitor Booths:** *BOOTH PACKAGE INCLUDES: (1) 6' Decorated Table, (2) Folding Chairs, (1) Wastepaper Basket* Item Price Quantity Total 4' Decorated Table \$25.00 6' Decorated Table \$28.00 8' Decorated Table \$32.00 4' Decorated Table, 42' High \$37.00 6' Decorated Table, 42' High \$40.00 8' Decorated Table, 42' High \$44.00 4' Undecorated Table \$22.00 6' Undecroated Table \$26.00 8' Undercorated Table \$30.00 4' Undecorated Table, 42' High \$34.00 6' Undecorated Table, 42' High \$38.00 8' Undecorated Table, 42' High \$42.00 Wastebasket \$2.50 Easel \$16.00 Stanchion (White) \$16.00 White Plastic Chain \$0.50 PLF Extra Base & Post \$20.00 Plastic Folding Chair \$2.75 Black Padded Stool w/ Back \$34.00 9'x10' Carpet \$225.00 9'x20' Carpet \$450.00 9'x30' Carpet \$675.00 9'x40' Carpet \$900.00 Drape for 4th Side of Table 6' \$12.50 ; 8' \$15.65 • T E R M S • ALL CHARGES MUST BE PAID IN ADVANCE BY CHECK, CREDIT CARD, BANK WIRE, OR MONEY ORDER. All prices are subject to 8.625% NY Sales Tax. If credit card is declined or invalid a \$35.00 service charge will be added. I have read and understand the terms & conditions of my agreement with NYFF Events. Signature Date