

**MIDWEST TENT & EVENTS**

300 Speedway Circle, Suite 145 • Lincoln, NE 68502

Ph: 402.261.6784 • Fax: 402.261.6781

E-mail: midwesttent@gmail.com

www.midwesttentandevents.com

**CONVENTION SERVICES AND BOOTH FURNISHINGS ORDER FORM**

\*Discount Price Applies for Orders Received and Paid 10 Days Prior to Show.

EVENT \_\_\_\_\_ BOOTH NO. \_\_\_\_\_

COMPANY \_\_\_\_\_ ORDERED BY \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL \_\_\_\_\_ DATE ORDERED \_\_\_\_\_

DISPLAY TABLES – 30” WIDE - 30” HIGH				
QTY	DESCRIPTION	DISCOUNT PRICE	SHOW PRICE	AMOUNT
	8’ long table not draped	7.50	15.00	
	6’ long table not draped	7.50	15.00	
	4’ long table not draped	7.50	15.00	
	8’ long table, draped, 3 sides	20.00	40.00	
	6’ long table, draped, 3 sides	20.00	40.00	
	4’ long table, draped, 3 sides	20.00	40.00	
	4th side draped (additional)	15.00	30.00	
	add height 30” 42” (additional)	5.00	10.00	
	Tall cocktail table 30” x 42” no skirt	15.00	30.00	
	Skirt Only, no table	15.00	30.00	

**Credit Card Authorization**

I, \_\_\_\_\_ (authorized cardholder-name as it appears on the credit card) from \_\_\_\_\_ (Company Name) authorize Midwest Tent & Events to use my credit card to pay invoices on my account in the amount of \$ \_\_\_\_\_.

(check one)

Corporate Card

Personal Card Signed \_\_\_\_\_

Credit card type \_\_\_\_\_ (Visa, MasterCard, Discover, etc.)

Credit Card #: \_\_\_\_\_

Expiration Date \_\_\_\_\_ CVV2 Code \_\_\_\_\_

(CVV2 code is the 3-digit number following the credit card number on the back of the card in the signature strip)

Billing address \_\_\_\_\_

**Circle Skirting Color (black is default color if none specified)**

**BLUE    GOLD    WHITE**

**BLACK    BURGUNDY    GREEN    RED**

CHAIRS & ACCESSORIES				
QTY	DESCRIPTION	DISCOUNT PRICE	SHOW PRICE	AMOUNT
	Folding Chair	1.00	20.00	
	Tall Chair With Back	15.00	30.00	
	Small Waste Basket	10.00	20.00	
	Easel	10.00	20.00	
	Chrome Stanchions	15.00	30.00	
	8’ Red Velvet Rope	10.00	20.00	
	4 x 8 Staging 16” tall or 32” tall	50.00	100.00	
	Riser Steps	20.00	40.00	
	10 x 10 Carpet	200.00	400.00	
	10 x 20 Carpet	400.00	800.00	

Please fax completed form back to:  
 Midwest Tent & Events  
 Brian Dorn  
 Fax 402.261.6781  
 Phone: 402.261.6784  
 Cell: 402.613.1770  
 Email: midwesttent@gmail.com

Customer comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**SUB-TOTAL** \_\_\_\_\_

**TAX (7%)** \_\_\_\_\_

**TOTAL** \_\_\_\_\_

**Any problems concerning booth furnishings must be addressed during the show with Midwest Tent & Events. NO credits will be issued after the closing of the show.**