



Midwest
Decorating Co. Inc.

1510 S Memorial Dr. TULSA, OK 74112-7039
918.584-0988 Fax 918.585-9157

170901

2017 Tulsa State Fair

September 28 - October 8, 2017

Tulsa Expo Square

Tulsa, Oklahoma

Each 10' x 10' booth will consist of 8 foot tall back wall drape, 3 foot tall side divider drape and one 7 inch x 40 inch identification sign.

Use the enclosed forms only if ordering additional services.

Orders and payment for all services must reach our office no later than 12:00 noon
Thursday September 21, 2017

**EARLY DISCOUNT orders and payment must be received no later than
Thursday September 14, 2017**

Services are not rendered until payment is received in full including state and local tax at the...
Tax Rate of 8.517%
...or proof of tax-exempt status. Tax is calculated according to city and/or facility location of each event.

Purchase orders are accepted on approval only and are invoiced at the standard rate.

PHONE ORDERS *WILL NOT BE ACCEPTED.*

Orders may be placed by **FAX** at **918.585.9157** with the credit card and payment forms.

Visa, MasterCard, Discover, American Express and checks are accepted.
All charges **MUST** be prepaid and Credit Card data must be on file with your order.

Advance Exhibit Freight must arrive at Midwest Decorating warehouse on or before
Thursday September 21, 2017

EXHIBITION SERVICE CONTRACTORS



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Furniture Order

Print Clearly

Date/Time you will set up

170901

2017 Tulsa State Fair

Sept 28 - Oct 8, 2017

Company Name Booth No.
Street Address City, State & Zip
Ordered By (print) Date
Signature Phone Fax
Email Address Cell Phone

Credit Card: circle one		CARD No.		EXPIRES MO.	YR	SECURITY CODE.....
MC - Visa - AmEx - Disc		Name on card (Print)		Zip Code on card billing	Authorized Signature	

All equipment is on rental basis and includes delivery to your booth and removal at the close of the show.
All material will remain the property of Midwest Decorating Company - Prices are for the duration of the show.

Quantity		DISCOUNT Rate	Standard Rate
	30" tall UNDRAPED display tables	<i>Through Thu. Sept. 14, 2017</i>	
.....	4' table	\$ 58.00	\$ 77.00
.....	6' table	70.00	88.00
.....	8' table	83.00	100.00
.....	Table Leg Extensions ...set of 4 (raises table to 42" tall)	30.00	37.00

30" tall DRAPED display tables ...skirted 3 sides with white vinyl top			
.....	4' table	Circle your color choice (colors apply to all tables)	77.00
.....	6' table.....	Red - Gold - Blue - Plum - Teal - Black	88.00
.....	8' table	Burgundy - Silver - Hunter Green - Dusty Rose	97.00
.....	Table Leg Extensions ...set of 4 (raises table to 42" tall)		45.00
			54.00

Additional Rental Items

.....	Your table skirted on 3 sides plus white vinyl on top	58.00	70.00
.....	Your table skirted on 3 sides	47.00	58.00
.....	Side chair	31.00	35.00
.....	Arm chair	41.00	56.00
.....	Bar stool	65.00	91.00
.....	Waste basket	14.00	21.00
.....	Sign easel	33.00	44.00

Carpet

.....	10 foot X 10 foot	Circle your color choice (colors apply to all carpet)	93.00	132.00
.....	10 foot X 20 foot	Burgundy - Hunter Green	182.00	254.00
.....	10 foot X 30 foot	Red - Blue - Silver	275.00	381.00
.....	BULK carpet ...per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		9.00	10.00
.....	Carpet PAD ...per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		6.00	8.00
.....	Visqueen ...per sq. yard (_____ ft. X _____ ft. Divided by 9 = _____ sq. yds)		2.00	3.00

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Make check payable to Midwest Decorating Company Inc.

Prepaid Order **Must Be Received** by the date listed for discount.

Items cancelled after move-in begins will be charged 100% of original cost.

EXHIBITION SERVICE CONTRACTORS

Sub Total	\$ _____
8.517 % Tax	\$ _____
Total Due	\$ _____



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Miscellaneous Items

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2017 Tulsa State Fair

Sept 28 - Oct 8, 2017

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Street Address City, State & Zip
Ordered By (print) Date
Signature Phone Fax
Email Address Cell Phone

Credit Card: circle one		EXPIRES MO. YR	
MC - Visa - AmEx - Disc	CARD No.	SECURITY CODE.....	
Name on card (Print)	Zip Code on card billing	Authorized Signature	

All equipment is on rental basis and includes delivery to your booth and removal at the close of the show.

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Quantity		DISCOUNT Rate	Standard Rate
	Hard-wall Fabric Panels	Through Thu. Sept. 14, 2017	
.....	Vertical Panels 4ft wide x 8ft tall	\$ 88.00	\$ 112.00
.....	Horizontal Panels 4ft tall x 8ft wide	100.00	123.00

Additional Drape per foot

<input type="checkbox"/>	Feet of 8 foot tall drape	6.00 per foot	7.00 per foot
	Circle your color choice (colors apply to 3' & 8' tall drape)		
	Red - Gold - Blue - Plum - Teal - Black		
<input type="checkbox"/>	Feet of 3 foot tall drape	6.00 per foot	7.00 per foot
	Burgundy - Silver - Hunter Green - Kelly Green - Dusty Rose		

Specialty Items

.....	Ticket Tumbler	62.00	77.00
.....	Ballot Box	47.00	59.00
.....	Chrome Stanchion	18.00	21.00
.....	Velour Rope for Chrome Stanchion	18.00	21.00

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EXHIBITION SERVICE CONTRACTORS

Sub Total	\$ _____
8.517 % Tax	\$ _____
Total Due	\$ _____



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Cleaning Service Order

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2017 Tulsa State Fair

Sept 28 - Oct 8, 2017

Company Name Booth No.
 Street Address City, State & Zip
 Ordered By (print) Date
 Signature Phone Fax
 Email Address Cell Phone

Credit Card: circle one		EXPIRES MO. YR	
<input type="checkbox"/> MC - VISA - AMEX - DISC Name on card (Print)	CARD No.	Zip Code on card billing	Authorized Signature

The association and exhibit hall do not provide cleaning service inside your booth space. The building maintenance crew will clean carpet or concrete floors in the aisles only. If you desire cleaning in your booth please specify by filling out the following information.

The Cleaning Rate is **\$0.40 per square foot** for each cleaning.

This rate includes vacuuming of your booth and emptying of wastebaskets.

Daily Cleaning

One Time Cleaning Only

Day of Week	Date
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Sq. Footage of Booth	X	\$0.40 per sq. foot	X	Number of Days	=	\$	Total
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\$40.00 minimum per day

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EXHIBITION SERVICE CONTRACTORS



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I&D Labor / Forklift Order

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2017 Tulsa State Fair

Sept 28 - Oct 8, 2017

Company Name Booth No.
 Street Address City, State & Zip
 Ordered By (print) Date
 Signature Phone Fax
 Email Address Cell Phone

Credit Card: circle one		CARD No. _____		EXPIRES MO. YR	SECURITY CODE.....
MC - Visa - AmEx - Disc		Name on card (Print)		Zip Code on card billing	Authorized Signature

I&D Labor

Straight Time **\$72.00** per hour 4 Hour Minimum per man Straight time is from 8:00 a.m. to 4:30 p.m. Monday through Friday, excluding holidays. All other hours are at the overtime rate.
Overtime **\$107.00** per hour

- Install exhibit **WITH** exhibitors' supervision. Note: exhibitor MUST check in at service desk to obtain labor.
- Install exhibit **WITHOUT** exhibitors' supervision... **Add 30%** to charges. Note: proper instruction must be given and although the utmost care will be exercised, MDC will not be responsible for any resulting damage, loss or excessive time or improper installation.

Number of Men	X	Hours Straight Time per Man	Hours Overtime per Man	Total Installation
			\$	
Day and Date of Labor Call			Approximate Call Time	

- Dismantle exhibit **WITH** exhibitors' supervision. Note: exhibitor MUST check in at service desk to obtain labor.
- Dismantle exhibit **WITHOUT** exhibitors' supervision... **Add 30%** to charges. Note: proper instruction must be given and although the utmost care will be exercised, MDC will not be responsible for any resulting damage, loss or excessive time or improper installation.

Number of Men	X	Hours Straight Time per Man	Hours Overtime per Man	Total Dismantle
			\$	
Day and Date of Labor Call			Approximate Call Time	

Forklift Service with Driver ...4000 lb capacity

Straight Time **\$118.00** per hour 1/2 Hour Minimum Forklift is not available in every public facility ...please check with show management prior to ordering forklift service.
Overtime **\$170.00** per hour

Number of Forklifts	Hours Straight Time	Hours Overtime	Total
		\$	
Day and Date of Forklift Call		Approximate Call Time	

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EXHIBITION SERVICE CONTRACTORS



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Freight & Material Handling

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Sept 28 - Oct 8, 2017

Company Name Booth No.
 Street Address City, State & Zip
 Ordered By (print) Date
 Signature Phone Fax
 Email Address Cell Phone

	No. of Pieces	Total Weight	Rate	Total	
<i>Advance shipment to warehouse</i>			\$0.82 per pound	\$	\$44.00 minimum per shipment
<i>Freight RETURNING to our warehouse for shipment</i>			\$0.28 per pound	\$	\$44.00 minimum
Credit Card: circle one					
MC - Visa - AmEx - Disc		CARD No.	EXPIRES MO. YR SECURITY CODE.....		
Name on card (Print)		Zip Code on card billing	Authorized Signature		

Advance Shipment *sample label*
Must Arrive on or before **Thur. Sept. 21, 2017**

Your Company Name	Booth Number
c/o Midwest Decorating Company Inc. 1510 S. Memorial Dr. Tulsa OK 74112	

All charges MUST be prepaid and Credit Card must be on file with this order.
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- 1 - Valid weight ticket must accompany all shipments.
- 2 - Public halls and hotels are not equipped to handle or store freight prior to exhibitor move in.
- 3 - Late shipments are subject to additional handling charges.
- 4 - Our services include off-loading at our dock or public facility dock, delivery to your booth, removal and storage of empty containers during show hours, return of containers at end of show and loading out on carriers' trucks at show site.
- 5 - All shipments should be insured by the exhibitor from the time the freight leaves the point of origin until the shipment returns to the exhibitor after the end of the event.
- 6 - Midwest Decorating Co. is not responsible for shipments left in your booth. We will ship these as your carrier arrives to load provided that your company representative has made prior arrangements to do so.
- 7 - If your carrier fails to pick up your shipment, Midwest Decorating Co. reserves the right to reroute such shipments or haul them to our warehouse pending advise from the exhibitor, who will be charged accordingly for this service. MDC will not assume liability as a result of these changes.
- 8 - Midwest Decorating will not be responsible for damage to improperly packed materials whether visible or concealed or for theft or loss of any materials.

Freight Collect Shipments WILL NOT be received

Midwest Decorating is not equipped to handle refrigerated or frozen shipments
 All shipments must arrive with original copies of empty and laden weight tickets from a certified scales.
 MIXED SHIPMENTS must have separate empty and laden weight tickets for each exhibitor within that shipment.

Material Handling Rate for moving freight AFTER it has been delivered to the booth is \$90.00 per hour straight time and \$136.00 per hour overtime... 1/2 hr minimum.



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Pop.Up Displays

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MC - Visa - AmEX - DiSC		Name on card (Print)		Zip Code on card billing		Authorized Signature	

	Quantity	Standard Rate
10 foot Full Size PopUp		
92" tall Black fabric panels ...with lights	with Fabric panels	\$ 400.00
	with Custom Graphic panels	\$ 1,490.00
8 foot Full Size PopUp		
92" tall Black fabric panels ...with lights	with Fabric panels	\$ 350.00
	with Custom Graphic panels	\$ 1,750.00
8 foot Tabletop PopUp		
60" tall Black fabric panels ...with lights	with Fabric panels	\$ 300.00
	with Custom Graphic panels	\$ 940.00
6 foot Tabletop PopUps		
60" tall fabric panels ...with lights	with Fabric panels	\$ 250.00
Available in Black, Royal Blue or Light Blue	with Custom Graphic panels	\$ 650.00



Prices are for the duration of the show and include set up and dismantle. All materials remain property of Midwest Decorating and are subject to availability. Graphic prices are based on receipt of your camera ready art 10 days before completion. Artwork services are available at \$66.00 per hour rate. Rush service is available.

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MDC.04.10