

**Art Craft**

DISPLAY, INC.

A DIVISION OF ART CRAFT SERVICE GROUP

**CONTACT & PAYMENT  
INFORMATION****CHOOSE PAYMENT METHOD:** Check enclosed # \_\_\_\_\_ Credit/debit information below**D****RETURN TO: 47220 Cartier Drive, Suite B • Wixom, MI 48393 • (248) 380-0843 • Fax (248) 380-0848 • [detroit@artcraftdisplay.com](mailto:detroit@artcraftdisplay.com)**

SHOW NAME <b>Novi Home Show - Fall Edition</b>		LOCATION <b>Suburban Collection Showplace</b>	SHOW DATE <b>October 12-14, 2018</b>
COMPANY		BOOTH #	BOOTH SIZE _____ X _____
ADDRESS	address	city	state zip
PHONE	FAX	EMAIL	
AUTHORIZED CONTACT SIGNATURE		AUTHORIZED CONTACT - PLEASE PRINT	
		DATE	

- Your signature above indicates your acceptance of all Terms, Conditions and Policies included in this Service Manual.
- Credit card charges will appear on statements as "Art Craft Display"

**REQUIRED CREDIT CARD AUTHORIZATION**

PLEASE TYPE OR CLEARLY PRINT THE FOLLOWING REQUIRED INFORMATION.

**Credit Card Information:**     Personal Credit Card                       Debit Card                       Company Credit CardCard Type:     Visa                       MasterCard                       American Express

Card Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Cardholder's Name (print): \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

Cardholder's Billing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: (    ) \_\_\_\_\_

**PAYMENT INFORMATION****All Orders:**

- This form ***must*** be completed and returned with all your Service Orders.
- Phone orders and purchase orders will not be accepted.
- Payment in full of all charges (**in US funds only**) must be made prior to delivery of equipment or execution of services.
- No refunds, exchanges or credits will be made for any items included in your booth package.
- All claims must be made prior to show closing. Absolutely no credits will be issued after that time.
- As the exhibiting firm, you are ultimately responsible for the payment of all charges. Please advise on-site representatives, staff and third party designates of this payment information.

**Advance Orders:**

- The Advance Order deadline is seven (7) days prior to first move-in day.
- Payment in full of all rental and service charges must accompany your order.
- Advance Order payments may be made by check or credit/debit card.

**Floor Orders:**

- All orders received after deadlines or on-site are subject to the floor order rate.
- Any orders placed after move-in has begun, must be placed at our on-site service desk. Faxed orders will not be processed during this time.
- Any orders requiring collection during or after the show are subject to floor rates, including declined credit/debit cards.
- Floor order payments may be made by cash, check or credit/debit card.

THIS COMPLETED FORM **MUST** BE RETURNED.

DT 2018

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COMPANY	BOOTH #	BOOTH SIZE _____ X _____
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

- **Advance Order Deadline: Seven (7) days prior to first move-in day.**
- **No refunds, exchanges or credits for any booth package items.**
- **All orders must be accompanied by "Contact & Payment Information" form.**
- **All orders are subject to the enclosed Terms, Conditions and Policies.**

**Credit Card Information  
 Required with All Orders.**

**STANDARD BOOTH CARPET (14 ounce)**

QUANTITY	SIZE	ADVANCE	FLOOR	AMOUNT
	10' x 10'	124.44	150.00	
	10' x 15'	186.05	224.00	
	10' x 20'	247.66	298.00	
	10' x 30'	347.70	418.00	
	10' x 40'	451.40	542.00	

**CHECK CARPET COLOR:**    Black                       Blue                       Grey                       Green                       Red

Above prices include: installation, removal, edge taping only, and *nightly vacuuming*. Installed in clean condition. Dye lot not guaranteed on combination orders of 10' wide stock. Floor Orders for all carpet related items are subject to availability. Please order in advance.

**NON-STANDARD SIZE BOOTH CARPET (14 ounce)**

SIZE	TOTAL	ADVANCE	FLOOR	AMOUNT
_____ FT. x _____ FT.	_____ SQ. FT.	2.44 per square foot	3.00 per square foot	

**CHECK CARPET COLOR:**    Black                       Blue                       Grey                       Green                       Red

- Non-standard size booth carpet rates apply to any width not in 10' increments.

**PREMIUM BOOTH CARPET (28 ounce)**

QUANTITY	SIZE	ADVANCE	FLOOR	AMOUNT
	10' x 10'	360.00	N/A	
	10' x 15'	540.00	N/A	
	10' x 20'	720.00	N/A	
	10' x 30'	1080.00	N/A	
	10' x 40'	1440.00	N/A	

**CHECK CARPET COLOR:**    Beige       Berry       Black       Burgundy       Charcoal       Cobalt       Emerald  
     Gold       Ice       Soft Ivory       Navy       Nu Blue       Peacock       Pewter  
     Platinum       Purple       Red       Royal Blue       Silver Cloud       White       Yellow

Please visit [www.artcraftdisplay.com](http://www.artcraftdisplay.com) to view color selection.

Above prices include: installation, removal, padding, all taping, plastic covering and *nightly vacuuming*. Installed in new condition. Premium carpet **MUST** be ordered fourteen (14) days prior to first move-in day.

**PADDING**

QUANTITY	PADDING SIZE	ADVANCE	FLOOR	AMOUNT
	9' x 10'	101.26	122.00	
	9' x 15'	152.50	183.00	
	9' x 20'	202.52	244.00	
	9' x 30'	303.78	365.00	
	9' x 40'	405.04	487.00	

- Our 9.3 LB., 3/8" thick padding includes installation and removal.

**PLASTIC COVERING**

PLASTIC SIZE	ADVANCE	FLOOR	AMOUNT
_____ feet wide X _____ feet deep = _____ SQ. FT.	\$.44 per square foot	\$.53 per square foot	

- Protective covering includes installation, removal and taping.

**TOTAL NON-TAXABLE CARPET ITEMS      \$**