

RETURN TO: 46100 Grand River Ave., Ste. B • Novi, MI 48374 • (248) 380-0843 • Fax (248) 380-0848 • detroit@artcraftdisplay.com

SHOW NAME Novi Home & Garden Show 2026	LOCATION Vibe Credit Union Showplace	SHOW DATE April 24-26, 2026
COMPANY	BOOTH #	BOOTH SIZE _____ X _____
AUTHORIZED CONTACT SIGNATURE	AUTHORIZED CONTACT - PLEASE PRINT	DATE

- **Advance Order Deadline: Fourteen (14) 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.**
- **Availability of this service cannot be guaranteed if not ordered in advance!! Please determine if this service is to be provided as part of your agreement with show management. If not, this form MUST be completed and returned according to conditions herein.**
- **Advance payment of all requested fork lift services (in/out) is required with your order.**

**Credit Card Information
Required with All Orders.**
**3.5% processing fee will apply
to all credit card transactions.**

STANDARD SERVICE		
Up to 4,000 pound capacity fork lift with operator for installation, uncrating, unskidding, dismantling, crating, skidding and any special handling of your equipment, machinery or freight, due to size or weight. FLOOR RATE applies to <i>any order received within 14 days prior to first move-in day or placed on-site.</i>	ADVANCE	FLOOR
	177.57 per hour	222.00 per hour
One hour minimum for move-in and one hour minimum for move-out. Partial hours, after minimum, prorated to nearest 1/2 hour.		
SPECIAL SERVICE		
For capacities over 4,000 pounds or if rigging equipment and labor are required, see "Rigging & Heavy-Duty Lift truck" form.		

EXHIBITOR: Please complete this section		
MOVE-IN	Fork Lift & Operator needed at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM on _____ DATE for _____ hours x \$ _____ RATE per hr = \$ _____	
	Fork Lift & Operator needed at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM on _____ DATE for _____ hours x \$ _____ RATE per hr = \$ _____	
	<input type="checkbox"/> _____ Qty Fork Lift Boom(s) needed (flat rate): Advance Rate: \$64.11 per boom Floor Rate: \$81.00 per boom = \$ _____	
MOVE-OUT	Fork Lift & Operator needed at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM on _____ DATE for _____ hours x \$ _____ RATE per hr = \$ _____	
	Fork Lift & Operator needed at _____ <input type="checkbox"/> AM <input type="checkbox"/> PM on _____ DATE for _____ hours x \$ _____ RATE per hr = \$ _____	
	<input type="checkbox"/> _____ Qty Fork Lift Boom(s) needed (flat rate): Advance Rate: \$64.11 per boom Floor Rate: \$81.00 per boom = \$ _____	
<ul style="list-style-type: none"> • Please check-in at Service Desk when ready for service. • Always inform us if more than one fork lift is needed. 	TOTAL ESTIMATED FORK LIFT SERVICE	\$
	DEPOSIT AMOUNT ENCLOSED	\$