



CONVENTION SERVICES, LLC

25 South Tenth Street
Harrisburg, PA 17101-2894



PHONE: (717) 236-5075 - FAX: (717) 236-9082

Furniture & Table Order Form

ADVANCE REG.

TABLES DRAPED 30"H QTY. ORDER PRICE AMOUNT

4' x 24"W x 30"H		\$42.00	\$58.00	
6' x 24"W x 30"H		\$52.50	\$68.50	
8' x 24"W x 30"H		\$63.00	\$79.00	

TABLES DRAPED 42"H AMOUNT

4' x 24"W x 42"H		\$63.00	\$78.00	
6' x 24"W x 42"H		\$73.50	\$89.50	
8' x 24"W x 42"H		\$84.00	\$99.50	

TABLES DRAPED 4th SIDE AMOUNT

4th Side Table 30"		\$18.00	\$23.00	
4th Side Table 40"		\$23.50	\$28.00	

TABLE RISERS DRAPED AMOUNT

4' x 12"W x 12"H		\$25.50	\$41.00	
6' x 12"W x 12"H		\$32.00	\$47.00	

POLY SATIN MATERIAL AMOUNT

30" Satin per foot		\$2.25	\$3.00	
40" Satin per foot		\$3.25	\$4.00	

CIRCLE DRAPE COLOR:

Red Blue Gold White Green Black Burgundy Grey
Beige Brown Plum Orange

UNDRAPED TABLES AMOUNT

4' x 24"W x 30"H		\$19.00	\$30.00	
6' x 24"W x 30"H		\$23.00	\$34.00	
8' x 24"W x 30"H		\$27.50	\$38.00	
Raised Table 42" Add		\$10.00	\$12.00	
Drape Exhibitor Table 30"		\$25.00	\$32.50	
Drape Exhibitor Table 40"		\$32.50	\$40.00	
30" Vinyl Table Drape purchase only			\$15.00	

SPECIAL DRAPING QTY. AMOUNT

3' High Draping	/LF	\$2.50	\$3.50	
8' High Draping	/LF	\$4.25	\$5.50	
12' High Draping	/LF	\$6.50	\$8.00	
12' Column Cover		\$45.00	\$55.00	

CIRCLE DRAPE COLORS:

Red Blue Gold White Green Black Burgundy Grey
Beige Brown Plum Orange

Sub Total _____

U.S. FUNDS 6% PA Tax _____

ONLY Total _____

FURNITURE	QTY.	ORDER PRICE	REG. PRICE	AMOUNT
Counter Stool w/back		\$37.00	\$47.00	
Side Chair (padded)		\$22.00	\$33.00	
Arm Chair (padded)		\$27.50	\$37.50	
Easel		\$18.00	\$26.00	
Literature Bag Holder		\$35.00	\$45.00	
Clothestree		\$17.00	\$25.00	
Clothes Rack		\$25.00	\$30.00	
Pedestal Table 24"d 18"h		\$30.00	\$40.00	
Pedestal Table 24"d 30"h		\$35.00	\$45.00	
Pedestal Table 24"d 40"h		\$40.00	\$50.00	
Pedestal Table skirt - 30"		\$15.00	\$20.00	
Pedestal Table skirt - 40"		\$20.00	\$25.00	
Waste Basket w/liners		\$10.00	\$13.00	
Stanchions-Polished Chrome		\$25.00	\$30.00	
Ropes 8'		\$22.00	\$24.00	
8ft. Upright w/base		\$7.50	\$10.00	
6' - 10' Expanding Rail		\$7.50	\$10.00	

CARPET	QTY.	ORDER PRICE	REG. PRICE	AMOUNT
10 x 10 Nylon		\$73.50	\$94.50	
10 x 20 Nylon		\$147.00	\$189.00	
10 x 30 Nylon		\$220.50	\$283.50	
10 x 40 Nylon		\$294.00	\$378.00	
Special Sizes		\$1.31	\$1.58	
____ ft. x ____ ft. = Sq. Ft. ____				
Includes Taping & Covering w/Plastic (Min 100 sq. ft.)				
Carpet Padding (Sq. Ft.)		\$0.65	\$0.85	

CIRCLE CARPET COLOR:

Red Blue Gold Green Black Burgundy Grey

FLOOD LIGHTS	QTY.	ORDER PRICE	REG. PRICE	AMOUNT
150 watt Flood Lite on 8' Pole w/base		\$30.00	\$45.00	
300 watt Quartz on 8' Pole w/base		\$50.00	\$75.00	
(Prices do not include electric)				

NOTE: The Advance Order Rate applies if the order is received with payment in full by 5/7/10 . Payment may be made by returning the Payment Policy Form with a credit card or with a check. All orders placed at showsite are C.O.D. Any changes or cancellations to advance orders during set-up or later will be assessed a 50% delivery charge. All items are on a rental basis only and remain the property of Rileighs Convention Services. All disputes must be made by the end of the show.

Name of Show: Empire Education Booth No. _____

Name of Firm: _____ Fax No. _____

Address: _____ Phone No. _____

City: _____ State: _____ Zip Code _____

Email Address: _____

Authorized by (Print Name) _____ Signature _____