



**Midwest**  
Decorating Co. Inc.

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

170205

# Tulsa Women's Show

**February 10-12, 2017**

**River Spirit Expo**

**Tulsa Oklahoma**

Each 10' x 10' booth will consist of 8 foot tall back wall drape, 3 foot tall side divider drape, one draped table, two folding chairs 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  
Friday February 3, 2017

**EARLY DISCOUNT orders and payment must be received no later than  
Saturday January 28, 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  
**Friday February 3, 2017**

**Damage** to any Midwest Decorating Inc rental items will be charged to the credit card on file or invoiced direct to the address on file.

*EXHIBITIONS SERVICE CONTRACTORS*

MDC.16.10



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# Furniture Order

*Print Clearly*

**Your set up Date /Time**

**170205**

**Tulsa Women's Show**

**February 10-12, 2017**

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

|                                |  |                         |  |                             |                         |                    |
|--------------------------------|--|-------------------------|--|-----------------------------|-------------------------|--------------------|
| <b>Credit Card: circle one</b> |  | CARD No. ....           |  | EXPIRES MO. ....            | YR .....                | SECURITY CODE..... |
| MC - Visa - AmEx - Disc        |  | Name on card<br>(Print) |  | Zip Code on<br>card billing | Authorized<br>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  |
|---|--------------------------------------|----------------|
| <b>30" tall UNDRAPED display tables</b>                                 |                                      |                |
|   | <i>Through ...Sat. Jan. 28, 2017</i> |                |
| ..... 4' table .....  | \$ 50.00 .....                       | \$ 65.00 ..... |
| ..... 6' table .....  | 60.00 .....                          | 75.00 .....    |
| ..... 8' table .....  | 70.00 .....                          | 85.00 .....    |
| ..... Table Leg Extensions ...set of 4 (raises table to 42" tall) ..... | 25.00 .....                          | 32.00 .....    |

|   |  |             |
|---|--|-------------|
| <b>30" tall DRAPED display tables ...skirted 3 sides with white vinyl top</b> |  |             |
| ..... 4' table .....  | <b>Circle your color choice</b> (colors apply to all tables) | 65.00 ..... |
| ..... 6' table.....   | Red - Gold - Blue - Plum - Teal - Black                      | 75.00 ..... |
| ..... 8' table .....  | Burgundy - Silver - Hunter Green - Dusty Rose                | 82.00 ..... |
| ..... Table Leg Extensions ...set of 4 (raises table to 42" tall) .....       |  | 38.50 ..... |

| <b>Additional Rental Items</b>   |             |             |
|--|-------------|-------------|
| ..... <b>Your table</b> skirted on 3 sides plus white vinyl on top ..... | 50.00 ..... | 60.00 ..... |
| ..... <b>Your table</b> skirted on 3 sides .....                         | 40.00 ..... | 50.00 ..... |
| ..... Side chair .....   | 26.00 ..... | 30.00 ..... |
| ..... Arm chair .....  | 35.00 ..... | 47.50 ..... |
| ..... Bar stool .....  | 55.00 ..... | 77.50 ..... |
| ..... Waste basket .....   | 12.00 ..... | 18.00 ..... |
| ..... Sign easel .....   | 28.00 ..... | 37.00 ..... |

| <b>Carpet</b>   |  |              |
|---|--|--------------|
| ..... 10 foot X 10 foot .....   | <b>Circle your color choice</b> (colors apply to all carpet) | 78.00 .....  |
| ..... 10 foot X 20 foot .....   | Burgundy - Hunter Green                                      | 154.00 ..... |
| ..... 10 foot X 30 foot .....   | Red - Blue - Silver  | 234.00 ..... |
| ..... BULK carpet ...per sq. yard ( _____ft. X _____ft. Divided by 9 = _____sq. yds ) ..... | 6.00 .....   | 9.00 .....   |
| ..... Carpet PAD ...per sq. yard ( _____ft. X _____ft. Divided by 9 = _____sq. yds ) .....  | 4.50 .....   | 6.50 .....   |
| ..... Visqueen ...per sq. yard ( _____ft. X _____ft. Divided by 9 = _____sq. yds ) .....    | 1.80 .....   | 2.40 .....   |

**All charges MUST be prepaid and Credit Card must be on file with this order.**

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

|                    |          |
|--------------------|----------|
| <b>Sub Total</b>   | \$ _____ |
| <b>8.517 % Tax</b> | \$ _____ |
| <b>Total Due</b>   | \$ _____ |



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# Miscellaneous Items

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**February 10-12, 2017**

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

|                                |                             |                           |  |
|--------------------------------|-----------------------------|---------------------------|--|
| <b>Credit Card: circle one</b> |                             | EXPIRES MO. .... YR ..... |  |
| MC - Visa - AmEx - Disc        | CARD No. ....               | SECURITY CODE.....        |  |
| Name on card<br>(Print)        | Zip Code on<br>card billing | Authorized<br>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  |
|----------|---------------------------------------|-------------------------------|----------------|
|          | <b>Hard-wall Fabric Panels</b>        | Through ...Sat. Jan. 28, 2017 |                |
| .....    | Vertical Panels 4ft wide x 8ft tall   | \$ 75.00 .....                | \$ 95.00 ..... |
| .....    | Horizontal Panels 4ft tall x 8ft wide | 85.00 .....                   | 105.00 .....   |

**Additional Drape per foot**

|                          |  |                     |                     |
|--------------------------|--|---------------------|---------------------|
| <input type="checkbox"/> | Feet of 8 foot tall drape  | 4.50 per foot ..... | 5.75 per foot ..... |
|                          | <b>Circle your color choice</b> (colors apply to 3' & 8' tall drape) |                     |                     |
|                          | Red - Gold - Blue - Plum - Teal - Black                              |                     |                     |
| <input type="checkbox"/> | Feet of 3 foot tall drape  | 4.50 per foot ..... | 5.75 per foot ..... |
|                          | Burgundy - Silver - Hunter Green - Kelly Green - Dusty Rose          |                     |                     |

**Specialty Items**

|       |                                  |             |             |
|-------|----------------------------------|-------------|-------------|
| ..... | Ticket Tumbler                   | 52.00 ..... | 65.00 ..... |
| ..... | Ballot Box                       | 40.00 ..... | 50.25 ..... |
| ..... | Chrome Stanchion                 | 35.00 ..... | 46.00 ..... |
| ..... | Velour Rope for Chrome Stanchion | 35.00 ..... | 46.00 ..... |

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EXHIBITION SERVICE CONTRACTORS

|                    |          |
|--------------------|----------|
| <b>Sub Total</b>   | \$ _____ |
| <b>8.517 % Tax</b> | \$ _____ |
| <b>Total Due</b>   | \$ _____ |



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# Cleaning Service Order

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**February 10-12, 2017**

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

|   |          |                           |                      |
|---|----------|---------------------------|----------------------|
| <b>Credit Card:</b> <i>circle one</i>   |          | EXPIRES MO. .... YR ..... |                      |
| <input type="checkbox"/> MC - VISA - AMEX - DISC<br>Name on card ( <i>Print</i> ) | 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 **\$0.30 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 |
|-------------|------|

|                      |   |                     |   |                |   |    |       |
|----------------------|---|---------------------|---|----------------|---|----|-------|
| Sq. Footage of Booth | X | \$0.30 per sq. foot | X | Number of Days | = | \$ | Total |
|----------------------|---|---------------------|---|----------------|---|----|-------|

\$30.00 minimum per day

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**Freight & Material Handling**

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 Ordered By (print) ..... Date .....  
 Signature ..... Phone ..... Fax .....  
 Email Address ..... Cell Phone .....

|  | No. of Pieces | Total Weight             | Rate                      | Total |                              |
|--|---------------|--------------------------|---------------------------|-------|------------------------------|
| <i>Advance shipment to warehouse</i>                   |               |                          | \$0.70 per pound          | \$    | \$40.00 minimum per shipment |
| <i>Freight RETURNING to our warehouse for shipment</i> |               |                          | \$0.24 per pound          | \$    | \$40.00 minimum              |
| <b>Credit Card: circle one</b>                         |               |                          |                           |       |                              |
| MC - Visa - AmEx - Disc                                |               | CARD No.                 | EXPIRES MO. .... YR ..... |       | SECURITY CODE.....           |
| Name on card ( <i>Print</i> )                          |               | Zip Code on card billing | Authorized Signature      |       |                              |

**Advance Shipment *sample label***  
**Must Arrive on or before Friday Feb. 3, 2017**

|  |              |
|--|--------------|
| Your Company Name  | Booth Number |
| <b>Tulsa Women's Show</b><br>c/o Midwest Decorating Company Inc.<br>1510 S. Memorial Dr.<br>Tulsa OK 74112 |              |

**All charges MUST be prepaid and Credit Card must be on file with this order.**  
 Make check payable to Midwest Decorating Company Inc.

- 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 \$83.00 per hour straight time and \$124.00 per hour overtime... 1/2 hr minimum.



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# Pop.Up Displays

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

|                                |  |                         |  |                             |  |                         |  |
|--------------------------------|--|-------------------------|--|-----------------------------|--|-------------------------|--|
| <b>Credit Card: circle one</b> |  | CARD No. ....           |  | EXPIRES MO. .... YR .....   |  | SECURITY CODE.....      |  |
| MC - Visa - AmEX - DiSC        |  | Name on card<br>(Print) |  | Zip Code on<br>card billing |  | Authorized<br>Signature |  |

|  | Quantity                         | Standard Rate     |
|--|----------------------------------|-------------------|
| <b>10 foot Full Size PopUp</b>               |                                  |                   |
| 92" tall Black fabric panels ...with lights  | with Fabric panels .....         | \$ 400.00 .....   |
|  | with Custom Graphic panels ..... | \$ 1,490.00 ..... |
| <b>8 foot Full Size PopUp</b>                |                                  |                   |
| 92" tall Black fabric panels ...with lights  | with Fabric panels .....         | \$ 350.00 .....   |
|  | with Custom Graphic panels ..... | \$ 1,750.00 ..... |
| <b>8 foot Tabletop PopUp</b>                 |                                  |                   |
| 60" tall Black fabric panels ...with lights  | with Fabric panels .....         | \$ 300.00 .....   |
|  | with Custom Graphic panels ..... | \$ 940.00 .....   |
| <b>6 foot Tabletop PopUps</b>                |                                  |                   |
| 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 \$60.00 per hour rate. Rush service is available.

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

EXHIBITION SERVICE CONTRACTORS

|                    |    |       |
|--------------------|----|-------|
| <b>Sub Total</b>   | \$ | _____ |
| <b>8.517 % Tax</b> | \$ | _____ |
| <b>Total Due</b>   | \$ | _____ |

MDC.04.10