



**Fundamental Furnishing**

9433 Kirby Drive Houston, TX 77054

Convention Services Direct 832-962-8521/ Main Office: 713-797-1994 /FAX:713-797-1996/ www.lonestarexhibits.com

**HLS&R March 3-22, 2015**

*Advance Order Deadline: February 3, 2015*

Company Name:		
Street Address:		
City:	State:	Zip:
Contact Name:		
Telephone:	Fax:	Cell:
<b>Fundamental Furnishings</b>		

	Advance Price	Show Price	QTY
<input type="checkbox"/> <b>Skirted Tables</b>			
4'x30"-30"h	\$ 86.50	\$ 106.40	
4'x30"-42"h	\$ 106.25	\$ 130.69	
6'x30"-30"h	\$ 95.50	\$ 117.47	
6'x30"-42"h	\$ 156.00	\$ 191.88	
6'x18"-30"h	\$ 90.00	\$ 110.70	
6'x18"-42"h	\$ 140.00	\$ 172.20	
8'x30"-30"h	\$ 116.25	\$ 142.99	
8'x30"x42"h	\$ 162.00	\$ 199.26	
8'x18"-30"h	\$ 111.25	\$ 136.84	
8'x18"x42"h	\$ 156.50	\$ 192.50	
Additional skirt	\$ 25.00	\$ 30.75	
<input type="checkbox"/> <b>Undressed Tables</b>			
4'x30"-30"h	\$ 25.00	\$ 30.75	
4'x30"-42"h	\$ 45.00	\$ 55.35	
6'x30"-30"h	\$ 30.00	\$ 36.90	
6'x30"-42"h	\$ 50.00	\$ 61.50	
6'x18"-30"h	\$ 25.00	\$ 30.75	
6'x18"-42"h	\$ 45.00	\$ 55.35	
8'x30"-30"h	\$ 35.00	\$ 43.05	
8'x30"x42"h	\$ 55.00	\$ 67.65	
8'x18"-30"h	\$ 30.00	\$ 36.90	
8'x18"x42"h	\$ 50.00	\$ 61.50	
Café table	\$ 25.00	\$ 30.75	
Bistro Table	\$ 30.00	\$ 36.90	
Wht Formica Bistro			
Wht Formica Café			

<input type="checkbox"/> <b>Accessories</b>	Advance Price	Show Price	Qty
Display Cases	call for quote	call for quote	
Peg Board 4x6	\$ 125.00	\$ 153.75	
Straight Hooks	\$ 1.25	\$ 1.54	
Sign Hooks	\$ 2.00	\$ 2.46	
Waste Baskets	\$ 12.00	\$ 14.76	
Lockable cases	\$ 150.00	\$ 184.50	

<input type="checkbox"/> <b>Draping</b>	Advance Price	Show Price	Qty
8'h Vinyl Draping	\$ 7.50	\$ 9.23	
8'h Cloth Draping	\$ 12.50	\$ 15.38	

<input type="checkbox"/> <b>Chairs</b>	Advance Price	Show Price	Qty
Gray Gas Lift Chair	\$ 195.00	\$ 239.85	
Diamond Blk Stool -padded	\$ 120.00	\$ 147.60	
Diamond Blk Chair-padded	\$ 105.00	\$ 129.15	
Gray Carson Chair w/ Arms	\$ 68.25	\$ 83.95	
Director's Barstool	\$ 95.00	\$ 116.85	
Director's Chair	\$ 85.00	\$ 104.55	
Delta Barstools	\$ 115.00	\$ 141.45	
Delta Chairs	\$ 100.00	\$ 123.00	
Wooden barstool -padded		\$ -	

<input type="checkbox"/> <b>Carpet-16oz</b>	Advance Price	Show Price	Qty
Price includes installation, material, removal and plastic covering.			
1-800 Sq ft	\$ 3.25	\$ 4.00	
801-1400 sq ft	\$ 2.75	\$ 3.38	

<input type="checkbox"/> <b>Carpet Pad</b>	Advance Price	Show Price	Qty
Price includes installation, material, removal and plastic covering			
1-800 Sq ft	\$ 0.70	\$ 0.86	
801-1400 Sq ft	\$ 0.60	\$ 0.74	

Carpet is available in black, red, Royal blue and Charcoal.

\*\*\*Vacuuming is not included in price. If you would like booth cleaning please see Cleaning Form.

Additional items are available so if you needs are other than what is on this list please feel free to call the Conventions Services Direct Line:713-364-1615 or the Main Office :713-797-1994



**CLEANING SERVICES  
ORDER FORM**

9433 Kirby Drive Houston, TX 77054

Convention Services Direct 832-962-8521/ Main Office: 713-797-1994 /FAX:713-863-9995/ www.lonestarexhibits.com

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Company Name:	Booth Number		
Street Address:			
City:	State:	Zip:	Country:
Contact Name:		Email Address:	
Telephone:	Fax:	Cell:	

**Booth Vacuum Order Form**

**Booth Vacuuming - Daily**

<i>Booth Dimensions</i>		<i>Total Area</i>	
<input type="text"/>	x <input type="text"/>	=	<input type="text"/> sq ft.
<i>Total Area</i>	<i>Advance Price</i>	<i>Show Price</i>	<i>Cost per Day</i>
<input type="text"/>	<input type="text" value="\$0.25"/>	<input type="text" value="\$0.33"/>	= <input type="text"/>
<i>Number of Days</i>	<i>Cost Per Day</i>	<i>Show Total</i>	
<input type="text"/>	x <input type="text"/>	<input type="text" value="0"/>	

Shampooing, Mopping & Waxing quoted by request.

**\*\*\* SUBTOTAL FOR VACUUMING**

If you have any questions concerning this invoice, please contact us at the phone number listed above.

***Thank you for your business!***



**LABOR ORDER FORM  
INSTALLATION/DISMANTLE  
MATERIAL HANDLING**

9433 Kirby Drive Houston, TX 77054

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*Advance Order Deadline: February 3, 2015*

<b>Company Name:</b>		<b>Booth Number</b>	
Street Address:			
City:	State:	Zip:	Country:
<b>Contact Name:</b>		<b>Email Address:</b>	
<b>Telephone:</b>	<b>Fax:</b>	<b>Cell:</b>	

**Labor Order Form**

**Labor for installation and Dismantle is the same rate.**

	Advance Price	Show Price
<b>Straight Time</b> 8am-5pm Monday - Friday	\$ 50.05	\$ 65.00
<b>Overtime</b> Anytime before 8am, anytime after 5pm or Weekend	\$ 65.45	\$ 85.00

**Installation Labor**

Min. 1 hour increment, after 1st hour time is billed in 1/2hr increments

Date	Time	#Workers	x	# of hours	=	Total Hours	@	Hr Rate	Total
			x		=		@		
			x		=		@		
			x		=		@		
			x		=		@		
			x		=		@		

Total Installation Labor

**Dismantle Labor**

Min. 1 hour increment, after 1st hour time is billed in 1/2hr increments

Date	Time	#Workers	x	# of hours	=	Total Hours	@	Hr Rate	Total
			x		=		@		
			x		=		@		
			x		=		@		
			x		=		@		

Total Dismantle Labor

**Material Handling is used to unload or load exhibitor equipment including forklift or dollies.**

	Advance Price	Show Price
Material Handling for 1st hour	\$ 100.00	\$ 123.00
Additional hours	\$ 75.00	\$ 92.25

**Material Handling**

Min. 1 hour increment

Date	Time	#Workers	x	# of hours	=	Total Hours	@	Hr Rate	Total
			x		=		@		
			x		=		@		
			x		=		@		

Total Material Handling



**Method of Payment Form**

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Contact Name:		Email Address:	
Telephone:	Fax:	Cell:	

**Method of Payment**

**Company Check**

Please make checks payable to : Lone Star Exhibits. Checks Must be in US funds drawn on US or Canadian Bank

**Credit Card**

For your convenience, we will use the authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all Lone Star Exhibits companies, or any charges which Lone Star may be obligated to pay on behalf of exhibitors, including without limitation, any shipping charges.

Please complete the information requested below.

- Amex     Visa     Mastercard     Discover

Account No. \_\_\_\_\_ exp date: \_\_\_\_\_

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City State, \_\_\_\_\_

Enter Totals Here

Furnishings	Carpet	Cleaning	Labor	Dismantle Labor	Material Handling

Signs	Other				Grand Total

**\*\*\* Grand Show Total** \$ -

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**Thank you for your business!**



**Third Party Authorization**

9433 Kirby Drive Houston, TX 77054 [www.lonestarexhibits.com](http://www.lonestarexhibits.com)  
 Convention Services Direct 832-962-8521/ Main Office: 713-797-1994 /FAX:713-863-9995

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City:	State:      Zip:      Country:
Contact Name:	Email Address:
Telephone:	Fax:      Cell:

**Exhibiting Companies Authorization for Third Party Billing**

We understand and agree that we, the exhibiting company, are ultimately responsible for payment of charges and agree by submitting this form or ordering materials or services from Lone Star Exhibits, to be bound by all terms and conditions as described in the Terms & Conditions section of this service manual. In the event that the named third party does not discharge payment of the invoices prior to the last day of the show, charges will revert back to the exhibiting company. All invoices are due and payable upon receipt, by either party. The items checked below are to be invoiced to the third party.

**Services which are to be billed to the Third Party**

- |   |   |
|---|---|
| <input type="checkbox"/> All Lone Star Services   | <input type="checkbox"/> Lone Star Exhibit Transportation |
| <input type="checkbox"/> I&D Labor/Supervision    | <input type="checkbox"/> Rental Furniture/Carpet/Signs    |
| <input type="checkbox"/> Material Handling in/out | <input type="checkbox"/> Booth Cleaning                   |
|   | <input type="checkbox"/> Other _____                      |

**Third Party Information**

Company Name:	
Street Address:	
City:	State:      Zip:      Country:
Contact Name:	Email Address:
Telephone:	Fax:      Cell:

**Third Party Credit Card Authorization**

Amex     Visa     Mastercard     Discover

Account No. \_\_\_\_\_ exp date: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City State, \_\_\_\_\_

Zip: \_\_\_\_\_

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**Thank you for your business!**