





**RENTS**

5620 S. 72<sup>nd</sup> St.  
Omaha, NE 68127  
Phone (402) 339-3707  
Fax (402) 339-3624  
tradeshows@aaarentsevents.com

# EQUIPMENT ORDER FORM

**Deadline Date is APRIL 6, 2022**

## Furniture

	<b>Advance Order</b>	<b>Past Deadline</b>
___ Side Chair	20.00	40.00
___ Arm Chair	20.00	40.00
___ Samsonite Folding Chair	10.00	30.00
___ Padded Stool with back	35.00	50.00

## Booth Carpet

	<b>Advance Order</b>	<b>Past Deadline</b>
___ 9' x 10' carpet	175.50	247.50
___ 9' x 20' carpet	351.00	495.00
___ 9' x 30' carpet	526.50	742.50
___ 9' x 40' carpet	702.00	990.00

## Accessories

	<b>Advance Order</b>	<b>Past Deadline</b>
___ Waste Basket	20.00	40.00
___ Easel Tripod	25.00	45.00

**Circle Color** Gray Blue Black Red

## Booth Carpet-Vacuuuming

	<b>Advance Order</b>	<b>Past Deadline</b>
___ 4-19-22 # of booths ___ x 30.00		55.00
___ 4-20-22 # of booths ___ x 30.00		55.00
___ 4-21-22 # of booths ___ x 30.00		55.00

## 30" High Wood Display Tables - Skirted

	<b>Advance Order</b>	<b>Past Deadline</b>
___ 4' long x 24" wide	60.00	90.00
___ 4' long x 30" wide	60.00	90.00
___ 6' long x 30" wide	65.00	95.00
___ 8' long x 30" wide	75.00	105.00

Event **NIEC SHOW**

Firm \_\_\_\_\_ Booth# \_\_\_\_\_

Purchased By \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Order Amount \_\_\_\_\_

Tax @ 7% \_\_\_\_\_

Total Due \_\_\_\_\_

\_\_\_ 42" HIGH AVAILABLE - ADD \$35.00

Circle Color: red white blue black burgundy silver green yellow

## Round Tables with Cloth

	<b>Advance Order</b>	<b>Past Deadline</b>
___ 24" – tall cocktail table	35.00	55.00
___ 24" – low cocktail table	35.00	55.00
___ 36" round table	35.00	55.00
___ 48" round table	35.00	55.00

Color of cloth \_\_\_\_\_

## 30" High (Narrow) Wood Display Tables - Skirted

	<b>Advance Order</b>	<b>Past Deadline</b>
___ 6' long x 18" wide	65.00	95.00
___ 8' long x 18" wide	75.00	105.00

\_\_\_ 42" HIGH AVAILABLE – ADD \$35.00

Circle Color: red white blue black burgundy silver green yellow

**See Credit Card Form For Payment  
Order Deadline Date: APRIL 6, 2022  
PAYMENT MUST ACCOMPANY ORDER**



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## **FORKLIFT ORDER FORM**

Booth Number: \_\_\_\_\_

Company Name: \_\_\_\_\_

Authorized By: \_\_\_\_\_

**ONE HOUR MINIMUM @ \$150.00/HR.**

Install:                      Date \_\_\_\_/\_\_\_\_/\_\_\_\_      Time \_\_\_\_\_

No. of hours (approx.) \_\_\_\_\_

No. of forklifts                      \_\_\_\_\_

Dismantle:                      Date \_\_\_\_/\_\_\_\_/\_\_\_\_      Time \_\_\_\_\_

No. of hours (approx.) \_\_\_\_\_

No. of forklifts                      \_\_\_\_\_

NIEC fork lift orders will be on a FIRST COME FIRST SERVED BASIS.  
GET YOUR ORDERS IN EARLY!

**ORDER DEADLINE DATE: APRIL 6, 2022**



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## ORDER RECAP AND CREDIT CARD AUTHORIZATION FORM

Name Of Event \_\_\_\_\_ Date \_\_\_\_\_

Company Name \_\_\_\_\_ Booth# \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Ordered By \_\_\_\_\_ Title \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

One copy of your final invoice will be issued. All other copies are \$15.00+tax per transaction via mail, e-mail or fax.

### PLEASE COMPUTE YOUR ORDERS

Rental Order.....\$ \_\_\_\_\_

Forklift Order.....\$ \_\_\_\_\_

Use Tax @ 7%.....\$ \_\_\_\_\_

Total Due.....\$ \_\_\_\_\_

### PLEASE FILL OUT THE FOLLOWING INFORMATION FOR CREDIT CARD PAYMENT

Cardholder Name (PLEASE PRINT) \_\_\_\_\_

Billing Address for Card \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

V-Code \_\_\_\_\_ Card Number \_\_\_\_\_

Expiration Date \_\_\_\_/\_\_\_\_ \_\_VISA \_\_MASTERCARD \_\_AMERICAN EXPRESS \_\_DISCOVER

Cardholder Signature \_\_\_\_\_

PAYMENT POLICY: 100% PLUS ALL APPLICABLE TAX IS DUE BY APRIL 6, 2022. ALTERATIONS TO EXISTING ORDERS ARE SUBJECT TO A \$35.00 CHARGE. ORDERS TAKEN DURING SHOW SET UP REQUIRE CREDIT CARD INFORMATION BEFORE ITEMS ARE PLACED IN THE BOOTH. ONCE THE EQUIPMENT IS PLACED IN YOUR BOOTH, NO REFUNDS WILL BE GIVEN.

**ORDER DEADLINE DATE: APRIL 6, 2022**

**\*\*NOTE TO EXHIBITORS**

Label Each Package:  
 NIEC 2022  
 [Exhibitor Name/Booth No.]  
 c/o TLK Convention Services  
 6200 N. 16<sup>th</sup> Street  
 Omaha, NE 68110



TLK Convention Services  
 A division of TLK Air Care, Inc.  
 6200 N. 16<sup>th</sup> Street  
 Omaha NE 68110  
 800-441-1927  
 Fax: 402-457-7978  
 timq@tlkoma.com

**ADVANCE FREIGHT HANDLING CONTRACT****\*\*\*ALL ADVANCE FREIGHT MUST BE LABELED AND SENT TO THE ADDRESS PROVIDED ABOVE\*\*\***

Show Name: <b>NIEC 2022</b>	Exhibitor Name:	Booth Number:
Carrier:	No. of Pieces:	Weight:
<b>Service includes:</b>		
Advance inbound freight receiving starts April 4, 2022. All freight must arrive by April 18, 2022. <b>DO NOT SHIP DIRECT TO SHOW SITE.</b>	Delivery of freight directly to booth. Crates stored and returned after show.	Freight tendered to nominated carrier at end of show.

**BILLING INFORMATION**

*Company Name:	*Contact Name:	*Telephone:	Fax:
*Address:	*City:	*State:	*Zip:
*Credit Card No:	*Signature	*Expiration:	*SecurityCode:
Customer Email Address – For Sending Payment Receipt			

\*This information must be included with credit card information.

**ADVANCE FREIGHT HANDLING CHARGES**

Minimum \$75.00	Per 100# Increments \$36.50	
<b>Service includes:</b>		
Inbound freight received/stored prior to show. Freight received after April 18 <sup>th</sup> will be assessed a \$50.00 late fee.	Delivery of freight directly to booth. Crates stored and returned after show.	Freight tendered to nominated carrier at end of show.

**SHIP OUT INFORMATION**

Ship To:	Contact Name:	Freight Desc:	No. of Pieces:
Address:	City:	State:	Zip:
Nominated Carrier:	Carrier Bill to Account No:	Service Level:	

\*\* Please note that shipments are NOT to be sent directly to the exhibit/show site prior to show date. **Freight sent to the Mid-America Center prior to show date will be refused. Please send all freight prepaid and labeled as indicated above.**