

Extreme Family Expo & Events

11226 Satellite Blvd. Orlando, Florida 32837
Telephone: 407-227-6732

Florida Building Engineering
& Facility Maintenance

Florida State Fairgrounds

August 5, 2020

For discount price, order and payment must be received by July 22, 2020. Orders received after the discount deadline may be substituted based on availability.

CARPET & PADDING ORDER FORM

Pre-cut carpet standard sizes

		Discount Price	Standard Price
sq. ft.	9' x 10'	\$161.00	\$201.00
sq. ft.	9' x 20'	\$321.00	\$401.00
sq. ft.	9' x 30'	\$483.00	\$604.00
sq. ft.	9' x 40'	\$645.00	\$806.00
Custom cut ____ ft. x ____ ft. = ____ sq. ft. @		\$2.75/sq. ft.	\$3.45/sq. ft.

Circle Carpet Color:	Red	Blue	Grey	Burgundy	Teal	Black
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Carpet accessories	Discount Price	Standard Price
sq. ft. Comfort carpet padding per sq. ft.	\$1.35	\$1.70
linear ft. Rug taping per lin. ft.	\$2.45	\$3.10
sq. ft. Visqueen per sq. ft.	\$1.35	\$1.70

Plush carpet is available. See the enclosed form or contact your Customer Service Representative at 407-227-6732. No refunds on custom cut carpet after discount deadline. No refunds on standard carpet after installation. If color is not selected, EFE&E will do so at no risk.

Total of Items Ordered: \$ _____ + 7.0% Tax: \$ _____ = Amount Due: \$ _____
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PRINT CLEARLY OR TYPE:

****Signature also indicates you have read and agree to EFE&E's payment policy****

Company Name: _____ Booth # _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Authorized Name (Print): _____ Signature: _____

IMPORTANT NOTICE

Booth cleaning is not
part of your booth package.

To order cleaning,
please fill out the enclosed
cleaning order form or see
your Customer Service
Representative at the
EFE&E Service Desk when
you arrive at show site.



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CLEANING ORDER FORM

BOOTH CLEANING - All rental carpets are delivered clean to your space. However, during set up, the carpet can become soiled. We suggest you order cleaning services at least once before the show opens.

Vacuuming or sweeping of booths and the emptying of wastebaskets are not included in your booth space rental. If you desire these services, you must order them. All rates are based on gross square footage of your booth **with a 100 square foot minimum per day. WHEN ORDERING DAILY CLEANING, YOU MUST ORDER FOR EVERY SHOW DAY.**

_____ sq. ft. x .40	Vacuuming Carpet - Prior to show opening only not required when ordering daily
_____ sq. ft. x .37	Vacuuming Carpet - Daily
_____ sq. ft. x .80	Shampooing Carpet - Indicate Date(s): _____
_____ sq. ft. x .40	Anti-Static Spraying - Indicate Date(s): _____

PORTER SERVICE - This excess trash removal service is provided every 2 hours during the show up to a maximum of 8 hours straight time.

Indicate Date: _____	One Day - 500 sq. ft. & under	\$119.00
Indicate Date: _____	One Day - 501 sq. ft. & over	\$152.00
Indicate Dates: _____	Daily - 500 sq. ft. & under	\$112.00/day
Indicate Dates: _____	Daily - 501 sq. ft. & over	\$145.00/day

Total of Items Ordered: \$ _____ + 7.0% Tax: \$ _____ = Amount Due: \$ _____

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Company Name: _____ Booth # _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____

Authorized Name (Print): _____ Signature: _____

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PAYMENT POLICY & CREDIT CARD AUTHORIZATION FORM

Discount Prices: To qualify for discount prices, orders must be received with full payment on or before the discount deadline.

Payment for Services: **We require your credit card charge authorization to be on file with EFE&E even if paying by check, cash or bank wire transfer.**

Payment may be made by company check, cash, wire transfer or credit card authorization. For your convenience, we will use your charge authorization for any unpaid balances.

Any additional costs incurred for orders or services placed at show site are due and payable upon order placement. All adjustments must be made at show site.

ABSOLUTELY NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

All accounts must be settled at the EFE&E Service Desk prior to show closing. Your show site representative must be made aware of this policy and have means of payment, unless credit card authorization is provided.

If paying by credit card, this form will be used as your authorization to charge any additional amounts incurred by you or your show representative, including material handling and labor charges. Any charge back fee resulting from invalid charge disputes will incur a \$50.00 fee per occurrence. **If any part of your credit card information is incorrect or is not provided a \$50.00 credit card processing fee may be assessed**

In the event that you have arranged for an agent to handle your display, your agent will be required to adhere to this policy as we will not bill a third party. If this policy is not adhered to, the exhibitor shall then be liable for payment.

INTERNATIONAL EXHIBITORS: We require 100% pre-payment of advance order(s). Payment must be rendered by wire transfer, cash, company check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard or Visa Credit Cards.

Exhibitors will be assessed a \$50.00 service charge for any returned check(s) or declined credit cards for each occurrence. **A finance charge of 1 1/2% per month (18% per annum) will be added to any outstanding invoices.**

Bill of Lading: All freight left on show floor without a bill of lading on file with EFE&E will be shipped via ArcBest/ABF Freight collect and will be charged a \$50.00 administrative fee by EFE&E.

This form is Mandatory and must be filled out and returned to EFE&E for your order(s) to be processed. I agree in placing this order that I have accepted EFE&E Payment Policy.

PLEASE PRINT CLEARLY OR TYPE: Check the appropriate box, list card number, expiration date and CVV Code.

American Express Master Card VISA Expiration Date _____ CVV CODE _____

Credit Card Number

Cardholder's Name (please print or type):

Cardholder's Billing Address:

PRINT CLEARLY OR TYPE:

****Signature also indicates you have read and agree to EFE&E's payment policy****

Company Name: _____ Booth # _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone: _____ Email: _____