



March 19 - 23, 2025  
Advance Rate Deadline: February 21, 2025  
Service Order Deadline: March 16, 2025

## RECAP OF ORDERS

### COMPLETED

### ESTIMATED TOTAL

Recap of Orders	
Payment Policy	
Payment Link	
Contractor Use Policy	
Exhibitor Appointed Contractor	
Third Party Payment Link	
Standard Furniture - Includes wood display tables, chairs, accessories, special drapery, etc.	<input type="text"/>
Standard Stock Carpet	<input type="text"/>
Designer Plus Carpeting - New first time use carpeting	<input type="text"/>
Flooring	<input type="text"/>
Vacuuming & Porter Service - Includes vacuuming & empty wastebasket only	<input type="text"/>
Hardwall System - Includes inline displays, panels, headers, hardwall accessories, etc.	<input type="text"/>
Labor Order - Includes labor rates, labor policies, labor estimates, etc.	<input type="text"/>
Labor Information - Includes key information for labor	
Material Handling Rates & Order Form - Includes rates for basic, overtime, special handling, etc.	<input type="text"/>
Material Handling Shipping Instructions - Includes shipping to advance warehouse, show site, etc.	
Material Handling Questionnaire - <b>If shipping freight, you must fill out this form</b>	
Outbound Freight Procedure - Includes outbound procedures & shipping instructions	
Forklift	<input type="text"/>
Terms & Conditions	
<b>Estimated Total Excluding Tax</b>	<input type="text"/>

Company Name:	_____	Space #:	_____
Phone:	_____	Email:	_____
On-Site Contact:	_____	On-Site Cell:	_____
Name (print or type):	_____	Signature*:	_____
		Date:	_____

\*By signing this form you acknowledge, understand and agree to the Convention Services by Informa Markets US Boat Shows Payment Policy and Terms & Conditions