



CLIFTON PARK CONVENTION SERVICES
DIVISION OF CLIFTON PARK RENTAL CENTER

We are pleased to have been selected as the Official Decorator and Service Contractor for The Great Northeast Home Show to be held January 29-31, 2010 at The Empire State Plaza, Albany, NY.

EXHIBITOR BOOTH PACKAGE provided by the Sponsor includes:

Booth with 8' high back drapes and 3' high side drapes

The exhibit area is carpeted except for the bottom level, the stage and the base of the Egg.

ORDER FORMS for ADDITIONAL equipment and services are as follows:

1. FURNITURE ORDER FORM
2. SIGN ORDER FORM
3. ELECTRIC ORDER FORM
4. COMMUNICATIONS FORM

PLACING YOUR ORDER - All Order Forms should be sent to Clifton Park Convention Services. ***Orders received after Friday, January 22, 2010 will not qualify for Advance Pricing.*** Note that payments for all orders can be carried to the Order Summary form for a single payment. **All orders must be paid in full including 8% sales tax when order is placed.** Please note that the rental prices include the use of all materials for the duration of the show, delivery to your booth and pick-up at the close of the show. All materials are to remain the sole property of Clifton Park Convention Services.

FLOOR ORDERS - We will fill all Advance Orders first. We will be available to fill floor orders at the **Regular Price** on most items. We strongly recommend you make every effort to order in advance to insure that you have the items you need. This will save you time and money.

WE ARE DEDICATED TO HELPING YOU HAVE A SUCCESSFUL SHOW!

THANKS!

871 MAIN STREET • CLIFTON PARK, NEW YORK 12065-1097
(518) 877-7449 • FAX (518) 877-6356 • www.cliftonparkrental.com



CLIFTON PARK CONVENTION SERVICES

A Division of Clifton Park Rental Center
871 Main St Clifton Park NY 12065-1097 518-877-7449 Fax 518-877-6356

**ORDER
SUMMARY**

**Great Northeast Home Show ESP
Advance Order Deadline - January 22, 2010**

Exhibitor _____

Contact _____

Mailing Address _____

Phone _____ Fax _____ e-mail _____

IMPORTANT!! THIS FORM MUST BE ACCOMPANIED BY ORDER FORMS AND FULL PAYMENT!!! Please note that orders received without full payment, including 8% tax, cannot be processed!!!

NOTE -We cannot guarantee items will be available at the show, so order in advance when possible. No refunds after item has been reserved!!

ORDER SUMMARY

FURNITURE	\$ _____
SIGN	_____
ELECTRIC	_____
COMMUNICATIONS	_____
TOTAL REMITTANCE	\$ _____

METHOD OF PAYMENT

Enclosed Check # _____ VS _____ MC _____ DS _____ AMX _____

I, _____ (Cardholder's Name) authorize Clifton Park Convention Services to charge my credit card # _____, expiration date _____ for the above charges.

Signature _____



CLIFTON PARK CONVENTION SERVICES

FURNITURE RENTAL ORDER

ADVANCE DEADLINE	1/22/2010	Great Northeast Home Show-ESP
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EXHIBITOR: _____
 CONTACT: _____ PHONE: _____

	TABLES								TOTAL \$
	30" HIGH BARE		30" HIGH W/ SKIRT		42" HIGH BARE		42" HIGH W/ SKIRT		
	Advance	Regular	Advance	Regular	Advance	Regular	Advance	Regular	
4' Rectangular Table	\$17.00	\$21.00	\$49.00	\$62.00	\$38.00	\$47.00	\$76.00	\$95.00	_____
6' Rectangular Table	\$22.00	\$27.00	\$56.00	\$69.00	\$43.00	\$54.00	\$82.00	\$103.00	_____
8' Rectangular Table	\$28.00	\$36.00	\$63.00	\$79.00	\$49.00	\$62.00	\$89.00	\$111.00	_____
6' x 18" Narrow Table	\$22.00	\$27.00	\$56.00	\$69.00	\$43.00	\$54.00	\$82.00	\$103.00	_____
Skirt Color	___ red	___ white	___ blue	___ black	___ gray	___ gold	___ burgundy	___ green	

	30" HIGH BARE		30" HIGH W/ LINEN		42" HIGH BARE		42" HIGH W/ LINEN		TOTAL \$
	Advance	Regular	Advance	Regular	Advance	Regular	Advance	Regular	
24" Round table	\$19.00	\$24.00	\$56.00	\$69.00	\$40.00	\$50.00	\$66.00	\$82.00	_____
36" Round Table	\$19.00	\$24.00	\$56.00	\$69.00	\$40.00	\$50.00	\$66.00	\$82.00	_____
Linen Color	___ red	___ white	___ blue	___ black	___ gray	___ gold	___ burgundy	___ green	

CHAIRS			
	Advance	Regular	TOTAL \$
___ Standard Chair	\$7.00	\$9.00	_____
___ Padded Chair	\$28.00	\$36.00	_____
___ Padded Stool	\$44.00	\$56.00	_____
___ Executive Office Chair	\$48.00	\$61.00	_____

CARPETING					
	Advance	Regular	TOTAL \$		
___ Single Booth Carpet	\$71.00	\$89.00	_____		
___ Double Booth Carpet	\$142.00	\$178.00	_____		
___ Triple Booth Carpet	\$213.00	\$267.00	_____		
___ Custom Carpet					
width _____	length \$1.60	\$2.00	_____		
Choose Color	___ red	___ blue	___ gray	___ toast	___ black

DISPLAY			
	Advance	Regular	TOTAL \$
___ Easel	\$20.00	\$25.00	_____
___ Easel w/ Flip Chart	\$49.00	\$62.00	_____
___ Single Riser 6' x 8.5"hx12"d	\$28.00	\$36.00	_____
___ Pegboard 4' x 8'	\$66.00	\$83.00	_____
___ Vertical _____ Horizontal			
___ Tackboard 4' x 8' push pin	\$105.00	\$131.00	_____
___ Vertical _____ Horizontal			
___ Tackboard 4' x 8' velcro	\$166.00	\$207.00	_____
___ Vertical _____ Horizontal			
___ 2- 8' uprights & cross bar	\$34.00	\$42.00	_____
___ Slat/Grid Wall 2'x8' section*	\$79.00	\$98.00	_____
*Slat/Grid Wall accessories supplied by exhibitor			
___ Slat/Grid Wall Leg set**	\$26.00	\$33.00	_____
** Minimum 2 panels necessary to be free standing			

DECORATIONS / LIGHTING / MISCELLANEOUS			
	Advance	Regular	TOTAL \$
___ Plants-Call for availability and price			_____
___ Ticket Tumbler-Raffle Drum	\$79.00	\$98.00	_____
___ Pole Light w/ 2-150w bulbs	\$50.00	\$63.00	_____
___ Pole Light w/ 1- 500w bulb	\$56.00	\$70.00	_____
___ Source 4 Par w/ color gel	\$63.00	\$79.00	_____
___ Garment Rack	\$39.00	\$49.00	_____
___ Waste Basket 3 gal	\$12.00	\$15.00	_____
___ Waste Basket 15 gal	\$16.00	\$20.00	_____
___ Stanchion w/ 6' red band	\$25.00	\$32.00	_____
___ Staging 4x4 section	\$59.00	\$74.00	_____
Height _____ 12" _____ 16" _____ 24" _____ 30" _____ 36"			

EXTRA DRAPING				
	Advance	Regular	TOTAL \$	
___ 3' High per linear ft	\$5.00	\$6.00	_____	
___ 8' High per linear ft	\$7.00	\$9.00	_____	
3'x8' Drape Color	___ red	___ white	___ blue	___ black
	___ gray	___ burgundy	___ gold	___ green
___ 9' to 16' High per linear ft	\$9.00	\$12.00	_____	
9'-16' Drape Color	___ black	___ white		

Furniture Rental Summary	
This form must accompany Order Summary	
TOTAL \$	_____
ADD 8.00% SALES TAX	_____
TOTAL DUE - Enter on Order Summary	_____



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**ELECTRICAL
ORDER**

**Great Northeast Home Show ESP
Advance Order Deadline - October 22, 2010**

Exhibitor _____
Contact _____ Phone _____

- Important!**
1. There is a charge for any electrical power in the Convention Center. Please order your power with this form.
 2. To guarantee your power distribution we must receive your order no later than Friday, January 22, 2010. Orders received by us after this date will be charged the late rate (See Below). We strongly recommend that you make every effort to order in advance. This will save you time and money.
 3. Clifton Park Convention Services is responsible only for order processing and collection for your electrical distribution. The Convention Center will be responsible for the installation and any subsequent problems that might occur.
 4. Order your power according to the amperage or wattage your equipment requires, not by the number of plugs you need. Each 120 volt circuit will be installed at the rear of your booth with no more than one grounded outlet guaranteed. Bring your own extension cords and multiple outlet devices, or purchase them from us in advance or at the show.

DESCRIBE ALL ELECTRICAL EQUIPMENT BELOW

Equipment	Watts	Amps	Volts
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

IMPORTANT - We must be informed in advance of wiring specifications for all 208 volt equipment. You must include a receptacle/installation kit.

ENTER ELECTRICAL REQUIREMENTS BELOW

	<u>Advance</u>	<u>After 1/22/10</u>
___ 20 Amp (2400 watt) 120 volt Duplex Outlets	\$ 80.00	(late \$115.00) _____
___ 30 Amp (3600 watt) 120 volt Single Phase Outlet	\$140.00	(late \$200.00) _____
___ 20-60 Amp 208 volt Single Phase Outlet	\$140.00	(late \$200.00) _____
___ Any other requirements-please call CPCS (518) 877-7449		

PURCHASE THE FOLLOWING IN ADVANCE (NOT AVAILABLE AT THE SHOW):

___ #12 Extension cord 10' long with 3 receptacle	@ \$16.00	_____
___ #12 Extension cord 25' long with 1 receptacle	@ \$21.00	_____
___ #12 Extension cord 25' long with 3 receptacles	@ \$29.00	_____
___ Surge Protection Strip	@ \$37.00	_____

Total Cost _____
8% Sales Tax _____
 Total Due _____ **

****Please enter total on Order Summary. This form must accompany Order Summary and full payment including tax!!! Please note that orders received without full payment, including 8% tax cannot be processed!!**



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**SPECIAL
SIGN ORDER**

**Great Northeast Home Show ESP
Advance Order Deadline - January 22, 2010**

Exhibitor _____
Contact _____ Phone _____

IDENTIFICATION SIGNS

8" High x Max 36" W (White Coroplast) \$19.00

ONE LINE HELVETICA - EG. Max 30 2" Cap Letters/Spaces

CIRCLE LETTER COLOR - Blue, Red, Green, Black, Burgundy

SHOW CARDS

18" x 24" \$50.00
24" x 36" 68.00
32" x 48" 89.00

Includes 10 Words. Each Additional word \$.95

COLOR SELECTION (Please Circle)

LETTERS: Blue, Red, Green, Black White, Burgundy
COROPLAST: White

Please call for other card sizes and colors.

Fill in for sign/banner layout

Copy - Turn 90 Degrees if long side is vertical

SPECIAL ITEMS

Banners (1-sided Vinyl with Grommets) \$9.00/sq.ft.
Logos and Special Artwork (Call for Price Quote)

IMPORTANT NOTES

- 1. A separate form is required for each copy format.
- 2. Orders **RECEIVED** later than 10 days before the event will be charged a 25% surcharge.

Total Cost \$ _____
Plus 8% Sales Tax _____
TOTAL DUE _____ **

****Please enter total on Order Summary.**
This form must accompany Order Summary and full payment including tax!!!
Please note that orders received without full payment, including 8% tax, cannot be processed!!



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**COMMUNICATIONS
SERVICES ORDER 3**

**Great Northeast Home Show ESP
Advance Order Deadline - January 22, 2010**

Exhibitor _____
Contact _____ Phone _____

- Important!**
1. There is a charge for any internet/phone service in the Convention Center. Please order your services with this form.
 2. To guarantee your internet/phone service we must receive your order no later than Friday, January 22, 2010. Orders received by us after this date will be charged the late rate (See Below). We strongly recommend that you make every effort to order in advance. This will save you time and money. Late orders may not be able to be filled.
 3. Clifton Park Convention Services is responsible only for order processing and collection for your internet/phone service. Convention Center Communication Services are provided in conjunction with CAPNET and The NYS Office for Technology. Clifton Park Convention Services will not be responsible for the installation and any subsequent problems that might occur.

The Convention Center provides analog and digital communication lines for the following types of services:

Analog lines

- * Phone
Two types of phones are available to meet your requirements:
 - 1) Standard touch-tone desk set
 - 2) PolyCom™ table set for conference calling
- * Credit Card Equipment
- * Modem Dial-up Internet Access (Internet Provider Required)

Digital High Speed Internet Access

- * 10 / 100 Ethernet (IPAddress Provided) (Ethernet Card Required)

Communication Services Fees

	<u>Advance</u>	<u>After 10/23/09</u>
* Analog Phone Line	\$360.00	\$420.00
* PolyCom™ Conference Phone + Analog Line	\$435.00	\$495.00
* Desk Set Phone + Analog Line	\$360.00	\$420.00
* High Speed Internet	\$510.00	\$570.00

Total Cost	_____
8% Sales Tax	_____
Total Due	_____ **

****Please enter total on Order Summary. This form must accompany Order Summary and full payment including tax!!! Please note that orders received without full payment, including 8% tax cannot be processed!!**