

# EXHIBIT EQUIPMENT RENTAL FORM

THE CARLSON CENTER | 2010 2<sup>ND</sup> AVENUE | FAIRBANKS, AK 99701  
 P: 907-451-7800 | F: 907-451-1195 | CARLSONADMIN@FNSB.US | WWW.CARLSON-CENTER.COM  
 We will not accept call-in orders; we must receive them via e-mail or fax, or written on this form



**Event Name:** 2020 Fairbanks Outdoor Show

**Company Name:** \_\_\_\_\_ **Booth #** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Email:** \_\_\_\_\_

Qty.	Additional Item Description	Price (Day before show)	Price (Day of Show)	Sub Total
	6' x 30" Skirted Table	\$15.00 / ea.	\$22.50 / ea.	
	6' x 18" Skirted Table	\$15.00 / ea.	\$22.50 / ea.	
	8' x 30" Skirted Table <i>Limited quantities available; First come, First Served</i>	\$15.00 / ea.	\$22.50 / ea.	
	High Top / Bistro Table <i>Limited quantities available; First come, First Served</i>	\$15.00 / ea.	\$22.50 / ea.	
	Extension Cord	\$10.00 / ea.	\$12.50 / ea.	
	Table Skirts	\$7.00 / ea.	\$10.50 / ea.	
	Table Cloth	\$5.00 / ea.	\$7.50 / ea.	
	Fire Extinguisher <i>Required at every vendor booth</i>	\$20.00 / ea.	\$30.00 / ea.	
	Additional Chairs <i>Two come with booth space</i>	\$3.00 / ea.	\$4.50 / ea.	
	Water by the Gallon	\$0.25 / gal.	\$0.40 / gal.	
	Food Warmer	\$50.00 / ea.	\$75.00 / ea.	
	Sign Hanging from Arena Ceiling	\$175.00 / ea.	\$262.50 / ea.	
	8' high x 8' long Additional Back Drape	\$20.00 / ea.	\$30.00 / ea.	
	8' Pole and 10' Crossbar	\$25.00 / ea.	\$37.50 / ea.	
	220v Electrical <i>Must be ordered 1 week in advance</i>	\$150.00 / ea.	\$225.00 / ea.	
	DSL Line <i>*Must be ordered 3 weeks in advance; an additional charge of \$300 will be applied to DSL orders with less than 3 weeks' notice</i>	\$275.00 / ea.	Not available on day of show	
	Phone Line <i>*Must be ordered 3 weeks in advance; an additional charge of \$300 will be applied to phone line orders with less than 3 weeks' notice</i>	\$225.00 / ea.	Not available on day of show	
	Motorhome Plug – In, Rear Lot	\$75.00 / ea.	\$112.50 / ea.	
<b>Additional Fees:</b> (These fees will be added at the managements discretion)				
	-Forklift Usage: \$250.00		-Additional Cleaning Fee: \$150.00	
	-Late Move-Out: \$250.00		-Excessive Debris Removal: \$20.00 min	

**PAYMENT IN FULL IS REQUIRED BEFORE ITEMS WILL BE DELIVERED** **TOTAL PRICE:**

**OFFICE USE ONLY** Auth. Code \_\_\_\_\_ PAID IN FULL \_\_\_\_\_ DATE \_\_\_\_\_ ITEMS DELIVERED \_\_\_\_\_ INITIAL \_\_\_\_\_

**TERMS AND CONDITIONS:** There are no refunds for phone or DSL lines. All equipment is subject to availability. Payment in full is required before processing.  
 At this time we are not able to invoice after the Show. **We will not accept call-in orders;** we must receive them via e-mail or fax, or written on this form.  
 E-mail: [carlsonadmin@fnsb.us](mailto:carlsonadmin@fnsb.us) or fax: 907-451-1195 **\*\* An additional 3.8% will be added to charges over \$+500.00 if paid for by credit or debit card \*\***

**Method of Payment:** Visa: \_\_\_\_\_ Master Card: \_\_\_\_\_ Cash: \_\_\_\_\_ Check #: \_\_\_\_\_

**Cardholder Name:** \_\_\_\_\_ **Amt. to Charge:** \_\_\_\_\_

**Card Number:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

**Exp. Date:** \_\_\_\_\_ / \_\_\_\_\_ **CV Code:** \_\_\_\_\_ **Billing Zip:** \_\_\_\_\_

**Signature of Authorization:** \_\_\_\_\_ **Date:** \_\_\_\_\_