



Tradeshows & Events

Event: 2025 IL Deer Classic - March 21st - 23rd, 2025

Company: _____ Booth #: _____

Ordered by: _____

Email: _____ Phone: _____

Rental Furniture & Equipment Order Form

Each 10' Booth space will contain the following:

Each 10' draped booth space will only contain (1) 7" x 44" ID Sign. There are no provided tables or chairs! The Entire Exhibit Floor will be a concrete surface.

CHAIRS	RATE	QTY
Folding Chair	\$10	
Padded Side Chair	\$18	
Padded Arm Chair	\$20	
Padded Stool w/ Back	\$40	
CARPETING		
10' x 10'	\$95	
10' x 20'	\$190	
10' x 30'	\$285	
Carpet Padding Per Sq. Ft	\$0.95	
<input type="checkbox"/> BLACK <input type="checkbox"/> RED <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> GREEN		
<i>Carpet is show ready when delivered to your booth. See cleaning form for additional vacuuming.</i>		
ADDITIONAL DRAPE		
8' High	\$8 / ft	
3' High	\$5 / ft	
Prices per lineal foot	Color:	
SUPPORTS		
6' - 10' Telescoping Support	\$12	
8' Upright/Base	\$12	
9' - 16' Adjustable Upright/Base	\$18	
TABLETOP RISERS		
4' L x 12" W x 10" H	\$30	
6' L x 12" W x 10" H	\$35	
<i>All risers are covered & skirted in white only</i>		

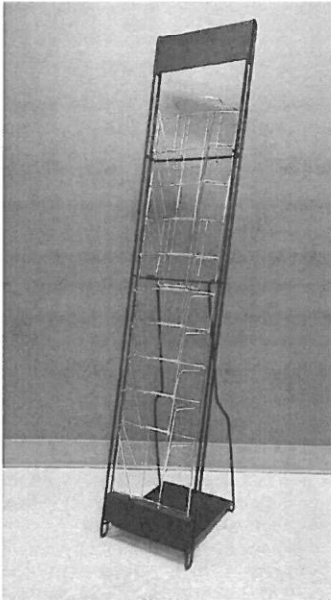
TABLES 30" H X 2' W	RATE	QTY
4' L Table, Skirted 3 sides	\$65	
6' L Table, Skirted 3 sides	\$75	
8' L Table, Skirted 3 sides	\$80	
4' L Table, Not Skirted	\$35	
6' L Table, Not Skirted	\$40	
8' L Table, Not Skirted	\$45	
COUNTER TABLES 40" H X 2' W		
4' L Table, Skirted 3 sides	\$75	
6' L Table, Skirted 3 sides	\$80	
8' L Table, Skirted 3 sides	\$90	
4' L Table, Not Skirted	\$40	
6' L Table, Not Skirted	\$45	
8' L Table, Not Skirted	\$50	
SKIRT 4 TH SIDE OF TABLE		
Skirt 4 th side of 30" table(s)	\$25	
Skirt 4 th side of 40" table(s)	\$30	
Select Skirt color: <i>(Includes white vinyl top cover)</i> <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> SILVER <input type="checkbox"/> GOLD <input type="checkbox"/> BLUE <input type="checkbox"/> TEAL <input type="checkbox"/> RED <input type="checkbox"/> BURGUNDY <input type="checkbox"/> HUNTER GREEN <input type="checkbox"/> LIGHT GREEN		
MISC. EQUIPMENT		
Wastebasket	\$10	
25' (16 GA.) Extension Cord	\$12	
Easel	\$15	
Round Pedestal Table Skirted (30" W x 30" H) w/ Black Covering	\$55	
Round Pedestal Table Skirted (30" W x 40" H) w/ Black Covering	\$65	

TOTAL: \$ _____

Payment in full is required prior to show. Items canceled after move-in begins will be charged at 50% of original price. Carpeting and draped table(s) at 100% of price. Select color or size where applicable. Choices not indicated will be selected by Peoria Expo to coordinate with show colors. Orders will be entered as listed below. Charges include placing in booth ready for use. Equipment is on a rental basis only. Order confirmations only upon request. All materials remain the property of Peoria Expo.

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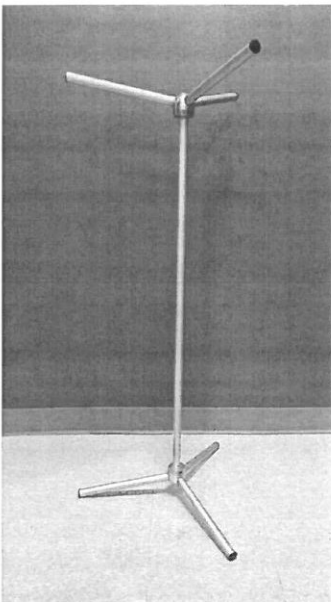
Display Rental Order Form



Literature Rack
Silver Finish
6 pocket

Rental: \$40

Quantity: _____



Bag Rack
Silver Finish

Rental: \$40

Quantity: _____

TOTAL: \$ _____



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Ordered by:

Email: Phone:

Freight Handling Order Form

Return this form via email to bpickerill@peoriaciviccenter.com. Invoice will be issued and all shipments must be pre-paid. Collect shipments will be refused!

Up to 30 Days Prior- Advance Shipping Address

To: Name of Exhibitor and Booth Number
For: Name of Show
C/O Peoria Expo
201 SW Jefferson Ave
Peoria, IL 61602

Direct To Show Shipping Address

To: Name of Exhibitor and Booth Number
For:
C/O Peoria Expo
Address:
City, State, Zip:

Must be received before: 4:00pm on Tuesday March 18th, 2025

Inbound Shipping Info

Shipped Via: PRO #:

Date Shipped: Estimated Arrival Date:

Description of Shipment:

of Crates: # of Display Cases: # of Cartons: # of Skids:

Total # Pieces: Total Weight:

Outbound Shipping Instructions - At Close of Exhibit

Ship To:

Attention: Phone:

Address:

City, State, Zip:

Select Outbound Carrier

Motor Freight (Name): Van Line (Name):

UPS: Ground Blue Label (2nd Day Air) Red Label (Next Day Air) - UPS Account #:

Fed Ex - Account #:

Other Air Carrier (Name): Other Air Carrier Account #:

If you have not designated a motor freight company, Peoria Expo will select a carrier. Peoria Expo will load out your shipments when you carrier arrives. Peoria Expo cannot be held responsible for unattended or non-prearranged freights left on the show floor. All shipments will be shipped collect unless otherwise specified. Peoria Expo will not be responsible for any freight charges!

Third Party Billing - If freight charges are to be billed to a third party, the following information must be filled out. Note: Your company must have an established account with desired carrier or shipments will arrive collect.

Company Name:

Billing Address:

City, State, Zip:

Payment Guaranteed By: Phone:

Signature: Date:



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Material Handling Rates

MATERIAL HANDLING RATES	
Show Storage Shipments received and stored up to 30 days in advance and delivered to booth, removal and return of empty crates, handling of outbound shipment to carrier, per shipment**	\$45.00 Per CWT (200 lb. Minimum)
Small Packages A \$45.00 flat fee will be applied to the receiving and delivering of single small packages (under 25 lbs.)	\$45.00 Each

Per CWT = Per 100 lbs.; 200 lb. Minimum
Round Trip In and Out
**** Per Shipment**

General Information & Limits of Liability

1. Rates quoted above apply on each shipment received, based on inbound weight and are based on a 200 lb. minimum charge per shipment. No allowance will be made for attrition during the event.
2. Shipments must be consigned to Peoria Expo.
3. Peoria Expo will not be responsible for damage to uncrated and/or unskidded exhibit material, nor will Peoria Expo be responsible for concealed damage to exhibit material. Peoria Expo's limit of liability will be \$0.30 per lb. per article with a maximum of \$50.00 per article.
4. It is the Exhibitor's sole responsibility to label each piece of outbound shipment and submit to Peoria Expo a completed Bill of Lading.
5. Exhibitor routings on outbound shipments will be honored when possible, however the right is reserved to reroute any outbound shipment not picked up within allotted move-out period by Exhibitor's specified carrier. Exhibitor must arrange for special carrier. Exhibitor material remaining after the move-out period without forwarding instructions will be forwarded to the permanent address of the exhibitor or his agent, freight collect, and no liability of any nature shall attach to Exhibitor Management or to Peoria Expo. In any event, Peoria Expo will not be liable for exhibit materials abandoned at the exhibit site.
6. Be sure to empty all materials from crate or boxes before labeling them with an empty sticker. Empty labels will be available at the Peoria Expo office.

Insurance

Peoria Expo and its agents will not be responsible for the count or content of material after it has been placed in the exhibit area, before or during installation time, or at the conclusion of the event, nor prior to taking physical count and possession in preparation to moving such material. Therefore, please make certain all your material is properly insured against "ALL RISK" while in transit to and from your point of origin, to and from your booth and for the duration of the exhibition.



Exhibitor Name: _____

Booth #: _____

Show Name: 2025 Illinois Deer Classic

Show Date: March 21st - 23rd, 2025

C/O: Peoria Expo

Peoria Civic Center - Exhibit Hall Dock

201 SW Jefferson Ave

Peoria, IL 61602

Advance shipments must arrive before 4:00pm on:

Tuesday March 18th, 2025



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