



Dear East Texas State Fair Exhibitor,

We are pleased that The Phoenix Design Group, Inc. has been selected as the “Official Event Production Company” for the 2019 East Texas State Fair. We offer a full range of products and services to assist you in enhancing your booth space from rental items to experienced labor for installing and dismantling your exhibit.

Enclosed you will find an order form for items such as tables, chairs, wastebaskets, etc. Your booth space for this event is equipped with the pipe and drape dividers and one exhibitor identification sign. Should you need anything extra, please fill out the enclosed forms. If you should have any questions regarding rental items, please direct your questions to:

The Phoenix Design Group, Inc. – Lauren Gaspard
4850 Wright Road, Suite 150
Stafford, Texas 77477
Office: 281-499-0600
Fax: 1-800-615-1512
Email: LaurenG@ThePhoenixDG.com

Please review your booth exhibit needs carefully and return your order form with full payment before **September 4, 2019**, the discount deadline, to ensure the availability of your rental items and to also save money. All rental items are not available at the event, so please place your order early! Once you have faxed or emailed your order to our office, you will receive a confirmation email that we have received your order. If you do NOT receive an email confirmation, please call our office to ensure that we have actually received the order forms. We hope that the event is a success for you and your company!



THE PHOENIX DESIGN GROUP, INC.

4850 Wright Road, Suite 150
Phone 281-499-0600

Stafford, TX 77477
Fax 800-615-1512

RENTAL EQUIPMENT ORDER FORM – EAST TEXAS STATE FAIR

Discount Deadline: September 4, 2019

Please note that some items are not available at the event.

Rental prices are for the duration of the show and include delivery to and removal from your booth space. Items canceled after move-in begins will be charged at 100% of the original price.

Section I: Skirted Display Tables

Tables are skirted on **three sides** with a pleated fabric skirt in the color of your choice and topped with white vinyl. 4' tables are skirted on all four sides.

Standard Height – 29” Tall

Description	Discount	Standard	Quantity	Total
4' Long Table x 24" Deep	\$ 62.00	\$ 71.60	_____	\$ _____
6' Long Table x 30" Deep	\$ 72.00	\$ 81.60	_____	\$ _____
8' Long Table x 30" Deep	\$ 82.00	\$ 91.60	_____	\$ _____
4 th Side Table Skirting	\$ 25.00	\$ 34.60	_____	\$ _____

Counter/Bar Height – 40” Tall

Description	Discount	Standard	Quantity	Total
4' Long Table x 24" Deep	\$ 72.00	\$ 81.60	_____	\$ _____
6' Long Table x 24" Deep	\$ 82.00	\$ 91.60	_____	\$ _____
8' Long Table x 24" Deep	\$ 92.00	\$101.60	_____	\$ _____
4 th Side Table Skirting	\$ 25.00	\$ 34.60	_____	\$ _____
Table Skirt Only (No Table)	\$ 25.00	\$ 31.25	_____	\$ _____



Table Skirt Color Choices	
Please use colors as a reference only.	
	Red
	White
	Blue
	Black
	Green
	Plum
	Gold
	Teal

Table Skirt Color Choice: _____

* Show colors will be chosen for you on orders with no preference indicated.

Section II: Unskirted Display Tables

Tables can come topped with white vinyl or bare with no topping.

Standard Height – 29” Tall – BARE Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 27.50	\$ 32.75	_____	\$ _____
6’ Long Table x 30” Deep	\$ 32.50	\$ 39.25	_____	\$ _____
8’ Long Table x 30” Deep	\$ 37.50	\$ 45.75	_____	\$ _____

Counter/Bar Height – 40” Tall – BARE Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 37.90	\$ 46.27	_____	\$ _____
6’ Long Table x 24” Deep	\$ 38.90	\$ 47.57	_____	\$ _____
8’ Long Table x 24” Deep	\$ 41.90	\$ 51.47	_____	\$ _____

Standard Height – 29” Tall – TOPPED ONLY Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 35.00	\$ 42.50	_____	\$ _____
6’ Long Table x 30” Deep	\$ 41.00	\$ 50.30	_____	\$ _____
8’ Long Table x 30” Deep	\$ 46.00	\$ 56.80	_____	\$ _____

Counter/Bar Height – 40” Tall – TOPPED ONLY Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 43.00	\$ 52.90	_____	\$ _____
6’ Long Table x 24” Deep	\$ 51.00	\$ 63.30	_____	\$ _____
8’ Long Table x 24” Deep	\$ 59.00	\$ 73.70	_____	\$ _____



Round Display Tables

Tables are 30” in diameter and come unskirted. Table linens can be rented also.

Description	Discount	Standard	Quantity	Total
Café Table, 30” Tall	\$ 38.00	\$ 47.50	_____	\$ _____
Cocktail Table, 42” Tall	\$ 38.00	\$ 47.50	_____	\$ _____
Table Linen, Black, 120” Round	\$ 28.00	\$ 35.00	_____	\$ _____
Fitted Spandex Cocktail Linen*	\$ 28.00	\$ 35.00	_____	\$ _____

(*Available in black, red, green, yellow, & purple)

Section III: Miscellaneous Booth Items

The below items are standard items that can be rented for your booth space. We have many other items available to rent, such as staging, lighting, audio-visual products, etc. For any specific needs, please contact our office for availability and pricing. (Please use the images below as reference only. Styles may vary by availability.)



Item 120



Item 121B



Item 121W



Item 122



Item 123



Item 124



Item 125



Item 126PS.32
Item 126PS.42
Item 126PS.50
Item 126PS.70



Item 127



Item 128



Item 129RB



Item 130



Item 131



Item 132



Item 133



Item 134



Item 135



Item 136

Description	Item #	Discount	Standard	Quantity	Total
Samsonite Folding Chair	120	\$ 7.50	\$ 12.50	_____	\$ _____
Black Resin Garden Chair	121B	\$ 12.50	\$ 15.63	_____	\$ _____
White Resin Garden Chair	121W	\$ 12.50	\$ 15.63	_____	\$ _____
Wood Bar/Counter Stool	122	\$ 28.00	\$ 46.00	_____	\$ _____
Chrome Bar/Counter Stool	123	\$ 42.00	\$ 65.00	_____	\$ _____
Director's Chair	124	\$ 40.00	\$ 52.00	_____	\$ _____
Wastebasket with Liner	125	\$ 10.50	\$ 12.75	_____	\$ _____
32" Flat Screen (Tabletop Only)	126PS.32	\$175.00	\$195.00	_____	\$ _____
42" Flat Screen (Tabletop or Stand)	126PS.42	\$295.00	\$320.00	_____	\$ _____
50" Flat Screen with Stand	126PS.50	\$550.00	\$575.00	_____	\$ _____
70" Flat Screen with Stand	126PS.70	\$650.00	\$715.00	_____	\$ _____

4'x8' Velcro Board	127	\$171.00	\$213.75	_____	\$ _____
4'x8' Peg Board	128	\$171.00	\$213.75	_____	\$ _____
2 Chrome Stanchions w Velvet Rope 129RB		\$ 52.00	\$ 68.00	_____	\$ _____
Bag Stand	130	\$ 42.00	\$ 56.80	_____	\$ _____
3k Projector	131	\$188.00	\$235.00	_____	\$ _____
Literature Rack	132	\$ 85.00	\$106.25	_____	\$ _____
Spectrum Gas-Lift Bar Stool	133	\$ 95.00	\$118.75	_____	\$ _____
Mini Refrigerator	134	\$142.00	\$153.72	_____	\$ _____
Double Sign Holder	135	\$ 65.00	\$ 81.25	_____	\$ _____
Chrome Easel	136	\$ 25.00	\$ 31.25	_____	\$ _____
7"x44" Exhibitor Sign (not pictured)	EXS	\$ 12.75	\$ 16.58	_____	\$ _____

Section IV: Carpet Order Form

The Phoenix Design Group, Inc. can provide you with quality carpet for your booth to make the most of your exhibitor space. The carpet will be delivered clean, installed, and taped down in your booth space prior to exhibitor move-in. Please fill out the below portion to rent carpet for your booth space. If you should have any questions, please feel free to contact our office at 281-499-0600.



Carpet Color Choices	
Please use colors as a reference only.	
	Red
	Blue
	Black
	Grey

Carpet Color Choice: _____

Description	Discount	Standard	Quantity	Total
9' x 10' Booth Carpet	\$ 155.00	\$ 172.50	_____	\$ _____
9' x 20' Booth Carpet	\$ 185.00	\$ 230.00	_____	\$ _____
9' x 30' Booth Carpet	\$ 250.00	\$ 310.00	_____	\$ _____
9' x 40' Booth Carpet	\$ 310.00	\$ 420.00	_____	\$ _____
Carpet Padding per sq/ft.	\$ 1.65	\$ 2.15	_____	\$ _____

Section X: Order Totals

Section I – Skirted Display Tables	\$ _____
Section II – Unskirted Display Tables	\$ _____
Section III – Miscellaneous Booth Items	\$ _____
Section IV – Carpet	\$ _____
Sub-Total	\$ _____
Tax 8.25% *	\$ _____
Grand Total for Payment	\$ _____

(* Important Note: Tax applies to goods and NOT on labor services such as booth design services, booth labor, forklift services, and electrical services. If you are tax-exempt, you must submit a tax exempt certificate at the time of your order.)

Attention:

Please fax, mail, or email only the pages that pertain to your individual order that you have filled out. If there are pages that you did not need to fill out, you DO NOT need to email, fax, or mail them to our office. If you are paying via company check, you do NOT have to fax your order form in - please only mail the forms with your check. Thank you!

