

**Rowan Pacific Rim Decorators**  
 655 East Ship Creek Avenue  
 Anchorage AK 99501  
 Ph#276-1818: Fax#276-6894  
[nicole@rowandecorators.com](mailto:nicole@rowandecorators.com)

**\*Alaska Women's Show\***  
 September 23rd, 24th & 25th, 2011  
**Discount Due Date:** Sept 12, 2011



## PAYMENT POLICY AND CREDIT CARD CHARGE AUTHORIZATION FORM

### PAYMENT POLICY **We require your credit card authorization to be on file with Rowan Pacific Rim Decorators.**

Payment may be made by checks drawn on a U.S. Funds Account, MasterCard, or VISA; however, we require your credit card authorization to be on file with Rowan Pacific Rim Decorators.

**For you convenience,** we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for the event.

**ADVANCE ORDERS:** For your order to be processed, and to receive Discount Rates, full payment must accompany your order.

**SHOW SITE ORDERS:** Show site orders will be subject to standard Rates and processed only with full payment when placed.

<b>CREDIT CARD AUTHORIZATION</b>		<i>(Information must be Provided)</i>		<b>Expiration Date</b>	
<input type="checkbox"/> Master Card <input type="checkbox"/> Visa <input type="checkbox"/> Discover <input type="checkbox"/> American Express				<input type="text"/> / <input type="text"/>	
Account Number				<b>Security Code</b>	
<input type="text"/> - <input type="text"/> - <input type="text"/> - <input type="text"/>				<input type="text"/>	
X					
<b>PRINT CARDHOLDER NAME</b>			<b>SIGNATURE OF CARDHOLDER</b>		

**UNPAID BALANCES-** Should there be any unpaid balance after the close of the show; terms will be net, due and payable upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by ROWAN PACIFIC RIM DECORATORS shall be either applied to reduce the principle unpaid balance or refunded to the exhibitor. This Payment Policy agreement shall be governed by and construed in accordance with the LAWS OF THE STATE OF ALASKA.

Calculation of Orders	*PURCHASE ORDER IS NOT CONSIDERED PAYMENT*	TOTAL
Furnishings and Carpet		\$
Electric Service		\$
Drayage		\$
Installation/Dismantle Labor		\$
Other Rowan Services (Specify)		\$

**Full Payment in U.S. funds drawn on a U.S. Bank** **Total** \$

**To simplify payment,** send one check payable to Rowan Pacific Rim Decorators for your entire order or note the amount to be charged to your credit card.

Charge my credit card in the amount of \$

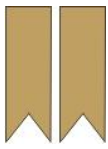
Check No.  Date  In the amount of \$

**Please Print Clearly**

Company		Booth#	
Address			Country
City	State	Zip	
Phone ( )	Fax ( )		
Email			
Print Name			
Signature			Date

**Rowan Use Only**

Date Received	
Check Amount	
Credit Card Ref.	
Posted	
Invoice Number	
(Open Balance)	
Rep:	Date:



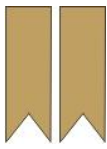
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**TERMS AND CONDITIONS FOR ALL SERVICES BY ROWAN PACIFIC RIM  
DECORATORS TO LESSEES/CUSTOMERS**

1. This lease/contract comprises the entire lease/contract between Rowan Pacific Rim Decorators, Inc. (hereafter referred to as the Company) and the LESSEE/CUSTOMER. It is acknowledged that there are no understandings, representations, warranties, promises, verbal or otherwise, pertaining to this lease/contract or to the equipment, which are not incorporated herein expressly by reference or rider attached hereto.
2. Company shall have the right without notice to terminate this contract in the event of breach of any of its terms, conditions or promises.
3. We suggest that you arrange all-risk insurance coverage on your exhibits and materials, as Rowan limits its liability to \$5.00 per article, with a maximum of \$50.00 per each claim situation.
4. TERMS: Unless otherwise specialized, all prices are net upon presentation.
5. LESSEE/CUSTOMER agrees to pay 1-1/2% minimum interest per month on outstanding balance and all collection and attorney fees applicable in the event LESSEE/CUSTOMER does not meet Company payment terms.
6. The person signing this order or an order form at an event for the customer, guarantees payment of the account personally.
7. All charges are earned upon performance by the Company, regardless of subsequent events.
8. The said equipment shall at all times remain and be the sole and exclusive property of the Company and the LESSEE shall have only the right to use it under the conditions here contained. The leased equipment shall not be transferred, leased, used or subject to any person other than the LESSEE. This lease shall not be assigned by LESSEE by his own act or by the operation of law. The equipment will not be removed from said premises and will not be used at any other place or for any other purpose except that stipulated.
9. The LESSEE shall at all times and at his own expense keep the leased equipment in good, safe and efficient working order, repair and condition and shall not permit anyone to injure, deface, or remove it or any part thereof.
10. At the Company's sole option, and without any obligation on its part, Company shall at all times have the right of free access to the lease equipment for the purpose of inspecting it and watching its use or operation or determining the nature and extent of its use.
11. All rental equipment will be subject to a clean-up and damage charge, and LESSEE will be charged for any equipment not available for pickup and return to Company at the close of the event.



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<b>ELECTRICAL SERVICE: 120 VOLTS</b>	Discount	Standard	24 HR SVC	QTY	Amount
0-500 Watts (5 Amps).....	<u>\$66.25</u>	<u>\$75.75</u>	_____	_____	_____
501-1000 Watts (10 Amps).....	<u>\$74.75</u>	<u>\$85.50</u>	_____	_____	_____
1001-1500 Watts (20 Amps) .....	<u>\$79.75</u>	<u>\$91.75</u>	_____	_____	_____
1501-2000 Watts.....	<u>\$84.75</u>	<u>\$97.50</u>	_____	_____	_____
2001-2500 Watts.....	<u>\$89.75</u>	<u>\$103.25</u>	_____	_____	_____
<b>208 Volts Single or Three Phase (please indicate w/ "S" or "T")</b>					
10 Amps .....	<u>\$99.25</u>	<u>\$114.25</u>	_____	_____	_____
15 Amps .....	<u>\$106.50</u>	<u>\$122.50</u>	_____	_____	_____
20 Amps .....	<u>\$113.75</u>	<u>\$130.75</u>	_____	_____	_____
30 Amps.....	<u>\$121.75</u>	<u>\$140.00</u>	_____	_____	_____
<b>Labor Required ( 1 Hour Minimum)</b>					
Straight time = 7am - 8pm 7days a week.....					
	<u>\$58.75</u>		_____	_____	_____
<b>Additional Equipment &amp; Service</b>					
500 Watt Overhead Floodlight (Includes outlet )	<u>\$62.25</u>	<u>\$71.50</u>	_____	_____	_____
300 Watt Overhead Floodlight (Includes outlet )	<u>\$56.50</u>	<u>\$65.00</u>	_____	_____	_____
Power Strip.....	<u>\$13.50</u>	<u>\$15.50</u>	_____	_____	_____
Ground 25ft extension cord.....	<u>\$10.25</u>	<u>\$11.75</u>	_____	_____	_____
Cube Tab.....	<u>\$11.25</u>	<u>\$13.00</u>	_____	_____	_____

**PLEASE REMEMBER THAT AN ELECTRICAL INVENTORY IS PERFORMED BY A ROWAN REPRESENTATIVE IN THE MORNINGS. ANY ELECTRIC USED BUT NOT PAID FOR, WILL BE CHARGED TO THE EXHIBITOR THE FOLLOWING DAY. THANK YOU.**

**Electrical 208 Volt Outlets**

Price does not include labor or material, one of which is required if exhibitor's equipment does not match Rowan's receptacle.

**Hubbell#:**

- 3523C, (10A) NEMA#
- 2510A, (20A) NEMA# L21-20R
- 28101A, (30A) NEMA# L21-30R

*\*Electrical labor or adapter plug must be ordered for 208 volt outlets. Indicate the manufacturer's NEMA number of your plug so that Rowan can try to match your equipment\**

Adapter plug to match exhibitor equipment plug:  
 Hubble/NEMA#: \_\_\_\_\_@ \$42.50

**NOTICE**

Your electrical service will be "on" at the start of the show. There may be intermittent power outages as we lay in. Please check at event desk if you need to test your equipment before exhibition.

STANDARD PRICES WILL BE APPLIED TO ORDERS THAT ARE NOT RECEIVED 10 CALENDAR DAYS PRIOR TO THE FIRST MOVE IN DAY

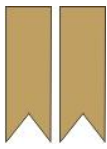
WE ARE NOT RESPONSIBLE FOR VOLTAGE FLUCTUATION OR POWER FAILURE.

\*Electrical labor for 120 volt outlets is not required but should be ordered if unusual arrangements must be made for your exhibit\*

All electrical installations must meet safety specifications

- A. Only one outlet will be provided for each power line if ordered through management or exhibitor.**
- B. Power cannot be shared between booths.**
- C. Power is located at the rear of the booth**
- D. No refunds will be issued for services installed.**
- E. Pre-Order guaranteed by show opening.**
- G. All power will be turned off 1 hour after show closing.**

**Call for 24 hour electrical rate.**



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Furniture: Chairs	Discount Rates	Standard Rates	Qty	Amount
Padded Chair - Gray	<u>\$24.75</u>	<u>\$33.00</u>	_____	_____
Padded Arm Chair - Gray	<u>\$32.50</u>	<u>\$48.50</u>	_____	_____
Chrome Folding Chair - White	<u>\$8.50</u>	<u>\$10.25</u>	_____	_____
Padded Stool	<u>\$35.75</u>	<u>\$47.75</u>	_____	_____
Wooden Stool	<u>\$15.50</u>	<u>\$20.75</u>	_____	_____

Tables: Round & Cocktail	Discount Rates	Standard Rates	Qty	Amount
42" Round Table Draped	<u>\$65.50</u>	<u>\$88.75</u>	_____	_____
42" Round Table Plain	<u>\$28.50</u>	<u>\$38.00</u>	_____	_____
42" Round Counter Draped	<u>\$72.00</u>	<u>\$96.00</u>	_____	_____
42" Round Counter Plain	<u>\$34.25</u>	<u>\$42.00</u>	_____	_____
Cocktail Table (24"d x 15"h)	<u>\$45.50</u>	<u>\$59.38</u>	_____	_____
Writing Pedestal Table (24"d x 30"h)	\$48.50	\$63.13	_____	_____
Café Pedestal Table (24"d x 42"h)	\$50.25	\$65.75	_____	_____

Accessories	Discount Rates	Standard Rates	Qty	Amount
Wastebasket.....	<u>\$8.25</u>	<u>\$11.00</u>	_____	_____
Sign Easel.....	<u>\$18.75</u>	<u>\$25.00</u>	_____	_____
Coat Tree.....	<u>\$20.25</u>	<u>\$27.00</u>	_____	_____
6' Rolling Garment Rack.....	<u>\$40.25</u>	<u>\$53.75</u>	_____	_____
Chrome Sign Holder (22" x 28")	<u>\$38.50</u>	<u>\$51.25</u>	_____	_____
Bag Stand.....	<u>\$38.50</u>	<u>\$51.25</u>	_____	_____
Literature Rack.....	<u>\$38.50</u>	<u>\$51.25</u>	_____	_____
Chrome Aisle Stanchion.....	<u>\$18.25</u>	<u>\$24.25</u>	_____	_____
2 <sup>lb</sup> Fire Extinguisher.....	<u>\$14.50</u>	_____	_____	_____
Plastic Chain (Price per foot)....	<u>\$1.75</u>	<u>\$2.25</u>	_____	_____
Red velour Rope (Price per ft)	<u>\$3.00/Ft</u>	<u>\$4.00/Ft</u>	_____	_____
8' Tubes and Bases.....	<u>\$11.25</u>	_____	_____	_____
6'-10' Expandable Rail.....	<u>\$14.00</u>	_____	_____	_____
3' Tubes and Bases.....	<u>\$7.50</u>	_____	_____	_____

Display Panels	Discount Rates	Standard Rates	Qty	Amount
Perforated Board (Pegboard)				
2' x 8' (White) .....	<u>\$33.00</u>	<u>\$44.00</u>	_____	_____
4' x 8' (White) .....	<u>\$65.00</u>	<u>\$86.75</u>	_____	_____
↑(Hardware not included-1/8")				
Velcro Display Panel				
2' x 8' (Gray).....	<u>\$35.50</u>	<u>\$47.50</u>	_____	_____
4' x 8' (Gray).....	<u>\$72.50</u>	<u>\$96.25</u>	_____	_____
Pro-Panel				
7' x 38" (Gray).....	<u>\$32.50</u>	<u>\$43.25</u>	_____	_____

↑(Double Sided, Vertical Only)  
 \*Vinyl covered panels 1-1/2 times regular price

Burlap Panel, 4' x 8' (Tan)	<u>\$62.75</u>	<u>\$83.50</u>	_____	_____
Table Top Risers				
<u>One-Step Risers (8" High)</u>				
4' x 8" One-Step Riser	<u>\$17.00</u>	<u>\$22.50</u>	_____	_____
6' x 8" One-Step Riser	<u>\$22.25</u>	<u>\$29.50</u>	_____	_____
<u>Two-Step Risers (16" High)</u>				
4' x 16" Two-Step Riser	<u>\$20.50</u>	<u>\$25.50</u>	_____	_____
6' x 16" Two-Step Riser	<u>\$27.50</u>	<u>\$36.50</u>	_____	_____
8' x 16" Two-Step Riser	<u>\$37.00</u>	<u>\$49.25</u>	_____	_____
Vinyl Riser Draping (Price/Ft)	<u>\$5.00</u>	<u>\$6.75</u>	_____	_____

Furniture: Tables	Discount Rates	Standard Rates	Qty	Amount
<u>Standard Height (28" High)</u>				
4' x 24" Table-Draped	<u>\$48.50</u>	<u>\$64.00</u>	_____	_____
4' x 24" Table- Plain.....	<u>\$19.75</u>	<u>\$25.75</u>	_____	_____
6' x 24" Table-Draped.....	<u>\$59.00</u>	<u>\$78.00</u>	_____	_____
6' x 24" Table-Plain.....	<u>\$25.00</u>	<u>\$33.00</u>	_____	_____
8' x 24" Table-Draped.....	<u>\$68.00</u>	<u>\$79.50</u>	_____	_____
8' x 24" Table-Plain.....	<u>\$31.00</u>	<u>\$39.50</u>	_____	_____

Counter Height (38" High)	Discount Rates	Standard Rates	Qty	Amount
4' x 24" Counter-Draped.....	<u>\$54.25</u>	<u>\$71.75</u>	_____	_____
4' x 24" Counter-Plain.....	<u>\$30.50</u>	<u>\$40.25</u>	_____	_____
6' x 24" Counter-Draped.....	<u>\$63.50</u>	<u>\$84.50</u>	_____	_____
6' x 24" Counter-Plain.....	<u>\$32.50</u>	<u>\$43.00</u>	_____	_____
8' x 24" Counter-Draped.....	<u>\$73.50</u>	<u>\$97.50</u>	_____	_____
8' x 24" Counter-Plain.....	<u>\$35.75</u>	<u>\$47.25</u>	_____	_____

Table Skirts	Discount Rates	Standard Rates	Qty	Amount
Table Skirt.....	<u>\$34.75</u>	<u>\$40.50</u>	_____	_____
Counter Skirt.....	<u>\$39.75</u>	<u>\$45.00</u>	_____	_____
Forth Side Skirted.....	<u>\$28.50</u>	<u>\$37.00</u>	_____	_____

Table/Fabric Draping Color Preferred:	Discount Rates	Standard Rates	Qty	Amount
<input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> Gold <input type="checkbox"/> Brown <input type="checkbox"/> Black <input type="checkbox"/> Forest Green <input type="checkbox"/> Dusty Rose <input type="checkbox"/> Silver <input type="checkbox"/> Teal <input type="checkbox"/> White				
Other Color for Fabric Wall ONLY:				
<input type="checkbox"/> Ivory <input type="checkbox"/> Orange <input type="checkbox"/> Burgundy				
Fabric Wall				
36" High Fabric Wall.....	\$5.25/ft	\$6.50/ft	_____	_____
7' High Fabric Wall.....	\$6.50/ft	\$7.50/ft	_____	_____
8' High Fabric Wall.....	\$6.75/ft	\$7.75/ft	_____	_____
11' High Fabric Wall.....	\$9.00/ft	\$12.00/ft	_____	_____

Note: There is no hanging of material off the fabric curtain without prior approval

Carpet	Discount Rates	Standard Rates	Qty	Amount
*Price includes installation and taping from edge*				
9' x 10' / (8' x 10') Carpet.....	<u>\$77.25</u>	<u>\$94.25</u>	_____	_____
9' x 20' / (8' x 20') Carpet.....	<u>\$151.50</u>	<u>\$186.50</u>	_____	_____
9' x 30' / (8' x 30') Carpet.....	<u>\$234.32</u>	<u>\$267.25</u>	_____	_____
9' x 40' / (8' x 40') Carpet.....	<u>\$294.50</u>	<u>\$360.50</u>	_____	_____
*Carpet larger than 9' x 40' please call for quote*				
Custom Cut Carpet ____ ft x ____ ft				
		Call for Quote		
Carpet Padding/sq. ft. ____ ft x ____ ft				
	\$_.60/Sq. Ft.	\$.80/Sq. Ft.		
Visqueen Covering ____ ft x ____ ft	<u>\$1.25/Sq.</u>	<u>\$2.25/Sq.</u>	_____	_____
	Ft.	Ft.		
Additional Taping per linear ft.	...\$.60/LF...	..\$.80/LF..	_____	_____

Carpet Color Preferred:	Discount Rates	Standard Rates	Qty	Amount
<input type="checkbox"/> Red <input type="checkbox"/> Forest Green <input type="checkbox"/> Blue <input type="checkbox"/> Black <input type="checkbox"/> Gray <input type="checkbox"/> Burgundy				

**BANNER FRAMEWORK** \$32.50

Company: \_\_\_\_\_ Booth# \_\_\_\_\_

Total for This Page \$ \_\_\_\_\_