

Great Lakes Fruit, Vegetable & Farm Market Expo

Sharri German – Trade Show Manager

11767 Fisk Road Belding, MI 48809

Phone (616) 794-0492 - Fax (616) 794-9670

E-Mail GLE expo@iserv.net

2018 BOOTH ITEMS ORDER FORM

The following is a list for you to order what you need for the booth or booths that you have rented. **As a reminder,** The first booth rented for equipment and the first two booths rented for product booths are *eligible* for the items listed below at no additional charge. If you have **two Product booths**, you may double the number of items listed, **but please indicate the amount needed**. I will make the arrangements to have them set up at your booth. *If you don't return a form, I will order for you and it can't be changed at the show unless you are willing to pay the extra charges.* Carpet is automatically included with your booth unless you are a large equipment booth. **If there are any additional items needed**, you can bring them or rent them from Art Craft Display. Order from Art Craft, only additional items you are not already ordering from me. Their on-line order information is included with the exhibitor packet.

PLEASE REMEMBER: *When I submit the order to Art Craft Display in the fall, it can't be changed at the show and billed to the Great Lakes Expo. If there are changes of table sizes or other needs when you get to the show, Art Craft will charge you directly. Think your order through carefully, we don't want you to pay for something that could have been paid through the Great Lakes Expo account.*

FILL OUT AND RETURN THIS FORM WITH YOUR CONTRACT

COMPANY NAME _____

Please indicate a number, even if **0**, of each item needed in the spaces provided below.
(Quantities shown are an example for (1) Booth)

- A. 2 - Chairs _____
- B. 1 - Skirted Table Std. Height (**Choose Size**) 4ft. _____ 6ft. _____ 8ft. _____
- C. 1 - Wastebasket _____
- D. 1 - 110 Electrical Outlet _____

Please return this form with your Exhibitor Contract

Thank you,
Great Lakes Expo
Sharri German
11767 Fisk Road Belding, Mi 48809
Fax : (616) 794-9670 or Email to Glexpo@iserv.net