



2022 Fall Virginia Bridal & Wedding Expo
 Virginia Beach Convention Center
 Presented by American Consumer Show
 October 30, 2022

DÉCOR PACKAGE OPTION 1

DRAPE COLOR IS BLUE & WHITE: SKIRT COLOR: (CHOOSE BELOW)

Special applies to 10' x 10' exhibits only
 Décor Package will be available at show site

Substitutions not permitted



Option 1: 6' Draped Table, 10' x 10' carpet, 2 folding chairs, 1 wastebasket	
ADVANCED PRICE: \$141.00 + TAX AT SHOW SITE: \$172.00 + TAX	
Skirt Color (circle choice):	
Red Black White Blue Silver Hunter Green	
Carpet Color (circle choice):	
Red Black Blue Gray Hunter Green	
ENTER DÉCOR PACKAGE TOTAL HERE \$	
6% SALES TAX	
TOTAL	
COMPANY NAME	BOOTH #



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DÉCOR PACKAGE OPTION 2

DRAPE COLOR IS BLUE & WHITE: SKIRT COLOR: (CHOOSE BELOW)

Special applies to 10' x 10' exhibits only
 Décor Package will be available at show site

Substitutions not permitted



Option 2: 6' Draped Table, 2 folding chairs, 1 wastebasket	
ADVANCED PRICE: \$82.00 + TAX	AT SHOW SITE: \$104.00 + TAX
Skirt Color (circle choice):	
Red	Black
White	Blue
Silver	Hunter Green
ENTER DÉCOR PACKAGE TOTAL HERE	\$
6% SALES TAX	
TOTAL	
COMPANY NAME	BOOTH #



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STANDARD FURNISHINGS & ACCESSORIES

CHAIRS AND ACCESSORIES

Quantity	Description	Discount Price	Standard Price	Total
	Basic Side Chair	\$ 39.00	\$ 49.00	\$
	Folding Chair	\$ 22.00	\$ 28.00	\$
	Literature Stand	\$ 80.00	\$105.00	\$
	Waste Basket	\$ 12.00	\$ 13.50	\$
	Easel, Chrome	\$ 33.00	\$ 41.00	\$
	Café Table 30" round x 42" high	\$ 65.00	\$ 75.00	\$
	Bar Stool Black with Back Support	\$ 59.00	\$ 74.00	\$
	Bag Rack	\$ 45.00	\$100.00	\$

SPECIAL DRAPERY BACKGROUNDS—Ordered In 10' Increments

Check Color: Red Blue Black Teal Grey White

Quantity	Description	Discount Price	Standard Price	Total
	3' Drapery Installed, per linear foot	\$ 9.25	\$13.75	\$
	8' Drapery Installed, per linear foot	\$12.00	\$18.25	\$

DRAPED DISPLAY TABLES—30" High x 24" Wide

Check Color: Red Blue Black Teal Grey White Burgundy

Quantity	Description	Discount Price	Standard Price	Total
	4' Draped	\$ 60.00	\$ 78.00	\$
	6' Draped	\$ 70.00	\$ 91.00	\$
	8' Draped	\$ 80.00	\$104.00	\$
	4th Side Draped	\$ 22.00	\$ 33.00	\$

DRAPED DISPLAY COUNTERS—42" High x 24" Wide

Check Color: Red Blue Black Teal Grey White Burgundy

Quantity	Description	Discount Price	Standard Price	Total
	4' Draped	\$ 65.00	\$ 85.00	\$
	6' Draped	\$ 75.00	\$ 98.00	\$
	8' Draped	\$ 85.00	\$111.00	\$
	4th Side Draped	\$ 22.00	\$ 33.00	\$

TABLE RISERS AND DRAPING

Check Color: Red Blue Black Teal Grey White Burgundy

Quantity	Description	Discount Price	Standard Price	Total
	4' x 10" x 12" Draped	\$35.25	\$47.50	\$
	6' x 10" x 12" Draped	\$45.00	\$60.75	\$
	8' x 10" x 12" Draped	\$57.75	\$78.00	\$

FOR ANY ADDITIONAL FURNISHINGS NOT LISTED ABOVE, PLEASE CONTACT
 THE EVENT COORDINATOR AT PME Expo Services FOR ORDERING AND PRICING DETAILS.

Subtotal \$

Tax @ 6% \$

EXHIBITING FIRM: _____

BOOTH #: _____

Total \$



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STANDARD CARPET ORDER

CARPET - Carpet Ordered in Multiples are not Guaranteed a Color Match

Check Color: Black Blue Grey Burgundy Red

Quantity	Description	Discount Price	Standard Price	Total
	10' x 10'	\$ 90.00	\$105.00	\$
	10' x 20'	\$180.00	\$210.00	\$
	10" x 30'	\$270.00	\$315.00	\$
	10' x 40'	\$360.00	\$420.00	\$
	Carpet Padding per 10' x 10' space	\$55.00 x _____	\$75.00 x _____	\$

DELUXE & SPECIAL CUT CARPET ORDER

Enhance the impression of your booth, plus enjoy the added choices of designer colors, by ordering our custom carpeting. It is available for one-time rental or outright purchase for use at further shows at a very reasonable cost. Carpeting is 30 oz. stain-resistant Zeftron Nylon. Other colors may be available; please call the number below for additional colors and prices. Also consider foam padding for comfort and added luxury feeling.

- | | | | |
|-----------------------------------|--------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Gunmetal | <input type="checkbox"/> Misty Grey | <input type="checkbox"/> Bay Water | <input type="checkbox"/> Cherry Red |
| <input type="checkbox"/> Burgundy | <input type="checkbox"/> Silver Mist | <input type="checkbox"/> Baby Blue | <input type="checkbox"/> Ebony |
| <input type="checkbox"/> Navy | <input type="checkbox"/> Sky Blue | <input type="checkbox"/> Dusty Rose | <input type="checkbox"/> Light Teal |

Please fill out your choice below. There is a minimum order of 200 square feet for custom carpet. If additional carpet is required to cover steps, skids and display cases, please send a floor plan. A quotation will be forwarded to you before we proceed.

RENTAL PRICE order includes installation, carpet padding, poly covering and removal.

Carpet Color _____ Booth Size _____ X _____ = _____ Sq. Ft. @ \$3.25/Sq. Ft. \$_____

PURCHASE PRICE order includes installation, carpet padding, poly-covering and removal.
Freight handling charges at the close of the show will be additional.

Carpet Color _____ Booth Size _____ X _____ = _____ Sq. Ft. @ \$4.25/Sq. Ft. \$_____

CARPET PADDING order includes installation and disposing of padding. Padding is only offered at the purchase price.

Carpet Color _____ Booth Size _____ X _____ = _____ Sq. Ft. @ \$0.95/Sq. Ft. \$_____

EXHIBITING FIRM: BOOTH #	Subtotal \$
	Tax @ 6% \$
	Total \$



450 Maguire Rd
Suite B
Ocoee, Florida 34761

E-mail: customerservice@my-pme.com
Phone: (407) 730-3886
Fax (407) 730-3887

**DEADLINE DATE
October 21, 2022**



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HARDWARE RENTAL ORDER FORM

Qty	Video Equipment	Discount Price	Standard Price	Total
	1/2" VHS With Auto Repeat	\$125	\$160	\$
	DVD Player (Standard)	\$190	\$240	\$
	20" TV / VCR Combo Unit	\$315	\$395	\$
	20" Video Monitor / Receiver	\$195	\$245	\$
	25" Video Monitor / Receiver	\$225	\$310	\$
	54" Roll cart Stand with Drape	\$50	\$95	\$

Qty	LCD & Plasma Monitors	Discount Price	Standard Price	Total
	17" Flat Screen LCD Monitor (1280 x 1024)	\$125	\$160	\$
	20" Flat Screen LCD Monitor (1280 x 1024) BLACK	\$150	\$195	\$
	20" Flat Screen LCD Monitor (1600x1200/Video Input/Audio Bar)	\$150	\$195	\$
	37" Plasma Display (1024 x 768, 4:3 Ratio)	\$250	\$325	\$
	42" Plasma Display (1024 x 768, 16:9 Ratio)	\$450	\$585	\$
	50" Plasma Display (1280 x 932, 16:9 Ratio)	\$650	\$845	\$
	Plasma Floor Stand (Cobra or Dual Post)	\$75	\$95	

Qty	Projection Equipment	Discount Price	Standard Price	Total
	XGA LCD Projector (1024 x 768, 1800 Lumens)	\$940	\$975	\$
	SXGA LCD Projector (1024 x 768, 3000 Lumens)	\$1,275	\$1,745	\$
	Overhead Projector (4000 Lumens)	\$115	\$145	\$
	6' Tripod Screen	\$75	\$95	\$
	8' Tripod Screen	\$95	\$120	\$

Qty	Audio Equipment	Discount Price	Standard Price	Total
	Powered Speak With Floor Stand (150 Watts)	\$75	\$95	\$

EXHIBITING FIRM:	BOOTH #	Delivery Charge	\$ 100.00
Please call for items not listed! A 40% surcharge applies to orders placed within 72 hours of delivery. No credits will be issued after delivery or attempted delivery. Exhibitor must be present in booth to accept delivery, or additional fees will apply. Appropriate cancellation fees will apply to orders cancelled within 15 days of delivery.			
		Tax @ 6%	\$
		Total	\$



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FLORAL SERVICE ORDER FORM

QUANTITY	ITEM DESCRIPTION	UNIT PRICE	TOTAL
	Flower Arrangement	\$76.00	\$
	Seasonal Flowering Plants (ie: Mums, Azalea, etc.)	\$49.50	\$
	Large Fern	\$49.50	\$
	2' Green Plant	\$59.50	\$
	3' Green Plant	\$65.00	\$
	4' Green Plant	\$76.00	\$
	5' Green Plant	\$81.00	\$
	6' Green Plant	\$98.00	\$



Plants may vary from pictures in color and size.

Subtotal	\$
Tax @ 6%	\$
Total	\$

BOOTH CLEANING ORDER FORM

Cleaning orders placed on show floor will be charged an additional 25%.

CARPET SERVICE (Check One)

<input type="checkbox"/> Vacuum Booth Carpet—One time (Before Show Opens)	\$0.50/sq. ft. X _____ sq. ft. = _____	\$
<input type="checkbox"/> Vacuum Booth Carpet—Daily (Before show opens, and each morning before show opens)	\$0.40/sq. ft. X _____ sq. ft. X _____ days = _____ Indicate dates required: _____	\$

PORTER SERVICE

<input type="checkbox"/> Empty wastebaskets, police floor at 2 hour intervals.	\$67.00 per day Indicate dates required: _____	\$
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Booth Cleaning Total \$

NOTE: All rental carpets are clean upon delivery to your booth space. However, during set-up, the carpet can become soiled.
 We suggest that you order cleaning service at least once prior to the show opening.

Please include any specific instructions:

EXHIBITING FIRM:

BOOTH#



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CREDIT CARD AUTHORIZATION FOR EXHIBIT SERVICES

Credit Card Charge Authorization

(All Information Must Be Provided)

MasterCard VISA American Express Corporate Personal

Account Number

EXPIRATION DATE / **CVS #**

Card Holders Name (Please Print)		
Billing Address		
City	State	Zip
Phone Number	Fax Number	
Email Address		
Card Holders Signature		
Company Name	Booth #	

Calculation of Orders	Total
Material & Handling	\$
Installation & Dismantle Labor	\$
Standard Furnishing & Accessories	\$
Carpet	\$
Rental Exhibits	\$
Floral Service	\$
Booth Cleaning	\$
Audio Visual Rental	\$
Custom Furniture	\$
Subtotal	\$
Bank Surcharge 3.0% of Subtotal <small>(Credit Card Charges Only)</small>	\$
Total	\$
To simplify payment, send a check payable to PME Expo Services for your entire order or note the amount to be charged to your credit card.	
FULL PAYMENT in U.S. funds drawn on a U.S. Bank	\$
Check #	
Please list all authorized persons for credit card use at show site below.	

Payment Policy

Payment for Services

PME Expo Services requires payment in full at the time services are ordered. PME Expo Services requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services which may include labor & material handling not covered by your first payment.

For your convenience, we will use this authorization to charge your credit card for any additional amounts ordered by your representative for products and services rendered to your company for this event.

Method of Payment

PME Expo Services accepts MasterCard, VISA, American Express, & Check. Purchase orders are not considered payment. All payments must be made in U.S. Funds drawn on a U.S. Bank.

Third Party Billing

Each exhibiting firm is ultimately responsible for all charges incurred on its behalf. PME Expo Services reserves the right to institute collection action against the exhibitor if the authorized third party does not pay. See Third Party Billing Request form.

Tax Exempt

If you are tax exempt in the state in which you will be exhibiting, you must provide a Sales Tax Exemption Certificate for that state. Please send the above information with your orders for the show. PME Expo Services must receive your certificate with your order; otherwise tax will appear on your invoice.

Adjustments and Cancellations

Adjustments to your invoice will not be made after the close of show. Some items, services and labor are subject to cancellation fees. Cancellation fees will apply if written notice of cancellation is not received within 15 business days of the show move-in. No credits will be issued after delivery or attempted delivery.

If you have any questions regarding our payment policy, please call exhibitor services at 407-730-3886 or visit our Service Desk at the show. Please complete the information and return payment in full with this form and your orders. You may choose to pay by credit card, check or bank wire transfer, however, we require your credit card charge authorization to be on file with PME Expo Services. You agree to late fees up to 1.5% per month on any balance not paid at the conclusion of the event, or balance left without appropriate credit card on file.

ON-SITE WIRELESS SERVICES

VIRGINIA BEACH CONVENTION CENTER

NEED WIRELESS CONNECTIVITY?

Smart City Networks offers on-site wireless services for both attendees and exhibitors. Our **Complimentary Internet** is offered free of charge and is available in all public spaces and meeting rooms. Our **Exhibitor Internet** is available facility-wide on a 5 GHz wireless network, at speeds of 3 Mbps up/down per device. Depending on where you are in the facility, you may see both SSIDs (network names), but only **Exhibitor Internet** is supported in all areas.

**Internet access is available on one unique device, per purchase.*

EXHIBITOR INTERNET

Our Exhibitor Internet is available throughout the facility at speeds of 3 Mbps up/down. Broadcasted on 5 GHz wireless frequency only. Each purchase is device specific.

*** 1 day for \$79.99**
3 days for \$227.97
5 days for \$359.95

COMPLIMENTARY INTERNET

Our Complimentary Internet is a free service and is available in all public spaces and meeting rooms.

For questions regarding on-site wireless services, please call Smart City Networks at 609-449-3446. To order any other services we provide, please visit us online at: orders.smartcitynetworks.com.



BRIDAL & WEDDING EXPO

Virginia Beach Convention Center
1000 19th Street
Virginia Beach, VA 23451

IMPORTANT ELECTRIC, INTERNET, & WATER INFORMATION

Electric, Internet & Water Orders are now made exclusively online at the Virginia Beach Convention Center. Please visit www.visitvirginiabeach.com/convention-center/exhibitor-services/ to place your order for the show. If you have any questions about ordering online, please feel free to call the Virginia Beach Convention Center at (735) 385-2189.

Have a great show!
ACS Show Management