



5620 S. 72nd St.
Omaha, NE 68127
Phone (402) 339-3707
Fax (402) 339-3624
tradeshows@aaarents-omaha.com

Women's Living Expo Exhibitor;

We are pleased to advise you that AAA Rents, Inc. has been selected as the "Official Service Contractor" for your show. We will accommodate all exhibitors to ensure a successful presentation.

If you require any additional furnishings, other than the ones listed below, please fill out and return the appropriate forms before the designated deadline date. If these order forms do not cover your needs, please call us for assistance prior to the deadline.

Show Colors: burgundy/white with burgundy skirting

- 1.) **Show Location:** Qwest Center / Hall C
455 North 10th Street
- 2.) **Booth Equipment:** 10' x 10' exhibit booth, 1 – 8' table covered and skirted,
2 – chairs and 1 - I.D. sign
- 3.) **Exhibitor Set-Up:** April 3, 2009
9:00AM – 8:00PM
- 4.) **Exhibitor Move Out:** April 5, 2009
5:00PM
- 5.) **Shipping Instructions:** Label each package:
Women's Living Expo
Company Name / Booth Number
c/o AAA Rents
5620 South 72nd Street
Omaha, NE 68127
- 6.) **Payment Policy:** PAYMENT IN FULL IS DUE WITH ORDER.
Please note acceptable methods of payment on the
"Recap of Orders" form which must accompany order.

ORDER DEADLINE DATE: MARCH 25, 2009

It is our desire to assist you in every way possible. If you have any questions please contact Karma Schneiderei in our Trade Show Department at the following number (402) 339-3707.



**AAA
RENTS**

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Women's Living Expo Exhibitor;

This FORM is for CHANGING the DEFAULT 8' table size, only for booths that include a table in the booth package.

Your Association provides to you one (1) table covered in white vinyl skirted a show color. This form is for you to order the size of this table. Please do not order your no charge table on any other form. **If this form is not returned you will receive an 8' table.**

Please circle the size of table you would like to have. These tables are 30" wide.

4'

6'

8'

Booth Number _____

Company Name _____

Representative _____

****PLEASE INDICATE HERE IF YOU DO NOT WANT ANY TABLE OR CHAIRS****

_____ I do not want a table provided in my booth space

_____ I do not want any chairs provided in my booth space

Please note, after the deadline there will be a **\$25.00 charge to make any changes.**
It is very important to order in advance exactly what you need in your booth.

**PLEASE RETURN THIS FORM DIRECTLY TO AAA RENTS
5620 SOUTH 72ND STREET OMAHA, NE 68127
ON OR BEFORE MARCH 25, 2009**



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ADDITIONAL EQUIPMENT ORDER FORM

Deadline Date is MARCH 25, 2009

Furniture	Advance Order	After Deadline
___ Side Chair	15.00	20.00
___ Arm Chair	20.00	30.00
___ Samsonite Folding Chair	10.00	15.00
___ Padded Stool with back	30.00	40.00

Accessories	Advance Order	After Deadline
___ Waste Basket	10.00	15.00
___ Easel Tripod	15.00	25.00

30" High Wood Display Tables - Skirted		
	Advance Order	After Deadline
___ 4' long x 24" wide	40.00	45.00
___ 4' long x 30" wide	40.00	45.00
___ 6' long x 30" wide	45.00	55.00
___ 8' long x 30" wide	50.00	60.00

___ 42" HIGH AVAILABLE - ADD \$20.00

30" High Wood Display Tables - Unskirted		
	Advance Order	After Deadline
___ 4' long x 24" wide	12.50	22.50
___ 4' long x 30" wide	14.50	24.50
___ 6' long x 30" wide	16.75	26.75
___ 8' long x 30" wide	18.25	28.25

___ 42" HIGH AVAILABLE - ADD \$15.00

30" High Narrow Display Tables - Skirted		
	Advance Order	After Deadline
___ 6' long x 18" wide	38.00	48.00
___ 8' long x 18" wide	45.00	55.00

___ 42" HIGH AVAILABLE - ADD \$20.00

Round Tables with Cloth	Advance Order	After Deadline
___ 24" - tall cocktail table	25.00	35.00
___ 24" - low cocktail table	25.00	35.00
___ 36" round table	25.00	35.00
___ 48" round table	25.00	35.00
Color of Cloth _____		

Carpeting	Advance Order	After Deadline
___ 9' x 10'	65.00	75.00
___ 9' x 20'	90.00	110.00
___ 9' x 30'	135.00	155.00
___ Bulk Carpet	.65 sq. ft.	.75 sq. ft.
Circle Color: Red Blue Gray Hunter Green Plum		

Event _____

Firm _____ Booth# _____

Purchased By _____ Title _____

Address _____

City _____

State _____ Zip _____

Phone _____

Order Amount _____

Tax @ 7% _____

Total Due _____

**See Credit Card Form For Payment
 Order Deadline Date: MARCH 25, 2009
 PAYMENT MUST ACCOMPANY ORDER**



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FREIGHT HANDLING

Exhibitor Name _____ Booth Number _____
 Ship to arrive by March 30, 2009

As your official drayage company, we would like to give you the following information.
PLEASE DO NOT SEND FREIGHT TO THE EXHIBIT FACILITY, they are not equipped to receive and store freight. ALL SHIPMENTS MUST BE SHIPPED PREPAID AND ADDRESSED IN THIS MANNER:

Label Each Shipment: **Women's Living Expo**
Company Name / Booth Number
c/o AAA Rents
5620 South 72nd Street
Omaha, NE 68127

YOUR OFFICIAL DRAYAGE COMPANY WILL PROVIDE THE FOLLOWING SERVICES.

	Inbound and Outbound Per 100 pounds	Minimum Charge Per Shipment
1. Receive and store shipments 15 days prior to move in		
2. Handling to Exhibit Hall		
3. Empty crate; removal, storage and return	\$32.50	\$40.00

CALCULATING YOUR TOTAL DRAYAGE

When recording weight, round to the next 100 pounds

_____ Divided by 100= _____ X \$32.50 = \$ _____
 Total Pounds TOTAL

RE-FORWARDING INSTRUCTIONS AT CLOSE OF SHOW

Ship To _____ Prepaid _____
 Address _____ Collect _____
 Street City State Zip
 Description _____ Number of Pieces _____
 Forward Via: _____ Motor Freight _____ Air Freight _____ Other _____
 Specify Carrier _____

Please Note, We do not re-ship by UPS

All shipments should be insured by the Exhibitor from the time they leave the firm until they return from the show. AAA Rents, Inc. is not responsible for shipments left in the booth with no forwarding instructions. Pieces will be counted and shipped as they are found when they are removed from the exhibit hall. AAA Rents, Inc. will not be responsible for damage to uncrated materials or those improperly packed, any concealed damage, loss or theft after they have been delivered to the booth or before they have been picked up for loading from the Exhibit Hall. The maximum liability is .30 cents per pound per article. At the close of show where carriers fail to pick up or refuse to accept shipments, AAA Rents, Inc., reserves the right to re-route shipments. Where no disposition is provided, material may be hauled to our warehouse pending advice from the Exhibitor who will be charged accordingly for this service. No liability will be assumed as a result of such re-routing or handling.



R E N T S

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ORDER RECAP AND CREDIT CARD AUTHORIZATION FORM

Name Of Event _____ Date _____

Company Name _____ Booth# _____

Address _____ City _____ State _____ Zip _____

Ordered By _____ Title _____

Phone () _____ Fax _____

Signature _____ Date Ordered _____

PLEASE COMPUTE YOUR ORDERS

Rental Order.....	\$	_____
Use Tax @ 7%.....	\$	_____
Freight Handling.....	\$	_____
Total Due.....	\$	_____

PLEASE FILL OUT THE FOLLOWING INFORMATION FOR CREDIT CARD PAYMENT

Cardholder Name (PLEASE PRINT) _____

Billing Address for Card _____

City _____ State _____ Zip _____

V-Code _____ Card Number _____

Expiration Date ____/____ VISA MASTERCARD AMERICAN EXPRESS DISCOVER

Cardholder Signature _____

PAYMENT POLICY: 100% PLUS ALL APPLICABLE TAX IS DUE BY MARCH 25, 2009.
ORDERS TAKEN DURING SHOW SET UP REQUIRE CREDIT CARD INFORMATION BEFORE ITEMS ARE PLACED IN THE BOOTH. ONCE EQUIPMENT IS PLACED IN YOUR BOOTH, NO REFUNDS WILL BE GIVEN.

ORDER DEADLINE DATE: MARCH 25, 2009