Helgerson
With The Image Resources Group

CONVENTIONS TRADE SHOWS FLAGS & FLAG POLES

2900 S. Hydraulic Wichita, KS 67216
316-943-1851
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RENTAL ORDER FORM

Company Name:_____ Booth:_____
Street Address:_____ Phone:_____
City;_____State:_____ Zip Code:_____
Ordered by:_____Email:_____PO#_____

Following rental prices are for the duration of the show, and include delivery and removal.

Description	Standard Price	Discount Price*	Qty.	Total Price	COLOR
DISPLAY TABLES - Draped 3 Sides					
24"W x 30"H x 4'L	$38.40	$32.65			
24"W x 30"H x 6'L	$43.20	$36.70			
24"W x 30"H x 8'L	$57.60	$49.00			
30"W x 30"H x 8'L	$57.60	$49.00			
DISPLAY TABLES (42"Counter Height)-Draped					COLOR
24"W x 42"H x 4'L	$54.00	$46.00			
24"W x 42"H x 6'L	$61.20	$52.00			
24"W x 42"H x 8'L	$67.20	$57.10			
30"W x 42"H x 8'L	$67.20	$57.10			
DISPLAY TABLES - Undraped					
24"W x 30"H x 4'L	$22.80	$19.35			
24"W x 30"H x 6'L	$25.20	$21.40			
24"W x 30"H x 8'L	$36.00	$30.60			
30"W x 30"H x 8'L	$37.20	$31.60			
SPECIAL DRAPING (*additional draping above contracted amount*)					COLOR
3' high per foot	$3.00	$2.00			
8' high per foot	$5.00	$4.00			
BOOTH CARPETING					COLOR
10' x 10'	$120.00	$102.00			
10' x 20'	$240.00	$204.00			
10' x 30'	$360.00	$306.00			
10' x 40'	$480.00	$408.00			
Carpet padding 1/2 the Price of Carpet Ordered					
Set-up Labor: (Available upon request)					
Opening Day Cleaning: $ .32 x _____sq ft.					
Daily Cleaning: $.32 x _____ sq. ft. x _____# days					
EXPO FURNISHINGS					
42" High Cocktail Table	$24.00	$20.40			
42" High Cocktail Table w/tablecloth	$43.20	$36.70			
Plastic Side Chair	$14.40	$12.25			
Padded Chair	$26.40	$22.45			
High Stool with Back	$26.40	$22.45			
Floor Easel	$16.80	$14.25			
Wastebasket	$10.80	$9.20			

SUB-TOTAL $_____

SALES TAX 7.5% $_____

TOTAL DUE $_____

SHOW COLORS: BLUE

KSDE ANNUAL CONFERENCE 2026

Century II Convention Center
Wichita, KS
July 26-29, 2026

Draping Colors:

Black	Plum	
Blue	Red	
Burgundy	Silver	
Gold	White	
Green		

Carpet Colors:

Black
Blue
Gray
Green
Red

CLEANING: Includes vacuuming carpet and emptying wastebaskets prior to show opening (after booth setup). Cleaning prior to opening of each day of the show is also available.

****NOTE**: orders MUST BE received and PAID FOR at least SEVEN (7) working days prior to exhibitor move in date to receive the discount price.**

PAYMENT: Payment in full of rental charges, including applicable tax, must accompany your advanced order to qualify for the discounted prices.**

[ ] Check enclosed
[ ] Credit card payment

Card Number:_____
Name on Card:_____
Card Expiration Date:_____
Security Code on Card:_____**Billing Zip:**_____

Signature:_____

CREDIT CARD INFORMATION IS DISCARDED AFTER PAYMENT IS PROCESSED. INVOICES WILL INCUR A 3.5% FEE IF PAID WITH A CREDIT CARD. RECEIPT WILL BE EMAILED AFTER THE PAYMENT IS PROCESSED.

THERE WILL BE A 50% PRICE INCREASE FOR CARPET ORDERS RECEIVED THE FIRST DAY OF VENDOR MOVE IN TO DAY OF SHOW. ALL ORDERS MUST BE PAID IN FULL PRIOR TO SHOW DATE.