

Exhibitor Order Form

Please complete and fax to: 506-460-2768

For more information contact: 506-460-2770

Exhibitor Services Retail Items Request

Function Date: _____ Event Name: _____ Booth No: _____

Company name: _____ Contact Name: _____

Street Address: _____ City, Province: _____ Postal Code: _____

Email: _____ Telephone: _____ Fax: _____

Items	Advanced Cost	Onsite Request	Order Amount	Cost
Calculator	\$9.50	\$11.00		
Clear Tape	\$3.50	\$4.25		
Glue Stick	\$3.50	\$4.25		
Highlighter	\$3.00	\$3.75		
Notepad	\$5.00	\$6.25		
Packing Tape	\$5.00	\$6.25		
Paper (package of 500)	\$7.00	\$8.75		
Paper clips (box of 100)	\$2.00	\$2.50		
Push Pins (box of 100)	\$3.00	\$3.75		
Ballot Bowl	\$8.00	\$10.00		
Pen (bundle of 10)	\$4.00	\$5.00		
Receipt Book	\$12.00	\$15.00		
Rubber Bands (bundle of 50)	\$5.00	\$6.25		
Scissors	\$6.00	\$7.50		
Black Marker	\$3.00	\$3.75		
Stapler (includes 1 row of stapes)	\$10.00	\$12.50		
Staples (1 row)	\$1.00	\$1.50		
Staples (1 box of 5000)	\$4.00	\$5.00		
Garbage Can	\$12.00	\$15.00		
Recycle Bin	\$12.00	\$15.00		
Garbage can & Recycle bin	\$20.00	\$25.00		
TOTAL:				

- All prices are quoted in Canadian funds and are subject to HST
- Orders must be received 10 business days in advance, otherwise on-site prices apply
- All orders must be guaranteed by credit card with an authorized signature. A 'service order confirmation' will then be sent to you as confirmation
- To customize your order with something you don't see here, please contact us directly to make arrangements at 506-460-2770.

Method of Payment: <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express		Expiry date:
Card Number:	Name on card:	
3 or 4 digit security code:	Signature:	

FCC USE ONLY: Processed by Event Manager: _____ Date: _____