

Offshore Technology Conference - 2010 2010 RENTAL ORDER FORM

Aztec Tents & Events 601 W. 6 th St. Houston, TX 77007 Ph (713)699-0088 Fax (713)699-9713 Rental Order Form	Instructions: FAX or email this signed form (keep a copy for your records) back to us. If you have any questions, please contact Ray Rios or Melissa Reyes at (713) 699-0088. All orders MUST BE PREPAID before delivery. There cannot be any changes to your order more than one week prior to delivery.
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Your Name: _____ Phone #: _____

Company Name: _____ Fax #: _____

Address: _____

Office use only:
Res #: _____
Rep: _____

QTY.	Description	Price
	10' x 10' Frame Tent	\$160.00 each
	10' x 20' Frame Tent	\$235.00 each
	20' x 20' Frame Tent	\$285.00 each
	Folding Table, 6' x 30"	\$8.00 each
	Folding Table, 8' x 30"	\$8.25 each
	Plastic Table Covering Color: _____	\$2.95 each

QTY	Description	Price
	Folding Chairs, Brown Plastic	\$1.10 each
	Cocktail Tables (Wood – 42" Height)	\$16.00 each
	Bar Stools (Wood)	\$5.00 each
	Canopy Lights Par Cans (110 volt)	\$35.00 each
	6' Bar with riser and fitted cover	\$75.00
	Pedestal Fans	\$35.00 each

****Additional Size Tents are available: Please advise your event consultant.**

Note: All orders will include sales tax, delivery charges and optional Damage Waiver. Call for details.

Payment Method: Please charge this order to my credit card: ___ Visa, ___ Master Card, ___ American Express, ___ Discover # _____ EXP _____ ___ I wish to send a check, please call me with a total. Card Signature _____

By signing below, I acknowledge that I have read and understand the terms of rental as listed above and that my company is responsible for any damages or losses to rental equipment that occurs while the items are in our possession.	
_____ Signature	_____ Title

Printed Name _____ Date _____

FAX to Ray Rios, Melissa Reyes or Leslie Harsch-Ricklefsen at (713)699-9713 or email to mreyes@aztecusa.com lharsch@aztecusa.com or rrios@aztecusa.com or mail to Aztec Tent & Events, 601 W. 6th St., Houston, TX 77007.



CANOPY ORDER FORM

Texas Tents & Events
10803-C Warwana Rd.
Houston, TX 77043



PHONE: 713-849-0200

FAX: 713-849-0224

EMAIL: sales@texastentsandevents.com

EVENT OR SHOW NAME Offshore Technology Conference 2010 (May 3 – May 6, 2010)	NAME OF HALL OR HOTEL Reliant Park, Houston, TX	LOT & BOOTH NUMBER:
COMPANY NAME	Show Contact & Cell Number: (MUST BE COMPLETED)	DATE & TIME OF INSTALL (We will try to accommodate, not guaranteed)
STREET ADDRESS	CITY, STATE	ZIP & COUNTRY
ORDERED BY	PHONE	FAX
CREDIT CARD INFORMATION AMEX ___ VISA ___ MASTERCARD ___ (No other cards accepted)	ACCOUNT NUMBER	EXPIRATION DATE
CARDHOLDER'S SIGNATURE	PRINTED NAME	EMAIL ADDRESS:

Please complete the information requested and return payment in full. You may choose to pay by credit, check or wire transfer; however, in order to reserve inventory *we require a US \$ credit card authorization on file with Texas Tents & Events*. For your convenience, we will use this authorization to charge your credit card. If any additional amounts are incurred at show site by orders placed by your representative these charges will also be added to the credit card. *To avoid a 25% expediting fee, orders and payment must be received no later than 4-5-10.*

MODEL	SIZE	PRICE	QTY. ORDERED	EXTENDED PRICE
MQ 10	10' x 10' (8' Tall Legs)	\$ 365.00		
FR 10/20	10' x 20' (8' Tall Legs)	\$ 435.00		
MQ 20	20' x 20' (8' Tall Legs)	\$ 495.00		
FR 40	20' x 40' (8' Tall Legs- Two (2) 20 x 20)	\$ 985.00		
FR 30 x 40	30' x 40' Frame Tent (8' Tall Legs)	\$2,425.00		
FR 30 x 60	30' x 60' Frame Tent (8' Tall Legs)	\$3,637.00		
FR 40 x 60	40' x 60' Frame Tent (8' Tall Legs)	\$4,850.00		
	Note: The above prices include installation/dismantle, delivery and pickup charges, and lot repair.			

Additional sizes, configurations & accessories available, please call for price & availability. 713-849-0200 sales@texastentsandevents.com

Walls (8' Tall)	CHECK ONE (If not specified solid supplied) SOLID _____ WINDOW _____	Lineal foot \$ 2.00 \$ 4.00		
Fire Permit	ALL Canopies & Tents 1200 square feet and over MUST have a Fire Permit.	\$ 200.00		

Cancellation Policy: On or Before
3/27/10 100% Refund
3/28 - 4/03 50% Refund
4/4 - 4/15 25% Refund
4/16/10 and after No Refund

BOOTH LAYOUT ATTACHED
(circle) YES / NO

Sub Total: _____

25% Expedited Fee (if ordering and/or paying after 4/5/10): _____

Texas State Sales Tax 8.25%: _____

Check #: _____ Dated: _____ In the amount of: \$ _____ **TOTAL: \$ _____**

Texas Tents & Events
TERMS AND CONDITIONS

1. All terms, agreements, conditions or alterations to this contract and/or order must be made in writing. No modifications or waiver of this contract and/or order shall be effective unless it is in writing. The customer agrees that they will not rely upon any alleged oral changes.
2. All rentals are payable in advance unless Texas Tents & Events expressly consents in writing to payment at a later date. If payment is not made when due a service charge at the maximum legal rate will be added. This service charge will be based on the previous month's balance unless paid in full.
3. All correspondence referring to this order should show Company Name, Show Name and Booth Number.
4. Rent is payable on merchandise until goods are returned to us. If rented merchandise is specially manufactured at the customer's request the rent stated here for the term stated herein is due and payable even if the merchandise isn't kept by you for the entire term or is not picked up by you or delivery is not accepted by you.
5. Your liability does not cease until all merchandise is delivered or returned to us.
6. You are responsible for loss or damage to rental goods in case of fire, theft, wind, rain or other hazard regardless of cause or fault.
7. Goods shall be returned on or before the expiration of the rental period. If return of goods is delayed from any cause the facts must be promptly reported to our rental department.
8. If goods are not returned at the termination of the agreed rental period, or the rental period is extended according to this paragraph, the term of the rental period shall be deemed to be extended automatically for a period equal in time to the original rental period. All other terms and conditions of the lease including the obligation to pay rent for the rental periods as extended shall be immediately due and payable. If you fail to pay the rental for the extended term when due, you must return goods immediately.
9. Purchase or loss prices shall be on the basis of value given. If none stated, value is the selling value according to our books.
10. Texas Tents & Events is not liable for injuries or damage to person or property caused by fire, lightning, windstorm, rain, cyclone, tornado, hail, explosion, riot, insurrection, vandalism, mischief, sabotage, vehicles running on land or tracks, errant objects falling there from, smoke, earthquake, volcanic eruption, flood, nuclear radiation, radioactive contamination, hostile or warlike action or similar perils including any and all Acts of God.
11. The customer shall pay to Texas Tents & Events all costs, expenses and reasonable attorney's fees in any action brought to recover the leased property, collect rentals or damages or in which Texas Tents & Events may become a party by reason of this lease and to indemnify Texas Tents & Events and hold it harmless from and against any and all losses, claims, actions, damages, liabilities, penalties, cost and expenses (including reasonable attorney's fees and other costs and expenses directly incurred in attempting to avoid or in opposing the imposition thereof arising out of the rental herein.
12. Upon any default by you as lessee under this Rental Agreement, Texas Tents & Events at its sole option may elect that the rental payment due hereunder be other process of law, may repossess and remove the property subject to this Rental Agreement, either with or without notice to you. Any such repossession shall not constitute a termination of the Rental Agreement unless Texas Tents & Events so notifies you in writing. Texas Tents & Events shall have the right, as its option to rent the property to any other person upon such terms and conditions, as Texas Tents & Events shall determine. In the event of rental of the property within the period of the rental agreement, there shall be due from you and you will immediately pay to Texas Tents & Events the difference between the total amount of rentals to be received from any third person attributable to the period of this rental agreement and the total unpaid rental provided to be paid herein, plus all costs and expenses of Texas Tents & Events in repossessing, releasing, transporting, repairing or otherwise handling the property subject to this rental agreement.
13. The property to be rented by Texas Tents & Events you, as lessee, shall be delivered to the delivery address listed in the rental agreement and shall be maintained by you at all times at said location. At no time may the property be moved from said location without the express prior written consent of Texas Tents & Events. No modification or waiver of this provision shall be effective unless it is in writing, and you agree that you will not rely upon any alleged oral consent to relocate the property. Any movement of the property subject to this rental agreement from said location other than upon express prior written consent of Texas Tents & Events shall be a default under the terms of the rental agreement and shall entitle Texas Tents & Events to exercise all rights arising from a default.
14. All rental charges and customer responsibilities are subject to full payment once the order is picked up or loaded at Texas Tents & Events.
15. The customer is responsible for all property and liability insurance on rental equipment from the installation through removal. It is required that the customer maintain insurance on the equipment and accessories for its full replacement value and to insure against all risks of direct physical loss or damage. Customer agrees to maintain public liability insurance for bodily injury and property damage including contractual liability in the amount of \$1,000,000 and combined single limit workers compensation coverage. Customer agrees to provide evidence of coverage within one (1) day of order.
16. The customer is responsible for obtaining all permits and/or licenses from the appropriate government agencies. Texas Tents & Events will, at the customer's request, act as an agent to obtain permits and licenses from the appropriate government agencies. If these agencies should require additional equipment, the expense of the equipment will be the sole responsibility of the customer. If permits or licenses are denied for any reason, you are still responsible for all financial and other obligations pursuant to this agreement Texas Tents & Events or its subcontractors.
17. Texas Tents & Events is not responsible for underground utilities.

Richards Party Rentals Order Form

5829 West Sam Houston Pkwy N St. 1001
Houston, TX 77041
www.RichardsPartyRentals.net



Offshore Technology Conference
Reliant Park Houston, Texas, USA
2010

PHONE: 713-937-9897

FAX: 713-937-3480

EMAIL: PARTYRENTAL@HOTMAIL.COM

OFFSHORE TECHNOLOGY CONFERENCE RELIANT PARK, HOUSTON TX

EVENT OR SHOW NAME	NAME OF HALL OR HOTEL	LOT OR BOOTH NUMBER
COMPANY NAME	SHOW CONTACT & CELL NUMBER	DATE & TIME OF INSTALL
STREET ADDRESS	CITY, STATE	ZIP & COUNTRY
ORDERED BY	PHONE	FAX
CREDIT CARD INFORMATION	ACCOUNT NUMBER	EXPIRATION DATE
AMEX__ VISA__ MASTERCARD__ Discover__		
CARD HOLDER'S SIGNATURE	PRINTED NAME	EMAIL ADDRESS

SIZE	PRICE	QTY. ORDERED	EXTENDED PRICE
10' X 10' Frame Tent (8' Tall Legs)	\$285.00		
10' X 20' Frame Tent (8' Tall Legs)	\$365.00		
20' X 20' Frame Tent (8' Tall Legs)	\$395.00		
20' X 40' Frame Tent (8' Tall Legs)	\$825.00		
30' X 40' Frame Tent (8' Tall Legs)	\$1325.00		
30' X 60' Frame Tent (8' Tall Legs)	\$2375.00		
40' X 60' Frame Tent (8' Tall Legs)	\$3250.00		
Note: The above prices include installation/dismantle, delivery and pickup charges, and lot repair if needed.			

Walls (8' Tall)	<u>Check One</u> SOLID _____ WINDOW _____	20 ft Wide \$ 25.00 \$ 30.00		
Fire Permit	ALL Canopies & Tents 1200 square feet and over MUST have a Fire Permit.	\$ 200.00		

BOOTH LAYOUT ATTACHED
(circle) YES / NO

Sub Total: _____

25% Expedited Fee (if ordering and/or paying after 4/15/10: _____

Texas State Sales Tax 8.25%: _____

Check # _____ Dated: _____ In the amount of: \$ _____ **TOTAL: \$ _____**

***Contract must be signed and payment must be paid in full by delivery date.**