

phone: (720)432-8801
www.dynamiceventsdenver.com
daniel@dynamiceventsdenver.com

EQUIPMENT RENTAL FORM

SHOW NAME: Rocky Mountain Book & Paper Fair 2021

SHOW DATES: August 6th-7th, 2021

LOCATION: Colorado Springs Event Center

EXHIBITOR INFORMATION

COMPANY NAME:	
CONTACT PERSON:	
EMAIL ADDRESS:	
ADDRESS:	
PHONE #:	
BOOTH #:	

Special Instructions: _____

PLEASE RETURN COMPLETED FORMS TO: daniel@dynamiceventsdenver.com



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TERMS & CONDITIONS

STANDARD AND ONSITE PRICING

- Orders placed on or before July 23rd, 2021 will qualify for standard pricing
- Orders received on or after July 23rd, 2021 will be billed an additional 20% late order fee
- All prices are in U.S. Dollars (\$).
- All rental items are subject to 8.20% sales tax

ORDER CONFIRMATION

- Exhibitors must email this form to daniel@dynamiceventsdenver.com.
- Purchase orders are not considered payment; advance payment via ACH or credit card is required.
- You will receive an INVOICE, via email from our online payment system. Click on "View Invoice" link to submit your payment. Your rental reservation is confirmed once your payment has been processed. No equipment will be reserved or held without advance payment

METHOD OF PAYMENT

- We accept ACH Payments for no fee. Mastercard, Visa, Discover, and American Express are also accepted for a 3% fee.
- We do not accept checks for payment any longer. Payments from your checking account can be processed using our secure online ACH payment method.

CANCELLATION POLICY

- Orders cancelled by the exhibitor more than 10 days prior to the delivery date will be charged 20% of the original price. 80% of the original invoice amount will be refunded to the customer.
- Orders cancelled by the exhibitor within 10 days of delivery date will be charged 100% of the original price. There will be no refunds for any order that is cancelled within 10 days of delivery rate regardless of the cancelation reason.
- If the entire show that you are scheduled to participate in is canceled by the producer of the show due to COVID-19, you will receive a full refund.
- If the entire show that you are scheduled to participate in is postponed by the producer of the show due to COVID-19, you will have the option of receiving a full refund or keeping your existing order as is for the new show dates.

TAX EXEMPTION

- RESALE/WHOLESALE LICENSES DO NOT QUALIFY FOR SALES TAX EXEMPTION FOR RENTALS IN COLORADO.
- All equipment that we rent is subject to sales tax. We will not rent our equipment to any exhibitor who refuses to pay this tax.

EXHIBITOR SAFETY/ LIABILITY

- Moving, setting up/taking down, manipulating rental fixtures is prohibited.
- After exhibitor receives the rental fixture, after it has been delivered, any damages done to the rental fixture will be billed to the exhibitor.
- Dynamic Events of Denver is not liable for damages sustained to exhibitor material after the exhibitor receives and approves of the rental fixture upon its delivery.
- The exhibitor is fully responsible for insurance on the items they will display, Dynamic Events insurance does not cover exhibitor items that are displayed in our showcases.

MISCELLANEOUS

- All rental items remain the property of Dynamic Events of Denver.
- Dynamic Events of Denver reserves the right to refuse service to anyone, so be nice!
By Signing Below, Renter Agrees to Terms & Conditions*

Vendor Name (Print): _____ Vendor Signature: _____



DISPLAY CASE RENTAL FORM

		Quantity	Standard Order Price	Total
	<p>Full Vision</p> <p>18"D x 70"W x 37"H Two Glass Shelves, Fluorescent Lighting</p>	_____	\$250.00	\$ _____
	<p>Tower Case</p> <p>24"D x 24"W x 75"H Three Glass Shelves, 3 LED Lights in top of case</p>	_____	\$275.00	\$ _____
	<p>4' LED Case</p> <p>18"D x 48"W x 72"H Four Glass Shelves, LED Lighting in top of case</p>	_____	\$300.00	\$ _____
	<p>- Add LED Strip lights to shelves: Add \$100.00</p>	_____	\$100.00	\$ _____

*Color of case may vary. Terms and conditions apply

Page 3 Total \$ _____

DISPLAY CASE RENTAL FORM

	Quantity	Standard Order Price	Onsite Order Price	Total
	Wall Case			
			\$350.00	\$_____
			\$100.00	\$_____
	See-Through Case			
			\$350.00	\$_____
			\$100.00	\$_____

*Color of case may vary. Terms and conditions apply

Page 4 Total \$_____

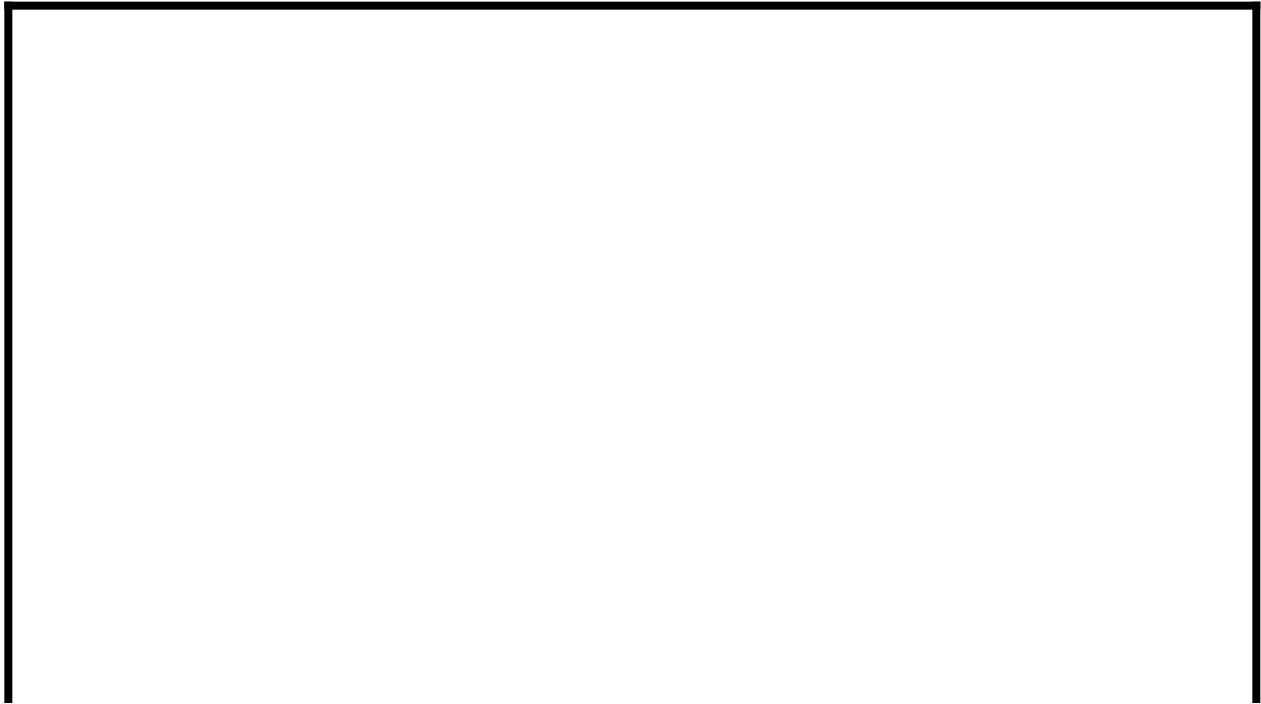
DISPLAY CASE BOOTH LAYOUT DIAGRAM

SHOW NAME: _____

EXHIBITOR: _____

BOOTH : _____

PLEASE SKETCH PLACEMENT OF DISPLAY CASE(S) IN BOOTH



FRONT OF BOOTH

SPECIAL

INSTRUCTIONS: _____

TABLE LIGHTING ORDER FORM

SHOW NAME: _____

EXHIBITOR: _____

BOOTH : _____



Overhead Track Lighting with poles and bases	Qty	Standard Order Price	Total
Overhead Track Lighting: Base Package 8' track with 10' horizontal bar, 2 qty 8' uprights, 2 bases Includes lighting bars for lengths up to 10'. 8' tall lighting supports with two upright poles and six 14w LED lights	_____	\$100.00	\$_____
Overhead Track Lighting: Additional Section You must order 1 quantity of the above item. Each additional 10' horizontal bar you add comes with 8' track, upright poles and six 14w LED lights (the photo above is 1 base section plus 3 additional sections)	_____	\$75.00	\$_____

Page 6 Total \$_____

LIGHTING DIAGRAM

PLEASE SKETCH PLACEMENT OF LIGHTING BELOW



FRONT OF BOOTH

SPECIAL

INSTRUCTIONS: _____

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Payment Information

Please provide the following payment information.

Payment Information:

Total Page 3.....	\$ _____
Total Page 4.....	\$ _____
Total Page 6.....	\$ _____
Sub-Total.....	\$ _____
Sales Tax (8.20%).....	\$ _____
Total.....	\$ _____

Payment Method:

- ACH Debit from your bank account - No Fees!

We will email you an invoice so you can complete your transaction using our secure online ACH payment method

- Credit Card - 3% Fee

We will email you an invoice so you can complete your transaction using our secure online credit card payment method

Signature: _____ Date: _____