

Convention Decorators, LLC

PO Box 5234 • Helena, Montana 59604

406/442-3238 • FAX 406/458-3265

Portable Displays
Sales & Rentals

Freight Handling

Freight Storage

Conventions

Themes

Home Shows

Exhibits

Trade Shows

Fairs

Booths

Tables

Accessories

16TH AMERICAN CONFERENCE ON CRYSTAL GROWTH AND EPITAXY

JULY 10-13, 2005

BIG SKY RESORT

BIG SKY, MONTANA

Dear Exhibitor:

As the official decorator for this event, **K & J Convention Decorators** is pleased that your organization will be participating in the **Conference on Crystal Growth and Epitaxy**. We would like to offer you the best services available and assist you every way possible.

With a draped booth (s), AACGE is providing you with:

One 6' Skirted Table

One Business ID Sign

Two Folding Chairs and One Wastebasket Per Booth

One 500-watt 110 volt Electrical Outlet

Please note that **"S" Hooks** will be available for your use from **K & J** and are to be left on the booth rods at the show closing. We suggest the use of fish-line to aid in dropping additional posters or items to a lower level, since our non-flammable drapes cannot be stapled into, pinned or taped. These same rules apply to the skirted tables, which may be ordered directly from **K & J**.

K & J is the Montana distributor for sales and rentals of the "PRO" pop-up and the panel Portable Display Systems.

If there is need for items not on this list, please advise us as soon as possible in order that we may assist you. Prices on accessories are for the show duration. Advance orders must be accompanied with payment. Orders paid at the show will be charged floor order price. **K & J** will accept Master Card, Visa, and American Express.

We look forward to serving you. Your success is our business!

Sincerely,

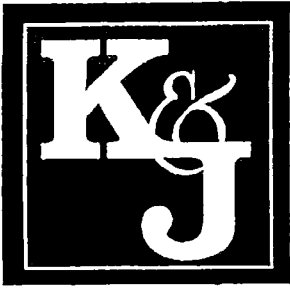

David Nietering
Co-manager

K & J Convention Decorators

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—Accessory Order Form—

Booth Supplies				Skirted Tables & Counters <small>(Non-Flammable, Skirting on Three Sides)</small>			
Quantity	Description	Advance Order	Floor Order	Quantity	Description	Advance Order	Floor Order
_____	Artificial Plant	\$10.00	\$15.00	_____	2'x4'x30" High Table	\$28.00	\$35.00
_____	Bar Hl. Dir Chair	18.50	20.00	_____	2'x6'x30" High Table	32.00	40.00
_____	Carpet (per booth)	40.00	45.00	_____	2'x8'x30" High Table	34.00	45.00
	___ Blue ___ Red ___ Black						
	___ Silver ___ Burgundy						
_____	Carpet Pad	35.00	40.00	_____	2'x4'x42" High Counter	34.50	40.00
_____	Clothes Rack	10.00	15.00	_____	2'x6'x42" High Counter	36.50	45.00
_____	Easel	8.00	10.00	_____	2'x8'x42" High Counter	39.50	45.00
_____	Floodlight - 300 watt on 8' Pole	15.00	20.00		Colors Available		
_____	Folding Chair	3.50	5.00		<small>(Check One)</small>		
_____	Lattice 4'x8'	15.00	20.00	_____	___ Blue ___ Silver		
_____	Pegboard 4'x8'	15.00	20.00	_____	___ Red ___ Black		
_____	Wastebasket	3.50	5.00	_____	___ Burgundy ___ Teal		
_____	13" or 19" TV / VCR	60.00	65.00	_____	___ Hunter Green		
_____	17" SVGA Comp Monitor	100.00	125.00	_____	___ Gold		
_____	Display Rental (Call)			_____	___ Show Colors		
Electrical				Tables Only (Not Skirted)			
_____	Extension Cord (9' to 25')	5.00	5.00	_____	2'x4'x30" High	14.00	20.00
_____	Extension Cord (50')	10.00	10.00	_____	2'x6'x30" High	16.00	20.00
_____	Special Heavy Duty Cord	Quote	Quote	_____	2'x8'x30" High	18.00	25.00
_____	Power Strip	5.00	5.00	Table Risers/Non-Flammable Cover			
				_____	10"x10"x4'	10.00	15.00
				_____	10"x10"x6'	12.50	15.00
				_____	10"x10"x8'	15.00	20.00
FOR ELECTRICAL USE THE GOLD ELECTRICAL FORM				Signs			
				_____	Business Name ID	15.00	20.00
				_____	Second Line (per letter)	.35	.40
					Print Sign Text: _____		
				_____	Additional Signs	Quote	Quote
					Provide Business Card		
All Prices Are For The Duration of the Show and Include Delivery, Installation & Removal				Payment Is Due at Time of Order			
Show Name: _____ Booth Number _____ Date: _____ Firm Name: _____ Address: _____ City/State/Zip: _____ Signature: _____ Phone #: _____ Payment Method: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC/AMEX (see credit card form) Total Due: \$ _____				K & J Use Only Amount Received: _____ Date: _____ By: _____			
Please Pay In U.S. Funds - Thank You For Your Business!							



Convention Decorators

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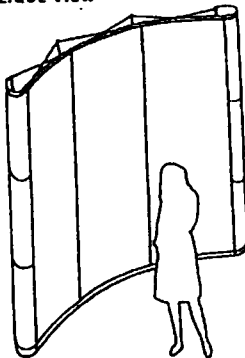
406/442-3238 • FAX 406/458-3265

Floor Model Display Rental Units

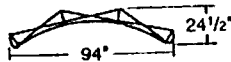
8' PFD
PUS8BF

Shipping Weight: 114 lbs.

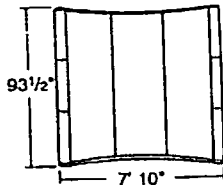
OBLIQUE VIEW



TOP VIEW



FRONT VIEW



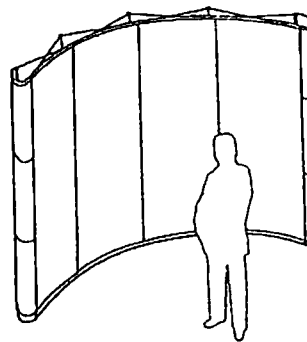
Price: \$335.00

Colors: *Imperial Blue & Black*

10' PFD
PUSA1F

Shipping Weight: 126 lbs.

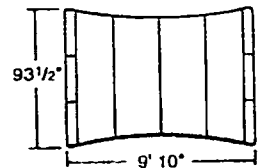
OBLIQUE VIEW



TOP VIEW



FRONT VIEW



Price: \$400.00

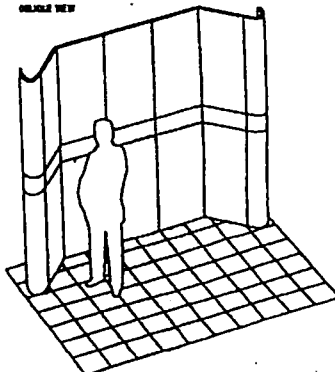
Color: *Black*

Optional Case to Table Conversion Kit \$50.00

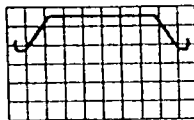
PPS-322

Shipping Weight: 127 lbs.

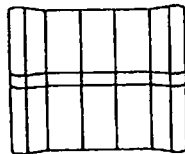
OBLIQUE VIEW



TOP VIEW



FRONT VIEW



Price: \$335.00

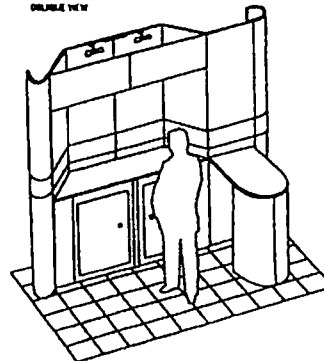
Colors: *Black & Silver*

Stripe: *Red, Purple or Black*

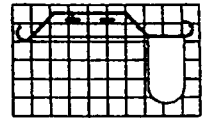
PPS-328

Shipping Weight: 291 lbs.

OBLIQUE VIEW



TOP VIEW



FRONT VIEW

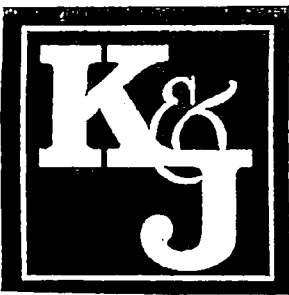


Price: \$450.00

Color: *Black & Silver*

Stripe: *Red, Purple or Black*

- All displays have velcro receptive fabric.
- Lighting and shelving Available.
- Call for availability 1-406-442-3238.



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Table Top Display Units Rental Pricing

8' Pro Table Top
PTSABF

Shipping Weight: 71 lbs.

OBLIQUE VIEW -

TOP VIEW

FRONT VIEW

Price: \$200
Colors: Black
Silver

6' Pro Quad
PUS6QF

Shipping Weight: 45 lbs.

OBLIQUE VIEW

TOP VIEW

FRONT VIEW

Price: \$150
Colors: Black
Blue

6' Pro Table Top
PTSAGF

Shipping Weight: 32 lbs.

OBLIQUE VIEW

TOP VIEW

FRONT VIEW

Price: \$100
Color: Blue

PPS-281

Shipping Weight: 35 lbs.

OBLIQUE VIEW

TOP VIEW

FRONT VIEW

Price: \$150
Colors: Black
Silver

All displays have velcro receptive fabric.
Lighting and shelving available.
Call for availability

K & J CONVENTION DECORATORS

P.O. Box 5234 Helena, Montana 59604

DISPLAY INSTALLATION ORDER FORM

If booth labor is required for incoming freight shipments, please advise time required, number of persons required and any pertinent information or instructions necessary in erecting/dismantling of your booth or material.

We will require the following labor:

	DATE	TIME	# OF PERSONS	APPROX. HOURS
SET UP				
DISMANTLE				

Booth Labor – (Minimum Charge 1 Hour) – Labor Charges @ \$30.00 Per Hour.

PLEASE SUBMIT A PHOTO, SKETCH, OR SET-UP INSTRUCTIONS TO EXPEDITE.

Show or Convention _____

Location _____

Firm Name _____

Street Address _____ P.O. Box _____

City _____ State _____ Zip _____

Phone () _____ Signature of Buyer _____

All or any question on charges must be settled prior to closing date of show.

Please return form promptly.



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Reforwarding Instructions at Close of Show

Your Booth Representative is responsible for filling out the proper bills of lading and labeling your outbound freight.

K & J Will not accept the responsibility for misdirected or lost freight.

K & J reserves the right to re-route when carriers are not present, or fail to show or expedite the move due to conflicts in scheduling. No liability will be assumed as a result of such rerouting.

Payment Method (check one) Pre-Paid Collect Other _____
(Specify)

Shipment Method (check one) Motor Freight Air Freight Van Lines
 Other _____

SHIP TO: _____
 c/o _____

BILL TO: Firm Name: _____
 Address: _____
 Authorized By: _____ Date: _____

ALL SHIPMENTS SHOULD BE INSURED BY THE EXHIBITOR from the time they leave the Exhibitor's firm until they are returned from the show. K & J Convention Decorators will not be responsible for damage to uncrated materials improperly packed, for any concealed damage, for loss, theft of materials after same have been delivered to booth, or before we have picked up for loading out of exhibit hall. K & J will count and ship pieces as we find shipment when we remove it from exhibit hall. K & J is not responsible for shipments left in the booth by the exhibitor. In all instances, K & J Convention Decorators maximum limit of responsibility would be .30 per pound per article, not to exceed a maximum of \$50.00 per item. At the close of the show, if carrier fails to pick up or refuses to accept shipment, or if such carrier is not easily accessible in site community, K & J reserves the right to re-route such shipments, or haul material to a warehouse, pending advice from the exhibitor, who will be charged accordingly for this service. No liability will be assumed as a result of re-routing or handling.



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AACGE
JULY 10-13, 2005
BIG SKY, MT

Shipping & Drayage

Page 1 - Incoming Freight

K & J Convention Decorators of Montana, will receive, store up to 30 days in advance and deliver shipments to your booth at the convention site.

K & J will pick up your crates or boxes and store them until after the show and return them to your booth for repackaging.

K & J will also handle the reshipping to a new destination.

Drayage Rates: 200 lb. Minimum service per shipment of freight received
\$.35 per LB or \$60.00 per CWT. (Minimum \$70.00)

Compute your cost HERE (Estimate When Necessary)

Shipment Weight (200 # Minimum): _____
Multiply by Per Pound Rate x \$.35
Total Enclosed \$ _____

Payment Method	
<input type="checkbox"/> Check Enclosed	
<input type="checkbox"/> MC/VISA/AMEX	
# _____	Exp _____
Billing Zip Code _____	

Immediately Upon Shipment. Forward to K & J a copy of Freight Bill of Lading, This Drayage Sheet, and Payment

If Paperwork is not received by K & J prior to the show, \$.10 per pound will be added to Drayage Rates

ALL SHIPMENTS MUST BE PREPAID

and should be shipped to arrive at Big Sky Resort no later than one week prior to the Trade Show Exhibition
Please do not use Airborne Express for shipments to Big Sky

FOR: _____	BOOTH #: _____
Exhibitor Name CONFERENCE ON CRYSTAL GROWTH AND EPITAXY Name of Convention or Trade Show	
To:	K & J Convention Decorators c/o Big Sky Resort 1 Lone Mountain Trail Big Sky, MT 59716 (406) 442-3238 and Hold for Will Call

In order to enable K & J to trace delayed shipments, we must have name of originating carrier, connecting carriers and complete routing information:

Shipped From (City) _____ Carrier _____ Shipping Date _____
PRO Number _____ Approx. Arrival Date _____
of Shipments _____ Total # of Pieces _____ Total Weight _____
Booth Representative _____ Telephone Number _____

Collect Shipments Will Not Be Accepted

Shipment To The Above Show Must Arrive By: Friday, July 8, 2005

K & J Convention Decorators

PO Box 5234 * Helena, Montana 59601 * 406/442-3238 * fax: 406/458-3265

Electrical Order Form

110 / 500 Watt is provided with each booth.

For Electrical needs above 500 watts this form must be completed.

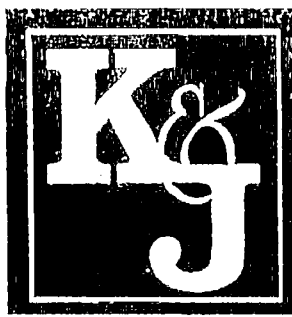
Check label on equipment for power requirements.

- _____ 600 Watt/ 5 Amps 15.00
Examples – TV/VCR, Computer, Display Lights, ¼ HP Motor
- _____ 1200 Watt/ 10 Amps 25.00
Examples – Hair Dryer, Vacuum Cleaner, Small Crock Pot, ½ HP Motor
- _____ 1800 Watt/ 15 Amps 30.00
Examples – Frying Pan, Large Kitchen Appliances, ¾ HP Motor
- _____ 3000 Watt/ 25 Amps 40.00
Examples – Commercial Cooking Equipment, Multiple Kitchen Appliances

Call for 220-volt availability & Pricing

All Prices Are For The Duration of the Show and Include Delivery, Installation & Removal	Payment Is Due at Time of Order
Show Name: _____ Booth Number _____ Date: _____ Firm Name: _____ Address: _____ City/State/Zip: _____ Signature: _____ Phone #: _____ Payment Method: <input type="checkbox"/> Cash <input type="checkbox"/> Check <input type="checkbox"/> VISA/MC/AMEX (see credit card form) Total Due: \$ _____	K & J Use Only Amount Received: _____ Date: _____ By: _____
Please Pay In U.S. Funds - Thank You For Your Business!	

Convention



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Acknowledgment

- We have received the attached forms and are placing an order by sending you the accessory order form with payment.
- We do not need additional services or materials at this time. Should our requirements change, we understand that we can order equipment and services at the show, at the prevailing floor order prices.

This Form Must Be Returned Whether or Not K & J Services Are Required

Name of Convention or Show: _____

Firm Name: _____ Booth #: _____

Street Address: _____ PO Box _____

City/State _____ Zip: _____

Phone: (____) _____

Signature: _____ Date: _____

Please Sign and Return This Form Promptly

Thank You!

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Freight Handling & Storage

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