



Dear **East Texas State Fair** Exhibitor,

We are pleased that The Phoenix Design Group, Inc. has been selected as the “Official Event Production Company” for the 2024 East Texas State Fair taking place September 20th – September 29th. We offer a full range of products and services to assist you in enhancing your booth space so that you can have a successful event.

Your booth space for this event is equipped with the pipe and drape dividers and an exhibitor identification sign. Should you need anything extra, such as tables, chairs, wastebaskets, etc., please reference this Exhibitor Rental Kit. Please direct any questions you may have to:

The Phoenix Design Group, Inc.
4850 Wright Road, Suite 150
Stafford, Texas 77477
Office: 281-499-0600
Web: www.ThePhoenixDG.com
Email: TradeShows@ThePhoenixDG.com

EXHIBITOR MOVE IN:

Thursday, September 19th 9:00 am – 6:00 pm

EXHIBITOR MOVE OUT:

Monday, September 30th 9:00 am – 5:00 pm

This facility is NOT carpeted.

Please review your booth exhibit needs carefully and return your order form with full payment before **Friday, September 6, 2024**, the discount deadline, to ensure the availability of your rental items and to also save money. All rental items are not available at the event, so please place your order early! Once you have emailed or mailed your order to our office, you will receive a confirmation email that we have received your order. If you do NOT receive an email confirmation, please call our office to ensure that we have actually received the order forms. We hope that the event is a success for you and your company!



RENTAL EQUIPMENT ORDER FORM – EAST TEXAS STATE FAIR

Discount Deadline: Friday, September 6, 2024

Please note that some items are not available at the event.

Rental prices are for the duration of the show and include delivery to and removal from your booth space. Items canceled less than 48 hours prior to show load-in will be charged at 100% of the original price.

Please use the images and color swatches below as reference only. Styles may vary by availability.

Section I: Skirted Display Tables

Tables are skirted on **three sides** with a pleated fabric skirt in the color of your choice and topped with white vinyl. 4' tables are skirted on all four sides.

Standard Height – 29” Tall

Description	Discount	Standard	Quantity	Total
4' Long Table x 24" Deep	\$ 65.00	\$ 71.60	_____	\$ _____
6' Long Table x 30" Deep	\$ 75.00	\$ 81.60	_____	\$ _____
8' Long Table x 30" Deep	\$ 85.00	\$ 91.60	_____	\$ _____
4 th Side Table Skirting	\$ 25.00	\$ 34.60	_____	\$ _____

Counter/Bar Height – 40” Tall

Description	Discount	Standard	Quantity	Total
4' Long Table x 24" Deep	\$ 75.00	\$ 81.60	_____	\$ _____
6' Long Table x 24" Deep	\$ 85.00	\$ 91.60	_____	\$ _____
8' Long Table x 24" Deep	\$ 95.00	\$101.60	_____	\$ _____
4 th Side Table Skirting	\$ 25.00	\$ 34.60	_____	\$ _____

4' Raised and Skirted Table



8' Standard Skirted Table

29” Tall Table Skirt Color Choices	
Please use colors as a reference only.	
	Red
	White
	Blue
	Black
	Green
	Plum
	Gold
	Teal

40” Tall Table Skirt Color Choices	
Please use colors as a reference only.	
	Red
	White
	Blue
	Black

Table Skirt Color Choice: _____

* Show colors will be chosen for you on orders with no preference indicated.

Section II: Unskirted Display Tables

Tables can come topped with white vinyl or bare with no topping.

Standard Height – 29” Tall – BARE Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 29.50	\$ 32.75	_____	\$ _____
6’ Long Table x 30” Deep	\$ 35.50	\$ 39.25	_____	\$ _____
8’ Long Table x 30” Deep	\$ 39.50	\$ 45.75	_____	\$ _____

Counter/Bar Height – 40” Tall – BARE Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 39.90	\$ 46.27	_____	\$ _____
6’ Long Table x 24” Deep	\$ 41.90	\$ 47.57	_____	\$ _____
8’ Long Table x 24” Deep	\$ 45.90	\$ 51.47	_____	\$ _____

Standard Height – 29” Tall – TOPPED ONLY Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 35.00	\$ 42.50	_____	\$ _____
6’ Long Table x 30” Deep	\$ 41.00	\$ 50.30	_____	\$ _____
8’ Long Table x 30” Deep	\$ 46.00	\$ 56.80	_____	\$ _____

Counter/Bar Height – 40” Tall – TOPPED ONLY Tables

Description	Discount	Standard	Quantity	Total
4’ Long Table x 24” Deep	\$ 43.00	\$ 52.90	_____	\$ _____
6’ Long Table x 24” Deep	\$ 51.00	\$ 63.30	_____	\$ _____
8’ Long Table x 24” Deep	\$ 59.00	\$ 73.70	_____	\$ _____



Round Display Tables

Tables are 30” in diameter and come unskirted. Table linens can be rented in addition.

Description	Discount	Standard	Quantity	Total
Café Table, 30” Tall	\$ 38.00	\$ 47.50	_____	\$ _____
Cocktail Table, 42” Tall	\$ 38.00	\$ 47.50	_____	\$ _____
Fitted Spandex Cafe Linen*	\$ 28.00	\$ 35.00	_____	\$ _____
Fitted Spandex Cocktail Linen**	\$ 28.00	\$ 35.00	_____	\$ _____

* Available in black ONLY

** Available in black, navy, royal blue, white, red, kelly green, hunter green, yellow, light pink, gold, fuchsia, & purple.

Please **CIRCLE** your color choice.

Section III: Miscellaneous Booth Items

The below items are standard items that can be rented for your booth space. We have many other items available to rent, such as staging, lighting, audio-visual products, etc. For any specific needs, please contact our office for availability and pricing. **(Please use the images below as reference only. Styles may vary by availability.)**



Item 120



Item 121B



Item 121W



Item 122



Item 123



Item 124



Item 125



Item 126



Item 127



**Item 128PS.32
Item 128PS.43
Item 128PS.65
Item 128PS.70
Item 128PS.75**



Item 129



Item 130



Item 131



Item 132



Item 133

Description	Item #	Discount	Standard	Quantity	Total
Samsonite Folding Chair	120	\$ 7.50	\$ 12.50	_____	\$ _____
Black Resin Garden Chair	121B	\$ 12.50	\$ 15.63	_____	\$ _____
White Resin Garden Chair	121W	\$ 12.50	\$ 15.63	_____	\$ _____
Wood Bar/Counter Stool	122	\$ 28.00	\$ 46.00	_____	\$ _____
Chrome Bar/Counter Stool	123	\$ 42.00	\$ 65.00	_____	\$ _____
Director's Chair	124	\$ 40.00	\$ 52.00	_____	\$ _____
Armless Padded Chair	125	\$ 35.00	\$ 52.00	_____	\$ _____

Section III: Miscellaneous Booth Items Continued

Spectrum Gas-Lift Bar Stool	126	\$ 95.00	\$118.75	_____	\$ _____
Bucket Swivel Bar Stool	127	\$ 95.00	\$118.75	_____	\$ _____
32" Flat Screen with 55" Floor Stand	128PS.32	\$190.00	\$225.00	_____	\$ _____
43" Flat Screen with 55" Floor Stand	128PS.43	\$350.00	\$450.00	_____	\$ _____
65" Flat Screen with 72" Floor Stand	128PS.65	\$650.00	\$735.00	_____	\$ _____
70" Flat Screen with 72" Floor Stand	128PS.70	\$825.00	\$970.00	_____	\$ _____
75" Flat Screen with 72" Floor Stand	128PS.75	\$905.00	\$1,050.00	_____	\$ _____

All TV's include Remote, HDMI and are USB Compatible.

Wastebasket with 3 Liners	129	\$ 10.50	\$ 12.75	_____	\$ _____
Zig-Zag Literature Rack	130	\$ 85.00	\$106.25	_____	\$ _____
Chrome Easel	131	\$ 25.00	\$ 31.25	_____	\$ _____
2 Chrome Stanchions wVelvet Rope*	132	\$ 52.00	\$ 68.00	_____	\$ _____
*Velvet Ropes available in red, blue, and black					
Bag Stand	133	\$ 42.00	\$ 56.80	_____	\$ _____

Section IV: Carpet Order Form

The Phoenix Design Group, Inc. can provide you with quality carpet for your booth to make the most of your exhibitor space. The carpet will be delivered clean, installed, and taped down in your booth space prior to exhibitor move-in. Please fill out the below portion to rent carpet for your booth space. If you should have any questions, please feel free to contact our office at 281-499-0600.



Carpet Color Choices	
Please use colors as a reference only.	
	Blue
	Black
	Grey

Carpet Color Choice 1: _____

Carpet Color Choice 2: _____

Description	Discount	Standard	Quantity	Total
9' x 10' Booth Carpet	\$ 185.00	\$ 192.50	_____	\$ _____
9' x 20' Booth Carpet	\$ 245.00	\$ 280.00	_____	\$ _____
9' x 30' Booth Carpet	\$ 350.00	\$ 410.00	_____	\$ _____

We will confirm receipt of your order via email to the email listed below. If you do NOT receive an email confirmation, please contact our office. Thank you!

PAYMENT

Exhibitor understands that they are responsible for any missing or damaged equipment that is utilized in their booth space as a rental. Exhibitor will be responsible for the full replacement value of any damaged or missing items.

NOTE: YOU MUST INCLUDE TAX WITH YOUR PAYMENT UNLESS YOU ARE TAX EXEMPT.
If you are tax exempt, please send a copy of your Tax exemption form with your payment.

Name of Event _____

Your Company/Booth Name _____

Booth Number _____ Booth Contact/Representative's Name: _____

Contact's Email _____ Contact's Phone _____

COMPANY CHECK - *Please include with your order form.*

Please make checks payable to: The Phoenix Design Group, Inc.

*A \$75.00 service fee will be assessed on all returned checks.

CREDIT CARD - The Phoenix Design Group offers an online payment option for credit/debit cards. Once we have received your order form, an invoice will be sent to the email address provided below along with the payment link. Please note, full payment is due prior to services/rentals being provided.

We impose a surcharge of 3% when paying with a credit card, which is not greater than our cost of acceptance. The adjustment will appear on your receipt. Any purchase made with a debit card will not include a surcharge.

Email Address to send invoice: _____

Name and phone number of recipient if different from above:
