

ANTIQUÉ EXHIBITORS

For every 10x15 booth, Antique exhibitors receive up to the following number of tables:

- ☑ Three (3) 8-foot undraped tables
- ☑ One (1) 6-foot undraped table

Exhibitors must submit the Table Order Form to EXPO by **12/01** in order to guarantee their tables.

Why should I submit the table order form if my contract states I receive tables with my booth?

Although the booth contract states tables are included with your booth, it is imperative that you submit the Table Order Form to EXPO in order to receive your tables. Tables will not be automatically dropped at your booth unless you have submitted the Table Order Form. Submitting the form will assist with inventory tracking.

Action Item: Submit Table Order Form by 12/01

What happens if I do not submit the table order form?

If the form is not submitted, it will be believed you do not need tables. Onsite orders will incur additional charges.

What if I want to exchange the size of table onsite?

Table size exchanges are not permitted. Please make sure your table order form is accurate with the number and size of tables needed. Take into consideration your spatial planning with your merchandise, safes (if applicable), showcases (if applicable), and other furniture you may have.

What if I submitted my table order form but the tables are not delivered to my booth?

By submitting the Table Order Form by **12/01** you are informing EXPO you need the tables provided with your booth. We encourage you to confirm your order with EXPO.

Please keep record of your submitted Table Order Form on hand during Exhibitor Move-In in the event tables are not dropped.

JEWELRY EXHIBITORS

For every 10x15 booth, Jewelry exhibitors receive one (1) 6-foot undraped table. You do not need to submit a table order form. If additional tables are wanted, you must order through EXPO.

Please remember to take into consideration the table size along with your ordered safes, showcases, and other furniture you may have when planning your booth layout. Table size exchanges are not permitted.

Your cooperation is much appreciated!

This form is due by December 15, 2021 to receive the free tables.

Package Tables Order Form

This form is for Antique Exhibitors ONLY.

Jewelry Dealers will automatically get one (1) 6' undraped table.

By telling us how many of the package tables you require, we hope to keep down the number of unwanted tables, which will be pushed into the aisles and thus help facilitate your move-in.

You are allowed one 6' undraped table and up to three 8' undraped tables per 10' x 15' booth.

There are no exchanges.

Please circle the number you require.

6' Table 0 1 (you are only allowed 1 per 10' x 15' booth)

8' Tables 0 1 2 3 (you are allowed 3 per 10' x 15' booth)

What size is your booth? ____ X ____

**You will NOT receive any tables if this form is not returned to EXPO.
You will be charged for tables if ordered at show site.**

Return via fax 305.751.1298 or email to info@expocci.com

Booth #: _____

Company Name: _____

Contact Name: _____ Email: _____

Phone: _____ Fax: _____