



www.carolinatd.com

P.O. Box 220051 P. 704-366-9970
Charlotte, NC 28222 F. 704-635-7099

Questions about this form?
Email us at help@carolinatd.com or
call 704-366-9970.



June 16-18, 2022

Ontario CC
Ontario, CA

IMPORTANT SHOW INFORMATION

Dear CA Homeschool Exhibitor,

Carolina Tradeshow Decorators is proud to selected as the convention decorator and shipping & materials service provider for the CA Homeschool Convention. If you find while going through our forms that you need something you do not see, please feel free to call us. Chances are we can provide the item and/or service(s). We look forward to serving you!

Booth Drape Colors: Blue & White

Booth Package Includes: 8' high backdrape
3' high siderail
(1) 2' x8'x 30" Table skirted
2 Chairs
Exhibitor ID sign

Exhibit Floor Carpeted? No

Exhibitor Install:	Wednesday -	June 15, 2022	5:00 p.m. - 9:00 p.m. (3 or more booths only)
	Thursday -	June 16, 2022	9:00 a.m. - 4:30 p.m.
Exhibit Hours:	Thursday -	June 16, 2022	5:00 p.m. - 9:00 p.m.
	Friday -	June 17, 2022	9:30 a.m. - 8:30 p.m.
	Saturday -	June 18, 2022	9:30 a.m. - 5:30 p.m.
Exhibitor Dismantle:	Saturday -	June 18, 2022	5:30 p.m. - 12:00 a.m.
Discounted Furniture Deadline:	Friday -	June 3, 2022	
Advance Shipping Deadline:	Monday -	June 13, 2022	
First Day for On-site Shipping:	Wednesday -	June 15, 2022	
Carrier Check-in Deadline:	Saturday -	June 18, 2022	9:00 p.m.

CTD Online ordering please click below;



PAYMENT FORM



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Company Name:	Email:	Booth Number(s)
Billing Address:	Phone:	
City / State / Zip:	Fax:	
Contact Name:	Signature:	

Payment Terms & Conditions:

Carolina Tradeshow Decorators requires payment in full with your order. If you wish to charge your orders to your credit card, please complete the information below and submit with your initial order. Subsequent orders will automatically be charged to the same account number. If you claim tax exempt status you must send us a copy of your tax exempt certificate issued by the federal government or state in which the event is taking place.

Third Party Authorization:

We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges incurred. In the event the third party named below does not make payment, such charges will be presented to the exhibiting firm, and exhibiting firm will make payment to CTD prior to the close of the show. (Signature required below.)

Third Party:	Email:
Billing Address:	Phone:
City / State / Zip:	Fax:
Contact Name:	Signature:

Please indicate which items/services are to be invoiced to the third party:

All CTD Services Booth Labor Furniture/Carpet Booth Cleaning Freight Handling Forklift

Please fill out credit card info below:

We accept Cash, Check, American Express, MasterCard and Visa.

Account # _____ Exp Date _____ Security Code _____

Cardholder Name _____ Cardholder Signature _____

Cardholder Billing Address _____

City / State / Zip _____

Telephone# _____ Fax # _____

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DEADLINE DATE:
June 3, 2022

If we receive your order on or
before this date please utilize
the discounted rates listed.

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City / State / Zip:	Fax:	
Contact Name:	Signature:	

Standard Carpet Selections

Carpet size	Qty.	Discount Price	Standard Price	Extended Price
10' x 10'		\$ 111	\$ 145	
10' x 20'		\$ 221	\$ 287	
10' x 30'		\$ 333	\$ 433	
10' x 40'		\$ 446	\$ 580	

Padding & Visqueen

Description	Qty.	Discount Price	Standard Price	Extended Price
Padding - sqft		\$.91	\$ 1.30	
Visqueen		\$.57	\$.76	

Custom Carpet Size

Please fill-in size requested below	Total sqft	Discount Price	Standard Price	Extended Price
		\$ 3.75	\$ 4.85	

Plush Carpet - 30 oz

Please fill-in size requested below	Total sqft	Discount Price	Standard Price	Extended Price
		\$ 6	\$ 8	

_____ Black _____ Blue _____ Burgundy _____ Gray _____ Green _____ Red _____ Purple _____ Teal _____ Gold

- Equipment is provided on a rental basis and remains property of CTD.
- No Credit will be issued after close of show.
- Items ordered and delivered, but subsequently cancelled, will still be charged at 50% of the price.

Sub-Total:	
7.75% Sales Tax:	
Total:	



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TABLES, DRAPERY & ACCESSORIES



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City / State / Zip:	Fax:	
Contact Name:	Signature:	

Draped Tables

Table Size depth x length x height	Qty.	Discount Price	Standard Price	Extended Price
2' x 4' x 30"		\$ 57	\$ 78	
2' x 6' x 30"		\$ 71	\$ 100	
2' x 8' x 30"		\$ 86	\$ 120	
2' x 4' x 40"		\$ 86	\$ 120	
2' x 6' x 40"		\$ 100	\$ 141	
2' x 8' x 40"		\$ 113	\$ 161	

Undraped Tables

Table Size depth x length x height	Qty.	Discount Price	Standard Price	Extended Price
2' x 4' x 30"		\$ 27	\$ 54	
2' x 6' x 30"		\$ 27	\$ 54	
2' x 8' x 30"		\$ 27	\$ 54	
2' x 4' x 40"		\$ 42	\$ 55	
2' x 6' x 40"		\$ 54	\$ 70	
2' x 8' x 40"		\$ 58	\$ 75	

Chairs

Chair Type	Qty.	Discount Price	Standard Price	Extended Price
Padded Side - Gray		\$ 36	\$ 47	
Padded Stool - Gray		\$ 43	\$ 57	
Secretarial Chair		\$ 124	\$ 166	
Folding Chair - Black		\$ 7.35	\$ 22	

Accessories

Description	Qty.	Discount Price	Standard Price	Extended Price
Literature Rack		\$ 161	\$ 214	
Easel		\$ 23	\$ 27	
22"x28" Sign Holder		\$ 105	\$ 139	
Bag Stand		\$ 91	\$ 121	
Garment Rack		\$ 125	\$ 167	
Coat Tree		\$ 91	\$ 121	
Wastebasket		\$ 6.50	\$ 27	
30" x 30" Pedestal Table		\$ 64	\$ 85	
30" x 40" Pedestal Table		\$ 71	\$ 100	

Draping

Description	Qty.	Discount Price	Standard Price	Extended Price
Table Draping 30" (4th side of table)		\$ 27	\$ 36	
Table Draping 40" (4th side of table)		\$ 27	\$ 36	
3' drape - Per foot		\$ 8.50	\$ 11	
8' drape - Per foot		\$ 11.5	\$ 15	

Risers

Description	Qty.	Discount Price	Standard Price	Extended Price
4' Draped Riser		\$ 19	\$ 25	
6' Draped Riser		\$ 28	\$ 36	
8' Draped Riser		\$ 38	\$ 49	

Black Blue Burgundy White Gray Green Red Purple Teal Gold

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Sub-Total:	
7.75% Sales Tax:	
Total:	



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LABOR



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Company Name:	Email:	Booth Number(s)
Billing Address:	Phone:	
City / State / Zip:	Fax:	
Contact Name:	Signature:	

Please choose Labor option below;

In Booth Labor

RATES:

Straight Time - \$ 76
Overtime - \$ 108

In Booth Forklift Labor

RATES:

Straight Time - \$ 128
Overtime - \$ 178

- Straight Time: (8:00 a.m. - 4:30 p.m. Monday through Friday)
- Overtime: (4:30 p.m. - 8:00 a.m. Monday through Friday all day Saturday and Sunday)
- Orders placed on show site will be charged an additional 30% per man hour
- Man hours are charged a 1 hour minimum for the first hour then half hour increments.

INSTALLATION

	Number of men	Estimated hours	Rate per man	If CTD Supervision Multiply x 1.40	Total Estimated Cost	Date	Time
Day 1	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>
Day 2	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>
Day 3	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>

DISMANTLE

	Number of men	Estimated hours	Rate per man	If CTD Supervision Multiply x 1.40	Total Estimated Cost	Date	Time
Day 1	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>
Day 2	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>
Day 3	<input type="text"/>	X <input type="text"/>	X <input type="text"/>	X <input type="text"/>	= <input type="text"/>	<input type="text"/>	<input type="text"/>

EXHIBITOR SUPERVISION
Exhibitor must come to the CTD service desk to sign in and out labor.
If you do not cancel your labor within 24 hours of installation or dis-
mantle you will be charged a one hour minimum per man.

CTD SUPERVISION
All labor will be charged an additional 40% on total labor bill
for supervision. Exhibitor must forward all appropriate paper-
work prior to installation and/or dismantle.

Contact _____

Mobile _____

- Cancellation fee equals 1 hour per man if cancelled less than 24 hours in advance or on site.
- No Credit will be issued after close of show.
- By utilizing this form exhibitors acknowledge that they have read and agree to comply with the Limits of Liability statements contained herein.

Estimated Labor:	<input type="text"/>
CTD Supervision Fee:	<input type="text"/>
Total Estimated Labor:	<input type="text"/>



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Caravan Service Order Form



2022 Great Homeschool Conventions

Greenville, SC 3/17-19/22
St. Charles, MO 3/24-26/22
Cincinnati, OH 4/21-23/22
Ontario, CA 6/16-18/22
Round Rock, TX 7/7-9/22

Company Name:	Email:
Contact Name:	Phone:
Address:	City/State/Zip:

In order to guarantee space on the caravan, this form must be filled out and turned back in to CTD. If you don't have space reserved in advance, we cannot guarantee the service. All orders must have a credit card on file. Based off the information below CTD will generate a Bill of Lading and shipping labels. These items will be delivered directly to your booth. You will need to fill-in the actual pieces and apply the stickers, then turn the Bill of Lading into the service desk. Items will go to the next event and be delivered to your booth. **Please note Handling Fees will still be charged for any/all freight received at each event.**

Please fill-in all that apply:

	SC to MO \$1.05 per pound (\$45 Minimum Charge Includes up to 30 days storage)	MO to OH \$1.05 per pound (\$40 Minimum Charge Includes up to 30 days storage)	OH to CA \$.1.75 per pound (\$95 Minimum Charge Includes 30 days storage)	CA to TX \$ 1.50 per pound (\$75 Minimum Charge includes 30 days storage)
Booth Number	MO Booth #	OH Booth #	CA Booth #	CA Booth #
# of Plastic Case(s) (Please give color as well)				
# of Skid(s)				
# of Carpet(s)				
# of Padding(s)				
# of Wooden Crates				
# of Other (please give description)				
Estimated Total # of Pieces				

We accept American Express, Discover, MasterCard and Visa.

Account # _____ Exp Date _____ Security Code _____

Cardholder Name _____ Cardholder Signature _____

Cardholder Billing Address _____

City / State / Zip _____

Telephone# _____ Fax # _____



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INBOUND/OUTBOUND SHIPPING QUOTE

Company Name:	Email:
Contact Name:	Phone:

Booth Number(s)

**CTD NOW OFFERS SHIPPING SERVICES TO AND FROM YOUR EVENT. PLEASE
FILL IN THE INFORMATION BELOW TO GET A QUOTE. IF ACCEPABLE, CTD
WILL ARRANGE PICK-UP/DELIVERY TO THE SHOW AND RETURN IF YOU LIKE.**

TO EVENT - PICK-UP LOCATION:

Company Name _____

Address _____

City _____ State _____ Zip _____

Pick-up Contact _____ Telephone _____

of cardboard boxes _____ plastic cases _____ wooden crates _____ carpet/padding roll _____

Estimated weight of all pieces _____

FROM EVENT - SHIP TO LOCATION:

Company Name _____

Address _____

City _____ State _____ Zip _____

Pick-up Contact _____ Telephone _____

of cardboard boxes _____ plastic cases _____ wooden crates _____ carpet/padding roll _____

Estimated weight of all pieces _____

If there any special circumstances for your pick-up /delivery please indicate below;
(i.e. Residential pick-up, liftgate needed, call before pick-up/delivery. If nothing is indicated we will assume that a loading dock is available for pick-up.)



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FREIGHT HANDLING INFORMATION SHEET

Company Name:	Email:	Booth Number(s)
Billing Address:	Phone:	
City / State / Zip:	Fax:	
Contact Name:	Signature:	

CATEGORY	DESCRIPTION	RATE PER CWT
A	Any freight coming to the ADVANCE WAREHOUSE on or before JUNE 13, 2022 via common carrier and be unloaded at the warehouse dock with no additional handling requirements.	\$ 58
D	Any freight coming to the SHOW SITE on or after JUNE 13, 2022 via common carrier and be unloaded at the Show Site dock with no additional handling requirements.	\$ 58

200 lb minimum charge per shipment

Category	Estimated Weight	X	Per 100 lbs 200 lbs minimum (Round up to next 100 pounds)	Extended Price
		X		
		X		
		X		
		X		

Advance Warehouse Address	Show Site Address
<p>CTD/GHC CA C/O CRANE CARTAGE 8721 MERRILL AVE CHINO, CA 91710</p>	<p>CTD/GHC CA c/o ONTARIO CONVENTION CENTER 2000 E CONVENTION CENTER WAY ONTARIO, CA 91764</p>



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OUTBOUND BILL OF LADING & LABELS REQUEST



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Company Name:	Email:	Booth Number(s)
Billing Address:	Phone:	
City / State / Zip:	Fax:	
Contact Name:	Signature:	

Every outbound shipment will require a CTD bill of lading. We offer pre-printed bills of lading and shipping labels for your convenience. If you are arranging for CTD to tear down your exhibit, you are required to fill out this form. If you are shipping via any carrier other than the designated show carrier, you must in addition to our bill of lading have the proper paperwork for your carrier. Once your shipment is packed and ready to ship, please return this bill of lading to our service desk with the confirmed piece counts and estimated weights.

of labels needed _____ **SHIP TO:** Carrier Requested _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Attention _____ Telephone _____

SHIPPING CHARGES BILLED TO:

Company Name _____

Address _____

City _____ State _____ Zip _____

Attention _____ Telephone _____

In case your designated carrier does not check-in by **9:00 p.m. on JUNE 18, 2022** you must designate an alternative option below.

Re-route show carrier _____

Return to warehouse at exhibitors expense. MINIMUM CHARGE \$125 _____

Advance Warehouse Label

CTD/GHC CA
C/O CRANE CARTAGE/TFORCE
8721 MERRILL AVE
CHINO, CA 91764

Exhibitor Name

Booth #

2022 CA HOMESCHOOL CONVENTION

Show Site Label

CTD/GHC CA
c/o ONTARIO CC
2000 E CONVENTION CENTER WAY
ONTARIO, CA 91764

Exhibitor Name

Booth #

2022 CA HOMESCHOOL SHOW