



# EXHIBITOR ORDER FORMS

**MUNICIPAL FINANCE OFFICERS ASSOCIATION**

**Sheraton on the Falls**

**September 19 – 20, 2018**



**PLEASE FAX, MAIL OR EMAIL YOUR ORDER FORM TO:**

1510-B Caterpillar Road, Mississauga ON, L4X 2W9 | T: 905.270.6767 | F: 905.270.6771 | [exhibitorservices@stronco.com](mailto:exhibitorservices@stronco.com)

## **Welcome to Stronco!**

We are pleased to be appointed Official Service Contractor for **MUNICIPAL FINANCE OFFICERS ASSOCIATION**.

Our goal is to make your exhibiting experience easy, pleasant and an unparalleled success.

Whatever your exhibiting needs, we have the products and services to give you a professional appearance and increased visibility. The following products and services are available for your event:

- **Display Tables & Drapery**
- **Counters, Storage & Display Units**
- **Accessories & Office Furnishing**
- **Chairs, Stools, Tables, Sofas**
- **Installation & Dismantling Labour**
- **Carpet & Underpadding**
- **Signs & Graphics**
- **Material Handling Services**
- **Advance Show Receiving**
- **Transportation Services**

Please see the following order forms for more details.

## **STRONCO EXHIBITOR SERVICES CENTRE**

If you require assistance with your exhibiting needs or any of our products and services, please contact our Exhibitor Services Centre at 800-665-2621.

**Thank you for your business! We hope you have a successful show.**

# Payment Policy Information Sheet

## **DISCOUNT PRICE DEADLINE DATE**

To take advantage of discounted pre-show pricing listed on the order forms, we must receive your order and payment by the deadline date specified on the order form.

Orders without payment cannot be processed until payment is received and will be charged the after deadline date prices.

## **METHOD OF PAYMENT**

**All orders must be paid in full prior to delivery.**

You must complete a **CREDIT CARD AUTHORIZATION FORM** if you are paying by cheque, or ordering any of the following services:

- Material Handling
- Advance Show Receiving
- Installation & Dismantle Labour Services
- In-Booth Forklift Service
- Transportation Services
- Customs Brokerage Services
- Plan to have your representative order services on-site

Payment can be made by Visa, MasterCard, American Express, Cheque or Bank Wire Transfers.

We do not accept cheques on-site.

## **THIRD PARTY BILLING**

If you would like to arrange for an exhibit house or other agent to manage and order services on your behalf, they may make payment arrangements with us. The exhibiting company is ultimately responsible for all charges incurred on their behalf if payment is not made by the third party.

## **CANCELLATION POLICY**

A 70% refund will be allowed on all written cancellations received 7 days prior to show set-up, excluding display rentals and signage.

No refunds will be given on signage and graphics once they are produced.

All claims and discrepancies must be settled prior to show closing. No adjustments or refunds will be given for items cancelled after the stated cancellation period.

# Online Ordering Information Sheet



Stronco is pleased to make our online ordering service available for the upcoming:

**MUNICIPAL FINANCE OFFICERS ASSOCIATION**  
**Sheraton on the Falls**  
**September 19 – 20, 2018**

To place your order online, view the show schedule or print order forms, go to **[www.stroncoonline.com](http://www.stroncoonline.com)**.

In order to protect your privacy and restrict access to exhibitors in this event we have assigned the following show code to this event:

**Show Code: 481302968**

**To place online orders you will be required to enter your Show Code and Booth Number.**

If you have not registered on our online ordering system before, you must complete the registration process.

Once you have registered your information in our Online Ordering System you will not be required to register again to place online orders for future events serviced by Stronco.

If you need assistance with our online ordering system, please contact our Exhibitor Services Centre at 800-665-2621.

J48130  
11-29-10

# Credit Card Authorization

<b>SHOW</b>	MUNICIPAL FINANCE OFFICERS ASSOCIATION	<b>DEADLINE DATE</b>	August 27, 2018
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

COMPANY INFORMATION						
COMPANY				<b>BOOTH #</b>		
ADDRESS						
CITY		PROV / STATE		POSTAL / ZIP		
CONTACT		TITLE		EMAIL		
TEL		EXT		FAX		

## IMPORTANT

**This form must be filled out if:**

1. You are paying by cheque
2. Your representative will be placing any orders onsite
3. You are ordering Material Handling, Advance Receiving, Installation & Dismantle Labour, In-Booth Forklift Services, Transportation Services or Customs Brokerage Services

## CREDIT CARD INFORMATION

I understand that Stronco will use this authorization to charge any outstanding fees upon show closing to the credit card listed below. These include funds related to any unpaid or outstanding balance due to STRONCO, an NSF cheque, show site orders placed by your representative, material handling and advance shipment overages, installation and dismantle labour charge adjustments and transportation and customs brokerage service adjustments.

VISA   
  MC   
  AMEX                     
  CORPORATE CARD   
  PERSONAL CARD

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

 CARD NUMBER

--	--	--	--	--	--

 EXPIRY DATE

CARDHOLDER \_\_\_\_\_

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

BILLING ADDRESS \_\_\_\_\_  
(If different from above)

EMAIL \_\_\_\_\_ TEL \_\_\_\_\_ FAX \_\_\_\_\_

**Cheques will not be accepted without this authorization.**  
 If this form is not completed, onsite orders must be paid in full prior to delivery.

J48130  
 06-02-09  
 Rev 01-04-11



# Advance Show Receiving Information Sheet

## IMPORTANT – PLEASE READ CAREFULLY

### BENEFITS OF ADVANCE SHIPPING:

- Storage of materials for up to 30 days prior to show
- Priority delivery of shipment to your booth prior to start of exhibitor move-in
- Saves you valuable time and additional costs during set-up

### SERVICE INCLUDES:

- Receive shipment at the warehouse up to 30 days in advance of show (any items stored beyond 30 days will incur additional charges)
- Provide inventory count and record any visual damage
- Deliver materials to show site
- Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

### ESTIMATING CHARGES:

- Charges are based on weight of shipment and are charged per hundred weight (CWT) and rounded up to the nearest hundred. Minimum per shipment may apply. See enclosed Advance Show Receiving Order Form.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- A \$50 surcharge will apply if shipment has to be weighed.
- Off target shipments will be charged an additional 30% to the applicable CWT rate.
- A surcharge will apply if advance freight is received after the published deadline date for shipments to arrive in the warehouse.
- A surcharge may apply if shipments are received with incomplete information.

### NOTE:

- All shipments must be properly labeled including booth number. Labels must be on each item shipped.
- To avoid additional charges, ensure all shipments are in crates or on skids.
- Collect shipments will not be accepted by the warehouse.
- Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.

### SHIPMENT DEFINITIONS

CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

### SHIPMENT WEIGHTS

If no weight ticket is provided, Stronco's weight estimates are final and binding when shipment is received in the warehouse. Shipments may be calculated by Stronco using cubic weight (dimensional weight) or actual shipment weight (pounds) for billing purposes.

### INSURANCE

Shipments should be adequately insured by the exhibitor for coverage when out of care, custody and control of Stronco.

### LIABILITY

Stronco will not be held responsible for concealed damage upon delivery to advance warehouse, or damage or loss of merchandise after delivery to booth, before or during installation time, or at conclusion of show prior to delivery to common carrier. Stronco will not be responsible for damages while handling loose or inadequately packed exhibit materials. The condition, count, and contents of the materials at the time of removal will be final and binding. Stronco reserves the right to alter the exhibitor's bill of lading to reflect the actual condition, count, and contents at the time of removal. Stronco will not be responsible for failure or delay in performing service when delay is caused by strike, labour stoppage or any other cause unavoidable or beyond Stronco's control. Stronco's liability is limited to \$0.30 per pound per article, to a maximum of \$30.00 per article and \$150 per shipment. Values exceeding this limitation should be insured by the shipper.

**ALL ORDERS MUST BE ACCOMPANIED WITH AN ADVANCE RECEIVING ORDER FORM AND PAYMENT.**

# Advance Show Receiving Order Form

<b>Shipments are accepted from</b>	<b>August 21, 2018</b>
<b>No shipments will be accepted in our advance warehouse on or after</b>	<b>September 12, 2018</b>

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	<b>September 6, 2018</b>
LOCATION	Sheraton on the Falls	SHOW DATES	September 19 – 20, 2018
COMPANY		BOOTH #	
ADDRESS			
CITY		PROV / STATE	
		POSTAL/ ZIP	
CONTACT		TITLE	
		EMAIL	
TEL		EXT	
		FAX	

**\*\*CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE\*\***

RATES									
Shipments are accepted in the warehouse Monday to Friday between 8:00 a.m. and 4:00 p.m.			SHIPMENTS RECEIVED ON OR BEFORE DEADLINE DATE			SHIPMENTS RECEIVED AFTER DEADLINE DATE			
TIME			PRICE PER CWT						
Note: Rates are based on show move-in/move-out times. If your move-in or move-out time fall during overtime hours, overtime rate will apply.			CRATED	UNCRATED	SPECIAL HANDLING	CRATED	UNCRATED	SPECIAL HANDLING	
REGULAR TIME	Mon - Fri	8:00 am – 4:00 pm	<b>\$84.00</b>	<b>\$112.00</b>	<b>\$124.00</b>	<b>\$100.50</b>	<b>\$128.50</b>	<b>\$140.50</b>	
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 4:00 pm All day All day	<b>\$99.00</b>	<b>\$127.00</b>	<b>\$149.00</b>	<b>\$115.50</b>	<b>\$143.50</b>	<b>\$165.50</b>	
<b>MINIMUM CHARGE</b>		The minimum charge applies to each shipment and is not cumulative on multiple shipments.						<b>\$ 252.00</b>	
ON-SITE ORDERS		A 25% surcharge will be applied to on-site orders.							
OFF-TARGET SHIPMENTS		A 30% surcharge will be applied to off-target shipments.							

CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum, whichever is greater)				
DESCRIPTION <small>(see advance show receiving information sheet for definitions of shipments)</small>	WEIGHT (LBS)	CWT	RATE <small>(see applicable rates above)</small>	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____ ÷ 100 = _____	x	\$ _____ = _____	_____
UNCRATED SHIPMENT	_____ ÷ 100 = _____	x	\$ _____ = _____	_____
SPECIAL HANDLING SHIPMENTS	_____ ÷ 100 = _____	x	\$ _____ = _____	_____

Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.

PAYMENT							
Note: You must complete a credit card authorization form if you are paying by cheque							
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;"><b>SUB TOTAL</b></td> <td style="width: 50px;"></td> </tr> <tr> <td style="text-align: right;"><b>13% HST</b></td> <td></td> </tr> <tr> <td style="text-align: right;"><b>TOTAL</b></td> <td></td> </tr> </table>	<b>SUB TOTAL</b>		<b>13% HST</b>		<b>TOTAL</b>	
<b>SUB TOTAL</b>							
<b>13% HST</b>							
<b>TOTAL</b>							
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"></td> <td style="width: 50%; border-bottom: 1px solid black;"></td> </tr> </table>			<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; border-bottom: 1px solid black;"></td> <td style="width: 50%; border-bottom: 1px solid black;"></td> </tr> </table>				
CARD NUMBER	EXPIRY DATE						
I have read and understand the Terms & Conditions of my agreement with Stronco							
CARD HOLDER _____ SIGNATURE _____	DATE _____ HST# R129612164						
<b>TERMS &amp; CONDITIONS</b> This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.							
<ul style="list-style-type: none"> <li>• Refunds will not be given on orders cancelled on-site.</li> <li>• A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.</li> <li>• All claims/discrepancies must be settled prior to show closing.</li> <li>• No cheques will be accepted on-site.</li> </ul>							



**SHIPPING LABELS - TO ADVANCE WAREHOUSE**

**A**

**ADVANCE  
WAREHOUSE  
EXHIBITION FREIGHT**

FROM

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ADVANCED SHIPMENT**

TO

EXHIBITING COMPANY

BOOTH NUMBER

**MUNICIPAL FINANCE OFFICERS ASSOCIATION**

SHOW

c/o **STRONCO LOGISTICS**  
**1510B Caterpillar Road**  
**Mississauga, ON L4X 2W9**

**CERTIFIED WEIGHT TICKETS ARE REQUIRED FOR ALL SHIPMENTS**  
Warehouse receiving hours are Monday – Friday, 8:00 am – 4:00 pm

CARRIER \_\_\_\_\_

NUMBER OF PIECES \_\_\_\_\_ **OF** \_\_\_\_\_

**SHIPPING LABELS - DIRECT TO SHOW SITE**

**D**

**DIRECT TO  
SHOW SITE  
EXHIBITION FREIGHT**

FROM

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**DIRECT SHIPMENT**

TO

EXHIBITING COMPANY

BOOTH NUMBER

**MUNICIPAL FINANCE OFFICERS ASSOCIATION**

SHOW

**SHERATON ON THE FALLS**  
**5875 Falls Avenue,**  
**Niagara Falls, ON L2G 3K7**

CARRIER \_\_\_\_\_

NUMBER OF PIECES \_\_\_\_\_ **OF** \_\_\_\_\_



# Material Handling Information Sheet

**IMPORTANT – PLEASE READ CAREFULLY.**

Stronco has been appointed as the Official Material Handling Service Provider for this event.

**MATERIAL HANDLING SERVICE INCLUDES:**

- Unloading of shipment and delivery to booth
- Removing of empty containers from booth to designated storage area (may be off-site)
- Return of empty containers to booth after show closing
- Loading of shipment from booth to carrier of choice

*\* This service includes move-in and move-out, whether fully or partially used*

Note: Transportation to and from show site is not included as part of this service.

**ESTIMATING MATERIAL HANDLING CHARGES:**

- Material handling services are charged per hundred weight (CWT) and rounded up to the nearest hundred. A minimum charge of 200 lbs per shipment is applicable.
- All shipments must be accompanied with a Certified Weight Ticket. Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges are estimates only and will be adjusted according to weight tickets.
- A \$50 surcharge will apply if shipment has to be weighed.
- Off target shipments will be charged an additional 30% to the applicable CWT rate.

SHIPMENT DEFINITIONS	
CRATED/SKIDDED	Skidded materials or materials in a shipping container that can be unloaded at loading dock with no additional handling.
UNCRATED	Loose or pad-wrapped shipments; machinery without proper lifting bars or hooks.
SPECIAL HANDLING	Material that requires additional handling, including ground unloading, stacked or constricted space unloading, designated piece loading, alternate delivery location, loads mixed with pad wrapped material and shipments without proper delivery receipts.
SMALL PACKAGE	Shipment consisting of any number of pieces not exceeding a combined weight of 30 lbs, and is received collectively on the same day, from the same shipper and delivered by the same carrier.

# Material Handling Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	August 27, 2018
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

<b>COMPANY</b>	<b>BOOTH #</b>		
<b>ADDRESS</b>			
<b>CITY</b>	<b>PROV / STATE</b>	<b>POSTAL/ ZIP</b>	
<b>CONTACT</b>	<b>TITLE</b>	<b>EMAIL</b>	
<b>TEL</b>	<b>EXT</b>	<b>FAX</b>	

**\*\*CREDIT CARD AUTHORIZATION FORM MUST BE SUBMITTED WITH THIS SERVICE\*\***

RATES					
TIME			PRICE PER CWT (200 lb minimum)		
			CRATED	UNCRATED	SPECIAL HANDLING
REGULAR TIME	Mon - Fri	8:00 am – 4:00 pm	\$62.00	\$77.00	\$88.00
OVERTIME	Mon – Fri Sat – Sun Holidays	Before 8:00 am or after 4:00 pm All day All day	\$77.00	\$92.00	\$107.00
ON-SITE ORDERS	A 25% surcharge will be applied to on-site orders.				
OFF-TARGET SHIPMENTS	A 30% surcharge will be applied to off-target shipments.				
<b>NOTE: If your move-in or move-out fall during overtime hours, overtime rate will be applied.</b>					

### CALCULATION (when recording weight, round up to the nearest 100 lbs or minimum (200 lbs), whichever is greater)

DESCRIPTION <small>(see material handling information sheet for definitions of shipments)</small>	WEIGHT (LBS) <small>(200 lbs minimum)</small>	÷ 100 =	CWT	x	RATE <small>(see applicable rates above)</small>	=	ESTIMATED TOTAL <small>(Final total will be adjusted according to shipment weight)</small>
CRATED/SKIDDED SHIPMENT	_____	÷ 100 =	_____	x	\$ _____	=	_____
UNCRATED SHIPMENT	_____	÷ 100 =	_____	x	\$ _____	=	_____
SPECIAL HANDLING SHIPMENTS	_____	÷ 100 =	_____	x	\$ _____	=	_____

Note: Unless crated and uncrated shipments are separated and clearly identified on individual bills of lading with separate weight tickets, Stronco will charge the entire shipment at the uncrated rate. Charges above are estimates only and will be adjusted according to weight tickets. A \$50 surcharge will apply if shipment has to be weighed. Off target shipments will be charged an additional 30% to the applicable CWT rate.

	WEIGHT (LBS)	QTY	RATE <small>(per shipment)</small>	TOTAL
SMALL PACKAGE (not to exceed 30 lbs)			\$66.00	

### PAYMENT

Note: You must complete a credit card authorization form if you are paying by cheque

VISA     MC     AMEX     CHQ

CARD NUMBER	EXPIRY DATE

<b>SUB TOTAL</b>	
<b>13% HST</b>	
<b>TOTAL</b>	

I have read and understand the Terms & Conditions of my agreement with Stronco

HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

#### TERMS & CONDITIONS

This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.

- Refunds will not be given on orders cancelled on-site.
- A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.
- All claims/discrepancies must be settled prior to show closing.
- No cheques will be accepted on-site.

J48130  
CWT-07-10-17+17-50-T2



# Labour Service Form

<b>SHOW</b>	MUNICIPAL FINANCE OFFICERS ASSOCIATION	<b>DEADLINE DATE</b>	August 27, 2018
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018
<b>COMPANY</b>		<b>BOOTH #</b>	
<b>ADDRESS</b>			
<b>CITY</b>		<b>PROV / STATE</b>	
<b>CONTACT</b>		<b>EMAIL</b>	
<b>TEL</b>		<b>FAX</b>	

**\*\*CREDIT CARD AUTHORIZATION MUST BE SUBMITTED WITH THIS SERVICE\*\***

- Labour rates are charged per labourer per hour in half hour increments.
- A minimum charge of one hour per labourer is applicable.
- If Stronco supervision is required, add 25% to the total labour cost.
- A 25% surcharge is applicable on onsite orders.

RATES			
<b>REGULAR TIME</b>	Mon - Fri	8:00 a.m. – 4:00 p.m.	<b>\$114.00 / hour / man</b>
<b>OVERTIME</b>	Mon – Fri Sat – Sun	4:00 p.m. – 6:00 p.m. 8:00 a.m. – 4:00 p.m.	<b>\$168.00 / hour / man</b>
<b>DOUBLE TIME</b>	Mon – Fri Sat – Sun All Holidays	After 6:00 p.m. After 4:00 p.m.	<b>\$225.00 / hour/ man</b>

INSTALLATION LABOUR ***Exhibitor must report to Stronco Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	<b>Total</b>
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
<b>SUPERVISION</b> (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Exhibitor Contact Name _____	<input type="checkbox"/> Stronco Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
<b>DELIVERY INFORMATION</b>			
Carrier _____	Delivery Date _____	Delivery Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
<b>EXHIBIT INFORMATION</b>			
Set up drawings/photos required: <input type="checkbox"/> YES <input type="checkbox"/> NO	Set up drawings/photos attached: <input type="checkbox"/> YES <input type="checkbox"/> NO		

DISMANTLE LABOUR ***Exhibitor must report to Stronco Service Desk to receive labour***			
Date Required _____	Start Time Required _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
_____ x _____ = _____	_____ x _____ = _____	\$ _____	<b>Total</b>
No of People Required _____	Hours Per Person _____	Total Hours _____	Rate _____
<b>SUPERVISION</b> (Note: If Exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco Service Desk.)			
<input type="checkbox"/> Exhibitor Supervised <small>*Exhibitor must be present to supervise</small>	Contact Name _____	<input type="checkbox"/> Stronco Supervised <small>*Exhibitor does not need to be present</small>	\$ _____ Add 25%
<b>PICK-UP INFORMATION</b>			
Carrier _____	Pick-up Date _____	Pick-up Time _____	<input type="checkbox"/> A.M. <input type="checkbox"/> P.M.

PAYMENT	
Note: You must complete a credit card authorization form if you are paying by cheque.	
<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	<b>SUB TOTAL</b>
	<b>13% HST</b>
	<b>TOTAL</b>
CARD NUMBER _____	EXPIRY DATE _____
I have read and understand the Terms & Conditions of my agreement with Stronco. <span style="float: right;">HST# R129612164</span>	
CARD HOLDER _____	SIGNATURE _____ DATE _____
<b>TERMS &amp; CONDITIONS</b> This order is placed with the specific understanding that we hereby release STRONCO DESIGNS INC, its employees and/or agents from all liability for loss, theft and/or damage of or to our merchandise and property, no matter how caused, and that we have insured all such properties being handled. This charge is only for duration of show, any shipments brought back to our warehouse will be subject to charges.	<ul style="list-style-type: none"> <li>No cheques will be accepted on-site.</li> <li>If exhibitor is supervising labour, the Exhibitor must check labour in and out at the Stronco service desk.</li> <li>Stronco reserves the right to change Labourers and/or rates as shifts change.</li> <li>All claims/discrepancies must be settled within one week of show closing.</li> <li>Uncancelled labour will be charged a minimum fee of 1 hour per labourer.</li> <li>Actual totals and amounts will be adjusted according to final hours.</li> </ul>

J48130  
07-10-17-17-50-T2



# Carpet Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	<b>August 27, 2018</b>
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

<b>COMPANY</b>				<b>BOOTH #</b>	
<b>ADDRESS</b>					
<b>CITY</b>		<b>PROV / STATE</b>		<b>POSTAL/ ZIP</b>	
<b>CONTACT</b>		<b>TITLE</b>		<b>EMAIL</b>	
<b>TEL</b>		<b>EXT</b>		<b>FAX</b>	

## BOOTH CARPET – STANDARD SIZE

If your booth size is not specified below, please complete the Custom Size section.

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
11-05-006		8' x 10' - Single Booth	\$ 205.00	\$ 307.00	\$
11-05-008		8' x 20' - Double Booth	\$ 375.00	\$ 563.00	\$

Select Colour  RED  BLUE  GOLD  GREY  BLACK  TEAL  GREEN  PURPLE  BURGUNDY

## BOOTH CARPET – CUSTOM SIZE

If your booth size is not listed above, please complete this section. Additional charges may apply for angled cuts.

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 2.68	\$ 4.02	\$

Select Colour  RED  BLUE  GOLD  GREY  BLACK  TEAL  GREEN  PURPLE  BURGUNDY

## UNDERPADDING

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 1.31	\$ 1.97	\$

## VISQUEEN (PLASTIC CARPET COVERING)

Booth Size	PRE-SHOW	AFTER DEADLINE	TOTAL
_____ ft x _____ ft = _____ sq ft	\$ 0.57	\$ 0.86	\$

## PAYMENT \*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

Note: You must complete a credit card authorization form if you are paying by cheque

VISA  MC  AMEX  CHQ

\_\_\_\_\_

CARD NUMBER

EXPIRY DATE

<b>SUB TOTAL</b>	
<b>13% HST</b>	
<b>TOTAL</b>	

I have read and understand the Terms & Conditions of my agreement with Stronco

HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### TERMS & CONDITIONS

- No refunds or exchanges on carpet once they are delivered.
- If no colour is indicated, Stronco will make the selection on your behalf.
- Carpet colour is subject to availability.
- All orders must be paid in full 7 days prior to show set-up.
- All prices are for the duration of the show, unless otherwise stated.
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- A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.
- All claims/discrepancies must be settled prior to show closing.

J48130  
01-17-18+17-50-T2

# Display Tables, Carpet & Drapery

## Draped Display Tables

Draped tables include white vinyl top and pleated skirt on three sides. Fourth side draping can be added. See order form for details.



Colours available:

- 201 4' L x 24" W x 30" H
- 202 6' L x 24" W x 30" H
- 203 8' L x 24" W x 30" H
  
- 208 4' L x 24" W x 42" H
- 209 6' L x 24" W x 42" H
- 210 8' L x 24" W x 42" H



Actual colours may vary slightly.

## Undraped Display Tables

Undraped tables include white vinyl top.



- 205 4' L x 24" W x 30" H
- 206 6' L x 24" W x 30" H
- 207 8' L x 24" W x 30" H
  
- 212 4' L x 24" W x 42" H
- 213 6' L x 24" W x 42" H
- 214 8' L x 24" W x 42" H

## Drapery

We offer 3' high, 8' high and 12' high drape in a variety of colours. See order form for available colours.

### COLOURS AVAILABLE:



Actual colours may vary slightly.

## Carpet

Our carpet is available in a variety of colours and sizes. Prices include delivery, installation and removal. Carpet underpad and visqueen covering are also available as additions. See order form for details.

### COLOURS AVAILABLE:



Actual colours may vary slightly.

**Easily brand your booth and add a carpet decal! Call us to get a Quote.**

# Display Tables & Drapery Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	<b>August 27, 2018</b>
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

<b>COMPANY</b>				<b>BOOTH #</b>	
<b>ADDRESS</b>					
<b>CITY</b>		<b>PROV / STATE</b>		<b>POSTAL/ ZIP</b>	
<b>CONTACT</b>		<b>TITLE</b>		<b>EMAIL</b>	
<b>TEL</b>		<b>EXT</b>		<b>FAX</b>	

<b>DRAPED TABLES – 30" HIGH</b> <small>Draped tables include white vinyl top and pleated skirt on three sides. Fourth side can be draped as an addition.</small>					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
201		4'L x 24"W x30"H	\$ 83.00	\$ 125.00	\$
202		6'L x 24"W x30"H	\$ 104.00	\$ 156.00	\$
203		8'L x 24"W x30"H	\$ 124.00	\$ 186.00	\$
204		4 <sup>th</sup> Side Draped	\$ 41.00	\$ 62.00	\$

**Select Colour**     RED     BLUE     GOLD     WHITE     BLACK     TEAL     GREEN     PURPLE     BURGUNDY  
 IVORY     SILVER     TAUPE

<b>DRAPED TABLES – 42" HIGH</b> <small>Draped tables include white vinyl top and pleated skirt on three sides. Fourth side can be draped as an addition.</small>					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
208		4'L x 24"W x42"H	\$ 113.00	\$ 170.00	\$
209		6'L x 24"W x42"H	\$ 131.00	\$ 197.00	\$
210		8'L x 24"W x42"H	\$ 151.00	\$ 227.00	\$
211		4 <sup>th</sup> Side Draped	\$ 47.00	\$ 71.00	\$

**Select Colour**     RED     BLUE     GOLD     WHITE     BLACK     TEAL     GREEN     PURPLE     BURGUNDY  
 IVORY     SILVER

<b>UNDRAPED TABLES - 30" HIGH</b> <small>Undraped tables include white vinyl top.</small>					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
205		4'L x 24"W x30"H	\$ 59.00	\$ 89.00	\$
206		6'L x 24"W x30"H	\$ 72.00	\$ 108.00	\$
207		8'L x 24"W x30"H	\$ 87.00	\$ 131.00	\$

<b>UNDRAPED TABLES - 42" HIGH</b> <small>Undraped tables include white vinyl top.</small>					
ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
212		4'L x 24"W x42"H	\$ 79.00	\$ 119.00	\$
213		6'L x 24"W x42"H	\$ 92.00	\$ 138.00	\$
214		8'L x 24"W x42"H	\$ 106.00	\$ 159.00	\$

<b>DRAPERY</b>					
QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL	
	3' High Drapery	\$ 12.00 /Lin Ft	\$ 18.00 /Lin Ft	\$	
	8' High Drapery	\$ 14.00 /Lin Ft	\$ 21.00 /Lin Ft	\$	
	12' High Drapery	\$ 17.00 /Lin Ft	\$ 26.00 /Lin Ft	\$	

**Select Colour**     RED     BLUE     GOLD     WHITE     BLACK     TEAL     GREEN     PURPLE     BURGUNDY  
 IVORY     SILVER     BEIGE

**PAYMENT** \*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

Note: You must complete a credit card authorization form if you are paying by cheque

VISA     MC     AMEX     CHQ

		<b>SUB TOTAL</b>	
		<b>13% HST</b>	
		<b>TOTAL</b>	

CARD NUMBER \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

I have read and understand the Terms & Conditions of my agreement with Stronco HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**TERMS & CONDITIONS**

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# Counters, Storage & Display Units

## Counters



**603** Counter Storage Unit, white  
42" H x 42" W x 18" D



**803** Counter Storage Unit  
41" H x 41" W x 20" D

Colours available:



**804** Curved Storage Counter  
41" H x 60" W (approx.)

Colours available:



**801** U-Shaped Counter, open back  
41" H

Colours available:



## Computer Stands

## Bag Stand Holder

## Glass Showcases



**601** Computer Stand  
41" H



**701** Bag Stand Holder



**SH-C1** Glass Display Case  
(1/3 view)  
48" W x 24" D x 36" H



**SH-C2** Glass Display Case  
(Full view)  
48" W x 24" D x 36" H



**SH-F1** Tower Showcase  
with 3 glass shelves  
40" W x 16" D x 79" H

## Display Units



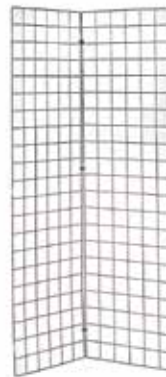
**702** Slatwall Shelving Unit  
8' H x 40" W

Colours available:



**704** Pegboard Shelving Unit  
8' H x 40" W

Holes are 1/4" diameter.  
3 shelves included.  
Hardware not included.



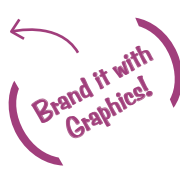
**703** Grid Panels\*  
2' x 7'-4" square grid

\*Sold as individual panels.  
Can be attached together  
in many configurations.



**802** 20" Square Pedestal  
36" H

Colours available:



# Counters, Storage & Display Units Order Form

<b>SHOW</b>	MUNICIPAL FINANCE OFFICERS ASSOCIATION	<b>DEADLINE DATE</b>	August 27, 2018
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COMPANY	<b>BOOTH #</b>
ADDRESS	
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## COUNTERS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
603		Counter Storage Unit – 42”Hx42”Wx18”D, White only	\$ 172.00	\$ 258.00	\$
803		Counter Storage Unit – 41”Hx41”Wx20”D <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black	\$ 239.00	\$ 359.00	\$
804		Curved Storage Counter – 41”Hx60” <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black <input type="checkbox"/> White	\$ 348.00	\$ 522.00	\$
801		U-Shaped Counter, open back – 41”H <input type="checkbox"/> Red <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Black <input type="checkbox"/> White	\$ 476.00	\$ 714.00	\$

## COMPUTER & BAG STANDS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
601		Computer Stand – 41”H	\$ 167.00	\$ 251.00	\$
701		Bag Stand Holder	\$ 132.00	\$ 198.00	\$

## GLASS SHOWCASES

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
SH-C1		Glass Display Case (1/3 view)	\$ 401.00	\$ 602.00	\$
SH-C2		Glass Display Case (full view)	\$ 443.00	\$ 665.00	\$
SH-F1		Tower Showcase	\$ 456.00	\$ 684.00	\$

## DISPLAY UNITS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
702		Slatwall Shelving Unit - 8’Hx40”W <input type="checkbox"/> Black <input type="checkbox"/> Grey <input type="checkbox"/> White <input type="checkbox"/> Maple	\$ 424.00	\$ 636.00	\$
704		Pegboard Shelving Unit – 8’Hx40”W	\$ 394.00	\$ 591.00	\$
703		Grid Panels – 2’x7’ (4” square grid)	\$ 98.00	\$ 147.00	\$
802		20” Square Pedestal – 36”H <input type="checkbox"/> Black <input type="checkbox"/> Grey <input type="checkbox"/> White <input type="checkbox"/> Blue <input type="checkbox"/> Red	\$ 158.00	\$ 237.00	\$

## PAYMENT \*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

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<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 80%;"></td> <td style="border-bottom: 1px solid black; width: 20%;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> <tr> <td style="border-bottom: 1px solid black;"></td> <td style="border-bottom: 1px solid black;"></td> </tr> </table>						
CARD NUMBER <span style="float: right;">EXPIRY DATE</span>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;"><b>SUB TOTAL</b></td> <td style="width: 20%;"></td> </tr> <tr> <td><b>13% HST</b></td> <td></td> </tr> <tr> <td><b>TOTAL</b></td> <td></td> </tr> </table>	<b>SUB TOTAL</b>		<b>13% HST</b>		<b>TOTAL</b>	
<b>SUB TOTAL</b>							
<b>13% HST</b>							
<b>TOTAL</b>							

I have read and understand the Terms & Conditions of my agreement with Stronco. HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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# Accessories & Office Furnishings

## Accessories



301 Easel



302 Sign Holder,  
holds 22" x 28" sign



303 Draw Drum, clear acrylic



501 Acrylic Ballot Box  
21" square x 36" H

Brand it with  
Graphics!



309 Disposable  
Wastebasket



C-BA-1 Bar Fridge



C-BA-7 Lit Stand, Chrome frame  
Double sided



124 Coat Tree, chrome



113 Garment Rack, rolling



114 Garment Rack,  
stationary



123 Retractable Stanchion  
with black strap

## Office Furniture



C-OF-1 Desk  
30" x 60"



C-OF-5 Bookshelf  
72" H



C-OF-12 Meeting Table  
42" round, black top

# Accessories & Office Furnishings Order Form

<b>SHOW</b>	MUNICIPAL FINANCE OFFICERS ASSOCIATION	<b>DEADLINE DATE</b>	August 27, 2018
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

<b>COMPANY</b>	<b>BOOTH #</b>
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<b>CONTACT</b>	POSTAL/ ZIP
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	EXT
	FAX

## ACCESSORIES

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
301		Easel	\$ 52.00	\$ 78.00	\$
302		Sign Holder	\$ 76.00	\$ 114.00	\$
303		Draw Drum, clear acrylic	\$ 98.00	\$ 147.00	\$
501		Acrylic Ballot Box – 21" square x 36"H	\$ 153.00	\$ 230.00	\$
309		Wastebasket	\$ 17.00	\$ 26.00	\$
C-BA-1		Bar Fridge	\$ 219.00	\$ 329.00	\$
C-BA-7		Lit Stand - double-sided with 8 pockets	\$ 152.00	\$ 228.00	\$
124		Coat Tree	\$ 41.00	\$ 62.00	\$
113		Garment Rack, rolling	\$ 85.00	\$ 128.00	\$
114		Garment Rack, stationary	\$ 85.00	\$ 128.00	\$
123		Retractable Stanchion, with black strap	\$ 71.00	\$ 107.00	\$

## OFFICE FURNITURE

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
C-OF-1		Desk – 30"x60"	\$ 159.00	\$ 239.00	\$
C-OF-5		Bookshelf – 72"H	\$ 94.00	\$ 141.00	\$
C-OF-12		Meeting Table – 42" round, black top	\$ 178.00	\$ 267.00	\$

## PAYMENT \*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

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VISA   
  MC   
  AMEX   
  CHQ

<div style="display: flex; justify-content: space-between;"> <div style="border-bottom: 1px solid black; width: 80%;"></div> <div style="border-bottom: 1px solid black; width: 15%;"></div> </div>		<b>SUB TOTAL</b>	
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		<b>TOTAL</b>	

CARD NUMBER EXPIRY DATE

I have read and understand the Terms & Conditions of my agreement with Stronco HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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J48130  
07-10-17•17-50-T2



# Chairs & Stools

## Chairs



102 Side Chair, grey fabric



121 Steno Chair, grey fabric



C-OF-11 Ripple Back, Black Leather Executive Meeting Chair



C-OF-13 Ripple Back, Black Leather Sled Base Meeting Chair



112 Executive Chair, black leather



103 Executive Chair, black fabric



C-OF-16 Steno Chair, black fabric

## Stools



Colours available:  
● ●

115 Drafting Stool, grey fabric



106 Counter Stool, grey



117 Fan Back Stool, black leather



110 Banana Stool, black leather



118 Wire Back Stool, grey fabric

116 Drafting Stool, black fabric

109 Fan Back Stool, black fabric



Colours available:  
● ●

C-BS-6 Black Leather Bar Stool



Colours available:  
● ●

C-BS-1 Chrome Frame Bar Stool, grey seat



Colours available:  
● ● ●

C-BS-2 Square Bar Stool, white seat, chrome legs



C-BS-11 Hannah Bar Stool, white seat

C-BS-7 White Leather Bar Stool

C-BS-19 Chrome Frame Bar Stool, white seat

C-BS-3 Square Bar Stool, black seat, chrome legs

C-BS-20 Chrome Frame Bar Stool, black seat

C-BS-18 Square Bar Stool, red seat, chrome legs

# Chairs & Stools Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	August 27, 2018
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018

<b>COMPANY</b>	<b>BOOTH #</b>
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## CHAIRS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
102		Side Chair, Grey Fabric	\$ 49.00	\$ 74.00	\$
121		Steno Chair, Grey Fabric	\$ 76.00	\$ 114.00	\$
C-OF-11		Ripple Back Leather Executive Meeting Chair	\$ 138.00	\$ 207.00	\$
C-OF-13		Ripple Back Leather Sled Base Meeting Chair	\$ 125.00	\$ 188.00	\$
112		Executive Chair, Black Leather	\$ 110.00	\$ 165.00	\$
103		Executive Chair, Black Fabric	\$ 91.00	\$ 137.00	\$
C-OF-16		Steno Chair, Black Fabric	\$ 94.00	\$ 141.00	\$

## STOOLS

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
115		Drafting Stool, Grey Fabric	\$ 92.00	\$ 138.00	\$
116		Drafting Stool, Black Fabric	\$ 92.00	\$ 138.00	\$
106		Counter Stool, Grey	\$ 92.00	\$ 138.00	\$
117		Fan Back Stool, Black Leather	\$ 112.00	\$ 168.00	\$
109		Fan Back Stool, Black Fabric	\$ 92.00	\$ 138.00	\$
110		Banana Stool, Black Leather	\$ 112.00	\$ 168.00	\$
118		Wire Back Stool, Grey Fabric	\$ 92.00	\$ 138.00	\$
C-BS-6		Black Leather Bar Stool	\$ 123.00	\$ 185.00	\$
C-BS-7		White Leather Bar Stool	\$ 123.00	\$ 185.00	\$
C-BS-1		Chrome Frame Bar Stool - Grey Seat	\$ 127.00	\$ 191.00	\$
C-BS-19		Chrome Frame Bar Stool - White Seat	\$ 127.00	\$ 191.00	\$
C-BS-20		Chrome Frame Bar Stool - Black Seat	\$ 127.00	\$ 191.00	\$
C-BS-2		Chrome Square Bar Stool – White Seat	\$ 123.00	\$ 185.00	\$
C-BS-3		Chrome Square Bar Stool – Black Seat	\$ 123.00	\$ 185.00	\$
C-BS-18		Chrome Square Bar Stool – Red Seat	\$ 123.00	\$ 185.00	\$
C-BS-11		Hannah Bar Stool – White Seat	\$ 127.00	\$ 191.00	\$

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<input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ		<b>SUB TOTAL</b>	
<div style="display: flex; justify-content: space-between;"> <span>CARD NUMBER</span> <span>EXPIRY DATE</span> </div>		<b>13% HST</b>	
		<b>TOTAL</b>	

HST# R129612164

I have read and understand the Terms & Conditions of my agreement with Stronco

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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J48130  
07-10-17+17-50-T2



# Tables (BISTRO, PEDESTAL & COFFEE TABLES)

## Bistro Tables



**111** Bistro Table, black  
30" diameter



**C-CRU-1** Bistro Table, black top,  
aluminum base  
30" diameter



**C-CRU-10** Round Brushed Aluminum  
Table, laminate top  
30" diameter



**C-CRU-3** Chrome Table,  
white plexi top  
24" x 24" sq.

## Pedestal Tables



**104** Round White Ped Table  
30" H



**105** Round White Ped Table  
18" H



**119** Round Ped Table,  
grey top, chrome stand  
30" H



**120** Round Ped Table,  
grey top, chrome stand  
18" H

## Coffee & End Tables



**C-CT-4** Black Glass Coffee Table,  
steel frame  
24" x 48"



Colours available:



**C-CT-5** Round Chrome Coffee Table,  
white plexi top  
39" x 15"H

**C-CT-6** Round Chrome Coffee Table,  
black plexi top  
39" x 15"H

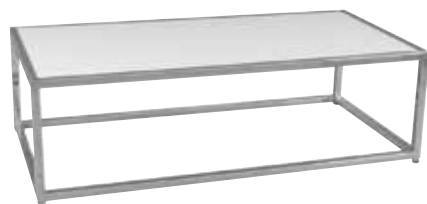


Colours available:



**C-ET-11** Round Chrome End Table,  
white plexi top  
24" x 18"

**C-ET-12** Round Chrome End Table,  
black plexi top  
24" x 18"



**C-CT-11** Chrome Coffee Table,  
white plexi  
24" x 48"



**C-ET-5** Black Glass End Table,  
steel frame  
24" x 24"



**C-ET-10** Chrome End Table, square,  
white plexi  
18" x 18"

# Tables Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>	<b>DEADLINE DATE</b>	<b>August 27, 2018</b>
<b>LOCATION</b>	Sheraton on the Falls	<b>SHOW DATES</b>	September 19 – 20, 2018
<b>COMPANY</b>		<b>BOOTH #</b>	
<b>ADDRESS</b>			
<b>CITY</b>		<b>PROV / STATE</b>	<b>POSTAL/ ZIP</b>
<b>CONTACT</b>		<b>TITLE</b>	<b>EMAIL</b>
<b>TEL</b>		<b>EXT</b>	<b>FAX</b>

## BISTRO TABLES

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
111		Bistro Table, black – 30" D	\$ 159.00	\$ 239.00	\$
C-CRU-1		Bistro Table, black top, aluminum base – 30" D	\$ 179.00	\$ 269.00	\$
C-CRU-10		Round Brushed Aluminum Table – 30" D	\$ 167.00	\$ 251.00	\$
C-CRU-3		Chrome Table, white plexi top – 24"x24" sq.	\$ 151.00	\$ 227.00	\$

## CUSTOMIZE YOUR BISTRO TABLE TOP WITH A GRAPHIC

80-10-003		Bistro Table Top Graphic	\$ 74.00	\$ 111.00	\$
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\* Graphic prices are based on print ready files. A Stronco representative will contact you with file submission details.  
 \* Design services can be quoted if required.

## PEDESTAL TABLES

104		Round White Ped Table – 30"H	\$ 84.00	\$ 126.00	\$
105		Round White Ped Table – 18"H	\$ 76.00	\$ 114.00	\$
119		Round Ped Table, grey top – 30"H	\$ 84.00	\$ 126.00	\$
120		Round Ped Table, grey top– 18"H	\$ 76.00	\$ 114.00	\$

## COFFEE & END TABLES

C-CT-4		Black Glass Coffee Table – 24"x48"	\$ 141.00	\$ 212.00	\$
C-CT-5		Round Chrome Coffee Table, white top	\$ 141.00	\$ 212.00	\$
C-CT-6		Round Chrome Coffee Table, black top	\$ 141.00	\$ 212.00	\$
C-ET-11		Round Chrome End Table, white top – 24"x18"	\$ 122.00	\$ 183.00	\$
C-ET-12		Round Chrome End Table, black top – 24"x18"	\$ 122.00	\$ 183.00	\$
C-CT-11		Chrome Coffee Table, white plexi – 24"x48"	\$ 141.00	\$ 212.00	\$
C-ET-5		Black Glass End Table – 24"x24"	\$ 122.00	\$ 183.00	\$
C-ET-10		Chrome End Table, square, white plexi – 18"x18"	\$ 122.00	\$ 183.00	\$

## PAYMENT

\*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

Note: You must complete a credit card authorization form if you are paying by cheque

VISA    MC    AMEX    CHQ

CARD NUMBER		EXPIRY DATE	

<b>SUB TOTAL</b>	
<b>13% HST</b>	
<b>TOTAL</b>	

I have read and understand the Terms & Conditions of my agreement with Stronco

HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### TERMS & CONDITIONS

- All orders must be paid in full 7 days prior to show set-up.
- All prices are for the duration of the show, unless otherwise stated.
- No cheques will be accepted on-site.
- All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. **Pre-show prices are only applicable if payment is received prior to deadline date.**
- If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.

- Refunds will not be given on orders cancelled on-site.
- A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.
- All claims/discrepancies must be settled prior to show closing.
- If no colour is indicated, Stronco will make the selection on your behalf.
- Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.

# Sofas & Chairs

## Stronco Line



**C-SS-48** Stronco Open Back Sofa, black (3 seater)

**C-SS-49** Stronco Open Back Sofa, black (2 seater)

**C-SS-50** Stronco Open Back Single Chair, black



**C-SS-51** Stronco Open Back Sofa, white (3 seater)

**C-SS-52** Stronco Open Back Sofa, white (2 seater)

**C-SS-53** Stronco Open Back Single Chair, white



**C-SS-54** Stronco Open Back Sofa, sand (3 seater)

**C-SS-55** Stronco Open Back Sofa, sand (2 seater)

**C-SS-56** Stronco Open Back Single Chair, sand

## Barcelona Line



**C-SS-24** Barcelona Black Sofa (3 seater)

**C-SS-25** Barcelona Black Sofa (2 seater)

**C-SS-26** Barcelona Black Single Chair



**C-SS-28** Barcelona White Sofa (3 seater)

**C-SS-29** Barcelona White Sofa (2 seater)

**C-SS-30** Barcelona White Single Chair



**C-SS-32** Barcelona Red Sofa (3 seater)

**C-SS-33** Barcelona Red Sofa (2 seater)

**C-SS-34** Barcelona Red Single Chair



**C-SS-27** Barcelona Black Foot Stool

**C-SS-31** Barcelona White Foot Stool

**C-SS-35** Barcelona Red Foot Stool

## Square Line



**C-SS-66** Square, L-shaped Back Single Chair, black

**C-SS-69** Square, L-shaped Back Single Chair, white



**C-SS-67** Square Back, Single Chair, black

**C-SS-70** Square Back, Single Chair, white



**C-SS-68** Square, No Back Ottoman, black

**C-SS-71** Square, No Back Ottoman, white



**C-SS-8** Black Leather Round Back Tub Chair

**C-SS-74** White Leather Round Back Tub Chair

Colours available:



Colours available:



Colours available:



Colours available:



# Sofas & Chairs Order Form

SHOW	MUNICIPAL FINANCE OFFICERS ASSOCIATION	DEADLINE DATE	August 27, 2018
LOCATION	Sheraton on the Falls	SHOW DATES	September 19 – 20, 2018

COMPANY				BOOTH #	
ADDRESS					
CITY		PROV / STATE		POSTAL / ZIP	
CONTACT		TITLE		EMAIL	
TEL		EXT		FAX	

## STRONCO LINE

ITEM #	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
C-SS-48		Stronco open back sofa, 3 seater, black	\$ 472.00	\$ 708.00	\$
C-SS-51		Stronco open back sofa, 3 seater, white	\$ 472.00	\$ 708.00	\$
C-SS-54		Stronco open back sofa, 3 seater, sand	\$ 472.00	\$ 708.00	\$
C-SS-49		Stronco open back love seat, 2 seater, black	\$ 341.00	\$ 512.00	\$
C-SS-52		Stronco open back love seat, 2 seater, white	\$ 341.00	\$ 512.00	\$
C-SS-55		Stronco open back love seat, 2 seater, sand	\$ 341.00	\$ 512.00	\$
C-SS-50		Stronco open back single chair, black	\$ 254.00	\$ 381.00	\$
C-SS-53		Stronco open back single chair, white	\$ 254.00	\$ 381.00	\$
C-SS-56		Stronco open back single chair, sand	\$ 254.00	\$ 381.00	\$

## BARCELONA LINE

C-SS-24		Barcelona black sofa, 3 seater	\$ 472.00	\$ 708.00	\$
C-SS-28		Barcelona white sofa, 3 seater	\$ 472.00	\$ 708.00	\$
C-SS-32		Barcelona red sofa, 3 seater	\$ 472.00	\$ 708.00	\$
C-SS-25		Barcelona black sofa, 2 seater	\$ 341.00	\$ 512.00	\$
C-SS-29		Barcelona white sofa, 2 seater	\$ 341.00	0 512.00	\$
C-SS-33		Barcelona red sofa, 2 seater	\$ 341.00	\$ 512.00	\$
C-SS-26		Barcelona black single chair	\$ 254.00	\$ 381.00	\$
C-SS-30		Barcelona white single chair	\$ 254.00	\$ 381.00	\$
C-SS-34		Barcelona red single chair	\$ 254.00	\$ 381.00	\$
C-SS-27		Barcelona black foot stool	\$ 167.00	\$ 251.00	\$
C-SS-31		Barcelona white foot stool	\$ 167.00	\$ 251.00	\$
C-SS-35		Barcelona red foot stool	\$ 167.00	\$ 251.00	\$

## SQUARE LINE

C-SS-66		Square, L-shaped back single chair, black	\$ 154.00	\$ 231.00	\$
C-SS-69		Square, L-shaped back single chair, white	\$ 154.00	\$ 231.00	\$
C-SS-67		Square back single chair, black	\$ 143.00	\$ 215.00	\$
C-SS-70		Square back single chair, white	\$ 143.00	\$ 215.00	\$
C-SS-68		Square, no back ottoman, black	\$ 127.00	\$ 191.00	\$
C-SS-71		Square, no back ottoman, white	\$ 127.00	\$ 191.00	\$

## ROUND BACK TUB CHAIRS

C-SS-8		Black leather round back tub Chair	\$ 171.00	\$ 257.00	\$
C-SS-74		White leather round back tub Chair	\$ 171.00	\$ 257.00	\$

## PAYMENT \*\*\*Pre-show prices are only applicable if payment is received prior to deadline date\*\*\*

Note: You must complete a credit card authorization form if you are paying by cheque

VISA   
  MC   
  AMEX   
  CHQ

	<b>SUB TOTAL</b>
	<b>13% HST</b>
	<b>TOTAL</b>

CARD NUMBER \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

I have read and understand the Terms & Conditions of my agreement with Stronco HST# R129612164

CARD HOLDER \_\_\_\_\_ SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

<b>TERMS &amp; CONDITIONS</b> <ul style="list-style-type: none"> <li>All orders must be paid in full 7 days prior to show set-up.</li> <li>All prices are for the duration of the show, unless otherwise stated.</li> <li>No cheques will be accepted on-site.</li> <li>All orders received after the deadline date will be processed at the stated "After Deadline Date" price and are subject to availability. <b>Pre-show prices are only applicable if payment is received prior to deadline date.</b></li> <li>If no Deadline Date is specified, orders must be received 14 days before show set-up to receive Pre-Show Pricing.</li> </ul>	<ul style="list-style-type: none"> <li>Refunds will not be given on orders cancelled on-site.</li> <li>A 70% refund will be allowed on all written cancellations received 7 days prior to set-up, excluding display rentals and signage.</li> <li>All claims/discrepancies must be settled prior to show closing.</li> <li>If no colour is indicated, Stronco will make the selection on your behalf.</li> <li>Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.</li> </ul>
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# Signs & Banners Order Form

<b>SHOW</b>	<b>MUNICIPAL FINANCE OFFICERS ASSOCIATION</b>			<b>DEADLINE DATE</b>	<b>August 27, 2018</b>
<b>LOCATION</b>	Sheraton on the Falls			<b>SHOW DATES</b>	September 19 – 20, 2018
<b>COMPANY</b>					<b>BOOTH #</b>
<b>ADDRESS</b>					
<b>CITY</b>		<b>PROV / STATE</b>		<b>POSTAL / ZIP</b>	
<b>CONTACT</b>		<b>TITLE</b>		<b>EMAIL</b>	
<b>TEL</b>		<b>EXT</b>		<b>FAX</b>	

**All prices are based on client supplied artwork (see submission guidelines)  
All orders must be pre-paid in full. Orders cannot be processed until payment is received.**

<b>SIGNS (Single-Sided)</b>									
<b>FOAMCORE (suitable for one time use)</b>					<b>PVC (suitable for multiple use)</b>				
QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	8" x 44"	\$ 56.00	\$ 84.00	\$		8" x 44"	\$ 67.00	\$ 101.00	\$
	14" x 22"	\$ 61.00	\$ 92.00	\$		14" x 22"	\$ 72.00	\$ 108.00	\$
	22" x 28"	\$ 83.00	\$ 125.00	\$		22" x 28"	\$ 98.00	\$ 147.00	\$
	24" x 32"	\$ 98.00	\$ 147.00	\$		24" x 32"	\$ 118.00	\$ 177.00	\$
	36" x 48"	\$ 181.00	\$ 272.00	\$		36" x 48"	\$ 192.00	\$ 288.00	\$

<b>BANNERS (Single-Sided)</b>									
QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL	QTY	DESCRIPTION	PRE-SHOW	AFTER DEADLINE	TOTAL
	24"x48"	\$ 172.00	\$ 258.00	\$		36"x96"	\$ 521.00	\$ 782.00	\$
	24"x72"	\$ 261.00	\$ 392.00	\$		36"x120"	\$ 657.00	\$ 986.00	\$
	24"x96"	\$ 349.00	\$ 524.00	\$		48"x96"	\$ 702.00	\$ 1053.00	\$
	36"x72"	\$ 392.00	\$ 588.00	\$		48"x120"	\$ 878.00	\$ 1317.00	\$

<b>OTHER SERVICES</b>					
System Time	\$	145.00 / Hr	x	_____	Hrs = \$ _____
Creative Services – quoted upon request					Total

**LIST REQUIREMENTS HERE:**

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<b>PAYMENT ***Pre-show prices are only applicable if payment is received prior to deadline date***</b>					
Note: You must complete a credit card authorization form if you are paying by cheque <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> CHQ					<b>SUB TOTAL</b> <b>13% HST</b> <b>TOTAL</b>
_____ CARD NUMBER				_____ EXPIRY DATE	
I have read and understand the Terms & Conditions of my agreement with Stronco					HST# R129612164
CARD HOLDER _____		SIGNATURE _____		DATE _____	
<b>TERMS &amp; CONDITIONS</b> •Onsite sign orders are subject to delivery and additional price surcharges. • Artwork must be supplied by the client, as per the submission guidelines. All other formats are subject to additional system time charges by the hour. •All orders must be pre-paid in full prior to delivery. • To receive pre-show pricing, confirmed order, artwork and payment must be received prior to deadline date.			• All orders received after the deadline date will be processed at the stated "After Deadline Date" price and no guarantees can be given on production times. • No refunds will be given on signage or graphics once produced. • No cheques will be accepted on-site. • All claims/discrepancies must be settled prior to show closing. • Stronco will not be responsible for any materials or products left in exhibits, counters, storage units or showcases.		

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07-10-17+17-50-T2



# TRANSPORTATION SERVICES



Need to get your exhibit materials to the show? Stronco Logistics is committed to fulfilling all your trade show logistics needs and gives you reliable service and great rates on air and ground shipping.

**We offer full service Logistics solutions including:**

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information

**FOR MORE INFORMATION CONTACT:**

**Stronco Logistics Services**

T: 905.270.6767 | [logistics@stronco.com](mailto:logistics@stronco.com) | [www.stronco.com](http://www.stronco.com)

# Transportation Services Order Form

PICKUP ADDRESS		
COMPANY NAME _____		
IRS # _____		
ADDRESS _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

DELIVERY ADDRESS		
COMPANY NAME _____		
SHOW NAME _____	MUNICIPAL FINANCE OFFICERS ASSOCIATION	BOOTH # _____
FACILITY Sheraton on the Falls		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
ON SITE CONTACT _____		
CELL PHONE # _____		

BILL TO		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____	FAX _____	

RETURN FREIGHT		
COMPANY NAME _____		
ADDRESS _____		
ADDRESS _____		
CITY _____	STATE PROV _____	ZIP/ POSTAL _____
CONTACT _____		
PHONE # _____		

TERMS OF PAYMENT AND SECURITY DEPOSIT – MUST BE COMPLETED			
<input type="checkbox"/> VISA	<input type="checkbox"/> MC	<input type="checkbox"/> AMEX	<input type="checkbox"/> CORPORATE CARD
		<input type="checkbox"/> PERSONAL CARD	
CARD NUMBER _____		EXPIRY DATE _____	
Card Holder _____			
Signature _____		Date _____	
I hereby authorize the use of this credit card for payment of services related to this order form. I understand that declined credit cards are subject to a 30% surcharge.			

SHIPMENT INFORMATION			
Pick Up Date _____	Time _____	Delivery Date _____	Time _____
<b>TYPE</b>	<b>PIECES</b>	<b>DIMENSIONS (Inches)</b>	<b>WEIGHT (LBS)</b>
Cartons / Boxes	_____	L _____ W _____ H _____	_____
Crates / Fiber Case	_____	L _____ W _____ H _____	_____
Skid / Pallet	_____	L _____ W _____ H _____	_____
Carpet / Other	_____	L _____ W _____ H _____	_____
<b>Total Pieces</b> _____		<b>Total LBS</b> _____	
Requested Service Level	<input type="checkbox"/> AIR	<input type="checkbox"/> 2 <sup>ND</sup> DAY	<input type="checkbox"/> TRUCK
Additional Services Required	<input type="checkbox"/> LIFT GATE	<input type="checkbox"/> INSIDE PICKUP / DELIVERY	

CARGO INSURANCE / DECLARED VALUE	
The declared value of carriage of this shipment is agreed to and understood to be \$0.50 per pound multiplied by the number of pounds for that part of the shipment lost or damaged but not less than \$50.00 per shipment UNLESS a value is declared below and applicable charges paid. Subject to the terms and conditions of the liability of the Forwarder for loss/damage stated below. Cargo insurance will not apply or cover any electronic goods. (Additional fees for Cargo Insurance will apply)	
Do you require additional Insurance?	<input type="checkbox"/> YES <input type="checkbox"/> NO
Declared Value	\$ _____

TERMS & CONDITIONS		
This order is placed with the specific understanding that we hereby release Stronco and or agents from all liability for loss, damage and or theft to our merchandise and property, no matter how caused, and we have insured all such properties being handled. 1) Stronco shall not be responsible for damage to uncrated materials, improperly packaged or concealed damage. 2) Stronco will not be responsible for any loss/damage/delay due to fire, acts of god, strikes, lockouts of any kind beyond its control.3) Stronco liability is outlined in the above Cargo Insurance/Declared Value section. Please ensure you are self insured or you must declare a value for carriage and pay the charges applicable for the service. 4) Stronco shall not be liable to any extent whatsoever for the actual, potential or assumed losses or profits or revenues, or for any collateral costs which may result from any loss or damaged to an exhibitors materials which make it impossible or impractical to exhibit same. 5) Each exhibitor is responsible to declare all hazardous materials and abide by all Federal, Provincial, State and local laws.		
<b>I have read and agreed to the Terms and Conditions of this contract with Stronco.</b>		
Print Name _____	Signature/Authorization _____	Date _____

J48130  
Rev 10-12-10



# INTERNATIONAL & U.S. EXHIBITORS



US and International shipments entering Canada require specialized documentation. Stronco can expedite the time-consuming and confusing paperwork involved. We can handle all inbound and outbound customs documents, eliminating unnecessary and time-consuming delays at border crossings. Our partnership with Canada's leading Customs Brokers ensures your clearances are being handled by licensed professionals with years of experience and long-standing relationships with Canada Border Services Agency.

## **We offer full service Logistics solutions including:**

- All modes of transportation including land, air and sea
- Local cartage service, tailgate, driver assist
- Real time freight tracking and tracing
- Canada, U.S. and International Customs Clearances
- Temporary imports, on-site clearances, ATA carnets
- On-site representation and around the clock contact information

## **FOR MORE INFORMATION CONTACT:**

Stronco Logistics Services

T: 905.270.6767

[logistics@stronco.com](mailto:logistics@stronco.com)

[www.stronco.com](http://www.stronco.com)