



3900 W. Chinden Blvd.
Garden City, Idaho 83714
Ph: (208) 336-5486

IDAHO'S LARGEST GARAGE SALE

MAY 15, 2021

PRESENTED BY TOWNSQUARE MEDIA GROUP AT EXPO IDAHO

Dear Exhibitor,

Thanks for participating in **Idaho's Largest Garage Sale 2021**. **Idaho Tents & Events** is honored to be the exclusive rental company for this event.

Enclosed, you will find the necessary order forms for the different equipment and services we provide. By completing and submitting these forms in advance, we will be able to provide you with more efficient service and discounted items.

Orders may be mailed or e-mailed to **Idaho Tents & Events**. You can refer to the Payment sheet of this packet for payment information. **Idaho Tents & Events** requires a credit card to be on file for each exhibitor. Please complete and submit all forms by **May 11, 2021**.

Please email filled out forms to amber@idahotents.com or sales@idahotents.com.

If you do not get a paid receipt within 48 hours of sending in your order, please call us at (208) 336-5486.

TO RECEIVE DISCOUNT PRICES, ORDERS MUST BE PLACED AND FULL PAYMENT RECEIVED BY: May 11, 2021

If you have any questions, please contact an inside sales associate at (208) 336-5486. All questions regarding policies of the event/convention center, space assignments, and scheduling should be directed to (208) 336-5486.

We look forward to seeing you at the show!

Sincerely,

The Team at Idaho Tents & Events



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Equipment Rules and Guidelines

Chairs

1. For the safety of the exhibitor, standing on chairs or stools provided by **Idaho Tents & Events** is strictly prohibited.

Tables

1. For the safety of the exhibitor, standing or sitting on any table provided by **Idaho Tents & Events** is strictly prohibited.

Canopy

1. For the safety of the exhibitor, please leave tents rented in the condition that you received them, **Idaho Tents & Events** will take all canopies down, including all straps and moving of blocks

IF ANY OF THE ABOVE RULES ARE VIOLATED, EXHIBITOR WILL BE CHARGED FOR THE REPLACEMENT OR REPAIR OF THE ITEM IN QUESTION. IDAHO TENTS & EVENTS RESERVES THE RIGHT TO HAVE FULL DISCRETION OVER THE DAMAGE OF ANY RENTAL ITEMS.



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Space Furnishings

Customer name: _____ Date: _____ Space # _____

*Must be the same name you signed up with under Townsquare Media

Qty	Description	Discount Price	Regular Price	Total
Tables				
	6 ft. x 30" wide	\$9.00	\$18.00	
	8 ft. x 30" wide	\$10.00	\$20.00	
Chairs				
	Black Folding Chair	\$2.00	\$4.00	
Canopy				
	10x10 Popup w/ sandbags	\$75.00	\$150.00	
	10x10 w/ blocks	\$160.00	\$225.00	
	10x20 w/ blocks	\$210.00	\$275.00	
	15x15 w/ blocks	\$215.00	\$300.00	
	20x20 w/ blocks	\$285.00	\$325.00	
	Canopy Sidewall Solid White (NOT FOR POPUP TENT)	\$40.00 per 20' section	\$50.00 per 20' section	

Each space rented from Townsquare Media is 20'x20'. The largest canopy allowed in this space due to the tent weights is a 15'x15'. In order to use a larger canopy you **MUST** have more than one consecutive space. Please check-in/out all items from the Idaho Tents & Events truck on-site

BOOTH FURNISHINGS PROVIDED BY



PLEASE CALL FOR SPECIAL REQUESTS

ALL ORDERS MUST BE ACCOMPANIED BY THE PAYMENT CALCULATION FORM AND MUST BE SIGNED BY THE EXHIBITOR, AUTHORIZING **IDAHO TENTS & EVENTS** TO PLACE ORDERS AND ACCEPT PAYMENT FOR ORDERS.

TOTAL: \$	_____
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Payment Policy

Idaho Tents & Events requires full payment at time of service. **Idaho Tents & Events** also requires that all exhibitors using our services provide a credit card to be placed on file with their initial order. The credit card on file will be used to cover any unpaid balances at the closing of the show. If not otherwise paid, **Idaho Tents & Events** will charge the card on file the day of delivery or set-up of the show.

Method of Payment

Idaho Tents & Events accepts Check, Visa, MasterCard, American Express, and Discover.

Advance Payment/Discount Price

When show orders are placed in advance, **Idaho Tents & Events** can provide you with a faster and more efficient service. Payment must be submitted with the original order if exhibitors wish to receive discounted rates. All orders placed after the discount deadline will be charged at regular price.

Adjustments and Cancellations

Some services provided by **Idaho Tents & Events** incur extra costs if restocking must occur. Because of this, some items and services may be subject to a restocking fee if cancelled within 2 days of the show set-up date. To avoid these costs, please be sure and finalize any submitted orders prior to the show.

No Onsite Orders

All orders need to be placed prior to our arrival on May 14th as we will not be accepting onsite orders as we have done in the past. Items can be rented and picked up at our warehouse at 3900 W. Chinden Blvd, Garden City, ID during business hours but if picked up by you, those items need to be returned by you to the warehouse after they are done being used. This is in an effort to ensure inventory is all accounted for and nothing gets lost.

Items cancelled on-site will be subject to a 50% restocking fee.

Items cancelled after delivery will not be refunded to exhibitor.

A service fee of \$35.00 will be assessed for any returned checks.

www.idahotents.com



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Payment Calculation

Please print all information.

Customer Name		Date	Space #
Street Address		City	State ZIP
Phone	Fax	Ordered By	
Email		Signature	

PLEASE INCLUDE THIS PAGE WHEN SUBMITTING YOUR ORDER TO IDAHO TENTS & EVENTS

Credit Card Information

Please fill out the credit card information below. By filling out this form and submitting it to **Idaho Tents & Events**, you are authorizing to have your Credit Card charged for any orders that you have placed. Any additional charges incurred as the result of a show site change, or the addition of services on site, will be charged to your authorized Credit Card. **Idaho Tents & Events requires a Credit Card to be on file before the delivery or rendering of any services. IF YOU DO NOT RECEIVE A PAID RECEIPT WITHIN 48 HOURS, PLEASE CALL US!!**

Visa Discover MasterCard American Express

Card Number		EXP (mm/dd)	CVC
Cardholder's name – please print			
Cardholder's signature			
Billing address			
City	State	ZIP CODE (REQUIRED)	

Calculation of Orders

Furnishings	\$	_____
Subtotal	\$	_____
Idaho Sales Tax (6%)	\$	_____
Total	\$	_____