

Convention Services and Booth Furnishings Order Form



Tents • Tables • Chairs • Linens • Décor • Dinnerware • Lighting

TimelessWeddingAndEvents.com • 605.342.8966

Please fill out this form and return it to Timeless Wedding and Events OR Time Rental via email, mail, fax, or directly to the showroom. There is also a link on our website www.timelessweddingandevents.com. This form must be received no later than **ONE** week prior to the event to receive the prepaid order price. Once the form is turned in one of our event rental specialist will contact you to confirm your order and take payment.

Email to timelessweddingandevents@gmail.com

FAX #:605.348.0058

Event:_____

Phone Number:_____

Booth Number:_____

Email:_____

Company:_____

Fax Number:_____

Address:_____

Date of Rental:_____

Phone Number:_____

QTY	Description	Prepaid Order Price	Day of Floor Price	Amount
	8' Banquet Table (Standard)	\$17.95	\$22.95	
	6' Banquet Table (Standard)	\$14.95	\$20.95	
	8" Banquet Table (Tall)	\$22.90	28.90	
	6' Banquet Table (Tall)	\$19.90	\$26.90	
	30" Round Table (Standard)	\$15.95	\$19.95	
	30" Round Table (Tall)	\$18.95	\$24.95	
	Black Skirt [] 28" or [] 42"		\$25.95	
	Blue Skirt [] 28" or [] 42"		\$25.95	
	White Table Cloth	\$7.00	\$9.00	
	Black Table Cloth	\$7.00	\$9.00	
	Ivory Table Cloth	\$7.00	\$9.00	
	Tan Folding Chair	\$4.95	\$5.95	
	Tan Padded Folding Chair	\$7.95	\$8.95	
	30" Tall Black Stool	\$14.95	\$18.95	
	P.A. System	\$70.00	\$80.00	
	Stage Risers 13" or 21" High	\$20.00	\$30.00	
	Extension Cord	\$4.00	\$6.00	
	Sign Hooks (Set of 3)	\$1.50	\$2.00	