



P.O. Box 21245 - Louisville, KY 40221

Ph. (502) 969-8588

email - andy@agxofky.com

DEADLINE FOR RETURN OF FORM: *2 weeks prior to move in *

Miscellaneous Accessories				
Qty	DESCRIPTION	Discount Rate	Standard Rate	Amount
	Stack Chair, Gray/Padded, No Arms	\$35.00	\$45.00	
	Stool 30" Gray w/ back	\$50.00	\$60.00	
	Wastebasket w/ Liner	\$10.00	\$12.00	
	Easel, Chrome/Tripod	\$20.00	\$25.00	
	Stanchion, Chrome	\$35.00	\$50.00	
	Stanchion Rope, Blue/Padded	\$20.00	\$25.00	
	White Plastic Chain (per Ft.)	\$2.00	\$3.00	
	Stanchion, Black/Metal	\$10.00	\$15.00	

Special Booth Draping				
	White Vinyl Table Cover	\$6.00	\$8.00	
Ft	Special Skirting, 30" Ht./per Linear Ft.	\$3.00	\$5.00	
Ft	Special Skirting, 40" Ht./per Linear Ft.	\$5.00	\$7.00	
Ft	Siderail Drape, 36" Ht./per Linear Ft.	\$3.00	\$4.00	
Ft	Siderail Drape, 96" Ht./per Linear Ft.	\$6.00	\$8.00	
Circle Color Selection				
Black	Blue	Burgandy	Gold	Teal
	Gray	Red	White	Hunter Green

Wood Risers (No Draping)				
	4' Long, 12" Wide x 12" High	\$15.00	\$20.00	
	6' Long, 12" Wide x 12" High	\$20.00	\$25.00	
	8' Long, 12" Wide x 12" High	\$25.00	\$30.00	

No credit will be given after close of event on items or services ordered but not recieved. If you have a problem, please see the Service Desk Personnel at the event site prior to opening.

Charges listed above include delivery to your booth, rental(not sale) during the event, and removal.

NOTE: NO EXHIBITOR MATERIAL CAN BE ATTACHED TO BOOTH DRAPERY, SUPPORTING METAL OR TABLE SKIRTING.

NO RENTAL ITEMS/MATERIAL(S) may be ALTERED in any way. ANY and ALL DAMAGES /ALTERATIONS WILL BE CHARGED at REPLACEMENT COST (rental rate will not apply as credit) and will be the RESPONSIBILITY of the EXHIBITOR.

Form A FUNITURE RENTAL ORDER FORM

Payment Policy -

Payment in full, including tax, must accompany order and be recieved by our office by deadline to qualify for discount rates. Please complete payment authorization form.

Cancellation Policy -

Cancellation after the deadline will be charged at 50% of prevailing rate. Cancellation after installation will be 100% of prevailing rate.

VALID REFUNDS WILL BE ISSUED AFTER CLOSE OF SHOW

Late Request -

Requests after deadline will be filled as available at the standard rates.

Color/Size Selection-

Choices not indicated will be selected by AG Exhibitions, INC to coordinate with the show colors and size of exhibit.

Display Tables - 30" High x 2' Wide				
Qty	DESCRIPTION	Discount Rate	Standard Rate	Amount
	4' Long Table SKIRTED 3 SIDES	\$75.00	\$85.00	
	6' Long Table SKIRTED 3 SIDES	\$90.00	\$100.00	
	8' Long Table SKIRTED 3 SIDES	\$95.00	\$110.00	
	4' Long Table NOT SKIRTED	\$35.00	\$40.00	
	6' Long Table NOT SKIRTED	\$40.00	\$50.00	
	8' Long Table NOT SKIRTED	\$45.00	\$55.00	
	4th Side Skirted 6' or 8' (30" or 40")	\$35.00	\$45.00	
Circle Color Selection				
	Black	Blue	Burgandy	Gold
	Hunter Green	Gray	Red	White
				Expo Green

Display Tables - 40" High x 2' Wide				
	4' Long Table SKIRTED 3 SIDES	\$85.00	\$100.00	
	6' Long Table SKIRTED 3 SIDES	\$95.00	\$110.00	
	8' Long Table SKIRTED 3 SIDES	\$105.00	\$120.00	
	4' Long Table NOT SKIRTED	\$45.00	\$55.00	
	6' Long Table NOT SKIRTED	\$50.00	\$60.00	
	8' Long Table NOT SKIRTED	\$55.00	\$65.00	
Circle Color Selection				
	Black	Blue	Burgandy	Gold
	Hunter Green	Gray	Red	White
				Expo Green

Wood Risers With Draping				
	4' Long, 12" Wide x 12" High	\$30.00	\$40.00	
	6' Long, 12" Wide x 12" High	\$40.00	\$50.00	
	8' Long, 12" Wide x 12" High	\$50.00	\$60.00	
Circle Color Selection				
	Black	Blue	Burgandy	Gold
	Hunter Green	Gray	Red	White
				Expo Green

Subtotal \$ _____

****TRANSFER THIS AMOUNT TO LINE A ON THE PAYMENT INFORMATION PAGE*****

Name of Event: _____ Booth # _____ Firm Name: _____
 Phone : () _____ Fax: () _____ Address _____
 (street) (City) (State) (Zip)

Print/Type Name: _____ Signature: _____ Date: _____

*****THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED******

*****PLEASE KEEP A COPY FOR YOUR RECORDS, AS WE DO NOT SEND CONFIRMATION OF ORDERS!*****



CARPET RENTAL ORDER FORM

Payment Policy -

Payment in full, including tax, must accompany order and be received by our office by deadline to qualify for discount rates. Please complete payment authorization form.

Cancellation Policy -

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Standard Exhibit Booth Carpet

Standard exhibit booth carpet price includes rental, installation, removal and front edge taping only. Standard booth carpet is designed for use in standard size exhibit booths. This carpet is not designed to cover complete booth areas since the rental cost does not include seaming and the carpets are not guaranteed to be a color match. If complete area exhibit carpet is desired, see selection below.

CHECK ONE	DISCOUNT RATE	STANDARD RATE	CHECK ONE	DISCOUNT RATE	STANDARD RATE
☐ 9 Ft. X 10 Ft.	\$140.00	\$175.00	☐ 9 Ft. X 30 Ft.	\$405.00	\$455.00
☐ 9 Ft. X 20 Ft.	\$270.00	\$310.00	☐ 9 Ft. X 40 Ft.	\$540.00	\$600.00

☐ Blue

☐ Grey

Please check color desired for standard carpet.

☐ Red

☐ Hunter Green

☐ Black

☐ Burgandy

☐ Teal

Complete Exhibit Area Carpet

Complete exhibit area carpet price includes laying, trimming, seaming, wastage, edge, taping rental and removal for carpet specifically cut to your exact measurements.

☐ Complete Area Size _____ Ft. x _____ Ft. = _____ Sq. Ft. @	DISCOUNT RATE	STANDARD RATE	TOTAL
	\$2.05/Sq. Ft.	\$2.45/Sq. Ft.	

☐ Blue

☐ Grey

Please check color desired for standard carpet.

☐ Red

☐ Hunter Green

☐ Black

☐ Burgandy

☐ Teal

Custom Decorators Plush Carpet

Custom carpet is an upgrade 34oz. Carpet in 15 decorator colors. Minimum order is 300 Sq. Ft. Orders must be received in our office 4 weeks prior to show.

☐ Custom Carpet Size _____ Ft. x _____ Ft. = _____ Sq. Ft. @ \$2.75/Sq. Ft. = \$ _____

☐ Silver Grey
☐ French Beige
☐ Grey Pearl

☐ Berry
☐ Charcoal
☐ Burgundy

Check color desired for custom carpet (Samples available upon request).

☐ Emerald
☐ White
☐ Blue Mist

☐ Black
☐ Colony Blue
☐ Red

☐ Plum
☐ Peacock
☐ Cream,

Padding - Protective Plastic Covering - Tape

6 lb. Padding Area Size _____ Ft. x _____ Ft. _____ Sq. Ft. @ \$1.15/Sq. Ft. = \$ _____

Plastic Area Size _____ Ft. x _____ Ft. _____ Sq. Ft. @ \$0.30/Sq. Ft. = \$ _____

Vacuuming / Shampoo

☐ DAILY VACUUM Carpet is vacuumed ONCE before initial opening of exhibit and DAILY thereafter.

☐ Per Day - Carpet Size _____ x _____ = _____ Total Sq. Ft. x \$0.30 per Sq. Ft. _____ x # of Days = Total \$ _____

☐ Over 1000 Sq. Ft. - Carpet Size _____ x _____ = _____ Total Sq. Ft. x \$0.25 per Sq. Ft. _____ x # of Days = Total \$ _____

☐ ONE TIME VACUUM-Carpet is vacuumed ONCE before initial opening of exhibit: Total Sq. Ft. _____ X \$0.35 per Sq. Ft. = Total \$ _____

There will be an additional charge for cleaning carpets that are subjected to excessive wear and such as wood shavings, food sampling, landscape, etc.

Name of Event: _____

Booth # _____

Firm Name: _____

Phone: () _____

Fax: () _____

Subtotal \$ _____

Address
(street) (City) (State) (Zip)

**TRANSFER THIS AMOUNT TO
LINE A ON THE PAYMENT
INFORMATION PAGE**

Print/Type Name: _____ Signature: _____ Date: _____

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THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR ORDER

Services and Equipment Ordered

* NOTE: ONLY COMPLETE INFORMATION ASSOCIATED WITH ENCLOSED FORMS*

A) Furniture Rental Order Form _____ \$ _____
B) Carpet Rental Order Form _____ \$ _____
C) Chrome Grid Wall and Panel Board Order Form _____ \$ _____
D) Hanging Sign Information _____ Non Taxable \$ _____
E) Display Labor In Booth Forklift Service Order Form _____ Non Taxable \$ _____
F) Special Furniture _____ \$ _____
G) Freight _____ Non Taxable \$ _____

NOTE: ALL SALES/RENTALS ARE SUBJECT TO KENTUCKY SALES TAX
IF EXEMPT FROM SALES/USE TAX WITHIN THE STATE OF KENTUCKY
WE MUST HAVE A COPY OF YOUR CERTIFICATE OF EXEMPTION FORM
FOR OUR FILES OR YOU MUST PAY APPLICABLE TAX.

Subtotal: _____
6.00% State Sales Tax: _____
Non-Taxable Total: _____
TOTAL: _____

Payment By Check

PLEASE MAKE CHECK TO:
A.G. Exhibitions

Please Complete The Following:

Check Number _____ Dated _____ In Amount Of \$ _____

NOTE: All checks are deposited upon receipt. Do not post date. There is a \$35.00 for all checks returned by bank.

Payment By Credit Card

Please complete ALL information. Note: All charges are processed thru our Louisville, Ky office.

Card Member Name: _____

Card Type: ☐ VISA ☐ MASTERCARD ☐ AMEX

Account Number:

Expiration Date: Signature: _____

NOTE: PLEASE INCLUDE
THE ID NUMBER AS
SHOWN ON THE BACK
OF CARD

NOTE: ORDERS RECEIVED WITHOUT PAYMENT, IN FULL (TAX INCLUDED) WILL NOT BE PROCESSED AND WILL NOT BE ENTITLED TO ADVANCE DISCOUNT RATE

Name of Event: _____ Booth # _____ Firm Name: _____

Phone: (____) _____ Fax: (____) _____

Print/Type Name: _____ Signature: _____ Date: _____

Address (Street, City, State, Zip): _____

Date Received: _____ Invoice # _____ Check # _____ Amount: _____

THIS FORM MUST BE COMPLETELY FILLED OUT AND RETURNED FOR YOUR ORDER TO BE PROCESSED

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**REQUISITION FOR ELECTRICAL INSTALLATION
FOR INDIANA STATE FAIRGROUNDS EVENTS - 2026**

Trade Show Name _____
Start Date of Show _____ Booth No. _____
Exhibitor Name _____
Contact Name _____
Contact Telephone Number _____

Mail or Email Requests and Payment
to: Email: isfevents@ermco.com
ERMCO, Inc.
P. O. Box 1507
Indianapolis, IN 46206
Attention: Eric Edwards

Questions:
Attention: Jake VanWye
Call: (317) 416-7158
Email: jvanwye@ermco.com

Please note: **All equipment and labor for electrical work shall be furnished by ERMCO, Inc., the official electrical contractor for trade shows at the Indiana State Fairgrounds. Exhibitors shall not furnish nor have furnished by any agent other than ERMCO any electric. SERVICES NOT LISTED BELOW WILL BE FURNISHED ON A TIME AND MATERIAL BASIS**

ITEM	QUANTITY	PRICES		TOTAL
OUTLETS - 110 VOLT, GROUNDED:		Advance	Floor	
500 WATTS, INSTALLED COMPLETE		\$58.00	\$72.50	
1000 WATTS, INSTALLED COMPLETE		\$79.00	\$97.00	
1500 WATTS, INSTALLED COMPLETE		\$109.00	\$126.50	
2000 WATTS, INSTALLED COMPLETE		\$110.25	\$129.50	
OUTLETS - 220 VOLT, GROUNDED:				
30 AMP, 3 WIRE, 1 PHASE, INSTALLED COMPLETE		\$174.00	\$219.00	
60 AMP, 3 WIRE, 1 PHASE, INSTALLED COMPLETE		\$260.00	\$327.00	
30 AMP, 3 WIRE, 3 PHASE, INSTALLED COMPLETE		\$196.50	\$241.50	
30 AMP, 4 WIRE, 3 PHASE, INSTALLED COMPLETE		\$207.50	\$253.00	
60 AMP, 3 WIRE, 3 PHASE, INSTALLED COMPLETE		\$345.00	\$437.50	
60 AMP, 4 WIRE, 3 PHASE, INSTALLED COMPLETE		\$356.00	\$448.00	
100 AMP, 1 PHASE		\$525.50	\$576.50	
100 AMP, 3 WIRE AND LARGER		BY QUOTE	BY QUOTE	
FLOODLIGHTS & SPOTLIGHTS:				
1500 WATT, QUARTZ FLOODLIGHT		\$102.50	\$125.00	
OTHER - \$440.00 MINIMUM PER SHOW				
FEEDS FOR POWER FOR 24 HOUR SERVICE, ADD		\$43.00	\$65.50	
SUBTOTAL				
7% SALES TAX				
TOTAL				

Materials used will remain the property of ERMCO, Inc. Exhibitor agrees to pay for material not returned.

For any telephone and internet needs, please use Telephone/IT Order Form or contact events@indianastatefair.com.

LABOR CHARGES PER HOUR (STANDBY OR OTHER NECESSARY WORK)

8:00 AM to 4:30 PM, Monday through Friday	\$ 119.58
4:30 PM to 12:00 PM, Monday through Friday	\$ 179.38
All other times	\$ 239.16

NOTE: *Electricity is A/C - 60 cycles, 1 phase, 120 or 208 volt/3 phase, 208 volt.
*24 HOUR SERVICE MUST BE REQUESTED IN ADVANCE.
***ADVANCE PRICING IS VALID UP TO 5 BUSINESS DAYS PRIOR TO START OF EVENT.**
***BILLS MUST BE PAID BEFORE THE START OF THE SHOW.**

We accept All Major Credit Cards. Payment made out to ERMCO.

Credit Card Number: _____
Billing Address: _____
Street _____
City, State, Postal Code _____
Printed Name: _____
Customer Signature: _____

Expiration Date: _____
CVV2 Code: _____
Amount: _____
Date Signed: _____
Email: _____
To send billing receipt if needed



Wireless must be purchased ON-SITE at time of event.

When you are ON-SITE at the Indiana State Fairgrounds & Event Center

Event_Wireless



1. Access the Wireless Portal via QR code or by manually connecting to **Event_Wireless**. (If the portal does not load or pull up on your device, use a phone, tablet, or laptop to complete the purchase. After payment, call **317-927-7655** with your account name for manual device setup.)
2. Create an account and select the desired connectivity option.
3. Payment is by credit card only and must be completed on-site.
4. Service begins immediately after purchase.

To purchase Wireless Connectivity for all devices you will need to connect to the Wireless Portal (on-site) and purchase using your credit card.

 WIRELESS PRICING (Pricing is per device)	1	2-5	6-24
	Single Day Pass	Consecutive Day Pass	Consecutive Day Pass
5 Mb <i>Light use (web, email, social media, credit card processing)</i>	\$50	\$100	\$175
10 Mb <i>HD streaming, advanced browsing</i>	\$75	\$175	\$300
20 Mb <i>Advanced HD streaming, video, gaming</i>	\$150	\$300	\$450

Additional Information:

- Multiple devices can be added during purchase.
- Prices apply to consecutive days and cannot be split, refunded, or transferred.
- For more than 10 devices under one account, email Events@indianastatefair.com.
- For hardline internet, see the separate order form (must be ordered before the event).
- For Wireless Support please call – 317-927-7655

Requests, Questions, & Custom Orders: Events@indianastatefair.com



CUSTOMER AND EVENT INFORMATION

EVENT INFORMATION

Event/Show Name:

Booth Name:

Booth #:

On-Site Contact Name:

On-Site Cell Number:

COMPANY BILLING INFORMATION

Company Name:

Company Address:

City, State, Zip

Email Address:



DATE NEEDED BY:

INTERNET OPTIONS



Shared Internet

Recommended for light use
and/or general web browsing.

QTY

Internet - 10 Mb - \$800

Internet - 50 Mb - \$1,600

External Routers/Switches - PROHIBITED



Dedicated Internet

Recommended for HD streaming
& advanced web browsing.

QTY

Internet - 10 Mb - \$1800

Internet - 50 Mb - \$2,600

External Routers/Switches - ALLOWED

Need customized services? Please contact us for a quote.

(Examples: Public IP address, half gig connection, building to building internal network extensions)

Orders must be placed at least 3 business days prior to the event start date.

Orders received after this deadline will incur a \$500 expedite fee.

PHONE & PRINTER RENTAL



VOIP Phone - \$330

QTY

Includes phone with direct line with or without voicemail during the event. Can also include internal phone to phone dialing.



Printer Rental - \$400

QTY

Konica Multi-Function Business Printer

Can use for Copies, Direct Print or Network Printing. Network printing must have Wi-Fi or Hardline connectivity purchased for device you are printing from. Does not include paper.

PAYMENT IN FULL IS REQUIRED PRIOR TO THE EVENT

We accept all Major Credit Cards

TOTAL \$

CUSTOMER SIGNATURE: _____ **DATE:** _____

I hereby acknowledge the above listed on-site authorized contact is permitted to make onsite changes to my order. I also acknowledge any change to my order could result in the credit card on file being charged. Upon execution of this document the Customer hereby authorizes Indiana State Fairgrounds & Event Center to provide services as requested herein, is authorized to request such services, and acknowledges full and complete understanding of the Terms and Conditions. Terms and Conditions can be found at www.indianastatefair.com/InternetT&C

Requests, Questions, & Custom Orders: Events@indianastatefair.com

Wireless Internet Pricing: See separate wireless Internet order form - Wi-Fi purchased on-site thru the wireless portal.