



ATLANTIC CITY CONVENTION CENTER
ATLANTIC CITY, NEW JERSEY
FEBRUARY 28 - MARCH 3, 2024

6575 Delilah Road P: 609-485-2421
PO Box 3000 F: 609-485-2392
Pleasantville, NJ 08232
WWW.VISTACS.COM

BOOTH PACKAGE

NMMA will provide the following Booth Package

Booth Exhibitors (any exhibit space 80-599 sq. ft.)

The *NMMA* will provide the following Booth Package:

- 8' high backdrape - Charcoal/Silver
- 36" high draped side rails - Charcoal
- (1) 7" x 44" ID Sign
- (1) 6' silver draped table
- (2) side chairs
- drayage/30 days warehousing

The above is per contracted space, not 10' x 10' area.

Additional equipment, furnishings and labor are available through Vista at published rates.

Submit orders with payment to: orders@vistacs.com before deadline date!

All Exhibitors

Exhibitors, this year can choose to carpet their display. Exhibitors can bring their own carpet, however; labor to install/remove carpet *must* be performed by VISTA Convention Services unless your space size is a 10'x10', 10'x20' or 20'x20'. Carpet may be ordered through VISTA Convention Services which includes labor to install/remove carpet and protective visqueen. See Carpet Order Form to order carpet.

AISLE CARPET COLOR: TUXEDO BLACK



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PAYMENT & CREDIT CARD AUTHORIZATION FORM

Please complete the information requested & return payment in full with this form and your orders. You may choose to pay by credit card, check or bank wire transfer, however; **WE REQUIRE YOUR CREDIT CARD AUTHORIZATION TO BE ON FILE WITH VISTA CONVENTION SERVICES.** For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred as a result of show site orders placed by your representative for this event.

Standard Booth Furnishings & Accessories	\$	_____
Custom Furnishings.....	\$	_____
Carpet/Carpet Padding	\$	_____
VCS Modular Rental Unit.....	\$	_____
Fabric Backwall Display Rental.....	\$	_____
Showcases	\$	_____
Custom Signs	\$	_____
Forklift Labor.....	\$	_____
I & D Labor.....	\$	_____
Sign Hanging Labor	\$	_____
Monthly Long Term Storage.....	\$	_____
Priority Empty Container Return.....	\$	_____
Estimated Material Handling.....	\$	_____
	SUB TOTAL	\$ _____
	*ADD 6.625% NJ SALES TAX	\$ _____
	NET AMOUNT DUE VISTA	\$ _____

** Note: All Services are Taxable in the State of NJ.*

INDICATE PAYMENT METHOD:

Check # _____ Dated _____ Amount \$ _____

Charge to: MasterCard VISA American Express

Account #

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Expiration Date

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

CVV

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Cardholder's Name _____

Cardholder's Address _____ (Print or Type) City _____ State _____ Zip _____

Signature _____

ALL ORDERS SUBJECT TO LIMITS OF LIABILITY.

Company Name _____ Booth # _____

Street Address _____ Phone # _____

City _____ State _____ Zip _____

Ordered by (Print or Type) _____ E-Mail _____

Signature _____

Submit order with payment to: orders@vistacs.com before deadline date!



Exhibitors are encouraged to use our, safe and secure, online ordering website to place orders and provide credit card information.

To log in, click the link below.

[Online Ordering](#)

Existing Users

If you have previously placed orders with us, enter your login name (your email address previously provided) and your password. If you have forgotten your password, press "Forgot Password" in the box to receive a new temporary password.

New Users

Contact us for a username and password so you can begin ordering your exhibit booth needs.

If you have any questions, please contact (609) 485-2421 or orders@vistacs.com





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PAYMENT POLICIES

- Orders received without full payment or credit card information will **NOT** be processed.
- A credit card on file is **required** when using Vista Convention Services
- All charges **must** be paid prior to close of show.
- For your convenience, we accept the following methods of payment: cash, checks and money orders drawn on U.S. banks in U.S. funds, and credit cards including VISA, MasterCard and American Express.
- Purchase Orders are not considered payment, therefore, a check or credit card is required.

WIRE TRANSFER

- Bank information call Vista Convention Services (609) 485-2421 or e-mail: dvenezia@vistacs.com
- Wire transfers must be initiated and confirmed at least two weeks before move-in.
- Wire transfers must include the show name, company name and booth number.
- Due to various processing fees we incur from banks clearing wire transfers into our accounts, Vista will charge the following fees:
 - ⇒ **Domestic incoming wire transfer fee: \$25.00**
 - ⇒ **International incoming wire transfer fee: \$35.00**

CANCELLATIONS & ADJUSTMENTS

- Items cancelled before the deadline date will be refunded at 50%, **unless otherwise noted on Order Form.**
NO REFUNDS AFTER DEADLINE DATE.
- **NO** adjustments will be made after close of the show.

TAX EXEMPTION

- If tax exempt, a copy of your tax exempt certificate **MUST** accompany your order. This is **NOT** a resale certificate.
- **NO** adjustments for tax exempt status will be made after close of the show.

THIRD PARTY PAYMENT BILLING

- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment of invoice (s) by the third party prior to the last day of the show, charges will revert back to the exhibitor.

MISCELLANEOUS

- **NO** telephone orders accepted
- Rental items not ordered, yet found in booths, are invoiced at "**Standard**" pricing.
- All prices are in U.S. dollars (\$).
- All rental items are subject to applicable taxes.
- All rental items remain the property of Vista Convention Services.