



Helgerson
With The Image Resources Group

2900 S. Hydraulic
Wichita, KS 67216
316-943-1851
EMAIL: info@henryhelgerson.com

BOOTH # _____
Century II Convention Center
Wichita, KS

FREIGHT HANDLING ORDER FORM & FORK LIFT RENTAL

THE HENRY HELGERSON COMPANY HAS BEEN SELECTED AS DRAYAGE CONTRACTOR FOR THIS SHOW

1. Mail, fax or email this form and your advance payment to the address or fax number noted above as soon as possible.
2. **SEE BELOW FOR WAREHOUSE AND DIRECT TO SHOW SITE SHIPPING ADDRESSES.**
3. **All shipments must be sent pre-paid. COLLECT SHIPMENTS WILL BE REFUSED!**
4. The rate of \$68.00 per 100 pounds includes storage up to 20 days and delivery to the show site.
5. Henry Helgerson Company will receive freight at:

ADVANCED SHIPPING WAREHOUSE ADDRESS:

To: (NAME OF EXHIBITOR & BOOTH NUMBER)

For: (NAME OF SHOW C/O HENRY HELGERSON CO)

2900 S. HYDRAULIC, WICHITA, KS 67216

ADVANCED FREIGHT TO WAREHOUSE MUST BE

RECEIVED NO LATER THAN: **NOVEMBER 12, 2025**

INBOUND SHIPPING INFO – PRIOR TO EXHIBIT: (CHECK ONE) _____ TO WAREHOUSE _____ TO SHOW SITE

SHIPPED VIA: _____ PRO # _____

DATE SHIPPED: _____ ESTIMATED DATE OF ARRIVAL: _____

FORK LIFT REQUIRED FOR LOADING/UNLOADING? YES: _____ NO: _____ ADD \$150.00 PER EACH UNLOAD/RELOAD

OF CRATES: _____ # OF DISPLAY CASES: _____ # OF CARTONS: _____ # OF SKIDS: _____

TOTAL # PIECES: _____ TOTAL WEIGHT: _____ X \$68.00/100 lbs. = _____ TOTAL COST

OUTBOUND SHIPPING INFO – AT CLOSE OF EXHIBIT

SHIP TO: _____ FREIGHT COMPANY: _____

ATTENTION: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

Surcharges may apply for multiple item shipments. Henry Helgerson Company cannot be held responsible for unattended or non-prearranged freight left on the show floor. **ALL FREIGHT CHARGES WILL BE PAID BY THE VENDOR.**

HENRY HELGERSON WILL NOT BE RESPONSIBLE FOR ANY FREIGHT CHARGES AND WILL NOT ACCEPT COD FREIGHT

Credit card fees will be applied to all invoices. If the invoice is paid with a check or an electronic bank transfer, the fee will be deducted from the invoice total.

NAME OF CARDHOLDER: _____ EXPIRATION DATE: _____ SECURITY CODE: _____

CARD NUMBER: _____ SUBTOTAL FREIGHT CHARGES: \$ _____

CARDHOLDER SIGNATURE: _____ 7.5% SALES TAX: \$ _____ TOTAL DUE: \$ _____

CARDHOLDER PHONE NUMBER: _____ CHECK ENCLOSED: \$ _____

PAYMENT IN FULL, INCLUDING APPLICABLE SALES TAX, MUST ACCOMPANY YOUR ORDER

NAME OF EVENT: **Kansas Agribusiness Expo 2025** BOOTH: _____

COMPANY NAME: _____ EMAIL: _____

ORDERED BY: _____ PHONE: _____



CONVENTIONS TRADE SHOWS FLAGS & FLAG POLES

2900 S. Hydraulic Wichita, KS 67216
316-943-1851
Email: info@henryhelgerson.com

**RENTAL
ORDER
FORM**

Company Name: _____
Street Address: _____
City: _____ State: _____
Ordered by: _____ Email: _____

Booth: _____
Phone: _____
Zip Code: _____ PO# _____

Following rental prices are for the duration of the show, and include delivery and removal.

Description	Standard Price	Discount Price*	Qty.	Total Price	COLOR
DISPLAY TABLES - Draped 3 Sides					
24"W x 30"H x 4'L	\$38.40	\$32.65			
24"W x 30"H x 6'L	\$43.20	\$36.70			
24"W x 30"H x 8'L	\$57.60	\$49.00			
30"W x 30"H x 8'L	\$57.60	\$49.00			
DISPLAY TABLES (42"Counter Height)-Draped					
24"W x 42"H x 4'L	\$54.00	\$46.00			COLOR
24"W x 42"H x 6'L	\$61.20	\$52.00			
24"W x 42"H x 8'L	\$67.20	\$57.10			
30"W x 42"H x 8'L	\$67.20	\$57.10			
DISPLAY TABLES - Undraped					
24"W x 30"H x 4'L	\$22.80	\$19.35			
24"W x 30"H x 6'L	\$25.20	\$21.40			
24"W x 30"H x 8'L	\$36.00	\$30.60			
30"W x 30"H x 8'L	\$37.20	\$31.60			
SPECIAL DRAPING (additional draping above contracted amount)					
3' high per foot	\$6.00	\$5.10			COLOR
8' high per foot	\$8.40	\$7.15			
BOOTH CARPETING					
10' x 10'	\$120.00	\$102.00			
10' x 20'	\$240.00	\$204.00			
10' x 30'	\$360.00	\$306.00			
10' x 40'	\$480.00	\$408.00			
Carpet padding 1/2 the Price of Carpet Ordered					
Set-up Labor: (Available upon request)					
EXPO FURNISHINGS					
42" High Cocktail Table	\$24.00	\$20.40			
42" High Cocktail Table w/tablecloth	\$43.20	\$36.70			
Plastic Side Chair	\$14.40	\$12.25			
Padded Chair	\$26.40	\$22.45			
High Stool with Back	\$26.40	\$22.45			
Floor Easel	\$16.80	\$14.25			
Wastebasket	\$10.80	\$9.20			

SHOW COLORS: BLUE & SILVER

**KANSAS AGRIBUSINESS
EXPO 2025**

Century II Convention Center
Wichita, KS
November 19-20, 2025

Draping Colors:

Black Plum
Blue Red
Burgundy Silver
Gold White
Green

Carpet Colors:

Black
Blue
Gray
Green
Red

CLEANING: Includes vacuuming carpet and emptying wastebaskets prior to show opening (after booth setup). Cleaning prior to opening of each day of the show is also available.

****NOTE**:** orders **MUST BE** received and **PAID FOR** at least **THREE (3)** working days prior to the show opening to receive the discount price.

PAYMENT: **Payment in full of rental charges, including applicable tax, must accompany your advanced order to qualify for the discounted prices.

[] Check enclosed
[] Credit card payment

Card Number: _____
Name on Card: _____
Card Expiration Date: _____
Security Code on Card: _____ Billing Zip: _____
Signature: _____

SUB-TOTAL \$ _____
SALES TAX 7.5% \$ _____
TOTAL DUE \$ _____

CREDIT CARD INFORMATION IS DISCARDED AFTER PAYMENT IS PROCESSED. INVOICES WILL INCUR A 3% FEE IF PAID WITH A CREDIT CARD.
RECEIPT WILL BE EMAILED AFTER THE PAYMENT IS PROCESSED.