



Art Craft Display, Inc.

3140 Three Mile Rd. NW · Grand Rapids, MI 49534 · (616)791 8024 · (800)292 2033 · Fax (616)791 8154
www.artcraftdisplay.com

Re: AQS QuiltWeek
August 17-20, 2022
DeVos Place, Grand Rapids, MI

Dear Exhibitor,

Art Craft Display, Inc. has been selected by your Show Management to serve as the official exposition service contractor for this event.

1. The following items are included as part of the booth fees paid to show management.
Provided by Art Craft Display:
 - Exhibit booth draping with 8' high backs and 8' high sides
 - One (1) 2' wide x 8' covered and skirted table
 - Two (2) chairs
 - One (1) wastebasket
 - One (1) 7"x44" booth ID Sign
2. Exhibitor Information is available on our website for download or online ordering, if you require additional items that are not listed above, or if you do not have internet access, Art Craft Display can fax or mail the kit to you by calling (616) 791-8024.

Go to the following website:

www.artcraftdisplay.com

On the Home Page, click on: "Exhibitor Kit"

Enter Event Code: 318462

TO QUALITY FOR ADVANCE RATES: YOUR ORDERS WITH PAYMENT MUST BE RECEIVED BY US BY AUGUST 3, 2022.

We accept checks, American Express, MasterCard and Visa. *Orders placed with declined or invalid credit card number will be billed at "floor order rates."* If there are any questions on billing, they must be settled at the service desk prior to the closing day of the show.

Freight must be shipped to the address on the provided labels (**which is show site**) and be received by 4:00pm on Friday, August 12, 2022. (**Freight will be accepted thirty (30) days prior to your move-in with no additional storage fee.**)

The show schedule is as follows:

Exhibitor move-in: Monday, August 15, 12–6pm and Tuesday, August 16, 8am–6pm

Show hours are Wednesday, Thursday, Friday, August 17–19, from 9am–5pm, and Saturday, August 20, from 9am–4pm

Exhibitor move-out: Saturday, August 20, from 4:00–11:59pm

Electric, telecommunication services & audio-visual are provided by DeVos Place. Please complete the online form at: <https://www.devosplace.org/p/visit/exhibitor-forms>. If you have questions about your order, call DeVos Place Finance Department: **(616) 742-6534**

Please contact us at 616.791.8024 if you need any further information.
Yours for better show service, Art Craft Display