

# 2025 Great Rockies Sportshow | Billings, Montana

Booths do not include tables and chairs | Exhibit Hall Floor: Cement

**Booth Size: 10w x10d**

**Standard Pipe & Drape booth structure**

*Single booth is 10x10 ; double 20x10; triple 30x10, quad/4pack 40x10....etc*

5 Booths or more are bulk/island space and include up to two sections of 8'h x 10' pipe & drape to hang items on. Additional upon request.

**Rental Items & Furnishings**

**Discount Deadline: Equipment & Services must be ordered on or before January 8:**

tables, tall counters, chairs, tall chairs, bistros, booth carpet, racks, bannerpipe, TV', Materials Handling

**Please review the Order Form for a complete list of available items.**

All items are delivered and setup by K&J in your booth, prior to setup.

Orders received January 9 or later are subject to availability and not guaranteed.

Orders received January 9 or later will be charged an additional 25%

*Gallery Photos of our equipment is online at [www.kjconventions.com/catalog](http://www.kjconventions.com/catalog)*

**K&J Convention Services, LLC**

**The Exclusive Exhibit Service Contractor for The 2025 Great Rockies Sportshow**

**Email: [stacey@kjconventions.com](mailto:stacey@kjconventions.com) Fax: 406-458-3265**

**Phone: 406-442-3238**

**OUR SHOW SCHEDULE KEEPS US OUT OF THE OFFICE FREQUENTLY.  
FOR BEST SERVICE PLEASE EMAIL US**

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Electricity: Utilities are not managed by K&J. Electrical, internet and telephone (etc) must be ordered directly from Bill at Great Rockies Sportshow as part of your exhibit contract. Utility service provided and managed by MetraPark.

Shipping: If you need to ship to the show, contact MetraPark directly. 406-256-2400

If you need K&J to provide materials handling inquire via email ([stacey@kjconventions.com](mailto:stacey@kjconventions.com))

**Order (and Pay) on or before January 8!**

PRICES LISTED ON THIS FORM ARE DISCOUNT PRICING AND WILL INCREASE ON January 9

# 2025 Montana Great Rockies Sportshow

ORDER FORM & CREDIT CARD AUTHORIZATION

QTY		Price	Total
	Booth Carpet + PAD	PRICE LISTED IS PER EACH BOOTH SPACE DAILY VACUUM NOT INCLUDED	\$125.00
	Booth Carpet Only (no Pad)		\$ 85.00
Choose Carpet Color <input type="checkbox"/> BlueJay <input type="checkbox"/> Pepper <input type="checkbox"/> Red <input type="checkbox"/> Gray <input type="checkbox"/> Black <input type="checkbox"/> Blue <small>default show color Limited Availablity</small>			
	+ ADD SKIRTED Table	<input type="checkbox"/> 4'L <input type="checkbox"/> 6'L <input type="checkbox"/> 8'L	\$47.00
	+ ADD SKIRTED COUNTER	<input type="checkbox"/> 4'L <input type="checkbox"/> 6'L <input type="checkbox"/> 8'L	\$52.00
Skirt Color <input type="checkbox"/> BLACK <input type="checkbox"/> SILVER <input type="checkbox"/> BLUE <input type="checkbox"/> RED <input type="checkbox"/> GREEN <input type="checkbox"/> WINE <input type="checkbox"/> GOLD/YELLOW <input type="checkbox"/> Seafoam TEAL			
<b>K&amp;J DOES NOT RENT SKIRTS OR COVERS A LA CARTE FOR EXHIBITOR'S PERSONAL TABLES OR NON-KJ TABLES</b>			
	Plain-NoSkirt" Table	<input type="checkbox"/> 4'L <input type="checkbox"/> 6'L <input type="checkbox"/> 8'L customer provides cover	\$30.00
	Plain-NoSkirt" COUNTER	<input type="checkbox"/> 4'L <input type="checkbox"/> 6'L <input type="checkbox"/> 8'L	\$35.00
	Tall ROUND Bistro Table	42"H x 32"Round/Black Spandex	\$35.00
	Bar-Height TALL Chair	with back and padded seat	\$25.00
	Padded Arm Chair	Standard Height, padded back and seat	\$25.00
	Standard Chair		\$5.00
	Racks	<input type="checkbox"/> Rolling Coat/Garment <input type="checkbox"/> Straight Arm <input type="checkbox"/> Waterfall Arm	\$35.00
	Black Gridwall	# _____ 2'W x 6'T # _____ 2'W x 8'T	\$30.00
	Literature Rack - FreeStanding	(6 POCKET)	\$45.00
	Small Wastebasket	(2 Liners) (self-serve trash removal)	\$10.00
	Tabletop Riser	10"x10" Sits on TOP of Table <input type="checkbox"/> 4'L <input type="checkbox"/> 6'L <input type="checkbox"/> 8'L	\$20.00
	Flatscreen TV (Smart/USB/HDMI)	<input type="checkbox"/> 32" @ \$200 <input type="checkbox"/> 40" @ \$250	
	Tall BarePipe (to hang banners above your booth)	2 Uprights   1 Crossbar Each Section 12'Hx10'W	\$30.00
	Tall Drape (Privacy Panel/Changing Area within booth)	2 Uprights   1 Crossbar 8'H Drape 6-10'section	\$30.00
	ProPanel Display~ Charcoal	Min Order: 2 Panels HARDSIDES 38" WIDE X 7' TALL	\$4500

Electrical/Utility Service is managed by the Metra. If you need powerstrips or extension cords, contact the Metra regarding availability or bring your own. K&J does not manage electrical at this show.

**Discount Prices listed. K&J will automatically add 25% to all order forms RECEIVED @K&J or PAID January 9 or later.**

**Total**  
USD

## TABLES, CHAIRS, OTHER FURNISHINGS ARE NOT INCLUDED IN YOUR BOOTH

PLEASE PRINT Your Order Information LEGIBLY

COMPANY NAME \_\_\_\_\_

ORDERED BY & PHONE NUMBER \_\_\_\_\_

EMAIL \_\_\_\_\_

We Email Credit Card Receipts

How MANY BOOTHS Do You HAVE? 1,2,3 etc	<input type="text"/>
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## DISCOUNTS END: January 8, 2025

Orders or Payments received January 8-11 will be charged higher rates .  
Orders/Payments received January 12 or later will be charged showsite rates and availability is not guaranteed

We are frequently out of the office at shows  
**FOR BEST SERVICE, ORDER BY EMAIL OR FAX**

Email: [stacey@kjconventions.com](mailto:stacey@kjconventions.com)  
Fax: 406-458-3265 | Phone: 406-442-3238  
**Payment Due at Time of Order. We do not Invoice.**

FOR SECURITY, K&J CAN NO LONGER CALL YOU FOR CREDIT CARD INFORMATION

CREDIT CARD NUMBER \_\_\_\_\_

EXP: \_\_\_\_\_ CVV \_\_\_\_\_  
Month / Year 3Digit M|V|D| 4Digit-AMEX

CARDHOLDER NAME \_\_\_\_\_

BILLING ZIP/POSTAL CODE \_\_\_\_\_

KJ email is secure and end-to-end encrypted. Order submission acknowledges K&J Order/Cancellation/Refund Policy. Client authorizes K&J to keep the card information securely on file. No refund, changes or exchanges January 9 or later for any reason (even if you cancel your attendance at the show).



**K&J CONVENTION SERVICES, LLC**  
PO BOX 5234, Helena, MT 59604  
EMAIL: [stacey@kjconventions.com](mailto:stacey@kjconventions.com)

Payment Due at Time of Order. We do not Invoice.  
For Security, K&J can not telephone you to obtain credit card information

# Order Payment, Cancellation and Refund Policy

Full payment is due at time of order. Payment by check or credit card required.

**Sorry, we do not invoice or reserve equipment without advance payment**

The completed Order Form is Your PO/Invoice - we will send a receipt after processing  
Our office hours vary due to show schedules, so please email your order, or fax it in.

## CANCELLATION / REFUND POLICY:

This policy will apply to all rental orders & exhibitor services order cancellations FOR ANY REASON.  
This policy also applies to cancellations due to postponement FOR ANY REASON

<b>EXHIBITOR CANCELS -- OR -- CHANGES ORDER</b>	<b>BEFORE Discount Deadline:</b>	Refund 50% of original order amount; less 10% processing fee
	<b>AFTER Discount Deadline:</b>	All Orders are Final. No refund or Exchange Credit
	<b>At Setup or Showsite:</b>	All Orders are Final. No refund or Exchange Credit
<b>SHOW RESCHEDULED BY Producer</b>	<b>Same Calendar Year:</b>	K&J will hold your order and payment until the rescheduled date.
	<b>Different Calendar Year:</b>	Show Canceled by Producer Policy Applies
	<b>EXHIBITOR Not Attending</b>	K&J Refunds 50% of original order amount
<b>SHOW CANCELED by Producer/Government/Venue</b>	<b>BEFORE K&amp;J has Setup</b>	
	- Credit Card Orders:	K&J will refund all but 10% of order amount (\$20 min)
	- Orders Paid by Check:	K&J will refund original amount less \$10
		Check Not Cashed Yet: K&J will SHRED check. No fees
	<b>AFTER K&amp;J has Setup:</b>	Refund 50% of Order
	<b>AFTER Show has OPENED:</b>	No Refund

## Frequently Asked Questions

- **HOW DO I CANCEL MY ORDER?** All orders must be canceled in writing. You will be emailed a final receipt detailing applicable charges and/or credits or refund; or a notification that your order is not qualified for refund. . Allow up to 30 business days for refunds/credits to be processed.
- **CAN I ORDER ONSITE / WHEN I ARRIVE FOR SETUP?** Onsite Orders are subject to timing and availability. We recommend that you order in advance so you are not disappointed. **All items ordered in advance will be given priority at setup.** Onsite/last minute orders are subject to delivery delay/setup schedules and you may have to wait longer for final delivery.

## ALL ORDERS ARE FINAL ON January 9, 2025

- No refund for cancellation (for any reason) January 9 or later except as provided in our policy (above).
- No refund or exchange credit if you *change your mind* about your order January 9 or later.
- No refund or exchange credit if you change your mind when you get to the show; or if you end up not using an item you ordered.
- All items/services ordered are delivered to your booth by K&J. If your order/something is not in your booth when you arrive for setup, you must check in at the **K&J Exhibit Service Desk prior to starting setup..**
- K&J is not responsible for delay at setup if exhibitors scheduled to move in ahead of you do not vacate the space to allow us to do our job in a timely and efficient manner. Show management tries to keep things moving, but sometimes it is out of all of our control.

By submitting an order to K&J for booth furnishings, services or equipment, customer agrees to the payment and refund terms