



REQUEST A QUOTE - Trade Shows

"Anything you want, we've got it - Anywhere you go, we're on it. Triumph!"

SECTION 1 - GENERAL INFORMATION

Today's Date Date Quote is required

Company Name Event Name

Event Schedule: Provide as much information as possible, day date, time, etc.

Contractor/Decorator Setup Exhibitor Setup

Exhibits Open Exhibitor Teardown Contractor/Decorator Move-Out

Include any other scheduling information that may affect the bid - registration set up, general sessions, break-out sessions, poster sessions, changeovers etc. This is very important if your other set-up dismantle dates and times are different from that of the exhibit hall.

Facility Name & Location

SECTION 2 - EXHIBITOR AND BOOTH INFO

Please describe your exhibitors and what they will be displaying or selling at the event:

Projected Number of booths Booth Size

Exhibit Booth Equipment
Please select what you will be providing to your exhibitors

Draped Table Two Chairs ID Sign Wastebasket Electrical Outlet
Booth Carpet Other (please describe)

In addition to booth plans, do you require meeting space, general session, or stage set floor plans? Will Triumph be applying for the Fire Marshal - Public Assembly permits?

Floor Plan Requirements
Please select all the requirements that apply to your floorplan

Aisle Carpet Aisle Signs Carpeted Facility Custom Graphics
Other

Registration Area Requirements

Please specify any registration requirements your trade show may have

Entrance Unit(s) Requirements

Please check all that apply

I require entrance unit(s)

My entrance unit(s) are custom

My entrance unit(s) are standard

My entrance unit(s) need graphics

Other

Entrance Unit Location:

Additional Signage Requirements:

Notes or Additional Information:

SECTION 3 - ADDITIONAL EVENT INFO (GENERAL SESSION, MEETINGS, STAGE SETS, ETC.):

Please list any additional equipment or services required with as much detail as possible. We suggest reviewing the previous year's invoice as a guideline. Since most shows change at least somewhat each year, include additional areas that may not have been utilized the previous year.

SECTION 4 - EVENT HISTORY & SHOW ORGANIZER INFORMATION

Event History - Please describe how many years this event has taken place, where it has been held, and who attends the event:

Please provide Triumph with the Show Organizer contact information for a Triumph Sales Executive to direct any questions and final proposal too.

Name

Title

Address

City

State

Zip

Phone & Fax#

E-mail

Website

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