

Diamond Rental Payment Policy

23rd Annual Elko Mining Expo
Elko Convention Center
June 2-6, 2008

PAYMENT FOR SERVICES

Diamond requires payment in full at the time services are ordered. Diamond also requires a credit card authorization with your order. This will be used to charge your account for services not covered by your initial payment, such as freight handling. Your order **will not** be processed without it.

DISCOUNT PRICING

To qualify for the advanced prices, orders must be received by the deadline date noted at the top of the order form along with payment. Orders that come in without payment will not be processed and may not qualify for discounted prices.

METHOD OF PAYMENT

Diamond accepts MasterCard, Visa, American Express, Discover Card and company checks. Purchase orders are not considered payment. All payments must be made in U.S. funds and drawn on a U.S. bank. There will be a \$25.00 fee for any returned check. All credit card orders are charged at the time the order is processed, unless accompanied by a check. In which case the credit card is placed in the exhibitors file and only used for any charges over and above the amount of the check, as in freight handling.

TAX EXEMPT

If you are tax exempt in the state of Nevada, you must provide a sales tax exemption certificate. This certificate must be received by Diamond by the discount deadline, otherwise, tax will appear on your invoice.

ADJUSTMENTS AND CANCELLATIONS

Adjustments to your invoice must be made before the close of the show. Most items, services and labor are subject to cancellation fees. Please refer to the order form for details. Your invoice will be delivered to your booth prior to the last day of the show. If you have any additional labor or other items added after the invoice is delivered, a second invoice will be provided and mailed to the address you supply on the order form.

RETURN TO: Diamond Convention Services
 Attention: Jim LeClaire
 4518 S. 500 W.
 Salt Lake City, UT 84123
 801-262-2080
 801-281-4654 (fax)