



EVENT TECHNOLOGIES

A Freeman Company



Exhibitor Order Form

Customer Information

Company Name: _____

Conference Attending: _____ Booth # _____

E-Mail Address: _____

Telephone: (____) _____

Fax: (____) _____

| Equipment | Qty | Daily Rate | | Days Needed | Total |
|--|-----|------------|----------|-------------|-------|
| | | Advanced | On Site | | |
| Internet Connection | | \$30.00 | \$50.00 | | \$ |
| Laptop Computer | | \$150.00 | \$200.00 | | \$ |
| 42" LED Monitor (with stand and speakers) | | \$250.00 | \$300.00 | | \$ |
| 55" LED Monitor (with stand and speakers) | | \$350.00 | \$400.00 | | \$ |
| Standard Power – Exhibit Booth (Extension Cord & Power Strip) | | \$50.00 | \$75.00 | | \$ |
| Premium Power – Large Equipment (60 Amp Power Box) | | \$150.00 | \$200.00 | | \$ |
| Misc: | | | | | |

Other equipment available upon request

| Delivery Information | Rental Totals |
|-----------------------------------|---|
| Onsite Contact: _____ | Equipment Total 1. \$ _____ |
| Delivery Date: ____ / ____ / ____ | Service Charge (20% of line 1) 2. \$ _____ |
| Delivery Time: _____ : | Subtotal (sum of line 1 & 2) 3. \$ _____ |
| Pickup Date: ____ / ____ / ____ | Equipment Tax (7% of line 3) 4. \$ _____ |
| Pickup Time: _____ : | TOTAL DUE 5. \$ _____ |

Method of Payment (No Checks, Please)

Card Number _____ Expires: _____

Card Holders Name _____

Billing Address _____

Signature _____

Amex Visa Mastercard Discover

For further information and services please contact the Production Coordinator at
 p: (228) 386.7692 | f: (228) 386.7395 | e: Beaurivage@Encore-us.com

Failure to fill out this form in its entirety will result in delay of services.

Tax Exempt Status – Please forward an exemption certificate for the state in which the services are to be provided.
 Cancellations: To guarantee equipment availability and advanced rate, this order should reach us 14 days prior to delivery.
 A) Cancellation of equipment ordered must be received 48 hours prior to delivery date to avoid a minimum one day charge.
 B) If services have already been provided at the time of cancellation 100% of original charges will be applied.