

Exhibitor Services Form

Meeting Name: _____

Company Name: _____ Booth # _____

Contact Name: _____

Contact Address: _____

Contact Email: _____

Contact Phone # _____ Fax # _____

Install Date / Time: _____ # of Days _____

Service Guide and Pricing

Please mark the quantity for those services you require. Advance notice is required to most effectively service your needs. Please note that services ordered less than two weeks prior to the installation date require a 50% premium fee.

Technology Services / Pricing	Quantity Needed	2 weeks out (advance) pricing	Less than 2 weeks out		TOTAL
Simple Wi-Fi up to 3Mbps		\$21.00	\$31.50	per day	\$0.00
Superior Wi-Fi - Up to 5Mbps		\$32.00	\$48.00	per day	\$0.00
Simple Wired Internet - Up to 3Mbps		\$220.00	\$300.00	per day	\$0.00
Superior Wired Internet - Up to 5Mbps		\$265.00	\$360.00	per day	\$0.00
24" Desktop Monitor		\$230.00	\$345.00	per day	\$0.00
Monitor - 55"		\$700.00	\$802.50	per day	\$0.00
Monitor - 70"		\$1,295.00	\$1,942.50	per day	\$0.00
Engineering Services					TOTAL
Extension Cord - 3 outlet		\$40.00	\$60.00	one time charge	\$0.00
Power Strip (includes extension cord)		\$50.00	\$70.00	one time charge	\$0.00
20 amp circuit (includes extension cord)		\$120.00	\$180.00	one time charge	\$0.00
200 amp 208 volt three phase		\$985.00	\$1,477.50	one time charge	\$0.00
Engineer Labor (Banners, Lift Operation, Etc.)		\$125.00	\$187.50	per hour	\$0.00
Package Handling Services Per Package - Package pricing will be verified upon receiving.					
	Quantity	TOTAL		Quantity	TOTAL
0-5 Pounds \$6.00		\$0.00	51+ Pounds \$30.00		\$0.00
6-20 Pounds \$12.00		\$0.00	Pallets \$90.00		\$0.00
21-50 Pounds \$18.00		\$0.00	Crates \$90.00		\$0.00

Payment for all services will be processed the week of the event.

AV and Engineering Sub Total \$0.00
Sales tax (8%) \$0.00
Package Handling Fee \$0.00
Total \$0.00

Administrative Use Only

Date Received: _____	Estimated Total Amount: _____	Date Charged: _____
Price Scale: _____ Adv/ Prem _____		Folio # _____