

EXHIBIT SERVICES

RSCExhibits@encoreglobal.com

(407) 259-7965

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS	
COMPANY NAME	ON-SITE CONTACT NAME & NUMBER			BOOTH NUMBER	
BILLING ADDRESS		CITY	STATE OR PROVINCE	POSTAL CODE	COUNTRY
ORDERD BY	EMAIL		PHONE		

A service charge of 26% and 6.5% sales tax will be applied to all orders. Labor charges at a rate of **\$170/hr** will also be applied.

POWER – 120 VOLT	QUANTITY	SUBTOTAL
5 AMP (500 WATTS)		\$130
10 AMP (1000 WATTS)		\$190
20 AMP (2000 WATTS)		\$300
25' EXTENSION CORD		\$34
POWER STRIP (6 OUTLETS)		\$34

VIDEO EQUIPMENT	QUANTITY	SUBTOTAL
AV Orders must be placed prior to 48 hours before the event.		
24" MONITOR (TABLETOP ONLY) *		\$240
32" MONITOR (TABLETOP OPTIONAL)*		\$300
55" MONITOR *		\$850
70" MONITOR *		\$1,320
72" MONITOR FLOOR STAND <small>(only available as add-on equipment for monitors rented from Encore)</small>		\$90

* All monitors listed on this form are not capable of supporting a USB flash drive plugged directly into the screen to display images/videos. You will have to connect a computer in order to properly display your content. However, you may rent a device from Encore that helps provide this functionality, please talk to an Encore representative about possible options.

RIGGING REQUESTS

If rigging is required, please use the following link to request approval.

<https://www.encoreglobal.com/rigging-portal/>

There is a minimum of two and a half (2.5) hours labor charge for all Specialty Services, Custom Installations, 208 Volt Services, Island Booths, and any drops that are not in the back center of your booth. A one (1) hour reset fee will apply after lines have been placed. Diagram with measurements for each power drop is required. Final labor charge will be determined after completion.

If You Are Experiencing Technical Difficulties On-Site
Please Contact Encore At 407-259-7965 or 407-616-3511

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COMPANY/BOOTH NAME			BOOTH #	
CREDIT CARD NUMBER			EXPIRATION DATE	
BILLING ADDRESS	CITY	STATE	ZIP CODE	
CARDHOLDER'S NAME		PHONE NUMBER		
EMAIL ADDRESS (FOR RECEIPT)				

I, (please print) _____, certify the above information to be true and correct to the best of my knowledge. As the cardholder, I am authorizing the above credit card account to be charged for the attached order. As well as any additional amounts incurred as a result of all show site changes ordered by myself or my representatives and/or place my card on file for Security Deposit purposes in the event of payment default, cancelation fees or damages/losses owed per Encore Terms and Conditions/Exhibit Regulations and General Information.

Signature: _____ Date: _____