

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 **\$187.00** will also be applied.

EventNow Package POWER – 120 VOLT	QUANTITY	SUBTOTAL
5 AMP (500 WATTS)		\$140
10 AMP (1000 WATTS)		\$200
20 AMP (2000 WATTS)		\$310
Additional: 25' EXTENSION CORD		\$31
Additional: POWER STRIP (6 OUTLETS)		\$26

VIDEO EQUIPMENT	QUANTITY	SUBTOTAL
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AV Orders must be placed prior to 48 hours before the event.

24" MONITOR (TABLETOP ONLY) *		\$240
32" MONITOR (TABLETOP OPTIONAL)*		\$525
55" MONITOR *		\$935
70" MONITOR *		\$1,515
72" MONITOR FLOOR STAND <small>(only available as add-on equipment for monitors rented from Encore)</small>		\$95

* 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 407-259-7966 or 407-616-3511

Signature: _____

Date: _____