



SHOW INFORMATION

ASC 2008 Fall Convention

Shepard Exposition Services
2801 W. Patapsco Avenue
Baltimore, MD 21230

Marriott Baltimore Waterfront Hotel
Baltimore, Maryland
October 13, 2008
Event Code: A181631008

Phone: **(443) 709-0502** International Phone: **+001 (443) 709-0502**

E-mail: **pdashiell@shepardes.com** Fax: **(443) 709-0508** **Discount Order Deadline: September 29, 2008**

To learn all you need to know about the show, please review the entire kit.
Dates are subject to change if the show schedule shifts after kit printing.

Booth equipment, per exhibitor, includes:

- 8'H Backwall Drape; 3'H Sidewall Drape
- (1) 7"x44" Cardstock Company ID Sign
- (1) 6'L x 30"H x 24"W Skirted Table - White
- (2) Side Chairs
- (1) Wastebasket

The exhibit facility is carpeted in a multi-color scheme.
Show color(s) chosen for:

Aisle Carpet: Facility is carpeted.
Pipe & Drape: Plum & Red

Important Dates:

| | | | |
|---|----------------|---------------------------|--------------------------|
| Exhibitor-appointed Contractor Deadline Date: | Monday, | September 29, 2008 | |
| Discount price deadline for all Shepard orders received with payment: | Monday, | September 29, 2008 | |
| Last day for warehouse deliveries without a surcharge: | Friday, | October 3, 2008 | |
| First day freight can arrive at the show facility: | Monday, | October 13, 2008 | 1:00 PM |
| Exhibitor move-in and installation: | Monday, | October 13, 2008 | 1:00 PM - 3:30 PM |
| Show days for attendees to view exhibits: | Monday, | October 13, 2008 | 4:00 PM - 7:00 PM |
| Exhibitor dismantling and move-out: | Monday, | October 13, 2008 | 7:00 PM - 9:00 PM |
| Outbound Freight will be re-routed: | Monday, | October 13, 2008 | 9:00 PM |

Shipping Addresses:

Advance Shipments to the Warehouse:

(Company Name, Booth #)
ASC 2008 Fall Convention
c/o Shepard Exposition Services
2801 W. Patapasco Ave., Ste. C
Baltimore, MD 21230
443-709-0502

Direct Shipments to Convention Center:

c/o Shepard Exposition Services
(Company Name, Booth #)
ASC 2008 Fall Convention
Marriott Baltimore Waterfront Hotel
700 Aliceanna St.
Baltimore, MD 21202

**ALL UTILITY AND ANCILLARY FORMS SHOULD BE FAXED TO NUMBER INDICATED ON FORM.
PLEASE DO NOT SEND UTILITY OR ANCILLARY FORMS TO SHEPARD.**

Visit Shepard on-line:
Visit Shepard at the hotel!

www.shepardes.com
Service desk open:

Show Code: **A181631008**
October 13, 2008



PAYMENT AUTHORIZATION & POLICIES

ASC 2008 Fall Convention

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Please complete the information requested below and return this form with your orders. You may choose to pay by credit card, check payable to Shepard Exposition Services, or bank wire transfer. However, we require your credit card authorization to be on file before we process your order(s) for service. We will use this authorization to charge your credit card account for any additional amounts incurred as a result of show site orders placed by your representative to include material handling charges for shipments received on your company's behalf and any unpaid balance due for Shepard services. **Credits will be issued at showsite only.**

CREDIT CARD AUTHORIZATION

Check Wire Please charge my (check one): MasterCard Visa American Express

Account Number: _____ Exp. Date: _____ Verification Code: _____

Cardholder's Name: _____

Billing Address: _____

Authorized Signature: _____ Print Name: _____

PAYMENT POLICY INFORMATION

Discount Orders: Orders must be received by the discount order deadline date printed on each form, accompanied by payment, to qualify for discount pricing. You may pay by credit card, check, or bank wire; however, a credit card authorization must be on file with Shepard. Purchase orders do not qualify for discount prices. **Phone orders not accepted.**

Show Site Orders: Services ordered at show site will require full payment at the time the order is placed. Purchase orders may not be used in lieu of payment. Floor prices will apply to all show site orders. Floor orders are limited to availability.

Freight Shipping/Rigging/I&D Labor: If you will be shipping to our warehouse or show site, ordering installation/dismantling labor or rigging labor, you MUST complete the payment authorization on page and send it to Shepard.

Invoices: Prior to close of show, an invoice will be prepared and delivered to your booth for your review. Credits will be issued at show site only. If you have any questions, or want to pay your invoice by check or cash, please see our customer service representatives at the service desk on site.

Charges: All charges, regardless of amount, must be paid in full by cash, check or credit card. If credit card method is used, please ensure that the card limits are high enough to cover your expected charges.

Past Due Accounts: The buyer understands that there will be a 1 1/2% monthly (18% per year) finance charge on past due accounts and agrees to pay all costs incurred by Shepard Exposition Services while endeavoring to collect this account.

Outbound Services: All outbound services will be processed on your credit card. A copy of the receipt and invoice will be mailed within 10 days of the close of the show.

International Customers: International customers must pay for all services in U.S. funds. A \$50 service charge will be added for processing checks or wire transfers drawn on foreign banks.

Tax Exempt Status: If you are tax exempt in the state where the show is held, a copy of the certificate must accompany your order.

Rental Responsibility: All materials are on a rental basis and shall remain the property of Shepard. The customer shall be held financially responsible for any damage to Shepard equipment used by the customer.

Price Quotes: Prices quoted are for the duration of the show and include installation, rental, and removal, except where indicated.

Default Colors: If skirting and carpet colors are not selected, show colors will prevail.

Exchanges and Cancellations: Onsite exchanges and cancellations in orders will be assessed a 100% pick-up fee.



ADDITIONAL FURNISHINGS & SERVICES

Shepard Exposition Services
 2801 W. Patapsco Avenue
 Baltimore, MD 21230

Phone: (443) 709-0502 International Phone: +001 (443) 709-0502

E-mail: pdashiell@shepardes.com Fax: (443) 709-0508 Discount Order Deadline: September 29, 2008

ASC 2008 Fall Convention
 Marriott Baltimore Waterfront Hotel
 Baltimore, Maryland
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Company Name _____ Booth Number _____

Company Address _____

City _____ State _____ Zip _____

Contact Person _____ Phone _____

Authorized Signature _____ Fax _____

Signature also indicates you read and accept the Payment Policy and submitted a Payment Authorization Form.

Skirted Tables (30"-standard height, 42"-counter height)

| | Qty. | Color | Size | Discount Price | Regular Price | Total | |
|--------------|------------|-------------|-------------------|----------------|---------------|-----------------|------------|
| 50042 | | | 4'x30" | 116.50 | 151.50 | \$ | |
| 50043 | | | 4'x42" | 128.75 | 167.50 | \$ | |
| 50046 | | | 6'x30" | 136.00 | 176.75 | \$ | |
| 50047 | | | 6'x42" | 168.25 | 218.75 | \$ | |
| 50050 | | | 8'x30" | 168.25 | 218.75 | \$ | |
| 50051 | | | 8'x42" | 193.75 | 252.00 | \$ | |
| 50052 | | | 30"H, 4th side | 62.00 | 80.50 | \$ | |
| 50171 | | | 42"H, 4th side | 62.00 | 80.50 | \$ | |
| White | #03 | Gold | #04 | Black | #06 | Burgundy | #07 |
| Grey | #10 | Red | #01 | Green | #02 | Blue | #05 |
| Teal | #13 | | | | | | |

Please note: Tables are skirted on three sides. If you need the 4th side skirted, please order "4th side".

Chairs & Accessories

| | Qty. | Description | Discount Price | Regular Price | Total |
|-------|------|---------------------|----------------|---------------|-------|
| 50020 | | Uph. side chair | 57.75 | 75.00 | \$ |
| 50024 | | Pad stool w/back | 63.00 | 82.00 | \$ |
| 50032 | | Ped. table 30"H | 207.50 | 269.75 | \$ |
| 51089 | | Ped. table 42"H | 253.50 | 329.50 | \$ |
| 50093 | | Spiral garment rack | 130.25 | 169.25 | \$ |
| 50175 | | Bag rack | 130.25 | 169.25 | \$ |
| 50094 | | Floor easel | 34.00 | 44.25 | \$ |
| 50245 | | Literature rack | 181.50 | 236.00 | \$ |

Material Handling Services

| Weight | Description | Price | Total |
|---|---|-------------------|------------------|
| Direct Shipments to Showsite (per CWT) | | | |
| | \$100.00 | \$150.00 | \$130.00 |
| | Crated | Uncrated | Special Handling |
| | 35030 | 35043 | 35038 |
| Advance Shipments to Warehouse (per CWT) | | | |
| | \$104.00 | \$135.25 | |
| | Crated | Special Handling | |
| | 35010 | 35036 | |
| Pieces | *Specialized Carrier Shipment (per Package Rate) | | |
| | \$52.00 | \$104.00 | |
| | Each carton | Min. per shipment | |
| | 35048 | 35045 | |

Rates are based on 100 lbs with a 200 lb minimum

Other Material Handling charges may apply.
 Please review Material Handling Information page.

*Specialized Carrier - packages under 50 lbs. arriving without a bill of lading from the carrier.

I & D Labor Services

| Code | Description | Price | Total |
|------|--|--------|-------|
| ST | Monday - Friday, 8:00 AM - 5:00 PM | 72.00 | \$ |
| OT | Monday - Friday, 5:00 PM - Midnight and Saturday, 8:00 AM - Midnight | 108.00 | \$ |
| DT | All other hours and all Holidays | 144.00 | \$ |

Other products and services are available. Please call customer service for any additional services you may need.

Please fill out the Payment Authorization Form.
 No services will be processed without 100% payment received.
 In order to receive advance pricing, order must be received by advance deadline date w/payment.

| | |
|-----------|----|
| Subtotal | \$ |
| 6.00% Tax | \$ |
| Total | \$ |



MATERIAL HANDLING INFORMATION

ASC 2008 Fall Convention

October 13, 2008

SPECIAL HANDLING 35036

The standard material handling applies to shipments that can be readily handled off or onto a truck using a conventional forklift or pallet jack equipment without rehandling. A special handling charge applies if your shipment requires extra labor for stacking or unstacking containers on a truck (cubic loading), tarping or untarping freight or containers, or rigging pieces for loading or unloading on a truck or from the ground, or other circumstances requiring the rehandling of materials. The charge shall be 30% (or as stated on M-6) of the applicable material handling rate in effect at the time of delivery. The one-time charge covers services both in and out of the show, and shall be described on the shipping documents for review.

OVERTIME 35301

Based on show move-in or move-out schedule and/or late driver check-in, an overtime **surcharge of 30%** per occurrence applies to shipments handled at show site during overtime hours. This may include Shepard's opportunity for delivery of advance warehouse shipments into the exhibit hall. Any overtime charges will be invoiced at show site and are subject to change pending move-in/move-out schedules. Handling times will be documented on shipping documents. Drivers picking up outbound shipments will be sequenced for loading ONLY after a bill of lading is submitted to the Shepard Service Desk AND the driver has checked in.

LATE SHIPMENTS 35003

Shipments not arriving within the published dates (see M-6) to advance warehouse or arriving on show site after show opening, incur a 25% surcharge.

Advance warehouse shipments must arrive by: **October 3, 2008**

LOOSE AND UNCRATED SHIPMENTS 35043

An additional charge of 50% (or as stated on M-6) of the applicable material handling charge at the time of delivery shall be charged for all loose, uncrated, or unprotected shipments received at the show site docks. The charge is a one-time charge that includes both move-in and move-out of the show, and is based on the weight of the shipment handled.

OFF-TARGET DELIVERIES 35004

For targeted shows (exhibitors who received an "Early Move-In Notice"), late shipments incur a 15% surcharge for equipment/manpower on hand to unload at the arranged time.

PADDED VAN DELIVERIES 35041

A padded van surcharge applies to van line carriers that transport freight at cubic displacement rates, operate a non-standard dock height equipment, require freight on the truck to be unloaded in a specific order or orientation, or require that freight on the truck be moved to unload the actual delivery.

Additional cwt. Charge \$ 8.00 35041

MARSHALING YARD 35250

Where Shepard Exposition Services as the show contractor must lease space for marshaling yard operations because no space is provided by the facility, Shepard may charge a maximum charge of \$20.00 per shipment processed through the marshaling yard.

REWEIGHING OF SHIPMENTS 35282

An additional charge of \$25 per forklift load will be charged for shipments that have to be reweighed at the dock due to the lack of a certified weight ticket, or an incorrect or understated weight on a delivery document.

EMPTY CRATE STORAGE 35105

A charge of **\$10.00 per crate, carton or skid** (\$40.00 minimum) applies when Shepard handles the storage and return of empties from a shipment not received by Shepard and therefore not subject to material handling charges.

ENVELOPE DELIVERIES DURING SHOW 35007

During show hours at the show facility, a **\$10.50 charge** applies to receiving and delivering envelope packages to your booth.

SECURED OR ACCESSIBLE STORAGE

Secured Storage materials in storage will be returned to your booth at the close of the show. Only Shepard personnel have access to secured storage. A minimum one-hour material handler charge at show rates will apply each time material is handled to or from storage. There is no charge to return materials to your booth at the close of the show. Secured storage rates are eighty cents (\$0.80) per square foot per day (\$20.00 minimum). Accessible storage will be accessible during the show, but not necessarily by exhibitors. When Shepard personnel are required to move materials into or out of storage, there will be a minimum one-hour material handling labor charge each time material is moved. There will be no charge to return material to the booth at the close of the show.

WAREHOUSE STORAGE

Shipments arriving at the warehouse more than 30 days ahead incur storage fees. Transportation of freight to the warehouse after the show at the exhibitor's request incurs "return to warehouse" (RTW) fees and storage fees.

| | | |
|--|--|-------|
| Return to Warehouse Service Fee | \$20.00 per cwt. (min. charge \$400.00) | 35005 |
| Storage per month | \$10.00 per cwt. (min. charge \$100.00) | 35006 |

MOBILE SPOTTING FEE (Vehicles operated on the exhibit hall floor)

Vehicles operated by exhibitors may be allowed on the exhibit hall floor for loading or unloading, if Shepard determines such activity to be operationally feasible and safe. All vehicles operated on the exhibit hall floor must be escorted by Shepard personnel. In such cases, a MOBILE SPOTTING FEE will be charged. Please refer to mobile spotting form included in this kit. If mobile spotting fee form is not included, the rate will be based on a one hour labor charge per occurrence at the prevailing show rate (refer to Labor Order form).



Exposition Rules

Booth Rental Charges

The Adhesive and Sealant Council 2008 Fall Exposition will be held in Ballrooms D and E at the Baltimore Marriott Waterfront Hotel on Monday, October 13 from 4:00 p.m.-7:00 p.m. Each rental space is 8' deep x 10' wide. Drapery colors are plum and red. The booth rental price is \$790 for ASC members and \$1290 for non-members for each 8 deep x 10 wide space.

Qualifications for Exhibits

This exposition is intended for all suppliers, manufacturers, and service providers for the adhesive and sealant industry. Exhibitors cannot share booth space, chairs, tables, or easels.

Booth Height and Construction Restrictions

(a) Standard booths measure 8' deep x 10' wide with exposure on one side, but all are warranted to be approximate. Product samples or equipment, scale models, and literature are appropriate. Free-standing floor displays and a poster are also permitted as well as battery-powered and lighted displays, exhibits, computer demonstrations and videos.

(b) Free-standing floor displays cannot exceed 8' in height; table-top displays cannot exceed 5' in height. Side rails must not exceed 36" to prevent any obstructions that would interfere with the view of other booths. Exhibitors needing to use equipment that conflicts with the aforementioned regulations must submit a sketch to ASC.

(c) No balloons or other helium-inflated items are allowed.

(d) All materials within the exhibit booth area including, but not limited to, actual display units, decorative items, furnishings, fabrics, flooring, etc., must meet and comply with all national, local, and facility fire, electrical, plumbing, safety, and hazardous material codes. Proper written certification must be available for viewing at the request of The Adhesive and Sealant Council, Inc. Any item(s) that do not comply are subject to immediate correction/removal at the discretion of The Adhesive and Sealant Council, Inc. and at the exhibitor's expense.

(e) Carpeting –Ballrooms D and E at the Baltimore Marriott Waterfront Hotel is carpeted.

(f) The Adhesive and Sealant Council, Inc. retains sole discretion and authority in the placement, arrangement, and appearance of all displays.

Basic Booth Rental Fee

Includes:

- One (1) 8' deep x 10' wide space rental
- Booth with pipe and drape; 8' back wall; 3' side rails
- One (1) 7" x 44" ID sign with company's name, city, and state
- One (1) 6' skirted table with two side chairs and wastebasket
- Two (2) complimentary Exhibit-Only personnel. Any additional Exhibit-Only personnel must pay \$150 each.

ASC 2008 Fall Convention and Expo Marketing

The Adhesive and Sealant Council, Inc. maintains an online listing of exhibiting companies along with contact information, hyperlink and/or company logo and a 50-word booth description. Your company will be listed soon after receipt of your company logo and 50-word booth description.

If you forgo the opportunity to be listed online, ASC still requires a 50-word booth description for the 2008 Fall Final Program to be submitted no later than Friday, August 22, 2008. If your booth description is not received by August 22, ASC will use the previous description on record for your company. If we do not have a description on record, your company description will **not** be included in the Final Program.

*** Payment Terms**

- (a) Exhibit rental fee is to be submitted, in full, along with the Exhibit Booth Contract.
- (b) All payments must be made through a U.S. bank draft payable to "The Adhesive and Sealant Council, Inc." or by credit card (VISA, MasterCard, and American Express accepted).
- (c) Purchase orders will not be recognized as an acceptance of the Exhibit Booth Contract.

Cancellation

No refunds will be granted if cancellation is received after September 12, 2008.

Additional Services

Audio or video equipment and other services can be provided at extra cost. For these services, please refer to your exhibitor service kit.

Participation

Acceptance of participation and exhibits will be at the sole discretion of The Adhesive and Sealant Council, Inc.

Allocation of Space

(a) Booth space is assigned on a first-come, first-serve basis. ASC will provide the requested space only after receipt of the completed exhibit booth contract along with full payment.

(b) No claim or objection from any exhibitor shall be entertained regarding rejection of application or allotment of space.

Possession of Space

Possession of space will be given on October 13 at 1:00 p.m. Display arrangements must be ready by 3:30 p.m. on Monday, October 13 (doors open at 4:00 p.m.). Exhibiting firms using independent contractors to install and dismantle their displays must give notification of the company to the official decorator, Shepard Exposition Services.

Booth Tear Down

Booths must be dismantled, packed, and ready to ship by 9:00 p.m. on Monday, October 13. If not, the exhibitor may be required to pay a penalty and the official show decorator will have the right to remove the exhibits/materials, etc. at exhibitor's risk and cost.

Insurance

The exhibiting firm agrees to carry insurance for a single limit of not less than one (1) million dollars for its employees, agents, contractors, representatives and invitees present at the exhibit in the following category: Broad Form General Liability. The exhibiting firm will insure the exhibit and display materials against loss, damage, theft, fire or any cause whatsoever. Exhibitor will also obtain third party insurance coverage for construction period, exhibition period, and dismantling period.

Entry/Exit for Exhibitor

Entry of exhibitor representatives will be on the basis of exhibitor badges issued by The Adhesive and Sealant Council, Inc.

Liability and Indemnification

Neither The Adhesive and Sealant Council, Inc. nor the management of the site shall be liable for damage, loss, or destruction of the exhibits by reason of fire, theft, accident, or other destructive causes, and each exhibitor shall rent exhibit space at their sole risk. Neither The Adhesive and Sealant Council, Inc. nor the management of the site nor any of their employees, agents, or servants will be accountable or liable for accidents to exhibitor, their employees, agents, or servants. The exhibitor shall be liable to The Adhesive and Sealant Council, Inc. and/or the site for any damage done to the building and/or the furniture and fixtures contained therein which shall occur through the acts or omissions of the exhibitor, its employees, agents, or servants. The exhibitor agrees to indemnify, save harmless, and defend The Adhesive and Sealant Council, Inc. against any liability, claim, or expense resulting from any injury or damage to any person or property which occurs within the exhibitor's exhibit space or as the result of any act or omission of the exhibitor, its employees, agents, or servants.

The Adhesive and Sealant Council, Inc. is not liable for any lost, misdirected, mislabeled, or rejected shipments for materials shipped prior to exposition and on day of exposition. Should there be any problems shipping, exhibitors should contact ASC staff immediately.

The Adhesive and Sealant Council, Inc. is not liable for any unpaid exhibitor fees for services related to the Exposition (A/V, phone, etc.).

Exhibitor Services

Arrangements will be made to maintain in or near the exhibit area an exhibitor service desk staffed by Shepard Exposition Services. throughout the exhibit installation, operation and dismantling periods. The service desk will be open during move-in and move-out show hours, unless otherwise designated.

An exhibitor service kit will be sent to each exhibiting company after booth space has been confirmed and the exhibitor receives a booth confirmation notice from The Adhesive and Sealant Council, Inc. The kit contains forms and rates of the various services offered by the official contractors; included are drayage, audio/visual, booth furnishings, labor, electrical, water and telephone hookup. If you have any questions regarding your service kit, contact Shepard Exposition Services at (443) 709-0502.

General

(a) Space allotted to the approved exhibitor is to be used exclusively by exhibitor for display as approved by The Adhesive and Sealant Council, Inc. Subletting of allotted space is not permitted. Violation of this clause may lead to cancellation of space allotted and forfeiting of space rental fee paid to The Adhesive and Sealant Council, Inc.

(b) Exhibitor must abide by the rules of the Baltimore Marriott Waterfront Hotel and The Adhesive and Sealant Council, Inc. Failure to comply with these rules could result in your booth being closed down in order to avoid any conflict with the local law, regulations, or any undesirable situation.

(c) In the event of postponement/abandonment/cancellation of the exposition, or in case of exhibits not being displayed due to any reason beyond the control of The Adhesive and Sealant Council, Inc., ASC shall not be liable for any loss or liability.

(d) No noisy or obstructive work will be permitted during exhibit hours.

(e) The decision of The Adhesive and Sealant Council, Inc. shall be final and binding on the exhibitor as regards to the interpretation of these rules and regulations.

(f) Disputes, if any, arising out of participation in this exposition shall be referred to an arbitrator whose decision shall be final and binding on both parties in a location suitable to both parties.

(g) Booths must be staffed by personnel who are qualified to discuss details of the display. Competitors' products may not be displayed, referenced, or otherwise employed for comparative purposes.

- (h) Distribution of literature or samples shall be limited to the exhibitor's booth.
- (i) Exhibitor shall not schedule, foster, or conduct outside activities, which would take qualified attendees from the exposition during exhibit hours.
- (j) Activities cannot result in excessive obstruction of aisles or prevent ready access to nearby exhibitors' booths.
- (k) The assembling of attendees in any meeting room, hotel suite, or special function room by any exhibitor or organization for business, social and other purposes is prohibited without the consent of The Adhesive and Sealant Council, Inc.
- (l) Music is not permitted in exhibitors' booths.
- (m) Exhibitors cannot offer liquor, food, or entertainment without the written consent of The Adhesive and Sealant Council, Inc.

CONTACT INFO
VOICE: 410-895-1895
FAX: 410-895-1959



OFFICE USE ONLY
AVEO#
PMS#

BALTIMORE WATERFRONT PLEASE PRINT LEGIBLY

2008 EVENT EQUIPMENT ORDER FORM

| COMPUTER | | QTY | TOTAL | INFORMATION | | |
|---|-----------|-----|-------|--|-------------------|-----|
| Desktop PC w/windows/OfficeXP | \$ 180.00 | | | EVENT NAME | | |
| Laptop PC w/Windows/Office XP | \$ 180.00 | | | | | |
| Laser Printer | \$ 110.00 | | | COMPANY | | |
| | | | | | | |
| A/V | | QTY | TOTAL | ADDRESS | | |
| 6' Brass Easel | \$ 5.00 | | | | | |
| Flipchart | \$ 50.00 | | | | | |
| 27" TV/DVD Package | \$ 200.00 | | | | | |
| LCD Projector - Small Meeting Room | \$ 360.00 | | | CITY | | |
| LCD Accessory Package | \$ 75.00 | | | STATE | COUNTRY | ZIP |
| DVD Player | \$ 80.00 | | | | | |
| 19" Flat Panel Monitor | \$ 150.00 | | | FAX # | | |
| 5' - 6' Tripod Screen | \$ 65.00 | | | | | |
| 42" Plasma Monitor | \$ 550.00 | | | PHONE # | | |
| Wired Microphone | \$ 65.00 | | | | | |
| 4-6 Channel Mixer | \$ 65.00 | | | MOBILE # | | |
| Wireless Microphone | \$ 175.00 | | | | | |
| JBL 10" Powered Speaker | \$ 75.00 | | | EMAIL | | |
| Other: | | | | | | |
| INTERNET | | QTY | TOTAL | REPRESENTATIVE'S NAME | | |
| High Speed Internet-CAT5 per PC | \$ 150.00 | | | | | |
| High Speed Internet-Wireless per PC | \$ 150.00 | | | | | |
| TELEPHONE | | QTY | TOTAL | ON SITE CONTACT | | |
| House Phone (calls within hotel only) | \$ - | | | | | |
| Local/Long Distance (Dial 9-no incoming) | \$ 75.00 | | | ROOM | BOOTH | |
| Direct-In-Dial (own phone #) | \$ 100.00 | | | | | |
| RIGGING | | QTY | TOTAL | SETUP DATE | ACTUAL SHOW DATES | |
| Rig Points (per ceiling point) | \$ 250.00 | | | | | |
| ELECTRICAL | | QTY | TOTAL | ADDITIONAL INSTRUCTIONS | | |
| 20 Amp / 110 Volt / Dedicated Circuit | \$ 100.00 | | | | | |
| 100 Amp / 208 Volt / 3 Phase | \$ 400.00 | | | | | |
| What will you be utilizing the electrical for? | | | | | | |
| SUB TOTAL | | | \$ | PAYMENT BY CHECK | | |
| HOTEL SERVICE CHARGE 22% | | | x 22% | Please mail checks to the address posted below. Payments by check MUST be received 10 days prior to installation. | | |
| SUB TOTAL | | | \$ | 700 Aliceanna Street Baltimore Maryland 21202 Attention Event Technology Department | | |
| NUMBER OF DAYS NEEDED | | | x | PAYMENT BY CREDIT CARD | | |
| SUB TOTAL | | | \$ | CREDIT CARD NUMBER PLEASE PRINT LEGIBLY | | |
| Sales Tax 6% | | | x 6% | TYPE | | |
| GRAND TOTAL | | | \$ | EXP DATE | | |
| <p>ALL CHARGES ARE ON A PER DAY BASIS A 6% State Tax & 22% Service Charge which includes set-up and teardown will be applied to all orders. All cancellations require 72 hour notice or full rental charges will apply. Credit or payment MUST be established before installation. ** .75 charge per local call. Long Distance rates apply plus 55%.</p> <p>All fees current as of DECEMBER 2007</p> | | | | CARDHOLDERS NAME | | |
| | | | | SIGNATURE | | |