



EXHIBITOR SERVICE ORDER FORM

800 Wabash Avenue
 Terre Haute, IN 47807
www.TerreHauteCC.com

info@TerreHauteCC.com

ELECTRICAL

Event:	Company Name:		
Event Dates:	Mailing Address:		
Exhibit Location/Booth:	City:	State:	Zip:
Ordered By:	Phone:	Fax:	
On-Site Contact:	E-mail:		

EQUIPMENT	QTY	14 DAY ADV PRICE	REG PRICE	TAX	TOTAL	24 HR POWER
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ADVANCED PRICING IS VALID WITH FULL PAYMENT RECEIVED 14 CALENDAR DAYS PRIOR TO EVENT MOVE IN.

120 V-SINGLE PHASE 20 AMPS (1920 WATTS)		\$ 90	\$ 115	N/A		Y or N
POWER STRIP		\$ 10	\$ 15	x 7%		Y or N
6' EXTENSION CORD		\$ 10	\$ 15	x 7%		Y or N
10' EXTENSION CORD		\$ 12	\$ 16	x 7%		Y or N
CABLE RAMP (36"x5")		\$ 15	\$ 20	x 7%		Y or N
GAFF TAPE (1 ROLL)		\$ 25	\$ 30	x 7%		Y or N
24 HOUR POWER = TOTAL PRICE OF OUTLETS _____ X .5				N/A		

Service may not be available day of event.
Be sure to pre order your services.

*If hard wiring of your item is required, additional charges may apply.

PAYMENT INFORMATION		Please make checks payable to: Terre Haute Convention Center
Credit Card Type:	Credit Card Number:	
Expiration Date:	Security Code: (Last 3 on back of card or 4 digits on front of Amex.)	
Name on card: (Please Print)		
Signature	Date	
Billing Address:		
City:	State:	Zip:

CANCELLATION POLICY

If cancellation occurs before installation and more than 6 days prior to the first scheduled move-in day: 90% REFUND.
 If cancellation occurs before installation but 6 days or less prior to the first scheduled move-in day: 75% REFUND.
 If cancellation occurs after installation or after the start of the first scheduled move-in day: NO REFUND.

All terms, conditions, and rates on this form are subject to change at any time without notice.

TOTAL

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