

ENCORE VENUE/NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME	ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER	
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

Advanced rates are available if order is placed 14 days or more before show opening.

Email completed form to the Encore Representative listed above.

Once this request form is submitted, an Encore Representative will contact you for an official order review and signature.

A service charge of 23% and 6.625% sales tax will be applied to all orders. Labor charges may also be applied.

POWER – 120 VOLT	QUANTITY	ADVANCED RATE	REGULAR RATE
5 AMP (500 WATTS)		\$50	\$85
10 AMP (1000 WATTS)		\$170	\$245
20 AMP (2000 WATTS)		\$230	\$330
25' EXTENSION CORD		\$32	\$32
POWER STRIP (6 OUTLETS)		\$32	\$32
POWER – 208 VOLT	QUANTITY	ADVANCED RATE	REGULAR RATE
208V SINGLE PHASE – 20 AMP		\$380	\$535
208V SINGLE PHASE – 60 AMP		\$635	\$910
208V THREE PHASE – 30 AMP		\$690	\$985
208V THREE PHASE – 100 AMP		\$1,185	\$1,700
VIDEO EQUIPMENT	QUANTITY	DAY RATE	SHOW RATE
32" MONITOR TABLETOP		\$225	\$550
46" MONITOR		\$445	\$890
55" MONITOR		\$610	\$1220
MONITOR FLOOR STAND		\$60	\$120
INTERNET	QUANTITY	ADVANCED RATE	REGULAR RATE
BASIC WIRELESS (3MBPS)		\$70	\$90
WIRELESS PLUS (5MBPS)		\$100	\$125
ADDITIONAL WIRELESS		\$34	\$50
BASIC WIRED (3MBPS)		\$165	\$205
WIRED PLUS (5MBPS)		\$270	\$340
ENHANCED WIFI (10 DEVICES-10MBPS)		\$695	\$865

If You Are Experiencing Technical Difficulties On Site
Please Contact Encore At 609-674-1479

EXHIBITOR SERVICES ORDER REQUEST

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.

BOOTH DIAGRAM

ORGANIZATION NAME	ROOM/EXHIBIT BOOTH NO.
SHOW NAME	SHOW DATES

Internet

Please indicate on the grid the location for your internet drop (s) using "W" to signify a wired internet drop. If no location is indicated, the internet drop will be placed in the middle of the booth.

Rigging

If rigging is required, please contact Encore at 609-674-1479.

Power

Please indicate on the grid the location of your power drop(s) using exact measurements and how many amps each power drop should have (e.g. 15A). If no location is indicated, the power drop will be placed in the middle back of the booth. There is a minimum labor charge for hook-up and dismantle for all non-standard locations, multiple outlet locations, island booths and 208V services.

Adjacent Booth No. _____

Adjacent Booth No. _____

Adjacent Booth No. _____

Adjacent Booth No. _____