



Hilton

BALTIMORE



AUDIOVISUAL EXHIBITOR SERVICES

ELECTRICAL ORDER FOR ENC EXHIBIT BOOTHS

Form with fields for NAME OF CONFERENCE (ENC (exhibit booth)), START DATE (n/a), END DATE (n/a), # EVENT DAYS (n/a), COMPANY NAME, ORDER BY CONTACT NAME, ROOM NAME / EXHIBIT BOOTH #, STREET ADDRESS, CITY & STATE, ZIP CODE, BUSINESS TELEPHONE NUMBER, DELIVERY / SET UP DATE (n/a), DELIVERY TIME (n/a), EMAIL ADDRESS, TEARDOWN / PICKUP DATE (n/a), PICKUP TIME (n/a), and ONSITE EXHIBIT CONTACT.

* PRICING IS PER DAY * PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION

For special requests or additional needs please call: (443) 683-8558 Email completed form to: HiltonBaltimoreExhibits@psav.com

* PRICES ARE FOR EXHIBIT FLOOR ONLY* ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.

Table with columns: VIDEO/DATA DISPLAY, QTY, PRICE, ACCESSORIES, QTY, PRICE, MONITORS, QTY, PRICE. Includes items like LCD Projector, PC Laptop Computer, 8' Tripod Screen, 42"-54" Rolling Cart, 24" LED Monitor, 46" Monitor, 55" Monitor, 70" Monitor.

Table with columns: POWER, QTY, PRICE. Includes items like 120V - 5 AMP, 120V - 20 AMP, 208V Single Phase - 60 AMP, 208V Three Phase - 100 AMP, 25' AC Cable, Power Strip. Includes note: **PLEASE NOTE : ALL ELECTRICAL ORDERS ARE SUBJECT TO A \$110 SET UP /TEAR DOWN FEE*

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery. Operator labor, if requested, is subject to the prevailing hourly rate with a 5 hour minimum. An electronic receipt will be emailed to you. The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental. TAX EXEMPT STATUS - If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

SPECIAL REQUESTS Please add any items not listed above that you require.

Blank lines for special requests.

CANCELLATIONS: A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax. B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

Labor and/or service charges may apply, and/or loss damage waiver.

**FOR ENC EXHIBIT BOOTHS: 1 single 120V - 5 AMP power (basically a plug) is total cost \$353.50. We will drop the power, if ordered, at the rear of your exhibit booth.

TO ORDER power for your ENC Exhibit Booth, complete top of this form We have pre-filled 1 to indicate single power drop (plug). You may bring your own extension cord and power strip. These are also available for rental from PSAV. Charges shown above are daily.

The \$353.50 charge for exhibit booth power is \$115 set-up/removal, 3-day rental (\$75/day),and \$15.50 tax.

For Hospitality Suites If you need special power in your suite, please contact Alexis Wilkins, Tel. 443-683-8556 AWilkins@PSAV.com





EXHIBITOR SERVICES

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

Power for exhibit booths will be placed at rear wall of your booth unless you specify something different below.

BOOTH DIAGRAM

ORGANIZATION NAME	ROOM/EXHIBIT BOOTH NO.
SHOW NAME ENC	SHOW DATES ENC, n/a

Internet

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

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.

SEND THIS COMPLETED 2-PAGE FORM TO hiltonbaltimoreexhibits@psav.com

Adjacent Booth No. _____

A = Audio/Visual

I = Internet

P = Power

Adjacent Booth No. _____

Adjacent Booth No. _____

Adjacent Booth No. _____