

Wyndham Orlando Resort Exhibitor Order Form



RETURN COMPLETED FORMS TO: kathy.busque@avmediainc.com

QUESTIONS CALL: (407) 355-3637

Conference Name: ABHE Annual Meeting		
Delivery Date & Time:	Pickup Date & Time:	
Company Name:	Your Name:	
On-Site Contact:	Booth #:	
Phone No:	Email:	
Billing Address:		

Electrical Services	Rate	# of Days	Qty	Total
Power Drop (5 amps) *Basic Power	\$140.00			\$0.00
Power Drop (10 amps)	\$170.00			\$0.00
Power Drop (20 amps)	\$210.00			\$0.00
A/C Power Strip	\$15.00			\$0.00
25' A/C Extension Cord	\$15.00			\$0.00
				Subtotal:
				Tax (6.5%):
				TOTAL 1:

Power drops are a one time charge for the duration of the event. Price listed include labor for install/removal.

Communications/Internet	Rate	# of Days	Qty	Total
DID Phone Line (Additional charges will apply for phone usage)	\$100.00			\$0.00
Polycom Speaker Phone (Includes DID Phone Line)	\$300.00			\$0.00
Hard-Wired Internet Line	\$100.00			\$0.00
Wireless Internet Connection (One connection required per device)	\$20.00			\$0.00
				Subtotal:
				Tax (6.5%):
				TOTAL 2:

Telephone and Data Lines are on a first come first serve basis and are billed per day. To guarantee lines, please include payment with your order.

Audio Visual Equipment	Rate	# of Days	Qty	Total
Laptop Computer	\$250.00			\$0.00
42" LCD Monitor	\$450.00			\$0.00
50" Plasma Monitor	\$600.00			\$0.00
60" Plasma Monitor	\$875.00			\$0.00
				Subtotal:
				Tax (6.5%):
				TOTAL 3:

All rental equipment is billed per day. Additional equipment available upon request.

Banner Hanging	Rate	# of Days	Qty	Total
Banner hung on wall or P&D hardware (up to 10' banner)	\$100.00	1		\$0.00
				Subtotal:
				Tax (6.5%):
				TOTAL 4:

Additional charges apply for oversized banners or banners hung from ceiling

GRAND TOTAL:	TOTAL 1	TOTAL 2	TOTAL 3	TOTAL 4		
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	PAYMENT ADDRESS:
Terms: Customer agrees to pay in full for lost, stolen, or damaged equipment. Prices are valid for booth events only. Basic Power is minimum requirement for any booth requiring electrical service. Exhibit requests must be paid in full before equipment delivery.						Wyndham Orlando Resort
						8001 International Drive Orlando, Florida 32819

Payment: ☐ Credit Card (By signing below you are authorizing the Hotel to bill your credit card)

Card Holder Name: _____

Card Number: _____ Card Type: _____

Expiration Date: _____ Signature: _____

Copy of the front and back of your Credit Card is required to complete your Credit Card Transaction.