



The Renaissance Glendale Hotel & Spa / Glendale Convention Center  
Exhibitor Order Form

FAX YOUR ORDER TO (480) 518-8088

Conference Name:	Company Name:
Delivery Date & Time:	Pickup Date & Time:
On-Site Contact:	Your Name:
Phone No:	Booth #:
Fax No:	Email:

Description	Rate	Qty	Total
Power Drop (5 amps)	\$75		\$0
Power Drop (10 amps)	\$100		\$0
Power Drop (15 amps)	\$150		\$0
Power Drop (20 amp Dedicated Circuit)	\$200		\$0
Class 8 Phone Line Dial 9, Local, Long Distance, International	\$100		\$0
DID Phone Line Dial 9, with a Direct Dial-In Number	\$350		\$0

Subtotal: \$0

**POWER DROPS AND PHONE LINES ARE A ONE TIME CHARGE FOR THE DURATION OF THE EVENT.**

Service Charge (22%): \$0.00

\* Plus charges for actual calls made

Tax (8.5%): \$0.00

Telephone and Data Lines are on a first come first serve basis.

**TOTAL 1:** \$0.00

To guarantee lines, please include payment with your order.

Description	Rate	# of Days	Qty	Total
Telephone Handset	\$25			\$0
Polycom Speaker Phone	\$150			\$0
Renaissance Shared High Speed Internet (1st Computer)	\$500			\$0
Renaissance Shared High Speed Internet (Add'l Computers/ea)	\$50			\$0
Computer, Laptop	\$425			\$0
Computer, Desktop	\$275			\$0
A/C Power Strip	\$10			\$0
25' A/C Extension Cord	\$10			\$0
17" SVGA Monitor	\$110			\$0
21" SVGA Monitor	\$150			\$0
17" LCD Monitor	\$150			\$0
19" LCD Monitor	\$250			\$0
42" Plasma Monitor on Stand	\$900			\$0
2600 Lumen LCD Projector	\$750			\$0
27" TV with DVD Player & Draped Cart	\$250			\$0
<b>BOXES FOR SHIPPING - Small, Medium &amp; Large</b>	\$10			\$0
Pallet	\$50			\$0
Tall Cocktail table or Bar stool	\$75			\$0

Subtotal: \$0

**Above items are billed per days of use.**

Service Charge (22%): \$0.00

*This is a partial listing. Additional items are available upon request.*

Tax (8.5%): \$0.00

**TOTAL 2:** \$0.00

**GRAND TOTAL: \$0.00**

**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.  
Orders received within 72 hours of the event are subject to a 50% surcharge.  
**Orders received on-site or day of event are subject to 75% surcharge.**  
**Cancellations of any order within 48 hours of event date will be billed at full contracted price.**

**PAYMENT ADDRESS:**

The Renaissance Glendale Hotel  
9495 W. Coyotes Blvd.  
Glendale, AZ 85305  
p: (480) 518-8050 f: (480) 518-8088

Check

Credit Card

Payment: *Please enclose check*

Card Holders Name: \_\_\_\_\_

Card Type: \_\_\_\_\_

Cardnumber: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Signature: \_\_\_\_\_