

# TELEPHONE AND ELECTRIC FORM

Event Name: \_\_\_\_\_ Event Date: \_\_\_\_\_  
 Your Company Name: \_\_\_\_\_ Booth # \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Please indicate if you would like e-mail confirmation that your order has been received

Card Type:  MasterCard  Corporate  Visa  Personal  American Express

Credit Card #

EXPIRATION DATE																			

Cardholder's Name (PRINT) \_\_\_\_\_  
 Billing Address (if different from above): \_\_\_\_\_  
 City: \_\_\_\_\_ ST: \_\_\_\_\_ Zip: \_\_\_\_\_ Tel: \_\_\_\_\_  
 Cardholders Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## telephone

\_\_\_ x Telephone Rental @ \$30 per phone ..... \$ \_\_\_\_\_  
 \_\_\_ x Phone Line @ \$90 for 1<sup>st</sup> day ..... \$ \_\_\_\_\_  
 \_\_\_ x Phone Line for \_\_\_ (#) additional days @ \$70 per day ..... \$ \_\_\_\_\_  

Sub Total \$ \_\_\_\_\_  
 NY state tax (8.375%) \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

NOTE: ALL LINES HAVE LOCAL ACCESS ONLY AND DO NOT REQUIRE DIALING "9" BEFORE THE PHONE NUMBER

## ELECTRIC

\_\_\_ x 20 amp outlet (1700 Watt /110 Volt ea.) @ \$75 per day X \_\_\_ Days ..... \$ \_\_\_\_\_  
 \_\_\_ x Extension Cord Rental (25' 3-phase) @ \$10 ..... \$ \_\_\_\_\_  

Sub Total \$ \_\_\_\_\_  
 NY state tax (8.375%) \$ \_\_\_\_\_  
 Total \$ \_\_\_\_\_

For direct tie-in to main power, tie-in/tie-out, and electrician labor fees please consult your Event Coordinator

**OVERALL TOTAL TO BE CHARGED TO CREDIT CARD** \$ \_\_\_\_\_

Fax this completed form to the Accounting Department at (212) 463 7099