

# 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       Visa       American Express  
     Corporate       Personal

**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	.....	\$	
		<b>Sub Total</b>	\$ _____
		<b>NY state tax (8.375%)</b>	\$ _____
		<b>Total</b>	\$ _____

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	.....	\$	
		<b>Sub Total</b>	\$ _____
		<b>NY state tax (8.375%)</b>	\$ _____
		<b>Total</b>	\$ _____

**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