



vendor / exhibitor service order form

event information

event name AOA Conference event date 9/27-10/6, 2009
 convention services manager Wyatt L. Strehlow booth name _____

telephone/internet

	quantity	pre-order cost	on-site cost	total
t1 high speed internet wired connection		\$ 350.00	\$ 400.00	
t1 high speed internet wireless connection		\$ 75.00	\$ 100.00	
direct dial phone line (standard hotel rates apply)		\$ 85.00	\$ 100.00	
sub-total				

electrical

	quantity	pre-order cost	on-site cost	total
0-500 watts (5 amps) (Requires powerstrip and cord)		\$ 50.00	\$ 75.00	
501 - 1000 watts (10 amps)		\$ 75.00	\$ 100.00	
1001 - 1500 watts (15 amps)		\$ 100.00	\$ 150.00	
1501 - 2000 watts (20 amps)		\$ 150.00	\$ 200.00	
sub-total				

**208 volts single phase/three phase available upon request*

power strip		\$ 15.00	\$ 15.00	
extension cord		\$ 15.00	\$ 15.00	
sub-total				

**for all other audio visual needs please contact PSAV directly at 619.610.8914*

boxes

inbound	quantity	cost	total	outbound	quantity	cost	total
0 - 5 lbs.		\$ 5.00		envelope		\$ 5.00	
6 - 20 lbs.		\$ 10.00		all boxes		\$ 10.00	
21 - 50 lbs.		\$ 15.00		crates		\$ 50.00	
over 51 lbs.		\$ 25.00		pallets		\$ 75.00	
crates		\$ 50.00		sub-total			
pallets		\$ 75.00					

**cost is per box*

sub-total

TOTAL

billing information

name _____ phone number _____
 address _____ fax number _____
 _____ e-mail _____
 city _____
 state _____ zip _____

form of payment (please circle) amex visa mastercard

credit card number _____ Expiration _____

credit card holder _____

(please print)

(signature)

**If you have any questions please contact the hotel and speak with your convention services manager*

**** PLEASE** be aware charges subject to a 21% service charge and 8.75% taxes

*****Please note all Charges are DAILY charges for power and internet**

THE WESTIN
GASLAMP QUARTER
SAN DIEGO

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