

The Hilton Columbus at Easton EXHIBIT SERVICE ORDER FORM



Conference Name:	MAHO Expo 2017	Meeting Room:	Easton Ballroom
Exhibit Date(s):	Sunday, July 23, 2017	Set Up Date:	Saturday, July 22, 2017
Set Up Time:	Sat. 9:00 – 5:00 pm or (Sun. 8:00-10:00 am)	Tear Down Date:	Sunday, July 23, 2017
Tear Down Time:	Sun. 4:30 pm – 6:30 pm	Telephone:	
Firm Name:		Booth #:	
On Site Contact:			
E-Mail Address			

ALL PRE-ARRANGED SERVICES WILL BE GIVEN FIRST PRIORITY. ALL SERVICES MUST BE PREPAID PRIOR TO ARRIVAL ON SITE REQUESTS ARE AN ADDITIONAL \$50.00 PER EACH SERVICE

QTY	DESCRIPTION	PRICE EACH	TOTAL
	120 V / 1-20 AMP Circuit(std outlet)	\$35.00	
	208V / 1-30 AMP Circuit (must specify NEMA.receptacle type needed)	\$165.00	
	208V / 1-40 AMP Circuit (Must specify NEMA receptacle type needed)	\$175.00	
	208V / 1-50 AMP (must specify NEMA receptacle type needed)	\$185.00	
	100 AMP / Patch-In 208V 3-Phase (must specify if you need spider box - electrical panel with multiple 20 amp circuits, or if you need 3 wire or 5 wire CAM LOK adapters)	\$350.00	
	Power Strip	\$15.00	
	Extension Cord	\$10.00	
	Telephone Line plus cost of calls	\$75.00	
	High Speed Internet Access –per day	\$300.00	
	Banner Hanging – Each Banner	\$35.00	
Sub Total			
7.50% State Sales Tax			
Total			

ALL ORDER FORMS MUST BE RECEIVED BY THE HILTON COLUMBUS BY 4:00PM Friday, June 30, 2017

IT IS THE RESPONSIBILITY OF THE EXHIBITOR TO TEST FOR CORRECT VOLTAGE BEFORE CONNECTING EQUIPMENT. EXHIBITORS ARE RESPONSIBLE FOR ALL SPECIALTY ITEMS, I.E, SURGE PROTECTORS, ISOLATION TRANSFORMERS, CONVERTERS, ETC.

PAYMENT

CC# _____ **EXP DATE:** _____

Name of Card Holder: _____

Signature: _____

If you have any questions or need help with any items on this form, please call: 614/ 416-8403 (fax 614/ 416-8444).

No receipt will be sent, this Exhibitor service order form will serve as your receipt.

**Please send this form & a check or cc# to:
Hilton Columbus, Attn: Sales & Catering Department, 3900 Chagrin Drive, Columbus, Ohio 43219 or fax to 614-416-8444.**