

Payment Authorization



TERMS:

- By submitting this form or ordering materials or services from Brede/Allied, you agree to the terms set forth in this service manual.
- Place order by mail, fax or online at: bredeallied.com. A credit card on file is required when using Brede/Allied. Orders received without payment and credit card authorization will not be processed.
- To receive discount pricing, order forms and full payment must be received by the deadline date on each form. Purchase Orders are not considered advance payment. Payment may be made by company check, wire or credit card authorization.
- Any additional costs incurred for orders or services placed at show site, including labor and material handling, are due and payable upon presentation of the invoice. All adjustments must be made at show site. *All accounts must be settled at the Brede/Allied service desk prior to show closing. Your show site representative must be made aware of this policy and have means of payment, unless credit card authorization below is signed. It is the responsibility of your show site representative to review the Statement of Account prior to the close of the show.*
- The exhibiting firm is primarily responsible for payment of all charges.
- INTERNATIONAL EXHIBITORS:** We require 100% pre-payment of advance orders. Payment must be rendered by cash, wire or check payable in U.S. dollars drawn on a U.S. account, American Express, MasterCard, Discover or Visa credit cards. Drayage charges are separate from shipping and customs charges.

METHOD OF PAYMENT

☐ Check

Made payable to : Allied Convention Service, Inc. & drawn on US Funds.

Check # _____ Date _____ Amount \$ _____

☐ Credit Cards (Credit card is required for payment guarantee)

We authorize Brede/Allied to charge any additional amounts incurred by me or my show representative, including material handling & labor charges. If credit card is declined, standard floor pricing prevails.

Charge to (check below):

☐ Visa ☐ MasterCard ☐ American Express ☐ Discover

☐ Wire Transfer

IF PAYING BY WIRE TRANSFER, PLEASE SUBMIT A COPY OF THE OUTGOING WIRE TRANSFER INCLUDING SEQUENCE NUMBER WITH YOUR ORDER TO BREDE/ALLIED. SEND THE PAYMENT INCLUDING THE ESTIMATED TOTAL PLUS A \$35.00 SERVICE CHARGE TO:

Allied Convention Service, Inc.

DBA Brede Exposition Services

c/o SunTrust Bank, Central Florida, NA

Account Number: 1000050720647

Bank Routing Number: 061000104

Wire Transfer Sequence Number _____

Amount of transfer without service charge _____



order online @ Bredeallied.com

Account Number _____ Expiration Date _____ CVS# _____

Card Holder Name: _____ Signature: _____

Card Holder Billing Address: _____ City/State/Zip: _____

Card Holder Phone: _____ Fax: _____

Card Holder Email: _____

ORDER SUMMARY

Furniture (Brede/Allied Only)	\$ _____	Labor (estimate)	\$ _____
Carpet	\$ _____	Material Handling (estimate)	\$ _____
Custom Rental Exhibits	\$ _____	Other Brede/Allied Services	\$ _____
Cleaning	\$ _____	Total Due	\$ _____
Graphics	\$ _____		

☐ Please check that you agree to our Payment Authorization Terms and acknowledge payments must be accompanied with order.

COMPANY NAME: _____ BOOTH# _____

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IT SHOWS WHEN YOU USE BREDE / ALLIED

Third Party Billing



WE UNDERSTAND AND AGREE THAT THE EXHIBITING COMPANY IS ULTIMATELY RESPONSIBLE FOR PAYMENT OF CHARGES. IN THE EVENT THE NAMED THIRD PARTY DOES NOT DISCHARGE PAYMENT PRIOR TO THE CLOSE OF THE SHOW, CHARGES WILL REVERT TO THE EXHIBITING COMPANY. ALL INVOICES ARE DUE AND PAYABLE UPON RECEIPT. THE ITEMS CHECKED BELOW ARE TO BE CHARGED TO THE THIRD PARTY:

_____ All Brede/Allied Services	_____ Booth Cleaning
_____ Furniture/Carpet	_____ Material Handling In/Out
_____ Custom Rental Exhibit	_____ Miscellaneous Charges
_____ Installation/Dismantle Labor	_____ Other _____
	Please Specify

This form must be completed by both companies and returned no later than April 3, 2020 as agreement to payment authorization terms.

Exhibiting Company Name _____ Booth _____
3rd Party Company Name _____
Authorized By _____ Title _____
Signature _____
Email Address _____

PAYMENT INFORMATION

CREDIT CARD INFORMATION - CREDIT CARD IS REQUIRED FOR SERVICES RENDERED:

We authorize Brede/Allied to charge any additional amounts incurred by me or my show representative, including material handling and labor charges. If credit card is declined, standard-Floor pricing prevails.

Charge to : (check one) ___ MasterCard ___ Visa ___ American Express ___ Discover
Account Number _____ Expiration Date _____ CVS# _____
Card Holder Name: _____ Signature: _____
Card Holder Billing Address: _____ City/State/Zip: _____
Card Holder Phone: _____ Fax: _____
Card Holder Email: _____

CHECK PAYMENT OPTION : Made Payable to: Allied Convention Service, Inc. and drawn in US funds.

Check # _____ Date _____ Amount \$ _____

****Wire Transfers are available. Please contact Customer Service for details.**

☐ Please check that you agree to our Payment Authorization Terms and acknowledge payments must be accompanied with order.

COMPANY NAME: _____ BOOTH# _____

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