



MAIL OR FAX FORMS WITH PAYMENT TO :

ENCORE

8850 W. Sunset Road 3rd Floor, Las Vegas, Nevada 89148

Ph: (702) 605-0924 Fax: (224) 241-3261 Questions Email: 9219CaesarsForumExpo@encoreglobal.com



<b>Booth Number:</b>	<b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fifteen (15) days prior to show move-in.</b>	<b>EVENT NAME:</b>
<b>EVENT DATES:</b>		<b>INSTALL LOCATION IN ROOM/BOOTH:</b> (Provide floor plan if available)
<b>EXHIBITING COMPANY NAME:</b>		
<b>BILLING ADDRESS:</b>		
<b>CITY:</b>	<b>STATE:</b>	<b>ZIP:</b>
<b>TELEPHONE NUMBER:</b>		<b>ON-SITE CONTACT:</b>
<b>FAX NUMBER:</b>		<b>ON-SITE PHONE:</b>
<b>ORDERED BY:</b>		<b>EMAIL ADDRESS:</b>
<b>CREDIT CARD TYPE:</b>	<b>EXP. DATE:</b>	<b>CREDIT CARD NUMBER:</b>
<b>CARDHOLDERS SIGNATURE:</b>		<b>PRINT CARDHOLDERS NAME:</b>
BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. <b>NO CHECKS ACCEPTED</b>		

## BOOTH LIGHTING SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged or lost equipment, component computer hardware or software and/or any damage or injury to any person, caused by the installation, connection, or plugging into any electrical by persons other than our personnel.

Please call for additional services that are not listed on this order form, or for custom quotes for large orders

NO REFUNDS ONCE SERVICE INSTALLATION BEGINS

Installation cannot begin until order is finalized and payment method has been received

**20% Discount if order received 15 days prior to exhibitor move-in, excluding labor**

Lighting Package Description	STANDARD PRICING		QUANTITY	SUBTOTAL
Booth Lighting Package #2 4' Track with two fixtures	\$311.85			
Booth Lighting Package #3 4' Track with three fixtures	\$392.70			
Booth Lighting Package #4 4' Track with four fixtures	\$462.00			
Additional MR16 Lights	\$93.50			
75 Watt Flood Light on Stanchion Pole	\$173.25			
Double Flood Light on Stanchion Pole	\$311.85			

**ALL LIGHTING PACKAGES INCLUDE POWER FOR THE LIGHTS**

PRICING IS VALID FOR EVENT SHOW HOURS

**ALL ELECTRICAL MATERIALS & OUTLETS WILL REQUIRE A 25% SERVICE FEE**

**25% SERVICE FEE**

**ALL LIGHTING ORDERS & ISLAND BOOTHS REQUIRE ELECTRICAL LABOR**

**MATERIAL AND SERVICES TOTAL**

LABOR RATES: STRAIGHT TIME - \$125.00 OVERTIME - \$250.00

**LABOR TOTAL**

MINIMUM 1/2 HOUR TOTAL LABOR CHARGE FOR INSTALL AND DISMANTLE

**GRAND TOTAL**

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum charge per booth on one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.

**ELECTRICAL IS AN EXCLUSIVE OF CAESARS FORUM**

Prices Subject to change without Notice

Rev 1/25/2022