

EXHIBITOR REQUEST FORM AUSTIN RENAISSANCE HOTEL

Remit to: Event Technology, Renaissance Austin 9721 Arboretum Blvd. Austin, TX 78759

Phone: # (512) 795-6099 or (512) 795-6098 Fax: (512) 795-6090

event.technology@renaissancehotels.com

YOUR ORGANIZATION		CONFEREN	CONFERENCE NAME:					
ADDRESS		EVENT DAT						
CITY / STATE	ATE		BOOTH#					
ON SITE CONTACT:			SET	DAY:	DATE:	TIME:	AM/PM	
PHONE:		PICKUP/TE		DAY:	DATE:	TIME:	AM/PM	
EMAIL:						<u> </u>		
FAX#								
		1						
METHOD OF PAYMENT								
☐ CREDIT CARD: ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS ☐ COMPANY CHECK CHECK #								
NAME ON CARD:								
CREDIT CARD NUMBER:								
EXPIRATION DATE:								
SIGNATURE TO SERVE AS AUTHORIZATION TO USE CREDIT CARD TO SETTLE CHARGES:								
Will you need a receipt ? YES □ NO □ (If yes, please make sure to include your email address above)								
AUDIO VISUAL EQUIPMENT			ELECTRICAL					
Additional equipment available upo 19" LCD Monitor		EO	0 14/2++ 1201/	,			Show Rate	
32" LCD Monitor	\$ 200 per day \$ 325 per day		500 Watt 120V 1000 Watt / 120V				\$ 85.00 each \$ 105.00 each	
42" LCD Monitor with Stand	\$ 400 per day		AMP/ 120 V			\$ 105.00 each		
55" LCD Monitor with Stand	\$ 450 per day		AMP / 208V		ase *		25.00 each	
65" LCD Monitor with Stand \$ 475 per day		30 AMP / 120V / Single Phase					55.00 each	
Tripod Screens \$ 75 per day		30 AMP / 208V / Three Phase *					55.00 each	
Extension Cord with Power Strip \$ 30 per day		50 AMP / 120V / Single Phase					95.00 each	
Extension cord with 1 ower strip	3 50 per day		AMP / 208V				50.00 each	
AV EQUIPMENT SUB-TOTAL \$		100 AMP / 120 V / Single Phase					75.00 each	
	T		0 AMP / 208				50.00 each	
Pricing subject to 24% Service Charge and Sales Ta								
		ELECTRICAL S	UB –TOTAL			\$		
HI-SPEED INTERNET								
One Time Set Up Fee	\$ 100	Extension Cor	ds and Powe	er Strips are	not included w	ith electrica	d drops. To	
Hard Wired Connections	Extension Cords and Power Strips are not included with electrical drops. To Order, please refer to AV Equipment Section							
Wireless Internet Connections	\$ 35 /each / per day \$ 12.95/user/per day	4. 1						
Prices above are for electrical drops only. Should there be a need for								
			additional labor for extensive set ups, please refer to the labor rates listed					
\$ 35 x (# of lines) x (# of days) + 100 set up = Internet Sub Total below.								
Wireless Internet Cost Breakdown	All Flectrical s	ervices are s	subject to 69	% occupancy ta	v			
\$ 12.95 x (# of users) x (# of days) + 100 set up = Internet Sub Total		All Electrical services are subject to 6% occupancy tax.						
		*Requires Ov	*Requires Overhead Installation in Exhibit Hall. Price includes					
INTERNET SUB –TOTAL \$			Additional labor cost					
Division highly 240/ See in Channel Calutta (annual 0.250/)								
Pricing subject to 24% Service Charge and Sales Ta	ax (currently 8.25%)							
To Ensure Availability please return	BANNER HANGING							
To Ensure Availability, please return your order at Least 10 days prior to the show set up date.		Up to 6' in Length				¢ΛΕ	5.00	
Least 10 days prior to the snow s	er up uate.	l ——	•	-				
Last Minute Orders (Received Within 48 Hours of Show		6' - 10' in Length			\$ 90			
		Over 10" in Length				Call		
Set Up Date) are subject to a 25% P								
		BANNER SUB-	-TOTAL			\$		

Subject to 8.25% Tax

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RENAISSANCE AUSTIN TECHNOLOGY - TERMS AND CONDITIONS ESTIMATED CHARGES AUDIO VISUAL SUB-TOTAL 1. Orders must be received a minimum of (10) Days prior to the scheduled Show opening date. 24% Service Charge 8.25% Tax (Applies to both AV & Service Charge) 2. Payment in Full must be rendered prior to delivery of service. Sorry, TOTAL AUDIO VISUAL No Exceptions. HI SPEED INTERNET SUB-TOTAL 3. Credit will not be given for Electrical Service Installed but not used. 24% Service Charge 8.25% Tax (Applies to both Internet & Service Charge) 4. All material and equipment furnished by Renaissance Austin Hotel for TOTAL HI SPEED INTERNET The service order shall remain the property of the hotel and shall be **ELECTRICAL SUB-TOTAL** Removed only by the hotel staff at the conclusion of the show. 6% Occupancy Tax 5. Rates guoted for all connections cover the delivery and service to the TOTAL ELECTRICAL Booth/space in the most convenient manner and do not include Connecting equipment and/or special wiring. Request for special services BANNER HANGING FEE 8.25% Tax Such as placing cords or relocating service(s) will be subject to additional TOTAL BANNER HANGING FEE Labor fees. 6. Walls, columns, and permanent building utility outlets are not a part of Of Booth space and are not to be used by exhibitors. 7. All equipment, regardless of power, must comply with all federal, State and local codes. **GRAND TOTAL** 8. Use of open sockets, latex or lamp cord wire, duplex or triplex Attachment plugs in exhibits are prohibited. Cancellation of Equipment and Services Must Be received 24 hours prior to avoid a 1 day rental charge. 9. Under no circumstances should anyone other than a house electrician Make electrical connections. Orders received within 48 hours will be subject to 25% price increase 10. All equipment must be properly tagged and wired with complete Information as to type of current, voltage, phase, cycle, horsepower, etc. 11. All exhibitor's cords must be of the 3 wire grounded type. All exposed Non-current carrying metal parts of fixed equipment, which are liable to Be energized, shall be grounded. 12. All exhibitor's extension cords and power strips must be securely taped Down. It is the exhibitor's responsibility to bring tape no less than 3" Wide to tape any cables. Should the exhibitor fail to secure the cables,

The hotel will access a labor fee of \$ 90

13 Overhead Electrical Service will incur additional 50% fee.