

Womens Living Expo
January 15 - 16, 2011



Embassy Suites Hotel & John Q Hammons Center
3303 Pinnacle Hills Parkway, Rogers AR 72758
479-254-8400

Return directly by fax or email

neda.davitt@jqh.com

Neda Davitt

479-845-3216 fax

VENDOR INFORMATION

Company Name _____ Booth # _____
 Address _____ (if known)
 City, State, Zip _____
 Phone # _____ Fax # _____
 Ordered By (print) _____

RENTAL ORDER

Prices quoted are for advance orders received by January 3, 2011

Floor Order pricing includes orders after January 3, 2011

	Qty	Advance Price	Floor Order	Total
Setup				
Hang Banner (up to 10' long) (If larger, call for price)		\$45.00	\$65.00	
Floor Covering**				
8' x 10' Visqueen floor covering**		\$25.00	\$50.00	
Electrical				
110- Volt Power (up to 10 amps per) w/ext cord		\$30.00	\$40.00	
220- Volt Power		\$150.00	\$300.00	
100 amp (single or three phase)		\$300.00	\$500.00	
200 amp (single or three phase)		\$500.00	\$700.00	
Power Strip		\$15.00	\$25.00	

SWANK AUDIO-VISUAL SERVICES

Phone	Local Phone Access Line (*dial 9 & 800 #s*)		\$50.00	\$75.00	
Wired Internet	Wireless Internet Connectivity		\$50.00	\$100.00	
Easels	Easel(s)		\$25.00	\$25.00	
Video/Data	20" Data Monitor for Computer w/cart		\$100.00	\$125.00	
	42" Plasma Monitor (data/video)		\$375.00	\$450.00	
	DVD Player		\$50.00	\$50.00	
	Projection Screen 6' or 8'		\$150.00	\$150.00	
	3300 Lumen LCD Projector		\$300.00	\$350.00	
Audio	Wired Microphone with Stand		\$40.00	\$45.00	
	Wireless Microphone (Hand Held or Lavalier)		\$135.00	\$150.00	
	4-Channel Mixer		\$40.00	\$55.00	
	Powered Speaker		\$125.00	\$150.00	
	Audio CD Player		\$85.00	\$100.00	

Prices above include 10% sales tax

**Visqueen is required for booths with food, water features, and at venue's discretion.

Total

I hereby authorize the Embassy Suites Hotel to charge my credit card for above ordered items and services. Client must complete and FAX the attached Credit Card Authorization form.

Credit authorization is done separately from this order form to protect your privacy as required by law.

Thank you for your order!

Signature: _____



Exhibitors are required to move in/out through the rear of the building via ground level dock.

RENTAL ORDER FORM
Embassy Suites NWA & John Q Hammons Center