



HOTEL ALBUQUERQUE  
at old town

Exhibitor Shipping/AV Form

Event Name: _____			Exhibitor Company: _____		
Set-up Date: _____			On Site Exhibitor Contact: _____		
			Exhibitor Phone Number: _____		
<b>Quantity</b>	<b>Number of Days</b>	<b>Item</b>	<b>Price Each</b>	<b>Total</b>	
		Electric Support Package (includes: 25' Extension Cord, & Multi Power Strip	\$25 Per Day		
		25' Extension Cord	\$15.00 Per Day		
		Multi Power Strip	\$10.00 Per Day		
		Hardwire Internet	\$200.00 Per Day		
		8'x8' Screen	\$100.00 Per Day		
		LCD Projector	\$350.00 Per Day		
		Box Receipt	\$5.00 One Time Fee Per Box		
		Pallet Receipt	\$50.00 One Time Fee Per Pallet		
			Subtotal		
			Service Charge 23%		
			Tax 7.875%		
			Tax 7.875% On Service Charge		
			<b>Total</b>		

Order form and attached credit card authorization form must be received by the sales and catering office 72 hours prior to date of set-up. Please submit form via fax to 505-222-8703 or email to [jromero@hhandr.com](mailto:jromero@hhandr.com)