



EMBASSY SUITES
by HILTON

Dallas - Frisco Hotel, Convention Center & Spa

7600 John Q. Hammons Dr. Frisco, TX 75034

Exhibit Booth Power & Equipment Order Form

Program: _____

Date: _____ Set up Time: _____ Booth # _____

End Day _____ End Time: _____

Contact: **Ivan Rodriguez**
E-mail: ivan.rodriguez@atriumhospitality.com

CC: Service Manager: **Paulina Valencia**
Paulina.valencia@atriumhospitality.com

Please Fill out form completely. An email will be sent to you from accounting for your payment information:

EXHIBIT POWER/INTERNET ORDER

EXHIBIT EQUIPMENT ORDER

| Section 1 | Advanced Order Rate | On-site Order Rate | Qty. | TOTAL |
|---|---------------------|-----------------------------------|-------|-------|
| Ext. Cord and Pwr. Strip | \$40.00 | \$60.00 | _____ | _____ |
| 50 Amp Power Drop | \$150.00 | \$200.00 | _____ | _____ |
| Special Power Equipment Hookups (Price includes Electrician) (Ex. Ovens, Hot Tubs, 220V equip.) | | | | |
| \$375.00 (Pre-Order Connection Fee) | | \$475.00 (On-Site Connection Fee) | | |
| Internet - WI-FI | | | | |
| Single Wi-Fi Connection | | | | |
| One Device | \$25.00 | \$50.00 | _____ | _____ |
| Additional Device | \$10.00 | \$25.00 | _____ | _____ |
| Wired Connection | \$150/each | \$200/each | _____ | _____ |
| 8 - 24 Network Router | \$150/each | \$200/each | _____ | _____ |
| Connect Client Owned Router | \$150/each | \$200/each | _____ | _____ |

| Section 2 | Advanced Order Rate | On-site Order Rate | Qty. | TOTAL |
|--------------------------|---------------------|--------------------|-------|-------|
| 3 Phase | | | | |
| 100 Amp, 3 Phase Service | \$350.00 | \$600.00 | _____ | _____ |
| 100 Amp Distro Power Box | \$100.00 | \$200.00 | _____ | _____ |
| 200 Amp, 3 Phase Service | \$650.00 | \$800.00 | _____ | _____ |
| 200 Amp Distro Power Box | \$200.00 | \$300.00 | _____ | _____ |

Prices above do not include feeder cable
Please call if you require feeder cable

3 Phase power must be installed by hotel electrician _____

Electrician Installation & Dismantling Labor for Section 2 Power Only \$100 per hr 2 hour minimum 2 _____

Computer Display Equipment

| | Advanced Order Rate | On-Site Rate | Qty | Days | TOTAL |
|---|---------------------|--------------|-------|------|-------|
| 20" Flat Screen Monitor w/Table Stand | \$200.00 | \$275.00 | _____ | X | _____ |
| 32" LED TV w/Table Stand | \$320.00 | \$600.00 | _____ | X | _____ |
| 55" LED TV w/Floor Stand | \$550.00 | \$650.00 | _____ | X | _____ |
| 70" LED TV w/ Floor Stand | \$700.00 | \$950.00 | _____ | X | _____ |
| Laptop Computer | \$225.00 | \$425.00 | _____ | X | _____ |
| DVD Player | \$100.00 | \$150.00 | _____ | X | _____ |
| LCD Projector | \$350.00 | \$450.00 | _____ | X | _____ |
| AV Cart | \$30.00 | \$40.00 | _____ | X | _____ |
| Tripod Screen | \$80.00 | \$90.00 | _____ | X | _____ |
| Client Owned Projector Package* | \$200.00 | \$225.00 | _____ | X | _____ |
| *Includes screen power and tech support | | | | | |
| Poster Easel | \$20.00 | \$40.00 | _____ | X | _____ |
| Flipchart Easel | \$40.00 | \$60.00 | _____ | X | _____ |

Audio Equipment

| | | | | | |
|-----------------------------------|----------|----------|-------|---|-------|
| Powered Speaker w/ Stand | \$105.00 | \$125.00 | _____ | X | _____ |
| House Sound Patch/Audio Mixer | \$100.00 | \$200.00 | _____ | X | _____ |
| Wired Microphone (Hand Held) | \$50.00 | \$65.00 | _____ | X | _____ |
| Wireless Mic (Hand Held or Lapel) | \$150.00 | \$165.00 | _____ | X | _____ |
| CD Player or Laptop Sound Hookup | \$55.00 | \$75.00 | _____ | X | _____ |

Lighting & Rigging Services

| | | | | | |
|--|------------------|-------------|------------|---|-------|
| LED Up Light | \$80.00 | \$100.00 | _____ | X | _____ |
| Banner Setup/Teardown | Call for Details | | | | |
| Ladder | \$100 | | | | |
| 26ft Scissor Lift | \$850/day | \$1700/week | Qty. _____ | | |
| (Your Company must have \$1M in liability insurance to operate lift) | | | | | |

Contact Information (Credit Card Billing Address)

Company Name: _____

On-Site Contact Name: _____

Address: _____

State & Zip Code _____

Phone Number _____

Email _____

Customer Signature: _____

Total Charges

Equipment Total Charge _____

Total Power Labor Charge (for power ordered in Section 2) _____

Total Equipment Charge _____

25% Hotel Service Charge _____

8.25% Sales Tax _____

Grand Total _____

Please complete the Exhibit Form with your E-mail and Phone#
Form must be completed 10-business days before event.
Payment information must be received 3-days before Expo to receive your order.