

Monroeville Convention Center Service Order Pricing COMPANY OR PERSONAL CHECKS WILL NOT

BE ACCEPTED ON SET UP OR SHOW DAYS

Order form and payment must be received 14 days prior to show to qualify for Advanced Rates

TABLES & CHAIRS													
QTY	Description	Advanced	Standard	Amount									
	Classroom table	\$30.00	\$55.00										
	6 ft Table(Includes vinyl and Skirting)	\$35.00	\$60.00										
	8 ft Table(Includes vinyl and Skirting)	\$45.00	\$70.00										
	Table Cloth (Black)	\$10.00	\$15.00										
	Leg Extenders (Set of 4)	\$30.00	\$45.00										
	Standard Chair	\$5.00	\$8.00										
	Barstool	\$30.00	\$50.00										
	PIPE & DRAPE - BOOTH ACCESSORIES												
QTY	Description	Advanced	Standard	Amount									
	Pipe & Drape (black and blue mix)	\$2 per linear foot	\$3 per linear foot										
	10 x 10 Booth Drape (black and blue mix)	\$40.00	\$50.00										
	All Solid Drape (black or blue)	add \$10 per booth	add \$20 per booth										
	Booth Sign Hanging	\$2 per sign	\$4 per sign										
	Wastebasket	\$5.00	\$5.00										
	Easel	\$20.00	\$30.00										
	ELECTRICA			L. Carlotte and the control of the c									
QTY	Description	Advanced	Standard	Amount									
QTY		· · · · · · ·	\$80.00 First Day	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box	Advanced		Amount									
QTY	Description	Advanced \$55.00 First Day	\$80.00 First Day	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box	Advanced \$55.00 First Day \$15 (Each Add Day)	\$80.00 First Day \$15 (Each Add Day)	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate)	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00	\$80.00 First Day \$15 (Each Add Day) \$180.00	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate) 208V/40 Amp/1 Phase (flat rate)	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00 \$170.00 \$210.00	\$80.00 First Day \$15 (Each Add Day) \$180.00 \$225.00	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate) 208V/40 Amp/1 Phase (flat rate) 208V/50 Amp/1 Phase (flat rate)	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00 \$170.00 \$210.00	\$80.00 First Day \$15 (Each Add Day) \$180.00 \$225.00 \$260.00	Amount									
QTY	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate) 208V/40 Amp/1 Phase (flat rate) 208V/50 Amp/1 Phase (flat rate) Over 50 Amp Service Extension Cord	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00 \$170.00 \$210.00 Price Up	\$80.00 First Day \$15 (Each Add Day) \$180.00 \$225.00 \$260.00 on Request	Amount									
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	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate) 208V/40 Amp/1 Phase (flat rate) 208V/50 Amp/1 Phase (flat rate) Over 50 Amp Service Extension Cord MISCELL Description MCC Labor - Per Person/Per Hour Banner Hanging - Walls and Ceiling(Requires Scissor Lift)	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00 \$170.00 \$210.00 Price Up \$15.00 ANEOUS Advanced \$35.00 \$100.00 each	\$80.00 First Day \$15 (Each Add Day) \$180.00 \$225.00 \$260.00 on Request \$20.00 Standard \$50.00 \$175.00 each										
	Description 110V/20 Amp (Standard Electric) Quad Box 208V/30 Amp/1 Phase (flat rate) 208V/40 Amp/1 Phase (flat rate) 208V/50 Amp/1 Phase (flat rate) Over 50 Amp Service Extension Cord MISCELL Description MCC Labor - Per Person/Per Hour Banner Hanging - Walls and Ceiling(Requires Scissor Lift) Bag of Ice (8lbs)	Advanced \$55.00 First Day \$15 (Each Add Day) \$140.00 \$170.00 \$210.00 Price Up \$15.00 ANEOUS Advanced \$35.00 \$100.00 each \$5.00 per bag	\$80.00 First Day \$15 (Each Add Day) \$180.00 \$225.00 \$260.00 on Request \$20.00 Standard \$50.00 \$175.00 each \$5.00 per bag										
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Show:		Show	Dates:						В	ooth	#				
Company Name:		Phone	e:						E	mail:					
Credit Card Number	Ionroeville Co	roeville Convention Center to charge my credit card for the service								<u>es ordered</u>					
Expiration Date		/												_	
	Client Signatu	ıre.				ſ	Date:								

Make check payable to: Monroeville Convention Center 209 Mall Boulevard Monroeville, PA 15146

Phone: (412) 843-4485

 ${\it Email:} Lreed@doublet reemon roe ville.com$



Monroeville Convention Center

Freight Service Order Form

Company Name: Bnail: Booth# Please indicate your method of payment () Amex () MC () Visa () Discover Credit Card Number Expiration Date Please Note: Your signature authorizes the Monroeville Convention Center to DEBIT your Credit Card for all balances due. Signature: Date: FREIGHT SERVICES: Per Day Charges QTY Description Advanced Amount Delivery prior to 3 days in advance of event under 100lbs \$10 per package Delivery prior to 3 days in advance of event over 100lbs \$20 per package Shipments must be sent to: Show Name, Exhibiting Company, & Booth Number Monroeville Convention Center 209 Mall Boulevard Monroeville, PA 15146 We will only accept packages 3 days prior to the show set up. Packages will not be released until all fees are paid in full. Vendors are responsible for scheduling pick-up of outgoing packages. Convention Center does not have a shipping department or shipping supplies. Packages will be held for pick-up for one business day following the conclusion of the show at no charge. After this time, packages are subject to daily storage fees as listed above in Advanced column. Packages not picked-up or with unpaid fees will be discarded after 7 days Make check payable to: TOTAL DUE	Show:					Sh	Show Dates:												
Please indicate your method of payment () Amex () MC () Visa () Discover Credit Card Number Expiration Date Please Note: Your signature authorizes the Monroeville Convention Center to DEBIT your Credit Card for all balances due. Signature: Date: FREIGHT SERVICES: Per Day Charges QTY Description Advanced Amount Delivery prior to 3 days in advance of event under 100lbs \$10 per package Delivery prior to 3 days in advance of event over 100lbs \$20 per package Shipments must be sent to: Show Name, Exhibiting Company, & Booth Number Monroeville Convention Center 209 Mall Boulevard Monroeville, PA 15146 We will only accept packages 3 days prior to the show set up. Packages will not be released until all fees are paid in full. Vendors are responsible for scheduling pick-up of outgoing packages. Convention Center does not have a shipping department or shipping supplies. Packages will be held for pick-up for one business day following the conclusion of the show at no charge. After this time, packages are subject to daily storage fees as listed above in Advanced column. Packages not picked-up or with unpaid fees will be discarded after 7 days Make check payable to: TOTAL DUE	Company Name:					Ph	one:												
Expiration Date Please Note: Your signature authorizes the Monroeville Convention Center to DEBIT your Credit Card for all balances due. Signature:	- · ·						Вс	oth#											
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Email: Lreed@doubletreemonroeville.com