



## Exhibit Booth Special Request Form

Contact: Kristie Cover

Fax: 972-424-1561

Please complete the following information regarding your booth needs and return by fax or e-mail [kristiec@plano.gov](mailto:kristiec@plano.gov) for a discounted rate. If you have any questions or concerns, please call 972-941-5852 or email [kristiec@plano.gov](mailto:kristiec@plano.gov).

Event: **Holistic Festival of Life** June 24, 2018

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Item	Description	Pre-Order Rate Received by 4/21/18	Additional day charge	On-Site rate	Qty.	Total
<b>Electricity</b>	110 v (Maximum 20 amps or 2200 watts)	\$50.00	\$20.00	\$100.00		
	Power Box, 12 circuits of 110 v. Advance order only; limited by location.	\$120.00	\$50.00	Not available		
	Bare wire electrical tie in or Cam Loks	\$200.00	\$50.00	Not available		
<b>Phone</b>	Phone Line for Credit Card Machine	\$50.00 per day	\$50.00	\$100.00 per day		
<b>Tables</b>	Table without linens	\$10.00 each	No charge	\$10.00		
	Table topped and skirted	\$25.00 each	No charge	\$25.00		
<b>Chairs</b>	Each table comes with 2 chairs	No charge	No charge			
	Additional Chair	\$1.00	No charge	\$1.00		
<b>Wireless Internet</b>	Dedicated private Wireless Internet connection starting at 5 mbps	\$150.00	\$150.00	\$150.00		
<b>Wired Internet</b>	A limited number of wired network drops are available; advanced order only.	\$150.00	\$150.00	\$300.00		

**All prices are subject to 8.25% sales tax plus 20% Service Charge per day**

Note: If an exhibitors' electrical needs exceed the initial order on the day of the event, Plano Event Center will add charges for the additional electrical usage.

Special needs (please explain): \_\_\_\_\_

Please fax, mail or email this form with payment **6/21/18** to:  
 PLANO EVENT CENTER  
 PO Box 860358  
 Plano, TX 75086-0358

Credit card (circle one):	VISA	MasterCard	American Express	Discover
Card number:	Expiration date:			
VCard number (3 or 4 digit # on back of card):	Name on card:			
Billing address:	City:	State:	Zip Code:	
Authorized signature:				

If paying by personal check, please include:

Drivers license #:	Expiration date:	DOB:
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*Thank you for your business!*