

Embassy Suites Omaha - La Vista / Hotel & Conference Center

12520 Westport Parkway, La Vista, NE 68128
 (402) 331-7400 Fax (402) 408-5479

Exhibitor Order Form

Conference / Event Name:	
Company Name	Your Name
Onsite Contact	Booth #
Phone #	Fax #

Electrical	# Days D	Qty Q	Price P	Total D x Q x P = Total
Standard Outlet			\$25.00	
208 Power (Must have adapter to meet Nema #L2130)			\$50.00	
* Please No Deep Fat Fryers				

Information Technology	# Days D	Qty Q	Price P	Total D x Q x P = Total
Analog Phone Line			\$50.00	
Wireless Internet Access			\$25.00	

Audio Visual	# Days D	Qty Q	Price P	Total D x Q x P = Total
Laptop			\$200.00	
Wired Microphone			\$85.00	
Wireless Lapel			\$85.00	
Wireless Handheld			\$85.00	
32" HD LCD Television (on a rolling cart)			\$125.00	
VCR / DVD Combo			\$75.00	
LCD Projector (2,000 Lumens)			\$200.00	
LCD Support Package			\$100.00	
8' Tripod Screen			\$40.00	
AV Cart			\$25.00	

Additional Furniture	# Days D	Qty Q	Price P	Total D x Q x P = Total
6' Table, Please Circle one: (6' x 30") or (6' x 18")			\$15.00	
8' Table, Please Circle one: (8' x 30") or (8' x 18")			\$15.00	
Cocktail Table (30" Diameter)			\$15.00	
Soft Seating (Lounge Chairs)			\$75.00	

Sub Total	
Service Charge (20%)	
Sub Total	
Tax (7%)	
Grand Total	

Sub Total
 x 1.2
 = Sub Total

Payment Information: (Please No Checks)

Credit card #: _____

Card Holders Name: _____ Exp Date _____

Signature _____

x 1.07
 = Grand Total

* Service Charge is Taxed