



Connecticut Convention Center

100 Columbus Blvd., Hartford, Connecticut 06103

Banner Hanging for Vendor Booths Order Form

Phone: 860.948.1972

Fax: 860.948.1960

Services Provided by PSAV

BH _____

BANNER HANGING FOR VENDOR BOOTHS

Name of Event:	Date of Event:
Firm Name:	Booth Number:
Street Address:	Contact Person:
City, State, Zip:	On-Site Phone Number:
E-mail Address:	

Payment Information Must Accompany Order

Please make checks payable to: Connecticut Convention Center

Money Order #:	Check #:
<input type="checkbox"/> Mastercard <input type="checkbox"/> Discover Card <input type="checkbox"/> Visa <input type="checkbox"/> American Express	
Name on card:	
Credit Card #:	
Expiration Date:	
Authorized Signature:	

<u>Size of Banner</u>	<u># of Banners</u>	<u>Rates per Banner:</u>	<u>Total</u>
		Pre-Paid Rate: \$150.00 Onsite Rate: \$200.00	

IMPORTANT NOTE: BANNER(S) WILL BE HUNG DURING MOVE-IN HOURS OR AS CUSTOMER REQUESTS WHEN ONSITE. BANNER HANGING RATES DO NOT INCLUDE THE COST OF ELECTRICITY FOR THOSE BANNERS THAT REQUIRE LIGHTING. BANNER HANGING RATES ARE BASED ON BANNERS MADE OF CLOTH/CANVAS/NYLON WITH GROMMETS FOR HANGING POINTS. FOR ALL OTHER MATERIALS & 3D BANNERS. PLEASE CALL FOR PRICE QUOTE.

SUBTOTAL:	
20% SERVICE CHARGE	
6.35% CT SALES TAX	
TOTAL	

TAX MUST BE INCLUDED UNLESS YOU PRODUCE STATE OF CT TAX EXEMPTION DOCUMENTATION

FORM RETURN INFORMATION:

Please send completed request form to:

Michael Roux, Sales Manager
100 Columbus Blvd.
Hartford, CT 06103
Telephone: 860.948.1972 / Fax: 860.948.1960
E-mail: mroux@psav.com