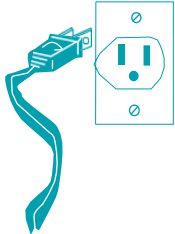




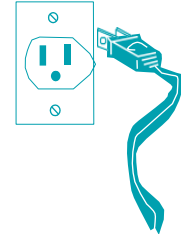
2019

Prices effective
1/1/19 thru 12/31/19

1301 Second Avenue South
Minneapolis, Minnesota 55403-2781
(612) 335-6000



Exhibitor Service Information - (612) 335-6550
Fax - (612) 335-6600 TDD (612) 335-6500



CABLE/AUDIO VISUAL SERVICE FORM

ONLINE ORDERING AVAILABLE AT:

www.minneapolisconventioncenter.com

For your security DO NOT email credit card #

SAVE MONEY - DISCOUNTED ADVANCE RATE

**Payment must be received 14 days prior to 1st show date to receive advanced rate. **

SAVE TIME

Order services online at www.minneapolisconventioncenter.com

All orders Emailed / Faxed / Mailed will incur a \$25.00 processing fee

Do not send form to the decorator

Provide complete customer and payment information

For mailed orders, please keep a copy, and send one (1) copy to the Minneapolis Convention Center

For **Check** payments pay all Service Orders **with one Check** Payable to: **"Minneapolis Convention Center"**

DID YOU KNOW??

OTHER SERVICES OFFERED AT THE MINNEAPOLIS CONVENTION CENTER:



Cleaning and Porter Service



Plumbing/Compressed Air Service



Guest Services



Coffee and/or rolls in your booth. Contact Kelber Catering at (612) 335-6045 and online @

www.kelber.com



Questions
Contact Exhibitor Services
(612) 335-6550



Minneapolis Convention Center
 1301 Second Avenue South
 Minneapolis, Minnesota 55403-2781
 (612) 335-6000 FAX (612) 335-6600
 Exhibitor Service Information (612) 335-6550

Cable/Audio Visual Service
 Order Form

Prices Effective 1/1/19 thru 12/31/19 2019

Incomplete information will delay processing.

Submit Form

Avoid a \$25.00 processing fee, order online at www.minneapolisconventioncenter.com

Event or Show:		Booth no. (s)		
Event or show date(s):		Company name:		Exhibiting firm:
Billing address:		City:	State:	Zip: Country:
Phone:		Email:		
Ordered by/title:		On - site contact:		
Order Date:		On - site phone:		

Payment Notice: Standard Rates must be paid at move-in for all other orders. NO EXCEPTIONS.

Audio Visual Equipment Rental (taxable)			Total Due: \$
(includes electrical service)	QTY	Standard Rate	
40" LCD Monitor		\$300.00	
52" LCD Monitor		\$400.00	
			Tax 8.025%
			Total:

Video Cable Run (nontaxable)

Cable Run Install/Remove: Sections below are dependent on placement of your booth in the Exhibit Hall. Client needs to provide their own cable. Please call Exhibitor Services at 612 335-6550 to determine applicable zone.

	QTY	Standard Rate	
(BG-A)		\$550.00	
(BG-B)		\$650.00	
(YO-A)		\$700.00	
(YO-B)		\$800.00	
			Total:

Service Accessories (taxable)

(power not included)	QTY	Standard Rate	
25' Round Extension Cord		\$35.00	
25' HDMI Cable		\$35.00	
Power Strip with surge protection		\$35.00	
			Tax 8.025%
			Total:

Processing Fee: \$25.00

Order Total:

By your signature below, you acknowledge and agree to MCC IMPORTANT CONDITIONS AND REGULATIONS. Payment must be in U.S. Funds. USE PAYMENT AUTHORIZATION FORM OR MAKE CHECKS PAYABLE TO MINNEAPOLIS CONVENTION CENTER.

Signature:

Date:

For MCC use only

Date Received:	Received by:	Check Number:	P.O. No.	P.O. needs to accompany order
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Minneapolis Convention Center
 1301 Second Avenue South
 Minneapolis, Minnesota 55403-2781
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Incomplete information will delay processing.

**MINNEAPOLIS CONVENTION CENTER EXHIBITOR SERVICES
 CREDIT CARD AUTHORIZATION FORM**

Please provide the last 4 digits of your credit card number, a MCC staff will call you to process the credit card payment.

Visa: <input type="checkbox"/> MasterCard: <input type="checkbox"/> American Express: <input type="checkbox"/> Discover: <input type="checkbox"/>		Name on Card:		
Credit Card Number (Last 4 digits only):		Expiration Month:		Expiration Year:
Billing address:	City:	State:	Zip:	Country:
Phone:		Email:		
Ordered by:		Show site contact:		
Date:		Contact phone:		
<p><i>By your signature below, serve as my formal written authorization and approval for the Minneapolis Convention Center to charge my credit card listed above for Exhibitor Services expenses at the Minneapolis Convention Center.</i></p>				

Signature: _____

Date: _____

For MCC use only

Date Received:	Received by:	
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