

(Kalahari Fax 608.254.8609) Service Order Form

Service Order Form For Trade Show Exhibitors

Name of Show / Event: _____ Date of Show / Event: _____

Company / Booth Name: _____ Booth Number: _____

Contact Name: _____ Phone: _____ Fax: _____

Address: _____

City: _____ State: _____ Zip: _____

Telecommunications / Other Utilities

Qty	Description	Charge	# of days	Total	Qty	Description	Charge	# of days	Total
___	120v Electrical Hookup 20amp - Standard	\$50 Flat	_____	_____	___	Water Hook UP (available in certain areas)	\$50 / Flat	_____	_____
___	125/250v Electrical 20amp single phase	\$200 / day	_____	_____	___	32" Monitor	\$75 / day	_____	_____
___	125/250v Electrical 30amp three phase	\$250 / day	_____	_____	___	60" Monitor (Limited Availability)	\$200 / day	_____	_____
___	208v Electrical 20amp single phase	\$200 / day	_____	_____	___	Static IP Address	\$200 Flat	_____	_____
___	Analog Phone Line	\$30 / day	_____	_____	___	6' x 8' Screen	\$40 / day	_____	_____
___	VGA Projector	\$300 / day	_____	_____	___	High Speed Internet	\$75 / day	_____	_____
						Shipping		_____	_____

TOTAL: _____

20% surcharge (if applicable): _____

Sales Tax: 6.75% of Sub-Total: _____

TOTAL AMOUNT DUE: _____

Rules and Regulations

- Some services are on a first come / first served basis.
- Orders received less than 10 (ten) days prior to show will be charged a 20% surcharge for the total order.
- Orders received without payment will be charged a 20% surcharge for the total order.
- Canceled orders, prior to show, will receive a 50% refund.
- Kalahari Resort is not responsible for any power surges or other power fluctuations.
- The use of triple or quad attachment plugs is strictly prohibited.
- Fuel powered equipment or vehicles, open flames, and exhibits over 2000 pounds must receive prior approval in writing from the resort.
- Any damage to the resort will be the sole responsibility of the exhibitor.
- Exhibit space is carpeted. Exhibitor is responsible for repair / replacement charges to damaged carpet.
- Specific plug adapters to match Kalahari's available plugs are exhibitors responsibility.

I have read, understand and agree to all the Rules and Regulations as stated above.

Payment Information

Circle one: Credit Card / Check

Enclosed Total Amount: _____

Name as it appears on Credit Card:

Name of Company:

Credit Card Number:

Exp Date: _____

Type of Credit Card (Circle one):

Visa / Master Card / Discover / American Express