

ARIZONA MUSIC EDUCATORS ASSOCIATION, INC.
2008 IN-SERVICE CONFERENCE
January 7-9, 2010

UTILITIES ORDER FORM

Show Name: Arizona Music Educators Association In-Service Conference

Exhibit Company: _____

Booth Number: _____

Address: _____

City _____ State _____ Zip: _____

Phone Number: _____

Fax Number: _____

E-mail Address: _____

| <u>Charges</u> (for duration of show) | <u>Discount Rate</u> | <u>Floor Rate</u> | <u>Total</u> |
|----------------------------------------------------------------|-----------------------------|--------------------------|---------------------|
| 0-1800 watt outlet or (15 Amps @ 120 V) | \$55.00 | \$80.00 | \$_____ |
| Extension Cords (requires electric) | \$25.00 | \$30.00 | \$_____ |
| 6-outlet power tap with circuit breaker (requires electric) | \$15.00 | \$20.00 | \$_____ |
| Analog Telephone (plus all long distance charges) | \$115.00 | \$140.00 | \$_____ |
| T-1 Internet Line | \$250.00 | \$250.00 | \$_____ |
| | | TOTAL | \$_____ |

**Order form continued on reverse side. For this order to be complete,
both sides must be filled out and sent with exhibit the registration form to:**

**Marshall Stewart
3006 Liberty Tree Lane
Tucson, AZ 85741-1545**

(Over)

Conditions and Regulations:

1. Building utility outlets are not a part of booth space and are not to be used by the exhibitors unless specified otherwise.
2. All equipment regardless of source of power must comply with all federal, state and city safety codes.
3. Under no circumstances shall anyone other than the "house electrician" make special or direct wiring electrical connections.
4. All Equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
5. All material and equipment furnished by the Phoenix Marriott Mesa for this service order shall remain the property of the Phoenix Marriott Mesa and shall be removed ONLY by the Phoenix Marriott Mesa at close of show.
6. Booth utilities are to be ordered by each exhibitor separately and are not to be shared with other exhibitors.
7. Electrical power for lights and displays will be turned on one hour prior to show opening time and off at show closing time of day. Exceptions must be arranged with the phoenix Marriott Mesa staff.
8. Phoenix Marriott Mesa is not responsible for voltage fluctuations or power failure because of temporary conditions.
9. Credit will not be given for outlets installed and not used.
10. All outlets are single plug-in.
11. Phoenix Marriott Mesa will not be responsible for any cutting or altering of any floor coverings in order to bring power to booth.

Payment Policy:

PAYMENT IN FULL is required on all orders when order is placed. **All orders must be received five (5) days prior to show move-in in order to utilize the discounted rate.** Regular rates will be charged for all orders received without payment or orders placed at move-in. Orders placed at move-in MAY NOT be possible. Such orders may be paid in cash or credit card. There is a \$25.00 service for any returned payments. Lessor will not be responsible for strikes, accidents, fires, an act of God or delays beyond control.

Credit Card # (Visa/Mastercard only): _____ Exp Date: _____

Name on Card: _____

Event Name and Dates: Arizona Music Educators Association In-Service Conference, January 7-9, 2010

Authorized Signature: _____

By signing this agreement, you agree to all of the rules and regulations listed above and understand payment will be processed at the time this order is received.