



**EMBASSY SUITES**  
by HILTON

Dallas - Frisco Hotel, Convention Center & Spa

7600 John Q. Hammons Dr. Frisco, TX 75034

# Exhibit Booth Power & Equipment Order Form

Program: \_\_\_\_\_

Date: \_\_\_\_\_ Set up Time: \_\_\_\_\_ Booth # \_\_\_\_\_

End Day \_\_\_\_\_ End Time: \_\_\_\_\_

Contact: **Paulina Valencia**  
E-mail: [Paulina.valencia@atriumhospitality.com](mailto:Paulina.valencia@atriumhospitality.com)

**Please Fill out form completely. An email will be sent to you from accounting for your payment information:**

## EXHIBIT POWER/INTERNET ORDER

## EXHIBIT EQUIPMENT ORDER

Section 1	Advanced Order Rate	On-site Order Rate	Qty.	TOTAL
Ext. Cord and Pwr. Strip	\$40.00	\$60.00	_____	_____
50 Amp Power Drop	\$150.00	\$200.00	_____	_____

**Special Power Equipment Hookups** (Price includes Electrician)  
(Ex. Ovens, Hot Tubs, 220V equip.)

\$375.00 (Pre-Order Connection Fee)    \$475.00 (On-Site Connection Fee)

### Internet - WI-FI

Single Wi-Fi Connection				
One Device	\$25.00	\$50.00	_____	_____
Additional Device	\$10.00	\$25.00	_____	_____
Wired Connection	\$150/each	\$200/each	_____	_____
8 - 24 Network Router	\$150/each	\$200/each	_____	_____
Connect Client Owned Router	\$150/each	\$200/each	_____	_____

### Section 2

3 Phase	Advanced Order Rate	On-site Order Rate	Qty.	TOTAL
100 Amp, 3 Phase Service	\$350.00	\$600.00	_____	_____
100 Amp Distro Power Box	\$100.00	\$200.00	_____	_____
200 Amp, 3 Phase Service	\$650.00	\$800.00	_____	_____
200 Amp Distro Power Box	\$200.00	\$300.00	_____	_____

Prices above do not include feeder cable  
Please call if you require feeder cable

3 Phase power must be installed by hotel electrician \_\_\_\_\_

Electrician Installation & Dismantling Labor for Section 2 Power Only    \$100 per hr    2 \_\_\_\_\_  
2 hour minimum

### Computer Display Equipment

	Advanced Order Rate	On-Site	Qty	Days	TOTAL
20" Flat Screen Monitor w/Table Stand	\$200.00	\$275.00	_____	X	_____
32" LED TV w/Table Stand	\$320.00	\$600.00	_____	X	_____
55" LED TV w/Floor Stand	\$550.00	\$650.00	_____	X	_____
70" LED TV w/ Floor Stand	\$700.00	\$950.00	_____	X	_____
Laptop Computer	\$225.00	\$425.00	_____	X	_____
DVD Player	\$100.00	\$150.00	_____	X	_____
LCD Projector	\$350.00	\$450.00	_____	X	_____
AV Cart	\$30.00	\$40.00	_____	X	_____
Tripod Screen	\$80.00	\$90.00	_____	X	_____
Client Owned Projector Package*	\$200.00	\$225.00	_____	X	_____
*Includes screen power and tech support					
Poster Easel	\$20.00	\$40.00	_____	X	_____
Flipchart Easel	\$40.00	\$60.00	_____	X	_____

### Audio Equipment

Powered Speaker w/ Stand	\$105.00	\$125.00	_____	X	_____
House Sound Patch/Audio Mixer	\$100.00	\$200.00	_____	X	_____
Wired Microphone (Hand Held)	\$50.00	\$65.00	_____	X	_____
Wireless Mic (Hand Held or Lapel)	\$150.00	\$165.00	_____	X	_____
CD Player or Laptop Sound Hookup	\$55.00	\$75.00	_____	X	_____

### Lighting & Rigging Services

LED Up Light	\$80.00	\$100.00	_____	X	_____
Banner Setup/Teardown	Call for Details				
Ladder	\$100				
26ft Scissor Lift	\$850/day	\$1700/week	Qty. _____		

(Your Company must have \$1M in liability insurance to operate lift)

## Contact Information (Credit Card Billing Address)

Company Name: \_\_\_\_\_

On-Site Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

State & Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Email \_\_\_\_\_

Customer Signature: \_\_\_\_\_

## Total Charges

Equipment Total Charge \_\_\_\_\_

Total Power Labor Charge  
(for power ordered in Section 2) \_\_\_\_\_

Total Equipment Charge \_\_\_\_\_

25% Hotel Service Charge \_\_\_\_\_

8.25% Sales Tax \_\_\_\_\_

Grand Total \_\_\_\_\_

**Please complete the Exhibit Form with your E-mail and Phone#  
Form must be completed 10-business days before event.  
Payment information must be received 3-days before Expo to receive your order.**