

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
Hollywood Professional Association		02/15/2022	02/21/2022	7
COMPANY NAME	ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER	
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

Email completed form to [rcn@encoreglobal.com](mailto:rcn@encoreglobal.com). Once this request form is submitted, an Encore Representative will contact you for an official order review and signature. Please allow 72 hours to confirm your order. Your card will be charged approximately 1-3 days post show start date. Encore will NOT deliver equipment to an unattended booth. An authorized representative must sign for all equipment. Cancellations received within 48 hours of the schedule delivery date are subject to 50% fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery are subject to full amount of the order.

Labor charges, sales tax, loss damage waiver, and service charges may apply.

MONITOR	QUANTITY	Show RATE
22" MONITOR TABLE TOP		\$215
55" MONITOR on a floor stand		\$725
60" MONITOR on a floor stand		\$865
75" MONITOR on a floor stand		\$1285

INTERNET	QUANTITY	Show RATE
SIMPLE WIFI CONNECTION (5 mbs)		\$75
HARD LINE CONNECTION (5 mbs)		\$180

Each vendor will receive 20 amps of power at no charge.  
 Additional power will be charged at the following rates.

POWER	QUANTITY	SHOW RATE
120V SINGLE PHASE - UP TO 20 AMPS (W POWER STRIP)		\$130
CUSTOMER CONVENIENCE POWER HUB (Edison + USB)		\$30

If you are experiencing technical difficulties on site, please contact Encore at (760) 770-7277