

**INVOICE UTILITY ORDER FORM**

SEND TO: Nashville Marriott  
600 Marriott Drive  
Nashville, Tennessee 37214

Attention: Event Technology  
PHONE: (615) 872-2939  
FAX: (615) 889-9315

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Name of Convention \_\_\_\_\_  
Name of Exhibitor \_\_\_\_\_  
On-Site Contact \_\_\_\_\_ Booth #: \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_ Show Dates: \_\_\_\_\_

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**NOTICE**

1. Orders must be received 7 days prior to installation.
2. Only signed and acknowledged orders can be serviced by hotel personnel.
3. Payment must be received 7 days prior to installation.
4. Hotel absolutely cannot guarantee satisfaction on orders received less than 5 days prior to required exhibit setup date.
5. Charges will be 25% higher on all orders received after arrival. Orders received after arrival are not guaranteed.
6. Charges for orders received may have to be increased if total show requirements exceed availability.
7. Other areas, including outside power, priced on request.

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QUANTITY	DESCRIPTION	UNIT PRICE PER DAY	EXTENDED AMOUNT
_____	Exhibit Booth Power	\$ 33.00 each/day	_____
_____	Power Strip	\$ 13.00 each/day	_____
_____	60 Amp, 208 VAC, 3 Phase Outlet	\$ 200.00 each/day	_____
_____	LCD Projector (2500 Lumen)	\$ 470.00 each/day	_____
_____	6' Tripod Projection Screen	\$ 66.00 each/day	_____
_____	Video Package (VCR and 27" Monitor)	\$ 233.00 each/day	_____
_____	Video Package (DVD and 27" Monitor)	\$ 233.00 each/day	_____
_____	Direct Phone Line	\$ 100.00 each/day	_____
_____	Dial-up Modem Access	\$ 100.00 each/day	_____
_____	Wired or Wireless High Speed Internet	\$ 200.00 each/day	_____
_____	Additional Wireless Internet Connection	\$ 33.00 each/day	_____

(After purchase of main internet connection, does not include additional wired connections)  
(All DID Phone and Modem Lines are subject to guest room toll charges)

SUBTOTAL \_\_\_\_\_

TOTAL \_\_\_\_\_

**\*All prices are inclusive of 22% service charge and 9.25% sales tax.**

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**BILLING INSTRUCTIONS**

Option 1) Bill to Room # \_\_\_\_\_ Reservation Name \_\_\_\_\_

Option 2) Credit Card/Type \_\_\_\_\_ Exp. \_\_\_\_\_

Name \_\_\_\_\_ Signature \_\_\_\_\_

Option 3) Check is Enclosed Amount: \_\_\_\_\_ Check #: \_\_\_\_\_

**Note:** The Nashville Marriott assumes no liability for failure of electrical current, supply or output, and makes no warranties that the electric sources located at the hotel are suitable for any particular purpose. All items within the designated exhibit area are the responsibility of the exhibitor. The Nashville Marriott assumes no liability for any items that are left unattended within the exhibit area at any time.

**SHIPPING INFORMATION:** All shipment of exhibit materials should be directed through to the shows official decorating company. Any shipments sent direct to the hotel will only be accepted 72 hours or less in advance of the show setup. All shipments received at the hotel will be subject to the following fees:

Boxes: \$5.00 per box under 25 lbs, \$10.00 per box over 25 lbs Pallets: \$50.00 per pallet