



Telephone & Electricity Order Form

Event Name _____ Event Date _____
 Company Name _____ Booth # _____
 Address _____ City _____ ST _____ Zip _____
 Tel _____ Fax _____ Email _____

CREDIT CARD

MasterCard Visa American Express
 Corporate Personal

Email me confirmation that my order has been received.

CREDIT CARD NUMBER

Expiration date (MM/YY)		Card Security Code (CSC, CVC, etc.)	#

Cardholder's Name (Print) _____
 Billing Address (If different from above) _____
 City _____ ST _____ Zip _____ Tel _____

Cardholder's Signature _____ Date _____

Telephone

___ x telephone(s) @ \$30 per telephone \$ _____
 ___ x phone line(s) @ \$90 per line for 1 day \$ _____
 ___ x phone line(s) @ \$70 per line for each extra day for ___ extra days \$ _____
Subtotal \$ _____
 Sales Tax (8.875%) \$ _____
 Telephone TOTAL..... \$ _____

Note: You do not need to dial 9 before entering the number you are calling. **Important:** All lines are local service only. Long-distance service must be requested in advance (contact your Metropolitan Pavilion event coordinator) and long-distance fees may be billed after your event.

Electricity

___ x booth(s) or 20 amp outlet(s) @ \$80 per day x ___ days \$ _____
 ___ x extension cord (25' 3-phase) @ \$15 per cord \$ _____
 ___ x power strip @ \$10 per cord \$ _____
Electricity Subtotal \$ _____
 Sales Tax (8.875%) \$ _____
 Electricity TOTAL..... \$ _____

Important: Each 20 amp outlet is 1700 Watt/110 Volt. For direct tie-in to main power, tie-in/tie-out, and electrician labor fees, contact your Metropolitan Pavilion event coordinator.

OVERALL TOTAL to be charged to credit card\$ _____

Email or fax this completed and signed form to
coordinators@metropolitanevents.com / Fax 212-463-7099