



# Exhibitor Order Form



**Perdido Beach Resort**  
 27200 Perdido Beach Blvd.  
 Phone: (251)986-WAVE (9283) Fax: (888)515-6815  
 Email: sales@waveavp.com

Event Name: _____	Booth Number: _____
Company: _____	On-site Contact: _____
Address: _____	On-site Cell: _____
City: _____	State & Zip: _____
Ordered By: _____	Email: _____
_____	
_____	

## Will you be shipping materials to and from the resort?

Shipping materials: inbound and outbound	Incoming Total	Outgoing Total	Weight	Rate	Total (incoming total + outgoing total)
Packages			up to 25 lbs	\$15.00	
Packages			26-50 lbs	\$25.00	
Packages			51-75 lbs	\$35.00	
Packages			76-100 lbs	\$55.00	
Freight & Pallets			Up to 200 lbs	\$100.00	
Freight & Pallets			201-400 lbs	\$250.00	
Freight & Pallets			401-750 lbs	\$400.00	
Freight & Pallets			750-1,000 lbs	\$500.00	
Freight & Pallets			Over 1,000 lbs	By Quote	
Palette Shrink Wrap or metal binding (per palette)				\$15.00	
<b>Subtotal</b>					

### SHIPPING LABELS:

Please address all shipments using the following format:

Wave AVP



27200 Perdido Beach Blvd.



Orange Beach, AL 36561

ATTN: Your Exhibitor Company Name

Conference Name/ Trade Show Name

\*As a friendly reminder packages can not be delivered until billing is complete. Please return a completed order form, prior to shipments arriving onsite.\*


Electrical & Internet Services - charges are for the duration of the event	Quantity	Rate	Total
Power (20A - 115v Circuit - (Shared)		\$55.00	
Power (20A - 115v Circuit - (Shared) added on site service fee		\$65.00	
Wireless Internet Service		\$60.00	
Wireless Internet Service added on site service fee		\$70.00	
Bundle: Power & Wireless Internet		\$100.00	
Additional Connections - Wireless Internet Service		\$30.00	
Wired Internet Service (wired into wall)		\$175.00	
Wired Internet Service (wired into wall) added on site		\$185.00	
Power strip - 6 way		\$25.00	
Extension cord 25"		\$25.00	
<b>*Additional Fee of \$10 added to Power or Wireless Internet Service purchase on site</b>			
<b>Subtotal</b>			



Laptop - Touchscreen (Core i5, 8GB, SSD)		\$125.00	
24" LCD Monitor		\$80.00	
55" LED Monitor		\$140.00	
70" LED Monitor		\$285.00	
80" LED Monitor		\$305.00	
<b>Subtotal</b>			

Audio - per day fee	Quantity	Days	Rate
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Wired Microphone - handheld				\$40.00	
Wireless Microphone - Handheld or Lapel				\$95.00	
Audio Mixer - 4 Channel				\$40.00	
Exhibit Sound System: 2 Speakers & 2 Stands (up to 50 ppl)				\$125.00	
				<b>Subtotal</b>	
<b>Furniture - per day fee</b>					
	<b>Quantity</b>	<b>Days</b>		<b>Rate</b>	
Table - Counter Top (Height 6"x30"x42") with blue table cover				\$40.00	
Additional Exhibitor Chair				\$10.00	
Table - Regular Height with blue table cover				\$40.00	
Table - Round Tall Cocktail 42"				\$40.00	
Table - 72"x30"x30" with blue table cover				\$40.00	
Mobile Laptop Stand				\$35.00	
Stool				\$15.00	
Easel				\$15.00	
Wastebasket (extra)				\$5.00	
				<b>Subtotal</b>	
<b>Exhibit Enhancements - per day fee</b>					
	<b>Quantity</b>	<b>Days</b>		<b>Rate</b>	
2 - LED Wireless Uplighting				\$50.00	
Banner Suspension under 10'				\$35.00	
Booth Cleaning (vacuum, clean, & dust)				\$10.00	
Exhibit Install and Dismantle				By Quote	
				<b>Subtotal</b>	
<b>Meeting Supplies - per day fee</b>					
	<b>Quantity</b>	<b>Days</b>		<b>Rate</b>	
Flipchart Pack: Easel & 4 Color Markers				\$55.00	
Wireless Presentation Remote and Laser				\$25.00	
Special Requests				By Quote	
				<b>Subtotal</b>	

<b>TERMS AND CONDITIONS</b>		<b>Subtotal (add all subtotals above)</b>	
Wave is not responsible for any service interruption due to utility company failure, permanent power distribution failure, vandalism, faulty equipment or overloads.		<b>23% Service Charge</b>	
TAX EXEMPTION: Alabama state law mandates that you must provide a valid, non-expired tax exemption certificate for the State of Alabama BEFORE any sales taxes are exempted.		<b>Subtotal (add all subtotals above)</b>	
CANCELLATIONS: 7-day notice must be given to avoid a 50% charge of order total. Any cancellations within 72 hours of delivery will be billed at full price. Cancellations due to weather will be billed at full price		<b>13% Occupancy Tax</b>	
		<b>TOTAL DUE</b>	

<b>METHOD OF PAYMENT</b>	<b>Please Check One</b>
	
<input type="text"/> <b>Cardholder's Name (as it appears on card)</b>	<input type="checkbox"/> <b>Visa</b>
<input type="text"/> <b>Card Number</b>	<input type="checkbox"/> <b>Master Card</b>
<input type="text"/> <input type="text"/> <b>Expiration Date      CVV#</b>	<input type="checkbox"/> <b>Amex</b>
<input type="text"/> <input type="text"/> <b>State      Zip Code</b>	<input type="checkbox"/> <b>Discover</b>
<input type="text"/> <b>Cardholders signature*</b>	<input type="checkbox"/> <b>Check</b>
<input type="text"/> <b>Phone Number</b>	
<p><b>*We will with this authorization charge your credit card for the full amount of the advance order and any additional amounts incurred as a result of all show site changes made by your representatives.</b></p>	

<b>Freight Forwarding Information</b>	
Ship to: Company Name _____ Name _____ Address _____ City _____ State _____ Zip Code _____ Email Address _____	  Account Number: _____ Service Type: _____ Please Provide a Prepaid Label for UPS shipments. \$ _____ Other <input type="checkbox"/> Provide Bill of Lading: