

## TRADESHOW EQUIPMENT RENTAL FORM

(FULL PAYMENT DUE PRIOR TO SHOW OPENING)

	QTY	Floor Price COST	COST
<b>EQUIPMENT</b>			
8' Skirted Table .....		\$ 25.00	
6' Skirted Table .....		\$ 25.00	
Easel .....		\$ 25.00	
Wastebasket .....		\$ 5.00	
36' Cocktail Table .....		\$ 25.00	
Chair .....		\$ 15.00	
Highboys .....		\$ 20.00	

<b>ADDITIONAL MATERIALS NEEDED</b>			
3 Ft. Pipe & Drape (\$3.50 per linear ft.) .....		\$ 3.50	
8 Ft. Pipe & Drape (\$3.50 per linear ft.) .....		\$ 3.50	

<b>SCISSOR LIFT RENTAL (\$75 per hr) Operated exclusively by Hotel staff</b>			
1 Hr .....		\$ 75.00	
2 Hrs .....		\$ 150.00	
Day Rate 8:00 AM - 5:00 PM .....		\$ 675.00	

<b>Sub Total</b>	\$			
<b>7% Tax</b>	\$			▶ Order is subject to a 7% State Tax
<b>Order Total</b>	\$			

### PLEASE FILL OUT WITH YOUR CONTACT INFORMATION

Event Name:		Company Name:	
Phone Number:			
Email:			
Installation Date & Time:		Booth / Room #	

### CREDIT CARD INFORMATION

I, \_\_\_\_\_

- ▶ Understand 7% tax will be added to the order
- ▶ Authorize the Doubletree Miami Airport & Convention Center to charge my credit card account total amount of the electrical order above
- ▶ Understand the Doubletree Miami Airport & Convention Center reserves the right to correct orders figured incorrectly

Credit Card # \_\_\_\_\_

Master Card  AMEX  Visa  Discover  Other

Expiration \_\_\_\_\_ CCV \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE EMAIL YOUR ORDER (7) BUSINESS DAYS BEFORE EVENT START DAY:**

[redcoat@doubletreemacc.com](mailto:redcoat@doubletreemacc.com)