

OMNI HOTELS & RESORTS[®]

colonnade | san antonio

Completed Forms Should be Returned to:
 Bridget Ferguson, Convention Service Manager
bridget.ferguson@omnihotels.com
 Phone: 210-699-5831 Fax: 210-699-5844

EXHIBITOR RENTAL FORM

Event Name: _____ Exhibitor Company: _____
 Exhibit Location: _____ Address: _____
 Ordered By: _____
 On Site Contact: _____ Phone #: _____

ELECTRICAL					GENERAL INFORMATION																																																																																																																														
<table border="1"> <thead> <tr> <th></th> <th>Advance Price</th> <th>On Site Price</th> <th></th> <th></th> </tr> </thead> <tbody> <tr> <td colspan="5">120 Volt Single Phase Service</td> </tr> <tr> <td>4 Amps</td> <td></td> <td>\$ 20.00</td> <td>\$ 40.00</td> <td>\$ -</td> </tr> <tr> <td>20 Amps (Quantity Not to Exceed 2)</td> <td></td> <td>\$ 40.00</td> <td>\$ 60.00</td> <td>\$ -</td> </tr> <tr> <td>30 Amps (Quantity Not to Exceed 4)</td> <td></td> <td>\$ 55.00</td> <td>\$ 75.00</td> <td>\$ -</td> </tr> <tr> <td colspan="5">208 Volt/Single Phase Service</td> </tr> <tr> <td>20 Amps (Quantity Not to Exceed 2)</td> <td></td> <td>\$ 70.00</td> <td>\$ 90.00</td> <td>\$ -</td> </tr> <tr> <td>50 Amps (Quantity Not to Exceed 2)</td> <td></td> <td>\$ 140.00</td> <td>\$ 170.00</td> <td>\$ -</td> </tr> <tr> <td colspan="5">208 Volt/Three Phase Service</td> </tr> <tr> <td>30 Amps</td> <td></td> <td>\$ 150.00</td> <td>\$ 180.00</td> <td>\$ -</td> </tr> <tr> <td>50 Amps</td> <td></td> <td>\$ 200.00</td> <td>\$ 250.00</td> <td>\$ -</td> </tr> <tr> <td>100 Amps</td> <td></td> <td>\$ 275.00</td> <td>\$ 350.00</td> <td>\$ -</td> </tr> <tr> <td colspan="5"><i>Set up includes extension cord & labor</i></td> </tr> <tr> <td colspan="5">SHIPPING</td> </tr> <tr> <td colspan="2">QUANTITY</td> <td colspan="3">SUBTOTAL</td> </tr> <tr> <td>Anticipated Number of Boxes:</td> <td></td> <td>\$ 7.00</td> <td>each</td> <td>\$ -</td> </tr> <tr> <td colspan="5"><i>Packages weighing over 50 lbs. will be charged at \$7 per 50 lbs.</i></td> </tr> <tr> <td colspan="5">ADDITIONAL SERVICES</td> </tr> <tr> <td colspan="2">QUANTITY</td> <td colspan="3">SUBTOTAL</td> </tr> <tr> <td>Banner Hanging/Price Per Banner</td> <td></td> <td>\$ 15.00</td> <td>\$ 30.00</td> <td>\$ -</td> </tr> <tr> <td>Genie Lift/Price Per Day</td> <td></td> <td>\$ 100.00</td> <td>\$ 200.00</td> <td>\$ -</td> </tr> <tr> <td>Phone Line (Dial "9" Local Access)</td> <td></td> <td>\$ 35.00</td> <td>\$ 50.00</td> <td>\$ -</td> </tr> <tr> <td>Phone Line (Direct Incoming Line)</td> <td></td> <td>\$ 85.00</td> <td>\$ 95.00</td> <td>\$ -</td> </tr> <tr> <td>25' Heavy Duty Extension Cord</td> <td></td> <td>\$ 20.00</td> <td>\$ 30.00</td> <td>\$ -</td> </tr> <tr> <td>50' Heavy Duty Extension Cord</td> <td></td> <td>\$ 30.00</td> <td>\$ 40.00</td> <td>\$ -</td> </tr> </tbody> </table>						Advance Price	On Site Price			120 Volt Single Phase Service					4 Amps		\$ 20.00	\$ 40.00	\$ -	20 Amps (Quantity Not to Exceed 2)		\$ 40.00	\$ 60.00	\$ -	30 Amps (Quantity Not to Exceed 4)		\$ 55.00	\$ 75.00	\$ -	208 Volt/Single Phase Service					20 Amps (Quantity Not to Exceed 2)		\$ 70.00	\$ 90.00	\$ -	50 Amps (Quantity Not to Exceed 2)		\$ 140.00	\$ 170.00	\$ -	208 Volt/Three Phase Service					30 Amps		\$ 150.00	\$ 180.00	\$ -	50 Amps		\$ 200.00	\$ 250.00	\$ -	100 Amps		\$ 275.00	\$ 350.00	\$ -	<i>Set up includes extension cord & labor</i>					SHIPPING					QUANTITY		SUBTOTAL			Anticipated Number of Boxes:		\$ 7.00	each	\$ -	<i>Packages weighing over 50 lbs. will be charged at \$7 per 50 lbs.</i>					ADDITIONAL SERVICES					QUANTITY		SUBTOTAL			Banner Hanging/Price Per Banner		\$ 15.00	\$ 30.00	\$ -	Genie Lift/Price Per Day		\$ 100.00	\$ 200.00	\$ -	Phone Line (Dial "9" Local Access)		\$ 35.00	\$ 50.00	\$ -	Phone Line (Direct Incoming Line)		\$ 85.00	\$ 95.00	\$ -	25' Heavy Duty Extension Cord		\$ 20.00	\$ 30.00	\$ -	50' Heavy Duty Extension Cord		\$ 30.00	\$ 40.00	\$ -	ELECTRICAL 1 For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical services will be made by an Omni Hotel engineer. Omni Hotels will not be responsible for any damage or lost equipment, component, computer hardware, or software and/or any damage or injury to any person caused by the installation, connection or plugging into any electrical outlet by a person other than an Omni Hotel electrician. 2 All column & wall outlets are not a part of booth space. 3 To receive Advance Order pricing, all orders must be received with payment 7 days prior to the set up date. SHIPPING 1 Boxes may not be shipped to the hotel more than (3) days prior to the show/event. 2 If boxes are shipped on a pallet, the charge is for the number of boxes included on the pallet. Pallets not to exceed 70"x70"x70". If the shipment requires a forklift to load & unload, it will be the responsibility of the exhibitor or freight company to rent or provide one. 3 If box charge form is not received prior to arrival, boxes will not be delivered until payment is received. 4 Box fees are for handling material at the Omni San Antonio Hotel and include all labor to unload shipments, store up to 3 days prior to the event at the Hotel, deliver to booth, handle empty containers to/from storage and remove boxes for reloading onto outbound carries.	
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Wireless Internet and AV Equipment
 Please Contact:
 Encore Event Technologies (210) 699-5855

Subtotal \$ -
8.25% Sales Tax \$ -
TOTAL \$ -

BOXES ARE TO BE ADDRESSED AS FOLLOWS:

Omni San Antonio Hotel
 Hold for: Exhibitor Name/Convention Name
 9821 Colonnade Blvd.
 San Antonio, TX 78230

RETURN SHIPPING

Company must provide own shipping labels for all return packages at the end of show.

Note: Rates are Subject to Change

PAYMENT INFORMATION			
Payment for electrical services can be made by credit card:	MC _____	VS _____	AX _____
Card Holders Name:	_____		DS _____
Credit Card Number:	_____		Exp. Date: _____
Authorized Signature:	_____		
Email for Receipt:	_____		