



# EXHIBITOR SECURITY REQUEST 2009

This form is your official invoice – please keep a copy for your records  
All Prices Subject to Applicable Taxes  
All Prices Subject to Change Without Notice

EVENT #:

### EVENT INFORMATION:

EVENT NAME: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

EVENT DATES: \_\_\_\_\_

DATE(S) SECURITY REQUIRED: \_\_\_\_\_  
(SPECIFY EACH DATE REQUIRED)

### CUSTOMER INFORMATION:

COMPANY NAME: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_  
Street City Province/State Postal/Zip Code

ON-SITE CONTACT NAME: \_\_\_\_\_ TELEPHONE #: ( ) \_\_\_\_\_

E-MAIL: \_\_\_\_\_ FAX #: ( ) \_\_\_\_\_

#### DISCOUNT RATE UP TO 7 DAYS PRIOR TO MOVE-IN

SHIFT TIMES	X RATE	X # OF DAYS	TOTAL
= _____ HOURS	\$26.50/Hr.		
= _____ HOURS			
= _____ HOURS			

#### STANDARD RATE UNDER 7 DAYS TO MOVE-IN (MINIMUM 24 HOURS NOTICE REQUIRED)

SHIFT TIMES	X RATE	X # OF DAYS	TOTAL
= _____ HOURS	\$29.50/Hr.		
= _____ HOURS			
= _____ HOURS			

#### ORDERS UNDER 48 HOURS NOTICE WILL BE CALCULATED @ \$46.50 / HOUR

### SPECIAL INSTRUCTIONS:

\_\_\_\_\_

### PAYMENT INFORMATION:

Make Cheques Payable to:

**Vancouver Convention Centre  
200 – 999 Canada Place  
Vancouver, BC Canada V6C 3C1**

To fax your form or for further inquiries:

**Call (604) 647-7206**

**Fax (604) 647-7325**

Discount Rate applicable up to 7 days prior to move-in date. Make all payments in Canadian Funds. All orders must be accompanied by payment.

**SUB TOTAL**

5% GST (#R100432764)

**TOTAL CANADIAN**

- Cash   
 Cheque   
 Money Order  
 Visa   
 MasterCard   
 American Express   
 Bank Wire Transfer# (Add \$10.00 Service Charge to total): \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_

Print Name as it Appears on Card: \_\_\_\_\_

I hereby authorize the Vancouver Convention Centre or its agents to provide the service(s) described above and agree to assume complete responsibility for all charges for service.

Authorized Signature: \_\_\_\_\_

Print Name and Title of Authorized Representative