

Sacramento Stage Lighting

DO NOT WRITE IN THIS SPACE-FOR OFFICE USE ONLY

410 N. 10th Street Sacramento, CA 95811 (916) 447-3258 orders@sacstagelight.com

# Lighting Package Order Form

## SSL IS PLEASED TO OFFER EXHIBITORS A CHOICE OF OVERHEAD LIGHTING PACKAGES, AT A SIGNIFICANT SAVINGS.

## 1000 WATT OVERHEAD LIGHTS Includes fixtures, electrical service, and labor to install and remove.

QTY
Package #1
Order two at \$250.00 each and get two free (four total) = \$500.00
(\$500.00 after discount deadline)

Package #2

Order four at \$250.00 each and get four free (eight total) = \$1000.00 (\$1000.00 after discount deadline)

\_ Additional 1000 watt lights @ \$175.00 (must be ordered with one of the above packages) (\$225.00 after discount deadline)

	TOTAL # OF PACKAGE #1:	\$			
<b>PAYMENT POLICY</b> To obtain the discount price we must receive your order, with payment, 14 days before opening	TOTAL # OF PACKAGE #2:	\$			
	ADDITIONAL 1000w LIGHTS:	\$			
	TOTAL AMOUNT PAID:	\$			
EXHIBITOR	SHOW	BOOTH#			
PHONE E-MAIL					
	ORDER DATE				
CANCELLATION CHARGE: Items ordered and delivered to booth but subsequently cancelled are subject to a 100% cancellation fee.					



## service contractors conventions & expositions

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## **CREDIT CARD AUTHORIZATION & PAYMENT POLICY**

## THIS FORM MUST BE COMPLETED

Event Name: Exhibiting Company Name: Exhibitor Address: City/State/Zip:	Email:			
Visa MasterCard American E	Express Exp. Date:			
Security Code: (3 digit code on the back of Visa / MCard, 4 digit code on the front of AmEx)				
Cardholder's Name (Please Print):				
Cardholder's Address:	Cardholder's Phone #			
City/State/Zip:	Email:			
Cardholder's Signature*:				
This form must be signed here in order to process payment to your o	card.			

### PAYMENT TERMS

Full payment must accompany all orders (purchase orders are not considered payment). In order to obtain "Discount Prices" we must receive your order, *with payment*, no later than 14 days prior to show opening. A completed credit card authorization must be submitted with your orders, even if you are paying by check. This authorization will be used to cover any outstanding balances, which may include on-site additions, labor and material handling, at the conclusion of the event. *NOTE: A \$35.00 fee will be charged for declined credit cards and returned checks.* 

### THIRD PARTY BILLING

If your company contracts work to a display house (EAC), and requires services from SSL, the above terms also apply. Each exhibiting company is ultimately responsible for any charges incurred on its behalf. Your EAC should submit a separate Credit Card Authorization indicating the services for which they should be charged.

### **ELECTRONIC SIGNATURE**

Completion and electronic submission of this form represents an acceptance of the following policy. Any and all charges incurred on behalf of the exhibiting company will be applied to the credit card provided above. It is understood that the electronic signature and email time and date stamp will stand in place of a physical signature on all forms.

### **ADJUSTMENTS**

Any questions or concerns regarding items or services ordered must be reported to SSL prior to show closing. Some items are subject to cancellation fees; refer to each order form for more information.

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DATE:	AMOUNT	DATE:	AMOUNT	DATE:	AMOUNT	
Standard Furn (210)		Standard Furn (210)		Standard Furn (210)		
Specialty Furn (212)		Specialty Furn (212)		Specialty Furn (212)		
Carpet (211)		Carpet (211)		Carpet (211)		
Electrical (213)		Electrical (213)		Electrical (213)		
Elec Labor (214)		Elec Labor (214)		Elec Labor (214)		
I&D Labor (214)		I&D Labor (214)		I&D Labor (214)		
Rigging (214)		Rigging (214)		Rigging (214)		
Cleaning (215)		Cleaning (215)		Cleaning (215)		
Graphics (216)		Graphics (216)		Graphics (216)		
Mat Handling (217)		Mat Handling (217)		Mat Handling (217)		
Other (218)		Other (218)		Other (218)		
TOTAL		TOTAL		TOTAL		