

Best Western Royal Plaza Hotel & Trade Center  
 181 Boston Post Rd. West  
 Marlborough, MA 01752  
 Phone# (508)303-1797 Fax# (508)480-9343  
**HOTEL EXHIBITOR SERVICES FORM 2009**

**EXHIBITOR INFORMATION (Please Print or Type)**

**EVENT NAME:** New England Supply Chain Conference (NESCON 2009) **EVENT DATE:** 10/05/09  
 Company: \_\_\_\_\_ Booth #: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone#: \_\_\_\_\_ Fax#: \_\_\_\_\_

**General Information:**

- All orders with payment must be received no later than 7 days prior to show opening to insure the advance price. Orders received after this time will be subject to floor prices.
- All charges must be paid in full by either check or cash prior to show opening. All checks must be in U.S. funds drawn on a U.S. bank. Major Credit Cards will be accepted for payment. If paying on site, you must pay the floor price by Major Credit Card only.
- Orders without payment will not be processed.
- Make Checks payable to the Royal Plaza Hotel and remit to the above address.
- All questions on billing must be settled prior to the show opening.
- Credit will not be issued for services that are set up and not used.
- Please direct any questions to the Royal Plaza Hotel Sales & Catering Office at (508) 303-1797.

**ELECTRICAL SERVICES**

	Quantity	Advanced	Price Floor Price
120 volt to 1000 watts	_____	\$33.00	\$43.00
120 volt to 2000 watts	_____	\$43.00	\$53.00
208 volt, 1ph, Nema 16-20	_____20 amp.	\$50.00	\$60.00 (not a direct connection)
208 volt, 2ph, Nema L15-20	_____20 amp.	\$60.00	\$70.00 (not a direct connection)
Power Strips	_____	\$5.00	\$10.00
Extension Cords	_____	\$5.00	\$10.00

**Special Electrical Needs (over 20 amps or a direct connection requires an electrician):**

**Price:** \_\_\_\_\_ **Electrician Fee:** \_\_\_\_\_ **Total:** \_\_\_\_\_  
*\*Electrician fee may be less, depending on other special electrical orders (Will be determined after electrical set-up).*

**PHONE SERVICES**

	Quantity	Advanced Price	Floor Price
Phone Line Activation	_____	\$35.00*	\$45.00*

\*Plus the cost of calls.  
 (Hotel's phone system has Analog Lines.)

**High Speed Internet Access** \_\_\_\_\_ **\$175.00 per access code per day**

**Total Amount Due \$** \_\_\_\_\_

**Credit Card Authorization: Charge to MC Visa Amex Discover Diners Club**

**CC#:** \_\_\_\_\_ **Exp. Date:** \_\_\_\_\_  
**Name (as it appears on card):** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_