



February 2017

Dear Friend:

As the 2017 Convention of the American Conference of Cantors/Guild of Temple Musicians is quickly approaching, we would like to invite you to be a part of it by exhibiting your wares or information at our conference. The conference will be held from **June 25 to June 29, 2017** at the Red Rock Resort and Spa in Summerlin, Nevada.

Approximately 300 Cantors, music directors, soloists, choir directors and accompanists join together at these conventions to study, worship, sing and buy from our exhibitors!

Specific information regarding shipping and electricity costs is included in the attached forms. This year, in addition to your vendor booth spaces, we are inviting you to purchase a meal plan for the following meals: Monday "boxed" lunch, Tuesday breakfast, Tuesday dinner & concert, and Wednesday "boxed lunch, and Wednesday closing banquet. Meal tickets will be available for all vendors who pre-register for the meal package. You are invited to register for the Saturday evening fundraiser at the Las Vegas Strip Wheelhouse and High Roller. Please see the registration form for costs and RSVP information.

I am pleased to once again be your primary contact for questions before and during the event.

In order to ensure that all will have as successful an event as possible, we reserve the right to limit the number of vendors with similar merchandise. Exhibitors will be accepted on a first come first served basis, so reserve early; space is limited! You may register via email or fax in a copy of this form to 1.518.783.6003 to apply.

If you have any questions, please feel free to contact me. The contact information is listed in the enclosed materials. We thank you in advance and look forward to seeing you in Las Vegas!

Very truly yours,

Rabbi Zev Sonnenstein – GTM Convention Co-Chair  
[Rabbizev1@aol.com](mailto:Rabbizev1@aol.com) or 386-523-4570

## **About the Convention:**

We expect 300 attendees, all of whom are interested in music, Judaica, books, recordings, computers and Jewish art. ACC-GTM Conventions attract members from all over North America and several foreign countries.

### **Saturday Evening Fundraiser: Riding "Chai" in Vegas!**

After leaving Red Rock Resort by bus at 7PM, we will eat, drink and schmooze in the Wheel House at the LINQ Hotel & Casino. Located at the top of one of the newest Strip properties, this fifth-floor gem is unquestionably the most unique venue in the city. The Wheel House offers breathtaking Vegas views from the floor to ceiling windows. After we eat, drink & catch up with friends, we will board our private cabin(s) for a special dessert & a 40-minute ride around the Las Vegas High Roller. The tallest observation wheel in the world, the High Roller towers 550 feet above the Strip and is a must-see landmark of epic proportions. If that isn't enough excitement for you, the LINQ & High Roller are situated within the LINQ Promenade, filled with shops and restaurants that you are welcome to visit during the evening festivities. Buses will leave the LINQ to return to Red Rock at 10:30PM. Cost is \$180 per person

### **Security:**

Please make sure you list all of your staff for your exhibit. Credentials will be required to enter the exhibit hall. Security will be provided when the convention attendees are offsite and overnight in the exhibitor area.

### **Electricity, Wi-Fi and Shipping:**

Attached you will find the fees for electricity, extension cords, and Wifi. **Parcels should be shipped to the hotel for delivery no earlier than June 20, 2017.** Upon your arrival, you will need to claim your packages at Hotel Receiving and sign for them. Your packages should be addressed:

Name of Exhibitors ACC-GTM 2017 Convention  
Red Rock Resort & Spa  
11011 W Charleston Blvd  
Las Vegas, NV 89135

Handling fees:

#### **INCOMING PACKAGES**

0-5 lbs:\$5.00 each  
6-20 lbs:\$10.00 each  
21-100 lbs:\$25.00 each  
Over 100 lbs:\$.50 per pound  
Pallets:\$250.00 each

#### **Storage is charged as follows after the third business day; (not including Saturday or Sunday)**

0-50 lbs:\$5.00 each per day  
Over 50 lbs:\$7.00 each per day  
Pallets:\$15.00 each per day

### **Exhibit Fees:**

**Early Bird Fees:** For Vendors Who Register **before March 15:** \$350.00 for an 8 x 8 area including two skirted tables and two chairs. Booths are marked spaces with the items listed above. No pipe and drape will be used. \$150.00 for a second booth based on space availability. *If you need electricity, please fill note that here:* \_\_\_\_\_

**ACC/GTM Member Fees:** If you are registered for the convention as an ACC or GTM member, you may also register as an exhibitor for an additional \$75 for a single booth before March 15. If you register after March 16, the fee is \$125.

**Regular Fees:** For Vendors Who Register **after March 16:** \$450 for an area, \$225 for a second booth.

All registration forms must be received by Ayelet **on or before May 4<sup>th</sup>** for you to guarantee a spot in the exhibit area. If you register after May 4, there is no guarantee your application will be accepted. Exhibitors will be accepted on a first come first served basis and space is limited!

**Tentative Exhibit Schedule: Please note –our online Convention schedule is updated regularly. Go to: [www.accantors.org](http://www.accantors.org); under the News, Events, & Publications, go to ACC-GTM Convention for the link to the 2017 page.**

We encourage your discretion regarding remaining open during religious services, keynote addresses and plenary sessions. Exhibits should be ready to open at 2 p.m. on Sunday for the official start of the convention. Tefilah will mostly be held in a ballroom adjacent to the vendor area. Meals and workshops will be in the Atlantic Ballrooms directly below the vendor area.

Sunday, June 25	Exhibits open 2 p.m. until 7 p.m. Convention opens and Welcome Ma'ariv! ACC and GTM awards presented.
Monday, June 26	8:00 a.m. to 6 p.m. Day's events include tefilah, keynote session, and workshops.
Tuesday, June 27	8:00 a.m. to 2:00 p.m. Day's events include breakfast in the vendor area, workshops and free time. Leave for concert at 4:45 p.m.
Wednesday, June 28	8 a.m. to 4 p.m. Day's events include plenary session, several workshops and the closing banquet. <b><i>The schedule is subject to change.</i></b>

**EXHIBITOR INFORMATION:**I am also an  ACC  GTM member attending convention.

Full Name: \_\_\_\_\_

First Name for Badge: \_\_\_\_\_

Email: \_\_\_\_\_

Preferred Mailing Address: \_\_\_\_\_

City, State, ZIP: \_\_\_\_\_

Day phone: \_\_\_\_\_

Evening phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell: \_\_\_\_\_

Additional exhibitor staff names (everyone must have credentials): \_\_\_\_\_

 I am a First Time Convention Attendee!**EXHIBITOR/VENDOR REGISTRATION FEES:**

Membership Category (check one)	Early Registration (Received by March 15, 2017)	Regular Registration (Received after March 16 and before May 2, 2017)	Late Registration (Received after May 2, 2017) <b>SPACE PERMITTING</b>	Amount Due
<input type="checkbox"/> Single booth with standard tables	\$350	\$450	\$600	
<input type="checkbox"/> Extra booth space	\$150	\$225	\$275	
<input type="checkbox"/> ACC/GTM Member booth (with registration)	\$75	\$100	\$125	
<input type="checkbox"/> Meal package for non ACC-GTM members registering as vendors (includes Tuesday)	\$300 per person	\$350 per person	\$400 per person	
<input type="checkbox"/> Saturday Evening Fundraiser event #of people _____	\$180 per person	\$180 per person	\$180 per person	
<input type="checkbox"/> Tuesday dinner, concert & bus only (no other meals) # of people _____	\$50 per person	\$50 per person	\$50 per person	
<input type="checkbox"/> Hotel Deposit to be charged	Insert correct amount for one night deposit:			
	Total fees Due to Ayelet:			

**Hotel Information:**

As a reminder, the ACC-GTM Convention Committee and Ayelet Tours have worked hard to secure a fair price for the hotel block during our convention. Although a lower rate may be available on certain discount hotel websites, when you book outside of the Convention process, you risk the Convention's ability to fulfill our financial commitment to the hotel and therefore risk the Convention possibly needing to pay for empty hotel rooms that are not needed or other hotel services and meeting space. Based on our committed occupancy, the hotel gives us the use of meeting space at no extra charge. When we do not fulfill our committed occupancy requirement because people stay at other area hotels or book through discounted online providers, the Convention must pay the difference which in turn will make future Conventions more expensive. Please consider the Convention commitments when you are booking your hotel stay.

All hotel reservations must be made through Ayelet Tours, Ltd. and will be on a first come, first served basis. Credit Cards will be required on site by the hotel to pay for your room and/or to cover any incidental charges. The room reservation deadline is May 26, 2017. After this date, reservations will be accepted on a space availability basis only. **There is a \$50 penalty for hotel rooms cancelled once booked. In addition, hotel rooms cancelled within 72 hours of arrival are subject to a one-night penalty.** There is a \$75 early departure fee should you check out before your scheduled departure.

Guest rooms are between 515-615 square feet, and feature either a King Bed or two Queen beds. Check with Ayelet for roll-away space and availability. Complimentary guest room internet for attendees. Approximate room taxes are:

 King: \$165/night Queen/Queen: \$165/night I require a handicap accessible room. King Bed. Two Double Beds.

The rates above are per room per night and DO NOT include taxes and fees (currently 15.5%).

Date of Arrival: \_\_\_\_\_ Date of Departure: \_\_\_\_\_ # of Nights: \_\_\_\_\_

Special Requests: \_\_\_\_\_

*Special requests are noted but cannot be guaranteed.*

One night's deposit guaranteed to a major credit card or paid by check to Ayelet Tours, Ltd. is required. A first night's deposit will be charged to guarantee your hotel reservation. Upon receipt of payments, confirmation will be forwarded to you. No confirmation letter will be sent without a credit card payment or payment by check for your hotel deposit. **The hotel balance is due upon departure and is payable directly to the hotel.**

**Payment:**

**CREDIT CARD INFORMATION**

Visa       Master Card       American Express       Discover

CC #: \_\_\_\_\_ CC Expiration Date: \_\_\_\_\_ Security Code \_\_\_\_\_

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

**CANCELLATION POLICY**

**Cancellation Policy:** Convention fees are refundable less a \$50 processing fee on or before May 24, 2017 (also minus hotel penalty below). **Registrations canceled after May 25, 2017 are subject to a \$200 cancellation fee. ALL DATES ARE DATES OF RECEIPT BY AYELET TOURS, LTD. There is a \$50 penalty for hotel rooms cancelled once booked.** Any cancellations received 72 hours or less prior to scheduled arrival are subject to one night's stay penalty. All cancellations and changes must be made in writing to Ayelet Tours. Cancellations received after 4:00 PM EST (Monday-Friday) will be processed as though received on the next business day. Post convention refund requests must be made by July 31, 2017.

**For more information on Exhibiting:**

Rabbi Zev Sonnenstein  
Exhibitor Chair  
Rabbizev1@aol.com

Please go to this link to access the online registration form: [www.ayelet.com](http://www.ayelet.com)  
If you are having trouble accessing the registration form, please contact the Ayelet Tours office.

**Last day for registration is May 2, 2017**

***Ayelet* Tours, Ltd.**

Conference Services Division  
19 Aviation Road  
Albany, NY 12205  
518-783-6001 x 324  
800-237-1517 x 324





MAIL OR FAX FORMS WITH PAYMENT TO :  
ENCORE EVENT TECHNOLOGIES AT THE RED ROCK CASINO  
5150 So. Decatur Blvd., Las Vegas, Nevada 89118



Ph: (702) 777-7708 Fax: (702) 777-6865 Questions Email:services@encoreproductions.net

<b>Booth Number:</b>		<b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.</b>		<b>EVENT NAME:</b>	
EVENT DATES:			INSTALL LOCATION IN ROOM/BOOTH: (Provide floor plan if available)		
EXHIBITING COMPANY NAME:					
BILLING ADDRESS:					
CITY:		STATE:		ZIP:	
TELEPHONE NUMBER:		FAX NUMBER:		ON-SITE CONTACT:	
ORDERED BY:			EMAIL ADDRESS:		
CREDIT CARD TYPE:		EXP. DATE:		CREDIT CARD NUMBER:	
CARDHOLDERS SIGNATURE:			PRINT CARDHOLDERS NAME:		

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. **NO CHECKS ACCEPTED**

## ELECTRICAL SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged 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 by persons other than our personnel.

Please call for additional services that are not listed on this order form, or for custom quotes for large orders

Dedicated & 24 hour power will be at 2x the listed price. Please indicate these requirements below if needed.

Installation cannot begin until order is finalized and payment method has been received

ELECTRICAL SERVICES	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY	QUANTITY OF 24 HOUR POWER	SUBTOTAL
120 VOLTS - 500 WATTS OR 5 AMPS	\$86.00	\$130.00			
120 VOLTS - 1000 WATTS OR 10 AMPS	\$150.00	\$230.00			
120 VOLTS - 2000 WATTS OR 20 AMPS	\$200.00	\$300.00			
208 VOLTS SINGLE PHASE - 2000 WATTS OR 20 AMPS	\$310.00	\$465.00			
ELECTRICAL MATERIALS	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY		
6' OUTLET PLUG STRIP	\$25.00	\$30.00			
25' EXTENSION CORD	\$25.00	\$30.00			

**PLEASE SUBMIT A FLOOR PLAN FOR ALL ISLAND BOOTHS AND UNDER CARPET ELECTRICAL RUNS**

ADDITIONAL ELECTRICAL SERVICES	ADVANCED ORDER RATE	STANDARD ORDER RATE	QUANTITY	QUANTITY OF 24 HOUR POWER	
208 VOLTS SINGLE PHASE 30 AMPS	\$395.00	\$590.00			
208 VOLTS SINGLE PHASE 60 AMPS	\$640.00	\$960.00			
208 VOLTS SINGLE PHASE 100 AMPS	\$980.00	\$1,475.00			

**SUBTOTAL**

**PRICING IS BASED ON A 3 DAY SHOW, ADDITIONAL DAYS WILL REQUIRE A 25% PER DAY CHARGE**

**ALL ELECTRICAL MATERIALS & SERVICES WILL REQUIRE A 10% SERVICE FEE**

**10% SERVICE FEE**

**ALL ISLAND BOOTHS AND ADDITIONAL SERVICES REQUIRE ELECTRICAL LABOR**

**MATERIAL AND SERVICES TOTAL**

LABOR RATES: STRAIGHT TIME - \$100.00 OVERTIME - \$200.00

**LABOR TOTAL**

MINIMUM 1 HOUR LABOR INSTALL AND MINIMUM 1/2 HOUR LABOR DISMANTLE

**GRAND TOTAL**

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum charge per booth on one hour for installation will apply to all booths requiring labor. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.

**ELECTRICAL IS AN EXCLUSIVE SERVICE OF THE RED ROCK CASINO**

Prices Subject to change without Notice

REV 3/1/15

## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot ever lose power and/or other equipment that must remain on throughout the show during overnight hours.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Outlet prices for 120 Volt power include delivery of the service to one location at the rear of your booth. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements, additional electrical labor will be required. Specific service location is defined as the area in the booth/room designated by the client.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

## AUTHORIZED SIGNATURE:

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

The logo for Encore Event Technologies, featuring the word "ENCORE" in a bold, blue, sans-serif font.

EVENT NAME:			ROOM / BOOTH:		
COMPANY:			DELIVERY DATE:		DELIVERY TIME:
BILLING NAME AND STREET ADDRESS:			PICKUP DATE:		PICKUP TIME:
CITY:	STATE:	ZIP:	ONSITE CONTACT:		
PHONE:	FAX:	EMAIL:	CONTACT PHONE:		
CARDHOLDER NAME:	CC TYPE:	CC#:			
CARDHOLDER SIGNATURE:			EXP DATE:	SECURITY CODE	

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THIS FORM CAREFULLY PRIOR TO PLACING ORDER.

To receive **PRE SHOW** rates Encore must receive your order no later than 14 days prior to show opening. All other orders will be processed at the **LATE ORDER** rate.

#### ALL EQUIPMENT PRICES ARE PER DAY

DESCRIPTION	PRE SHOW	LATE ORDER	QTY	DAYS	TOTAL
<b>VIDEO EQUIPMENT</b>					
22" LCD MONITOR HD (16:9)	120.00	148.00			
32" LCD HD (16:9)	300.00	360.00			
42" PLASMA (16:9)	400.00	480.00			
50" PLASMA (16:9)	525.00	605.00			
61" PLASMA (16:9)	1,260.00	1512.00			
6" PLASMA STAND FOR 42"-50" & 32" LCD	80.00	96.00			
DVD PLAYER	80.00	96.00			
BLU RAY PLAYER	105.00	126.00			
LCD PROJECTOR - 3000 LUMENS	395.00	474.00			
LCD PROJECTOR - 6000 LUMENS	660.00	792.00			
FLIPCHART PACKAGE	50.00	70.00			
<b>COMPUTER EQUIPMENT</b>					
19" LCD MONITOR	120.00	150.00			
LAPTOP COMPUTER	\$200 / Day				
WIRELESS PRESENTATION MOUSE	50.00	60.00			
<b>SCREENS</b>					
TRIPOD 6' X 6'	90.00	120.00			
TRIPOD 8' X 8'	90.00	120.00			
CRADLE 10' X 10'	125.00	150.00			

**CANCELLATIONS:** written cancellation of ordered equipment and services must be received 72 hours prior to delivery. Failure to do so will result in a 100% charge to your credit card.

DESCRIPTION	PRE SHOW	LATE ORDER	QTY	DAYS	TOTAL
<b>RIGGING &amp; STAGING</b>					
MOTORS (WEEKLY RATE)	160.00	192.00			
RIGGING POINTS (WEEKLY RATE)	70.00	84.00			
BANNER HANGING (WEEKLY RATE)	100.00	120.00			
<b>LABOR</b>		RATE	HRS		
ALL RIGGING IS SUBJECT TO AT LEAST 2 RIGGERS @ \$89.00 HOUR WITH A 4 HOUR MINIMUM.		89.00/hr	X		
CONTACT US FOR LABOR TERMS AND CONDITIONS.					
<b>AUDIO EQUIPMENT</b>					
UHF COMBO (CHECK ONE) <input type="checkbox"/> HH <input type="checkbox"/> LAV	135.00	162.00			
WIRED MICROPHONE	45.00	54.00			
SM. POWERED SPEAKER	50.00	60.00			
LG. POWERED SPEAKER	100.00	120.00			
DIRECT BOX FOR COMPUTER AUDIO	30.00	36.00			
12 CHANNEL MIXER	160.00	192.00			
CD PLAYER	65.00	78.00			
<b>TOTALS</b>					
TOTAL EQUIPMENT CHARGES					
LABOR estimate will be provided as needed.					XXXXXX
21% EQUIPMENT SERVICE CHARGE (\$20 minimum)					
8.15% Sales Tax					
TOTAL DUE					

**RIGGING AND HOUSE SOUND ARE AN EXCLUSIVE SERVICE OF RED ROCK RESORT**  
COMPLETE THIS FORM AND FAX TO 702.797.7191

**Encore Event Technologies**  
11011 W. Charleston Blvd.  
Las Vegas, NV 89135  
p | 702.797.7192  
f | 702.797.7191  
redrock@encore-us.com

**ENCORE**  
EVENT TECHNOLOGIES  
A Freeman Company



MAIL OR FAX FORMS WITH PAYMENT TO :  
**ENCORE EVENT TECHNOLOGIES AT THE RED ROCK CASINO**  
**5150 So. Decatur Blvd., Las Vegas, Nevada 89118**  
 Ph: (702) 777-7708 Fax: (702) 777-6865 Questions Email:services@encore-us.com



<b>Booth Number:</b>	<b>To receive advanced pricing, Encore Event Technologies must receive your completed order, with billing information, fourteen (14) days prior to show move-in.</b>		<b>EVENT NAME:</b>
<b>EVENT DATES:</b>		<b>INSTALL LOCATION IN ROOM/BOOTH:</b> (Provide floor plan if available)	
<b>EXHIBITING COMPANY NAME:</b>			
<b>BILLING ADDRESS:</b>			
<b>CITY:</b>	<b>STATE:</b>	<b>ZIP:</b>	<b>ON-SITE CONTACT:</b>
<b>TELEPHONE NUMBER:</b>	<b>FAX NUMBER:</b>		<b>ON-SITE PHONE:</b>
<b>ORDERED BY:</b>		<b>EMAIL ADDRESS:</b>	
<b>CREDIT CARD TYPE:</b>	<b>EXP. DATE:</b>	<b>CREDIT CARD NUMBER:</b>	
<b>CARDHOLDERS SIGNATURE:</b>		<b>PRINT CARDHOLDERS NAME:</b>	
<b>BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. NO CHECKS ACCEPTED</b>			

## BOOTH LIGHTING SERVICES FORM

Encore Event Technologies, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged 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 by persons other than our personnel.

Please call for additional services that are not listed on this order form, or for custom quotes for large orders

Installation cannot begin until order is finalized and payment method has been received

Lighting Package Description	ADVANCED PRICING	STANDARD PRICING		QUANTITY	SUBTOTAL
Booth Lighting Package #2 4' Track with two fixtures	\$180.00	\$270.00			
Booth Lighting Package #3 4' Track with three fixtures	\$225.00	\$340.00			
Booth Lighting Package #4 4' Track with four fixtures	\$265.00	\$400.00			
Additional MR16 Lights	\$55.00	\$85.00			
75 Watt Flood Light on Stanchion Pole	\$100.00	\$150.00			
Double Flood Light on Stanchion Pole	\$180.00	\$270.00			
<b>ALL LIGHTING PACKAGES INCLUDE POWER FOR THE LIGHTS</b>				<b>Subtotal</b>	
<b>PRICING IS BASED ON A 3 DAY SHOW, ADDITIONAL DAYS WILL REQUIRE A 25% PER DAY CHARGE</b>					
<b>ALL ELECTRICAL MATERIALS &amp; OUTLETS WILL REQUIRE A 10% SERVICE FEE</b>				<b>10% SERVICE FEE</b>	
<b>ALL LIGHTING ORDERS &amp; ISLAND BOOTHS REQUIRE ELECTRICAL LABOR</b>				<b>MATERIAL AND SERVICES TOTAL</b>	
<b>LABOR RATES: STRAIGHT TIME - \$100.00 OVERTIME - \$200.00</b>				<b>LABOR TOTAL</b>	
<b>MINIMUM 1/2 HOUR TOTAL LABOR CHARGE FOR INSTALL AND DISMANTLE</b>				<b>GRAND TOTAL</b>	

LABOR: Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the straight time labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays and Holidays will be at the overtime rate. A minimum labor charge per booth on 1/2 hour for installation and dismantle will apply to all booths ordering lighting. A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/Disconnect Labor dates/times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/disconnect is during straight time or overtime hours.

**ELECTRICAL LIGHTING IS AN EXCLUSIVE SERVICE OF THE RED ROCK CASINO**

Prices Subject to change without Notice REV 3/1/15



## Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot be powered down overnight and/or other equipment that must remain on throughout the show.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Outlet prices for 120 Volt power include delivery of the service to one location at the rear of your booth. If you require outlets in other locations, have lights or electrical items to hang or erect, or have other electrical requirements, additional electrical labor will be required. Specific service location is defined as the area in the booth/room designated by the client.
- 7.) Encore Event Technologies is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

## AUTHORIZED SIGNATURE:

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

**ENCORE**

rev. 3/1/15