

PAYMENT AUTHORIZATION FORM



1705 Acme Street
Orlando, FL 32805
Phone: (407) 462-1539

COMPANY:	BOOTH #:
ADDRESS:	SHOW:
	PHONE:
ORDERED BY:	
E-MAIL:	FAX:

Material Handling		\$		Audio Visual Rentals		\$
Installation& Dismantle Labor		\$		Shipping & Storage		\$
Furniture Rental		\$				\$
Carpet		\$		Other(Specify)		\$
Graphics & Signs		\$		Other(Specify)		\$
In-Booth Forklift & Labor		\$		Other(Specify)		\$
TOTAL AMOUNT WITH TAX WILL PAY TO TROY TRADE SHOW,LLC.						\$

PAYMENT AUTHORIZATION

YOU SIGNATURE ON THIS PAYMENT AUTHORIZATION FORM DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND IN YOUR SERVICE MANUAL.

TROY TRADE SHOW,LLC requires Company Check, Wire Transfer, Credit Card or Debit Card as the acceptable methods of payment.

Company Check -Make payable to TROY TRADE SHOW, LLC and reference(show name) and mail to Troy Trade Show - 1705 Acme Street, Orlando, FL 32805

Wire Transfers -If paying by wire transfer for TROY TRADE SHOW,LLC., please include a \$25.00 surcharge for bank fees. Please call for wire transfer details.

Credit Card -For your convenience, TROY TRADE SHOW,LLC. will use this authorization to charge your credit card account for your advance orders, not paid by check or wire, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include all TROY TRADE SHOW,LLC charges,and any charges that TROY TRADE SHOW,LLC. may be obliged to pay on your behalf, including without limitation, any material handling charges and/or labor charges. Please complete the information requested below.All information must be provided.

<input type="checkbox"/> VISA	<input type="checkbox"/> MASTER CARD	<input type="checkbox"/> AMEX	<input type="checkbox"/> DISCOVER	<input type="checkbox"/> DEBIT	EXP.DATE
ACCOUNT NUMBER					
SECURITY CODE					
CARDHOLDER PRINTED NAME:					
CARDHOLDER'S BILLING ADDRESS :					
CITY:		STATE :		ZIP: COUNTRY :	

The cardholder named above hereby authorizes TROY TRADE SHOW,LLC. To charge my credit card for the actual costs of the services estimated above and any additional service and amount including, but not limited to, labor to install or dismantle

CARDHOLDER SIGNATURE	DATE
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PAYMENT POLICY: TROY TRADE SHOW, LLC. Requires payment of estimated costs in full or partial, including applicable taxes, at the time services are ordered. NO CREDITS WILL BE MADE AFTER SHOW CLOSING. Payments in check form **must** be in U.S.Dollars from a U.S. Bank.

TAX EXEMPT STATUS: If you are exempt from paying sales tax, you must forward a certificate of exemption for the state in which the services are to be used at or prior to the time of payment. Resale certificates are not valid unless you are rebilling these charges to your customer.(All TROY TRADE SHOW, LLC. services are non-taxable)

EQUIPMENT: You are responsible for payment on any TROY TRADE SHOW, LLC. rental equipment within your booth.