



Orange County Convention Center
Exhibitor Services



Employer of ETCP
Certified Technicians



OCCC RIGGING & HANGING SIGN LABOR

EVENT: **IAAPA Expo**

E X H I B I T O R	EXHIBITING COMPANY: _____		BOOTH #: _____
	PHONE: _____	FAX: _____	BOOTH SIZE: _____ X _____
	ADDRESS: _____		BOOTH TYPE:
	CITY: _____	STATE: _____	<input type="checkbox"/> INLINE <input type="checkbox"/> ISLAND
	ZIP CODE/PROVIDENCE: _____	COUNTRY: _____	<input type="checkbox"/> PENINSULA <input type="checkbox"/> OTHER
B I L L I N G	BILL-TO COMPANY (IF DIFFERENT): _____		I AM:
	RIGGING CONTACT NAME: _____		<input type="checkbox"/> THE EXHIBITOR
	ADDRESS: _____		<input type="checkbox"/> A 3RD PARTY (EAC/I&D):
	CITY: _____	STATE: _____	
	ZIP CODE/PROVIDENCE: _____	COUNTRY: _____	
	PHONE: _____	FAX: _____	
RIGGING CONTACT EMAIL: _____		EMAIL FOR INVOICES: _____	

N • A CREDIT CARD ON FILE with an OCCC Method of Payment form is REQUIRED for all rigging orders. The credit card will initially be charged for the Initial Rigging Charge and any additional charges for labor or hardware needed to suspend items will be charged separately to the credit card.

O • After your sign is assembled and ready to be hung, an AUTHORIZED SIGNER from your OCCC Method of Payment form must visit the OCCC Exhibitor Services service desk to sign rigging paperwork. Rigging orders are handled in the order in which the paperwork is signed-off at the OCCC Exhibitor Services service desk and/or at the discretion of the OCCC. Dates of installation will vary depending on the quantity of orders and move-in days. If a specific install or strike time is required, the exhibitor must order a

I Dedicated Rigging Team.

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Rigging Labor	Incentive Rate If Ordered & Paid By:	Base Rate If Ordered Or Paid On/After:
	October 19th, 2022	October 20th, 2022
Initial Rigging Charge, Three-Rigger Team, First Hour In & Out	\$608.58 <input type="checkbox"/> Select	\$884.44 <input type="checkbox"/> Select
Additional Rigging Labor, Per Rigger, Per Hour	\$101.43	\$147.74
Holiday or Overtime (After 8 Hours), Per Rigger, Per Hour	\$152.15	\$221.60

REQUESTED RIGGING INSTALL DATE: _____ **REQUESTED RIGGING STRIKE DATE:** _____

DESCRIPTION OF ITEM(S): _____ **DOES THIS ITEM REQUIRE:**

SIZE: _____ **WEIGHT:** _____ **QUANTITY:** _____ ☐ POWER

REQUESTED HEIGHT FROM FLOOR TO TOP OF SUSPENDED ITEM: _____ ☐ OCCC TRUSS OR MOTORS

TYPE OF MATERIAL (WOOD, VINYL, CLOTH, STEEL, ETC.): _____

DOES THE SUSPENDED ITEM HAVE A BOTTOM? ☐ YES ☐ NO **IF YES, PROVIDE THE BOTTOM DIMENSIONS:** _____

ADDITIONAL COMMENTS:

OCCC RIGGING TERMS & CONDITIONS

- The OCCC is not responsible for any rigging items (banners, signs, etc.) left in the booth during move-out if the exhibitor is not present.
- OCCC does not assemble item(s). Assembly must be completed by the exhibitor.
- After eight (8) hours or on holidays, overtime rates (time and 1/2 per hour) apply.
- OCCC's Rigging department is subject to the Show Manager's rules and policies.
- There may be additional charges for aerial lifts used to suspend items. There is a charge when used for other purposes.
- All rigging orders are subject to the approval by the OCCC and must be installed, removed and supervised by OCCC personnel.
- Only rated rigging hardware is permitted. Rigging hardware is available through the OCCC at an additional charge (truss, hoists, aircraft cable, ropes, etc.)
- Signs and/or truss exceeding 100 lbs. will require a chain hoist.
- Modifications or additions to incentive rate orders received after the incentive deadline are subject to base or onsite rates.
- Orders received on site are subject up to a 50% price increase over base rates.
- Rates are based on when payment is received by OCCC. Orders without payment will NOT be processed and service will be withheld.
- OCCC does not accept purchase orders (POs). All prices are subject to change without notice.

FOR OFFICE USE ONLY

EVENT: **IAAPA Expo**



Contact us for quantity discounts!
Save on transportation/freight charges and costly downtime!

Item Description	Incentive Rate If Ordered & Paid By:			Base Rate If Ordered Or Paid On/After:		
	October 19th, 2022			October 20th, 2022		
	Cost	Sales Tax	Unit Price	Cost	Sales Tax	Unit Price
CM Lodestar Chain Hoist, Electric, 1/4 Ton*	\$315.00	\$20.48	\$335.48	\$472.50	\$30.71	\$503.21
CM Lodestar Chain Hoist, Electric, 1/2 Ton*	\$315.00	\$20.48	\$335.48	\$472.50	\$30.71	\$503.21
CM Lodestar Chain Hoist, Electric, 1 Ton*	\$315.00	\$20.48	\$335.48	\$472.50	\$30.71	\$503.21
CM Lodestar Chain Hoist, Electric, 2 Ton*	\$315.00	\$20.48	\$335.48	\$472.50	\$30.71	\$503.21
Rotating Motor, 100lb Capacity*	\$180.28	\$11.72	\$192.00	\$270.42	\$17.58	\$288.00
Rotating Motor, 200lb Capacity*	\$210.32	\$13.67	\$223.99	\$271.42	\$17.64	\$289.06
Rotating Motor, 500lb Capacity*	\$399.58	\$25.97	\$425.55	\$539.43	\$35.06	\$574.49
Truss Is Available In Silver or Black						
Thomas Aluminium Truss, 12" x 12" x 2'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" x 12" x 2.5'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" x 12" x 3'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" x 12" x 4'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" x 12" x 5'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" x 12" x 6'	\$67.33	\$4.38	\$71.71	\$100.99	\$6.56	\$107.55
Thomas Aluminium Truss, 12" x 12" x 8'	\$72.93	\$4.74	\$77.67	\$109.41	\$7.11	\$116.52
Thomas Aluminium Truss, 12" x 12" x 10'	\$78.55	\$5.11	\$83.66	\$117.82	\$7.66	\$125.48
Thomas Aluminium Truss, 12" Corner Block	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 12" Grapple	\$42.35	\$2.75	\$45.10	\$63.51	\$4.13	\$67.64
Thomas Aluminium Truss, 12" Hingle Plate	\$72.93	\$4.74	\$77.67	\$109.41	\$7.11	\$116.52
Thomas Aluminium Truss, 20.5" x 20.5" x 2'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 20.5" x 20.5" x 3'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 20.5" x 20.5" x 4'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 20.5" x 20.5" x 5'	\$56.10	\$3.65	\$59.75	\$84.16	\$5.47	\$89.63
Thomas Aluminium Truss, 20.5" x 20.5" x 6'	\$67.33	\$4.38	\$71.71	\$100.99	\$6.56	\$107.55
Thomas Aluminium Truss, 20.5" x 20.5" x 8'	\$78.55	\$5.11	\$83.66	\$117.82	\$7.66	\$125.48
Thomas Aluminium Truss, 20.5" x 20.5" x 10'	\$95.38	\$6.20	\$101.58	\$143.07	\$9.30	\$152.37
Thomas Aluminium Truss, 20.5" Corner Block	\$89.78	\$5.84	\$95.62	\$134.65	\$8.75	\$143.40
Thomas Aluminium Truss, 20.5" Grapple	\$42.35	\$2.75	\$45.10	\$63.51	\$4.13	\$67.64
Thomas Aluminium Truss, 20.5" Hingle Plate	\$89.78	\$5.84	\$95.62	\$134.65	\$8.75	\$143.40
Hardware						
Airwall Hanger	\$21.00	\$1.37	\$22.37 / Week	\$31.50	\$2.05	\$33.55 / Week
All Thread	\$3.00	\$0.20	\$3.20 / Week	\$4.50	\$0.30	\$4.80 / Week
Barn Door	\$30.00	\$1.95	\$31.95 / Week	\$45.00	\$2.93	\$47.93 / Week
Batten or Water Pipe - Per Foot	\$3.00	\$0.20	\$3.20 / Week	\$4.50	\$0.30	\$4.80 / Week
Clamp - Beam	\$45.00	\$2.93	\$47.93 / Week	\$67.50	\$4.39	\$71.89 / Week
Clamp - Misc.	\$6.00	\$0.39	\$6.39 / Week	\$9.00	\$0.59	\$9.59 / Week
Deck Chain	\$10.00	\$0.65	\$10.65 / Week	\$15.00	\$0.98	\$15.98 / Week
Black Strap/Eye Bolt /Link Sub-Assembly/Turnbuckle/Rings	\$6.00	\$0.39	\$6.39 / Week	\$9.00	\$0.59	\$9.59 / Week
Nylon Sling or GAC Flex	\$15.00	\$0.98	\$15.98 / Week	\$20.00	\$1.30	\$21.30 / Week
Raw Wire - Per Foot	\$0.95	\$0.07	\$1.02 / Week	\$1.35	\$0.09	\$1.44 / Week
Rope	\$12.00	\$0.78	\$12.78 / Week	\$18.00	\$1.17	\$19.17 / Week
Sheave	\$21.00	\$1.37	\$21.37 / Week	\$31.50	\$2.05	\$33.55 / Week
Steel Point	\$10.00	\$0.65	\$10.65 / Week	\$15.00	\$0.98	\$15.98 / Week
Strand Vice	\$21.00	\$1.37	\$21.37 / Week	\$31.50	\$2.05	\$33.55 / Week
Truss Protector	\$1.00	\$0.07	\$1.07 / Week	\$1.00	\$0.07	\$1.07 / Week

*Electricity Included

***Please note this page is not an order form. If you would like to rent any OCCC Rigging equipment (motor, truss, hardware) please contact our Rigging department at (407) 685-5555**

OCCC TERMS & CONDITIONS

- The OCCC requires a 25% deposit on all rigging equipment orders to secure equipment in our inventory.
- OCCC Rigging is responsible for assembling and installing all truss and motors.
- Signs and/or truss exceeding 100 lbs. will require a chain hoist.
- Only rated rigging hardware is permitted. Rigging hardware is available through the OCCC at an additional charge (aircraft cable, ropes, etc.).
- Modifications or additions to incentive rate orders received after the incentive deadline are subject to base or onsite rates.
- Rates are based on when payment is received by OCCC. Orders without payment will NOT be processed and service will be withheld.
- Orders received on site are subject up to a 50% price increase over base rates.
- All prices are subject to change without notice.

The OCCC is the exclusive aerial rigging service provider for exhibitors. In order for the OCCC to provide the best possible service to our clients, the following aerial rigging guidelines are applicable to all exhibitors and/or exhibitor appointed contractors (EACs). The OCCC's Rigging department can be reached by phone (407) 685-5555 to assist with any questions in regards to aerial rigging.

1. The OCCC is the exclusive provider of aerial rigging services.
2. All rigging must conform to Show Management rules, regulations, and facility limitations.
3. The use of any type of tape/adhesive for attaching signs, banners, or decorations to the building, walls, or decorative surfaces is not permitted.
4. All equipment, signs, products, etc. must be designed to suspend safely and in an appropriate condition to be suspended. A structural engineer's certification or seal of approval may be required under certain conditions.
5. All hardware is required to have a working load limit (WLL). Use only rated rigging hardware when constructing your sign. All hardware and equipment must be approved by the manufacturer for overhead suspension.
6. Rigging plots, drawings, blueprints or engineers certification (when requested) must be submitted to the OCCC Rigging department a MINIMUM of THREE WEEKS in advance of the first move-in day for your show and must include the location, the dimensions, the height above the floor to the top, and the weight of the suspended item. They must also show booth outline with aisles marked for reference.
7. All points where nylon slings are used will require a steel safety cable.
8. All assembly of equipment, signs, products, etc., is the responsibility of the exhibitor or exhibitor appointed contractor.
9. Any equipment, signs, products, etc. deemed to be unsafe for overhead suspension by the Orange County Convention Center Rigging Services Department will not be allowed. All signage is subject to on-site inspection for final approval.
10. A credit card must be placed on file with the Method of Payment form for any additional charges.
11. The OCCC does not accept purchase orders.
12. Actual time and date of rigging may vary during move-in and move-out of your show in order to reduce costs to you.
13. All orders for rigging will be handled in the order in which the paper work is signed off at the OCCC Exhibitor Services desk or at the discretion of the OCCC Rigging department.
14. If you are not flexible and need a DEFINITIVE DATE AND TIME, you need to order a Dedicated Rigging Team. The exhibitor will be charged a minimum of 4 hours up and 4 hours down times the number of riggers needed.
15. The OCCC is not responsible for any rigging items (banners, signs, etc.) left in the booth during move-out if the exhibitor is not present.

Seams:

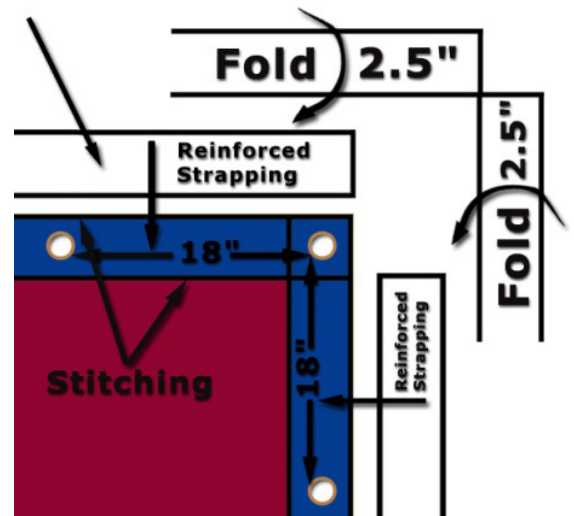
1. When using cloth material, seams need to be double stitched on the top and bottom.
2. Heat Seam is ONLY acceptable when hanging lightweight vinyl drape.
3. If the vinyl drape to be used as a drop down for a sign or banner, which would include a bottom batten to attach the foam core, sintra, or cloth/vinyl banner, the OCCC requires double stitching on the vinyl drape due to weight considerations and possible failure of the heat seam.

Adhesive:

1. Adhesive or glue tape is not acceptable due to the tendency of it to come loose under weight.
2. The use of any type of adhesive for attaching signs, banners, or decorations to the building walls or decorative surfaces (inside or outside) is NOT PERMITTED.

Hardware:

1. The manufacturer must rate all rigging hardware with a "Working Load Limit" (WLL).
2. The manufacturer of the rigging hardware must be legally liable for its products in the continental United States.
3. All wire rope slings 3/8" and larger must be certified and proof-tested (tested to twice its working load limit).
4. Flemish eye construction is preferred for all wire rope slings 3/8" and larger.
5. The OCCC Rigging department reserves the right to substitute hardware on a case-by-case basis at its discretion.





EVENT: **IAAPA Expo**

BOOTH #: _____

EXHIBITING COMPANY: _____

BOOTH SIZE: _____ X _____

ORDER CONTACT NAME: _____

PHONE: _____ FAX: _____

EMAIL: _____

BACK OF BOOTH - ADJACENT BOOTH OR AISLE # _____

ADJACENT
BOOTH OR
AISLE #:

ADJACENT
BOOTH OR
AISLE #:

FRONT OF BOOTH - AISLE # _____

SPECIAL INSTRUCTIONS / COMMENTS / NOTES:



Orange County Convention Center
Exhibitor Services

Orlando



**ORDERING
INFORMATION**

Show Name: IAAPA Expo

Incentive Deadline Date: October 19th, 2022

Base Rates Start On/After: October 20th, 2022

OCCC Exhibitor Services Coordinator: Kassandra Woods

Direct Phone: (407) 685-5793

Contact Email: Kassandra.Woods@occc.net

The Orange County Convention Center is the exclusive provider of electricity, aerial rigging labor and lighting, water, plumbing, compressed air, natural and LP gas, and cable TV services to exhibitors. The OCCC's exclusive on-site service partners include: Internet and telecommunications by Smart City, booth catering by Centerplate, and business center services by FedEx Office. LMG is the OCCC's preferred A/V provider.

****A METHOD OF PAYMENT FORM MUST BE INCLUDED IN YOUR ORDER SUBMISSION OR YOUR ORDER WILL NOT BE PROCESSED****

How To Order OCCC Services:

Order Online:

www.occc.net/exhibitor

Order via Email:

Exhibitor.Services@occc.net

Fax:

(407) 685-9884

Mail:

OCCC Exhibitor Services
9860 Universal Blvd.
Orlando, FL 32819-8199

If not ordering OCCC services online, please complete all applicable order forms and the required OCCC Method of Payment form. Orders without an OCCC Method of Payment form will not be processed. Please read through all of the OCCC's Guidelines & Conditions before ordering because exhibitors agree to all of the OCCC's Guidelines & Conditions when ordering services. For assistance, email Exhibitor.Services@occc.net or call the OCCC Exhibitor Services Team at **(800) 345-9898** or **(407) 685-9824**.

OCCC Exhibitor Ordering Conditions & Guidelines

1. Full payment and an accurate diagram **MUST** be included before services are provided. An accurate diagram indicates the quantity and location of outlets, as well as the booth's dimensions and neighboring booth/aisle numbers for orientation. Orders without full payment will not be processed and service will be withheld.
2. Rates are based on when an exhibitor's order, payment **AND** finalized diagram is received by OCCC. Revised diagrams will affect rates.
3. Orders received during move-in and/or on-site are subject up to a 50% price increase over base rates.
4. Modifications to incentive rate orders received after the incentive deadline are subject to base rates or on-site rates.
5. Refunds for issues or unused services will not be considered unless filed by the exhibitor before the close of show at the OCCC Service Desk.
6. Notification of cancellation must be received in writing prior to the first scheduled show management move-in date to receive a refund. All cancellations and/or modifications to orders are subject to a \$35.00 Administration Fee and if a refund is required. The Center will not refund overpayments, except sales tax, in an amount less than \$15.00, unless specifically requested in writing.
7. All prices are subject to change without notice.
8. Florida State Sales Tax and Public Services Tax, when applicable, must be included with payment. Services will be rendered after payment in full (including tax) is received.
9. Once the OCCC has received a payment from an exhibitor, that payment is the payment that will be applied to the exhibitor's invoice. The OCCC will not accept an initial credit card payment from an exhibitor, and then refund the exhibitor's credit card if the exhibitor wants to pay with another credit card, a check, or an ETF (Wire/ACH) payment later.
10. Any unpaid balance will be subject to a finance charge of one and one half percent (1 ½%) per month from the date of the last contracted show day of the event."

OCCC Payment Options:

Credit / Debit Cards: OCCC will charge your credit/debit card in full for your advance order and any additional charges for on-site changes or additions. All aerial hanging sign (rigging) orders require a credit/debit card on file in the Method of Payment form, even if the exhibitor is paying with a check or ETF.

Company Checks: Checks must accompany your order submission and must be received, not postmarked, by the incentive deadline in order to receive incentive rates. Make check payable to Orange County Convention Center. Checks must be US funds drawn from a US bank. Please include your show name and booth number on check.

Electronic Funds Transfers (Wire & ACH): OCCC accepts both wire transfers and ACH payments. Payment must be cleared, not sent, by the incentive deadline in order to receive incentive rates. It is the exhibitor's responsibility to verify with their Initiating Bank that all fees (including Intermediate Bank fees) are included in their payment. Please contact Exhibitor Services for payment instructions.

Third Party Billings: Exhibitors may request for a third party (EACs, I&Ds, etc.) to be invoiced for services provided by OCCC. In doing so the exhibitor understands and agrees said exhibitor is ultimately financially responsible for all OCCC-provided services. If an exhibitor's third party has any outstanding balance at the end of a show, all charges will revert to the exhibitor. The OCCC reserves the right to deny any third party billing, in which case the exhibitor will be responsible for all charges.

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IN ORDER TO RECEIVE INCENTIVE RATES, ALL WIRE AND ACH PAYMENTS MUST BE CLEARED, NOT SENT, BY:**October 19th, 2022****ORDERS WITHOUT A CLEARED PAYMENT BY THE ABOVE DATE WILL BE CHARGED BASE RATES.****Wire & ACH Payment Terms & Conditions**

- All wire and ACH payments must be cleared, not sent, by the incentive deadline in order to receive incentive rates. Orders without a cleared payment by the incentive deadline will be charged base rates.
- If paying via wire or ACH payment, exhibitors MUST complete and submit an OCCC Method of Payment form with their order.
- There are numerous fees associated with sending a wire transfer, including but not limited to: Initiating Bank Fees, Intermediary Bank Fees and Receiving Bank Fees. Exhibitors must verify ALL of the costs to route wires from their bank through New York to our bank, and include ALL of those fees in their payment. It is the exhibitor's responsibility to have their Initiating Bank verify all fees associated with the wire transfer, especially the Intermediary Bank Fees and to ensure that the full amount due is remitted to the OCCC's account in sufficient time. For assistance, email Exhibitor.Services@occc.net or call the OCCC Exhibitor Services Team at **(800) 345-9898** or **(407) 685-9824**.

The OCCC's Bank Information:

Wells Fargo Bank N.A.
800 North Magnolia Avenue
Orlando, Florida 32803
(407) 649-5321

Credit To:

"Orange County BCC – New BCC EFT Revenue"
Account Number: 2000048897176
Routing Number: 121000248
Swift Code: WFBUS6S

Include the following information with
your wire/ACH payment:

IAAPA Expo
Company Name
Booth Number

For questions about ordering or
making payments, contact the OCCC's
Exhibitor Services department:

Exhibitor.Services@occc.net
(800) 345-9898 or
(407) 685-9824.

To ONLY receive confirmation of
wire/ACH transfer, contact:

Rose Brown
Rose.Brown@occc.net
(407) 685-5818



EVENT: IAAPA Expo

E X H I B I T O R	EXHIBITING COMPANY: _____		BOOTH #: _____	
	PHONE: _____	FAX: _____	BOOTH SIZE: _____ X _____	
	ADDRESS: _____		BOOTH TYPE:	
	CITY: _____	STATE: _____	<input type="checkbox"/> INLINE <input type="checkbox"/> ISLAND <input type="checkbox"/> PENINSULA <input type="checkbox"/> OTHER	
	ZIP CODE/PROVIDENCE: _____	COUNTRY: _____		
B I L L I N G	BILL-TO COMPANY (IF DIFFERENT): _____		I AM:	
	ORDER CONTACT NAME: _____		<input type="checkbox"/> THE EXHIBITOR	
	ADDRESS: _____		<input type="checkbox"/> A 3RD PARTY (EAC/I&D):	
	CITY: _____	STATE: _____		
	ZIP CODE/PROVIDENCE: _____	COUNTRY: _____		
	PHONE: _____	FAX: _____		
ORDER CONTACT EMAIL: _____		EMAIL FOR INVOICES: _____		

****THIS FORM MUST BE INCLUDED IN YOUR ORDER SUBMISSION OR YOUR ORDER WILL NOT BE PROCESSED****

<p>IAAPA Expo Incentive Deadline Date: October 19th, 2022 To qualify for incentive rates, all order forms, this Method of Payment form and a finalized booth diagram must be received by: October 19th, 2022</p>	<p>Place Your Order Online or Via Email or Fax: Order Online: www.occc.net/exhibitor Email Forms: exhibitor.services@occc.net Send Via Fax: (407) 685-9884 Call: (800) 345-9898</p>	<p>OCCE Mailing Address: Orange County Convention Center ATTN: Exhibitor Services 9860 Universal Blvd. Orlando, FL 32819-8199</p>
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☐ **COMPANY CHECK**

Checks must accompany your order submission and must be received, not postmarked, by the incentive deadline. Make check payable to Orange County Convention Center. Checks must be US funds drawn from a US bank. Please include your show name and booth number on check.

☐ **ELECTRONIC FUNDS TRANSFER**

OCCE accepts both wire transfers and ACH payments. Payment must be cleared, not sent, by the incentive deadline. It is the exhibitor's responsibility to verify with their Initiating Bank that all fees are included in their payment. Please contact Exhibitor Services for payment instructions.

***ACH Payments now available Online**

☐ **CREDIT / DEBIT CARD**

OCCE will charge your credit/debit card in full for your advance order and any additional charges for onsite changes or additions. Please complete all of the information below if using a credit/debit card:

CARD TYPE: ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

CARD NUMBER: _____ **EXPIRATION DATE:** _____ **SECURITY CODE:** _____

CARDHOLDER NAME: _____

BILLING ADDRESS: _____

I, the undersigned cardholder, by submitting an order to the OCCE, acknowledge and agree to all OCCE Terms & Conditions and give the Orange County Convention Center authorization to charge my credit card for the following services: electricity, rigging labor and equipment, lighting, plumbing, compressed air, propane & natural gas, cable TV and/or firewatches.

SIGNATURE: _____ **DATE:** _____

I further authorize the following named person(s) to approve additional charges on the above card on show site as deemed necessary by said person(s):

NAME: _____ **SIGNATURE:** _____

NAME: _____ **SIGNATURE:** _____

NAME: _____ **SIGNATURE:** _____