



Staff Pro Inc. Exhibitor Booth Coverage Order Form

MWC 19 Los Angeles
LOS ANGELES CONVENTION CENTER
SHOW DATES - October 22, 2019 - October 24, 2019



October 22-24 2019

STAFF PRO is pleased to offer high-quality EXHIBITOR BOOTH COVERAGE SERVICE for those exhibitors who desire booth coverage for their individual booths beyond the level arranged by Show Management.

STAFF PRO INC.
1400 N Harbor Blvd 7th Floor
Fullerton, CA 92835
Tel 714.465.7527
Email: csullivan@staffpro.com
Attn: Cassidy Sullivan

BOOTH # _____

Exhibitor Information

Full Payment is due on the estimated total cost of service MUST be received PRIOR to acceptance of order. Payments will be accepted in the form of: Credit Card, check or money order



Email Completed Orders to: (Preferred)
csullivan@staffpro.com



Mail Checks to:
Staff Pro Inc.
1400 N Harbor Blvd 7th Floor
Fullerton, CA 92835
Please enclose a copy of the booth order form to allow accounting department to properly allocate the payment.

Complete/update your company information below. Please type or print clearly

COMPANY NAME, STREET ADDRESS, PHONE, FAX, WEB, EMAIL, PO#, COMPANY CONTACT FOR BILLING PURPOSES, CITY, STATE, ZIP, NAME/PHONE

DEPOSITS AND PAYMENTS

We understand this Booth Coverage order becomes a binding contract when accepted by Staff Pro Inc. We agree to abide by the attached Term and Conditions detailed on the 2nd page of this contract.

Full payment of the booth order fees must be received within 14 days of the faxed Exhibitor Booth Coverage Order Contract.

All orders submitted without a deposit will not be processed and coverage will not be provided until payment is received.

Important: Exhibitor hereby irrevocably and unconditionally authorizes Staff Pro Inc to automatically charge Total Deposit upon acceptance of contract on or before services begin.

A \$20/day communication (Radio) charge will be added to all orders.

A 5% service fee will be added to all credit card orders.

A Managerial Fee will be added to all orders and represented on estimate. Will be determined by number of exhibitors utilizing security

ALL SECTIONS MUST BE COMPLETED BELOW TO PROCESS CREDIT CARD PAYMENT

VISA, MC, AMEX

Credit Card Number: Exp. Date:

Authorized Signature: Date

(Print name as it appears on card) Title

Street Address

City State Zip

If this authorization is for a deposit, would you like Staff Pro to charge the balance due at the end of the event?

Yes No, Please bill me per contract terms

RATES

BOOTH STAFF: \$33.25 per hour; applied to all orders received by September 16, 2019
BOOTH STAFF: \$38.25 per hour; applied to all orders received AFTER September 17, 2019
BOOTH STAFF: \$43.25 per hour; applied to all orders received on or AFTER October 16, 2019

Hours Requested: Please indicate what time you would like to have booth coverage arrive at the booth.
NOTE: All coverage will have 1/2 hour added to the post time for deployment (briefing, paperwork and arriving to location on time)

NOTE: Should booth staff remain until a company representative arrives onsite? Yes No

Day/Date: Post Time: Day/Date: End Time: Total Hours: (repeated 6 times)

Total Hours requested:
Applied Rate:
Radio Charge:
Total Due With Order: