



Embassy Suites by Hilton Nashville South Cool Springs
 820 Crescent Centre Drive Franklin TN 37067
 615-515-5151

Return directly by email

brian.brooks@atriumhospitality.com

VENDOR INFORMATION

Company Name _____ Booth # _____
 Address _____
 City, State, Zip _____ Email: _____
 Phone # _____ Fax # _____
 Ordered By (print) _____

RENTAL ORDER

		Qty	Advance Price	Total
Setup	Additional 6' table (booth includes 1- 6' table)		\$20.00	
	Additional Chairs (booth includes 2 chairs)		\$5.00	
	Hang Banner (up to 10' long) (If larger, call for price)		\$45.00	
	Easel(s)		\$15.00	
Floor Covering**	8' x 10' Visqueen floor covering**		\$25.00	
Electrical	110- Volt Power (up to 10 amps per) with extension cord		\$30.00	
	220- Volt Power		\$150.00	
	100 amp (single or three phase)		\$300.00	
	200 amp (single or three phase)		\$500.00	
	Power Strip		\$15.00	

AUDIO-VISUAL SERVICES

Wired Internet	Wireless Internet Connectivity		\$35.00	
Presentation	55" UHD TV Monitor		\$350.00	
	Tripod Projection Screen (52" x 92")		\$75.00	
	3200 Lumen Laser Short Throw Projector		\$200.00	
Audio	Dry Erase Board		\$65.00	
	Wired Microphone with Stand		\$75.00	
	Wireless Microphone (Hand Held or Lavalier)		\$125.00	
	8" Powered Speaker		\$120.00	
Box Delivery	Large Box to booth		\$50.00	
	Small Box to booth		\$25.00	

Prices above do not include applicable sales tax and 25% service charge

Subtotal	_____
Service Charge	\$0.00
Tax	\$0.00
	<input type="text" value="\$0.00"/>

Visqueen is **required for booths with food, water features, or at venue's discretion.

I hereby authorize the Embassy Suites Hotel to charge my credit card for above ordered items and services. Client will be sent a Credit Card Authorization form separately through Sertifi once the vendor order has been emailed in. Credit authorization is done separately from this order form to protect your privacy as required by law.

Thank you for your order!

Embassy Suites Nashville South Cool Springs RENTAL ORDER FORM