

Chateau on the Lake Resort and Convention Center
 415 North State Hwy 265, Branson, MO 65616
 Phone (417) 334-1161
 FAX (417) 332-1045

Vendor Order Form

All Charges include 25% taxable service charge and 9.7.25% tax

ELECTRICAL ITEMS				
<u>Item</u>	<u>Advance Order</u>	<u>Amount</u>	<u>Floor Order</u>	<u>Amount</u>
120 V AC – 20 amp	<input type="checkbox"/>	\$110	<input type="checkbox"/>	\$160
208 Volt AC – 50 amp	<input type="checkbox"/>	\$300	<input type="checkbox"/>	\$350
(single phase) – 100 amp	<input type="checkbox"/>	\$500	<input type="checkbox"/>	\$550
(three phase) – 200 amp	<input type="checkbox"/>	\$600	<input type="checkbox"/>	\$650
Extension Cord	<input type="checkbox"/>	\$ 20	<input type="checkbox"/>	\$ 25
Power Strip	<input type="checkbox"/>	\$ 20	<input type="checkbox"/>	\$ 25
*Pricing per Cord				

EXHIBIT ITEMS				
<u>Item</u>	<u>Advance Order</u>	<u>Amount</u>	<u>Floor Order</u>	<u>Amount</u>
Internet Connection (5 mb)				
Hard Line	<input type="checkbox"/>	\$200	<input type="checkbox"/>	\$275
Wireless	<input type="checkbox"/>	\$165	<input type="checkbox"/>	\$200
Credit Card Line	<input type="checkbox"/>	\$110	<input type="checkbox"/>	\$150
55" LCD Monitor (On Stand)	<input type="checkbox"/>	\$300	<input type="checkbox"/>	\$350
		Per Day		Per Day

*Note: All electrical services must be ordered within seven (7) working days of the event or they will be considered a Floor Order.

METHOD OF PAYMENT

(All AREAS MUST BE COMPLETED)

Name of Conference:		Date of Show:	
Your Firm Name		Booth Number	
Address	City	State	Zip
Please Indicate the Method of Payment:			
<input type="checkbox"/> Credit Card via Online Payment Link (Sertifi)	<input type="checkbox"/> Pre-payment (check) Date paid: _____ Check #: _____	<input type="checkbox"/> Guest Room Charge: _____ (confirmation #)	
Authorized to Sign:	Signature:	Today's Date	
Phone:	Fax:	Email:	

All above information to be completed for order to be sent. *This form will also be your receipt*****

Please return the completed forms or email all special requests, delivery notices or questions to:
Megan Mitchell megan.mitchell@atriumhospitality.com **Fax: 417-332-1045**