



RPM CompleteXPO Services

Meeting The Needs of Today's Events!

411 W. Lake Brantley Rd., Altamonte Springs, FL 32714
Phone 407-786-EXPO (3976) • Fax 407-786-3977
E-Mail: info@completexpo.com



October 28th-29th, 2009
Baltimore Convention Center
Baltimore, Maryland

Special Lighting Order Form

Return Deadline: **October 9, 2009**

The Baltimore Convention Center has adequate lighting using the normal hall lighting systems; however, we offer the specialty lighting products below which may be used to accentuate your product or display.

This form is for equipment rental only and does not include labor or electricity. Please contact the Baltimore Convention Center directly to order electric service.

SPECIAL LIGHTING					
Quantity	Description	Advance Rate	Standard Rate	Amount	
	100 Watt Chrome Arm Light	\$ 84.50	\$ 122.00	\$	
	1,000 Watt Par (spot) Light*	\$ 196.00	\$ 294.50	\$	
				Sub-Total	\$
				6% MD Sales Tax	\$
				TOTAL AMOUNT →	\$

* You must order Suspended Light Hanging Labor when ordering Par (spot) Lights

- Lights ordered after advance deadline date are subject to availability.
- Additional charges for time and material will apply when a lift is required to mount overhead lighting. Please call for an estimated quote.
- A scaled floor plan must accompany this order showing locations of electrical connections and lighting product.

Payment Policy: Payment in full of rental charges, including applicable tax, must accompany your advance order to qualify for discount rates. All orders placed after the return deadline or at the Service Desk will be invoiced at standard rates. All outstanding invoices must be settled at the Service Desk prior to show closing. No telephone orders accepted. All charges in U.S. funds only. Check, cash, traveler's checks, Visa, MasterCard, and American Express accepted.

Cancellation Policy: Rental orders cancelled *prior* to delivery will be refunded at 100% of original price. Rental orders cancelled *after* delivery will receive a credit of 50% of the original price to be applied to a new purchase at standard rates. No refunds will be issued.

Name of Event:	NeoCon East 2009		
Company Name:		Booth #:	
Ordered By:		Phone #:	
Signature:		Date:	