Exhibit Services Order Form
Boxboro Regency Hotel & Conference Center

242 Adams Place, Boxborough, MA 01719
Phone: (978) 889-1711 Fax: (978) 266-9429

Please indicate below the services you require and the method of payment.
Prices are a one-time fee for the length of the show (not per day).

Show Name		**Show Date**	
Company			
Contact			
Telephone	**( )**		
Address			
On-Site Contact		**Booth #**	

Electrical Services:

Requests received within 48 hours of event will be charged "Day of Event" rate

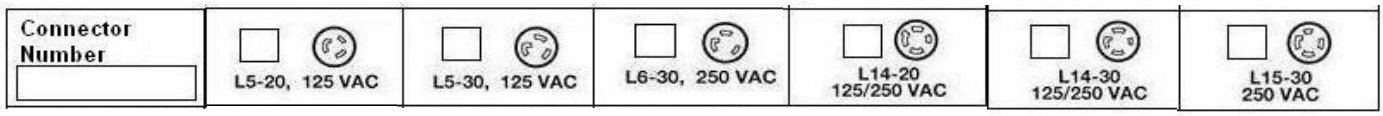
Quantity	Service	Advance Order	Day of Event	Total
	Shared 120V supply 10 amp (max)* (2 plugs)	**$75.00**	**$110.00**	
	Dedicated 120V, 20 amp supply (4 plugs)	**$95.00**	**$125.00**	

Quantity	Service	Advance Order	Day of Event	Total
	AC Extension Cord & Power Strip	**$25.00**	**$25.00**	

Other configurations available. Please contact the Sales Department at (978) 889.1711 for more information.

Quantity	Service	Advance Order	Day of Event	Total
	208V single phase, 20 amp (max)*	**$95.00**	**$125.00**	
	208V single phase, 60 amp (max)*	**$125.00**	**$160.00**	

***Please check the type of connector being used on the chart below. If your connector is not shown, please write the connector designation in the space provided.**



Payment:

Cardholder Name	
Credit Card Type	
Card Number	
Expiration Date & Security Code	
Signature	

Fax order to (978) 266-9429 or email to sales@boxbororegency.com

All payments made by check must be received no later than 7 days prior to the Show date. Mail all checks to the address above, Attention: Sales Office, Boxboro Regency Hotel & Conference Center.

Orders without pre-payment will not be processed and will be subject to Day of Event pricing.