

Electrical Request Form

Conventions Services Department

Sheraton Atlanta Hotel

165 Courtland St. NE, Atlanta, GA 30303

Phone: 404-659-6500 Fax: 404-614-8210 EMAIL: jcoker@sheratonatl.com

Today's Date:	
Group Name:	Society of Sensory Professionals
Company Name:	
CONTACT INFO	
On Site Contact:	
On-Site email:	
Room Location:	Georgia Ballroom
Booth Number:	
Install Date	Wed. Oct. 26, 2016- by 12 noon
Remove Date	Thursday, Oct. 27, 2016 after 4:30 p.m.

Fill in Quantity Required Below	Description	Unit Price	Row Cost (Quantity * Unit)
	Extension Cord and Power Strip	\$75.00	
	Dedicated 20 AMP Circuit	\$85.00	
	208 v / 240 v at 20 AMP SERVICE	\$150.00	
	100 AMP 3 phase	\$300.00	
	200 AMP 3 phase	\$400.00	
	Power Distribution Box	\$45.00	
	Man Lift	\$225.00	
	Banner Hanging	\$50.00	
	Visqueen - per Roll	\$300.00	
	Subtotal:		
	20% Inside 72 Hour Late Fee		
	24% Taxable Service Charge		
	Subtotal:		
	Sales Tax	8.00%	
	Grand Total:		
		PRICES ARE SUBJECT TO 24% TAXABLE SERVICE CHARGE	

Payment Information

MASTER BILL	POST TO MASTER ACCOUNT #:	
Payable to Sheraton	CHECK NUMBER	
	CHECK AMOUNT	
CREDIT CARDS	CARD TYPE:	
	CARD NUMBER:	
	EXPIRATION DATE:	
	NAME ON CARD:	
	CARDHOLDER'S SIGNATURE:	
	DATE:	

A 20% LATE FEE WILL BE ASSESSED FOR ORDERS RECEIVED WITHIN 72 HOURS PRIOR TO THE INSTALLATION DATE/TIME