

EXHIBITOR PACKAGE HANDLING FORM

GROUP/PROGRAM:

PROGRAM DATES:

BOX/CRATE HANDLING CHARGES

ITEMS:
 Box/Crate (1-75lbs)
 Boxes/Crates (76-200lbs)
 Boxes.Crates (201lbs to 300lbs)
 Boxes/Crates (301lbs to 500lbs)
 Pallets (ANY size)

Qty.	Rate	Total
	\$25/Each	
	\$75/Each	
	\$150/Each	
	\$200/each	
	\$250/Each	
	Total Charges	

Exhibitor Information

Additional Notes

GROUP NAME:

COMPANY NAME:

CONTACT NAME:

BOOTH NAME:

BOOTH #:

PHONE NUMBER:

EMAIL:

On-Site Contact:

ORDERED BY:

STREET ADDRESS:

CITY:

STATE/ZIP CODE:

INSTALLATION DATE:

TIME:

REMOVAL DATE:

TIME:

Visa Mastercard American Express

Charge to Guest Room

Name on room:

CARDHOLDERS NAME:

SIGNATURE:

Pre-payment must accompany all orders unless prior arrangements have been made.

I WARRANT AND REPRESENT THAT I AM AUTHORIZED TO AGREE THAT CHARGES ARE POSTED TO THIS CREDIT CARD/GUEST ROOM

ALL REQUESTS MUST BE RECEIVED AT LEAST 3-5 DAYS PRIOR TO PROGRAM
Note if form has not been received, boxes will not be delivered to dedicated exhibit hall
PLEASE EMAIL FORM TO YOUR GROUP CONTACT

SHIPPING LABEL INFO:

HILTON LA JOLLA TORREY PINES

CONFERENCE NAME

YOUR COMPANY NAME /booth number

ATTN: NAME OF PERSON THAT WILL CLAIM THE PACKAGE

10950 N TORREY PINES RD

LA JOLLA, CA 92037