

EXHIBITOR SERVICES & PAYMENT

It is Hotel Grand Chancellor Hobart (HGCH) policy that all exhibitor services are paid prior to commencement of an event. Services will not be available at your stand until payment has been received. **Orders must be placed 30 days prior to an event** and payment received no later than 7 days prior to bump in. **To be completed and sent to HGCH with the Service Request form.**

Exhibition/Conference:		Phone:
Stand Number:		Mobile:
Company Name:		Fax:
Company Address:		Email:
State:	Postcode:	

This form is to be completed in FULL and returned to HGCH no later than 30 days prior to your event

DETAILS OF SERVICES TO BE CHARGED

SERVICES REQUIRED	CHARGE	TOTAL
Exhibition trestle table (clothed with two chairs)	\$35.00 per table	

Type of Account:	<input checked="" type="checkbox"/> Bankcard	<input checked="" type="checkbox"/> MasterCard	<input checked="" type="checkbox"/> Visa	<input checked="" type="checkbox"/> Diners Card	<input checked="" type="checkbox"/> AMEX
Card Number:					
Expiry Date:				CCV:	
Card Holders Name:				Card Holders Signature:	
Total Amount to be Debited: \$					

Please note that credit card surcharges apply.

Orders will not be confirmed until all credit card payments are processed and cleared in full.

Please return this form to:

The Hotel Grand Chancellor Hobart

PO Box 1601

Hobart TAS 7001

Fax to: 03 6235 4563

