

Contact Person

Fax (

THIRD PARTY PAYMENT POLICY

Brede Exposition Services will present invoices to Third Parties at show site for payment of all services rendered to exhibitors provided that the following conditions are met.

- The exhibitor is required to complete and return the "INTENT TO USE NON-OFFICIAL I & D CONTRACTOR" 1. form located in this Exhibitor Kit.
- 2. This form must be completed (including the credit card information), signed by both parties and returned to Brede Exposition Services at least 30 days prior to the show opening.
- The credit card information below MUST be completed and submitted to Brede Exposition Services. If payment 3. arrangements are not made prior to the last day of the show, Brede Exposition Services reserves the right to charge the Invoice(s) to the credit card number provided.
- The exhibiting company is ultimately responsible for the payment of all charges. If no arrangements are made for payment 4. of invoice(s) by the third party PRIOR TO THE LAST DAY OF THE SHOW, charges will revert back to the exhibitor and must be paid prior to the close of the show.
- 5. If the Third Party requires that Brede Exposition Services fax an invoice from the Convention Facility, a \$15.00 service fee will be added.

We understand and agree that we, the exhibiting firm are ultimately responsible for payment of charges incurred. In the event that the named third party does not make payment prior to the close of the show, such charges will be presented to the exhibiting firm for payment.

Exhibitor Signature

DISPLAY HOUSE NAME:		
COMPLETE ADDRESS:		
AUTHORIZED BY:		
SIGNATURE:		
PHONE NUMBER:	FAX NUMBER	۶:
REDIT CARD INFORMATION PROV 7e authorize Brede Exposition Services to chara aaterial handling and labor charges. If credit ca	VIDED FOR SERVICES RENDERED: ge any additional amounts incurred by me or n rd is declined, "Standard" pricing prevails and	my representative at show site, including a \$25.00 service charge will be added.
ardholder's Name	Cardholder's Signatu	re
ASE FILL OUT THE INFORMATION BE	LOW ON EACH ORDER SHEET.	
ipany Name		Booth No
ress	City/State	Zip

MAIL OR FAX TO: Brede Exposition Services • 6801 Mid-Cities Avenue • Beltsville, MD 20705-1411 (301) 937-8600 • Fax (301) 937-6513

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