



Shepard Exposition Services
 1531 Carroll Drive, NW
 Atlanta, GA 30318

Exhibit Solutions Sales Phone: (404) 720-8652
 Exhibit Solutions Sales Fax: (404) 720-8757
 Customer Service Email: lrubin@shepardes.com
 Event Code: G143840911

VEHICLE PRESSURE WASH

BusCon
September 13-14, 2011
Navy Pier-Chicago
Chicago, Illinois

Discount Deadline: August 23, 2011

Shepard will provide equipment, materials, and skilled labor to pressure wash your vehicle if ordered below. Rate is based upon size of vehicle.

RATES & EQUIPMENT:

Vehicle Size: 10 ft. - 24 ft. long \$295.00
 Vehicle Size: 25 ft. - 40 ft. long \$425.00

The official detailer will be on hand on September 12, 2011, by special order to pre show vehicles. Exhibitors displaying vehicles are scheduled to move in between the hours of 8:00 am and 10:00 am on September 12, 2011. Vehicles will be staged entrance #2 of Navy Pier, beginning at 6:00 am on September 12, 2011.

PLEASE NOTE: All advance orders will be serviced prior to onsite orders.

ALL CLEANING IS FOR EXTERIOR SERVICES ONLY

Service Provided to include the following:

- WASH
- SPRAY WAX
- TIRE DRESSING
- WINDOWS

Note: Our methods for vehicle washing are considered safe for normal automotive painted surfaced. No responsibility for damage to painted or other surfaces is assumed by the vendor.

IT IS THE RESPONSIBILITY OF THE EXHIBITOR TO ADVISE THE SHEPARD SERVICE DESK CENTER OF ANY PROBLEMS WITH ANY OF THEIR ORDERS AND TO CHECK THEIR INVOICE FOR ACCURACY PRIOR TO PAYING AT SHOWSITE.

ABSOLUTELY NO CREDITS WILL BE ISSUED AFTER SHOW CLOSING.

Please complete the following:

Company Name: _____ **Booth #:** _____
Contact Name: _____ **Phone #:** _____
Authorized Signature: _____

Subtotal	\$
6.250% Tax:	\$
Amount Due:	\$

Signature also indicates you read and accept the Payment Policy and Terms and Conditions.
 Must order by discount deadline date to receive discounted pricing. Payment Authorization must be completed and returned with order.
 There are no exchanges or refunds once item has been delivered to your booth. Cancellations will only be accepted 7 days prior to move-in if graphics have not been produced. Cancellations will not be accepted once graphic artwork has been submitted and approved for production.



Shepard Exposition Services
 1531 Carroll Drive, NW
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Customer Service Phone: (404) 720-8600
 Customer Service Fax: (404) 720-8755
 Customer Service Email: atlanta@shepardes.com
 Event Code: G143840911

Discount Deadline: August 23, 2011

PAYMENT AUTHORIZATION

BusCon

September 13-14, 2011

**Navy Pier-Chicago
 Chicago, Illinois**

Please complete the information requested below and return this form with your orders. You may choose to pay by credit card, check payable to Shepard Exposition Services, or bank wire transfer. However, we require your credit card authorization to be on file before we process your order(s) for service. We will use this authorization to charge your credit card account for any additional amounts incurred as a result of show site orders placed by your representative to include material handling charges for shipments received on your company's behalf and any unpaid balance due for Shepard services. **Credits for services will be issued at show site only.**

WIRE TRANSFER

In order to accurately process the transfer of funds from your account, please complete the following information and fax it along with a copy of the wire receipt to the fax number printed on the header of this page. A \$50 service charge will be added for processing checks drawn on foreign banks. A \$25 service charge will be added for processing U.S. wire transfers. \$50 service charge for international wire transfers.

The following information must be included on the bank copy of the wire transfer confirmation:

Name of show that you are attending - **BusCon**

Exhibiting company name

Booth number

Account Name: Shepard Exposition Services, Inc. Bank Name: Bank of America, Atlanta, Georgia USA

Routing Number: 0260-0959-3 Account Number: 3278494077

SWIFT CODE (US): BOFAUS3N SWIFT CODE (INTL): BOFAUS6S

If payment is not received by the date shown above, I hereby agree to have the balance owed to Shepard Exposition Services, Inc. charged to the credit card indicated in the next section.

CREDIT CARD INFORMATION

Type of Card:   

Credit Card #:

Expiration Date:
Month Year

Billing Address: _____

Security Code:

City, ST, Zip: _____

Name on Card: _____

Authorized Signature: _____

EXHIBITING COMPANY INFORMATION

Please fill out the following information:

COMPANY NAME: _____

BOOTH # _____

COMPANY ADDRESS: _____

PHONE: _____

CITY, ST, ZIP: _____

FAX: _____

CONTACT NAME: _____

EMAIL: _____