

REQUEST FOR SECURITY SERVICES

Atlantic City Convention Center

One Convention Boulevard

Atlantic City, NJ 08401

Phone: (609) 449-2291 Fax: (609) 449-2464

Event Name SAMPLE FORM. DO NOT SUBMIT Dates _____ Booth # _____
Company _____ Authorized By _____
Address _____ City _____ State _____ Zip _____
Phone (____) _____ Fax (____) _____ On Site Representative _____
Dates for requested Service _____ to _____
ADVANCE DEADLINE DATE: SAMPLE FORM. DO NOT SUBMIT.

METHOD OF PAYMENT

- Orders must be received 14 days prior to show opening in order to receive the Advance Order Rate
- Payment may be made by cash, check, money order or credit card, and must be in US Funds. A valid credit card number must be on file as guarantee of payment. Any remaining balance will be posted to the credit card. A \$30.00 charge will be made for returned checks. Orders placed on site must be paid by cash, credit or money order. Checks should be made payable to "Atlantic City Convention Center".

Select Payment Option:

Check with Credit Card Credit Card for all services Money Order/Credit Card Cash/Credit Card

Credit Card # _____ Exp. Date _____ Circle one: VISA AMEX MC

Print Name of Cardholder _____ Authorized Signature _____

GENERAL CONDITIONS:

- 48 hours minimum notice to ensure availability
- All individual booth security will be provided by the Atlantic City Convention Center
- Exhibitors will be required to sign security guards in and out at booth site
- All hours will be kept at straight time unless the exhibitor does not believe the guard at the pre-arranged time. Overtime rates will apply if the guard has worked more than eight (8) hours.
- A four (4) hour minimum per guard is in effect at all times.
- There will be an additional hourly charge per shift for the guard's breaks and lunch. Two fifteen (15) minute breaks. One-half hour lunch break.

RATES OF SERVICE

	ADVANCE RATE	STANDARD RATE
Straight time rate	\$24.00 per hour	\$27.00 per hour
Overtime rate	\$35.00 per hour	\$40.00 per hour

DATES OF SERVICE

HOURS OF SERVICE

Whom to report to: _____

PAYMENT FOR SERVICES MUST ACCOMPANY ALL ORDERS.
ALL FOREIGN EXHIBITORS MUST HAVE ENTIRE BALANCE PAID IN ADVANCE OF SHOW IN UNITED STATES CURRENCY.

FAX CREDIT CARD ORDERS OR MAIL CHECK AND FORM TO:

ATLANTIC CITY CONVENTION CENTER
ONE CONVENTION BOULEVARD
ATLANTIC CITY, NJ 08401
TELEPHONE: (609) 449-2291 FAX: (609) 449-2464

Rates Subject To Change Without Notice