## **International Pavilion Third Party Billing Request**

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

WWDMAGIC/Sourcing @ MAGIC/Footwear Sourcing @ Magic/ Children's Club MAGIC Las Vegas Convention Center February 12 - 14, 2018

Form Deadline Date: January 29, 2018

Company Name		Email		Phone Number	В	ooth Number
Return this forr	m when a third party (a	any party other than	international pavilion)	("AGENT") sho	uld be billed	I for services.
			. ,	` ,		
Step 1. Provid	de the Internation	onal Pavilion co	ontact information	on and sign	ature	
International Pavilion Nan	ne					
International Pavilion Add	ress			City	State	Zip/Country
mornaudian aviion / taa	.000			C.i.y	Cidio	p, cou,
Phone	Fax	Co	ontact's Email Address			
Account Number			<b>Expiration Date</b>	MasterCard		orporate Card
				│	_	ersonal Card
Please	X				•	that I have accepted
Sign	International Pavilion Author	orized Signature				nd GES Terms & uding authorization for
	momatonari aviioni riame	onzou oignaturo		GES to reta	in personal infor	mation to better serve
				have advi		at future events and GENTS of the same.
	International Pavilion Author	orized Name - Please Print	Date	, navo aav	o, 7	
Step 2. Check	k services belov	v to invoice to	the Third Party			
•						
	the Third Party <u>is not</u> to b ayment and Credit Card <i>F</i>					•
Г	ayınlerik and Gredik Gard F	Authorization and Subir	iit with this form ii third pa	irty is flot to be in	voiceu ioi aii s	services.
☐ Booth Cleaning	☐ Electrical Outlets	Electrical Labor	Exhibit Systems	GES Logistic	s ∏I∂	& D Labor
☐ Booth Cleaning ☐ Forklift Labor	☐ Electrical Outlets ☐ Material Handling	☐ Electrical Labor ☐ Plumbing	☐ Exhibit Systems ☐ Rental Carpet	☐ GES Logistic ☐ Rental Furnit		
	☐ Material Handling		_ ,	_		
Forklift Labor Other (Please Spec	☐ Material Handling cify)	Plumbing	Rental Carpet	_		
Forklift Labor Other (Please Spec	☐ Material Handling	Plumbing	Rental Carpet	_		
☐ Forklift Labor☐ Other (Please Special Step 3. Provide Step	Material Handling cify)  de the Third Part	Plumbing	Rental Carpet	_		
☐ Forklift Labor ☐ Other (Please Spec	Material Handling cify)  de the Third Part	Plumbing	Rental Carpet	_		
☐ Forklift Labor ☐ Other (Please Special Step 3. Provide Step	Material Handling cify)  de the Third Part	Plumbing	Rental Carpet	_		
☐ Forklift Labor ☐ Other (Please Spection of Step 3. Provide Third Party Company Nare Third Party Company Additional of Step 3. Provide Third Party Company Additional Office 3. Provide Third Party Compa	Material Handling cify)  de the Third Part me	□ Plumbing	Rental Carpet	Rental Furnit	ure S	igns
☐ Forklift Labor ☐ Other (Please Spection 1) Company Nar	Material Handling cify)  de the Third Part	□ Plumbing	Rental Carpet	Rental Furnit	ure S	igns
☐ Forklift Labor ☐ Other (Please Spectage Step 3. Provide Third Party Company Nare Third Party Company Add Phone	Material Handling city)  de the Third Part ne dress	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	Rental Furnit	state	igns
Forklift Labor Other (Please Spectage)  Step 3. Provide  Third Party Company Nar  Third Party Company Add  Phone	Material Handling cify)  de the Third Part me	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	Rental Furnit	state	igns
Forklift Labor Other (Please Spectage Step 3. Provide Third Party Company Nar Third Party Company Add Phone	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	Rental Furnit	state	igns
□ Forklift Labor □ Other (Please Spectors)  Step 3. Provide  Third Party Company Nare  Third Party Company Add  Phone  Step 4. Comp	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	Rental Furnit	state	igns
□ Forklift Labor □ Other (Please Spectors)  Step 3. Provide  Third Party Company Nare  Third Party Company Add  Phone  Step 4. Comp	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	Rental Furnit	state	igns
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  City	State  State  State	Zip/Country  Zip/Country
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address	City  City  MasterCard	State  State  State	Zip/Country  Zip/Country  orporate Card
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  City	State  State  State	Zip/Country  Zip/Country
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address Account Number	Material Handling cify)  de the Third Part me dress  Fax Selete Third Party e Print	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  MasterCard VISA American Exp	State  State  State  Coress	Zip/Country  Zip/Country  orporate Card ersonal Card
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address Account Number	Material Handling cify)  de the Third Part me dress  Fax  lete Third Party	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  City  MasterCard  VISA  American Exp	State  State  State  C  Profess  Classing this order	Zip/Country  Zip/Country  orporate Card
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address Account Number	Material Handling cify)  de the Third Part me dress  Fax Selete Third Party e Print	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  MasterCard VISA American Exp I agree in p GES P Conditions	State  State  State  Corress  Clacing this order ayment Policy and Contract, included the contract, included the correst of Contract, included the correct of Contract of Contract, included the correct of Contract of Cont	Zip/Country  Zip/Country  orporate Card ersonal Card  that I have accepted and GES Terms & adding authorization for
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address Account Number	Material Handling cify)  de the Third Part me dress  Fax  Slete Third Party e Print	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  MasterCard VISA American Exp I agree in p GES P Conditions GES to reta	State  State  State  Coress  Coress  Contract, includin personal infor	Zip/Country  Zip/Country  orporate Card ersonal Card  that I have accepted and GES Terms &
Forklift Labor Other (Please Spect Step 3. Provide Third Party Company Nar Third Party Company Add Phone Step 4. Comp Cardholder Name - Pleas Billing Address Account Number	Material Handling cify)  de the Third Part me dress  Fax  Slete Third Party e Print	Plumbing  ty contact info	Rental Carpet  rmation  ontact's Email Address  harge Authoriza	City  City  MasterCard VISA American Exp Conditions GES p Conditions GES to reta my need for	State  State  State  Coress  Clacing this order and Contract, including personal information of GES services	Zip/Country  Zip/Country  orporate Card ersonal Card  that I have accepted and GES Terms & alding authorization for mation to better serve

International Pavilion and all Agents. We require your complete credit card information even if you are paying by check or bank wire transfer.

Review and Return: Return to Fax: (866) 329-1437 • International Fax: (702) 263-1520



## International Pavilion Third Party Billing Request

All orders are governed by the GES Payment Policy and GES Terms & Conditions of Contract as specified in this Exhibitor Services Manual.

WWDMAGIC/Sourcing @ MAGIC/Footwear Sourcing @ Magic/ Children's Club MAGIC Las Vegas Convention Center February 12 - 14, 2018 Form Deadline Date: January 29, 2018

Company Name		Email	Phone Number	Booth Number		
Pavilion Organizer			Phone Number			
Booth numbers (list each individual booth)		The	The items checked below are to be invoiced to the Third Party:			
Booth numbers (list each	h individual booth)  Company Name		All Services Rental Furniture Exhibit Systems & D Labor Booth Cleaning Rental Carpet Signs n-Booth Forklift Labor Plumbing Material Handling In & Out GES Logistics Electrical Outlets (Pre-Order Only) Electrical Labor (Floor work & Pre-Order Electrical Labor (Floor work & Showsite) Electrical Labor (Booth work Pre-Order Electrical Labor (Booth work Showsite)	ly) ler Only) te-Order Only) or Only)		

Please use an additional International Pavilion Third Party Billing Request form if more space is needed for the listing of booth numbers.

For electrical orders only: A minimum of one 5amp/500 watt outlet must be ordered per booth space/number. All pavilions requiring electrical labor must send a floorplan indicating each booth where labor is to be performed. Each section of booths that form an island/pavilion will require its own electrical labor ticket. A single electrical labor ticket cannot be used to perform labor for a different island/pavilion. If you choose to supervise electrical labor and/or want to schedule your starting point, please visit the GES Electrical Servicenter.

GES reserves the right to deny any Third Party Billing Request that is not complete or received by the deadline date. It is understood and agreed that the International Pavilion is ultimately responsible for payment of charges for services requested by International Pavilion or its Agents, and for all acts and/or omissions of its Agents. If an Agent does not pay the invoice before the last day of the show, charges will revert to the International Pavilion. All Invoices are due and payable upon receipt. GES Terms & Conditions of Contract, and GES' Payment Policy apply to both the International Pavilion and all Agents. We require your complete credit card information even if you are paying by check or bank wire transfer.

