

AAOMS 96th Annual Meeting, Scientific Sessions and Exhibition

Exhibitor Booth Services Order Form

To place your order, please complete the information below and fax to 808-943-3547

The Hawai'i Convention Center holds the exclusive rights to all food and beverage within the Center. No one is allowed to bring food or beverage into the facility without the express written approval of Hawai'i Convention Center Food & Beverage Office. For additional information, please contact:

Brian Allen, Director of Food & Beverage
E-mail: ballen@Levyrestaurants.com Tel: 808-943-3578

Important Information:

- **PAYMENT:** 100% prepayment is required to confirm your order
- **ORDER DEADLINE:** To insure prompt delivery & product availability, orders must be placed 30 days prior to the first day of your exhibit opening – **Deadline: Friday, August 15, 2014**
- **POWER, ETC.:** The Customer is required to pay for any electrical outlets that may be needed to support their food and beverage service and any items ordered through the decorator (i.e. pipe and drape, tables).
- **MINIMUM ORDER FEE:** A \$25.00 fee will apply to all deliveries and/or orders less than \$200.00.
- **SERVICE CHARGE:** All food and beverage purchases will be subject to a 22% service charge and 4.712% tax.

Show Name: _____ **Exhibitor:** Self OR 3rd Party name _____

Your Name: _____ **Phone:** _____

Company Name: _____ **Address:** _____

City: _____ **State:** _____ **Zip:** _____ **Booth # / Location:** _____

On-Site Representative: _____ **On Site Rep Contact Phone:** _____

Food and Beverage Order

Delivery Date	Delivery Time(s)	Quantity	Description	Unit Price	Extended Price
Thurs, Sept. 11 8:00am-3:00pm					
Fri, Sept. 12 8:00am-3:00pm					
Sat, Sept 13 8:00am-11:00am					
				Subtotal	
				27.75% Taxes and Service Charge	
				Total Due	