



# Payment & Credit Card Charge Authorization

**Salon de la Technologie de Fabrication de Montréal**  
**Montreal Manufacturing Technology Show**  
Place Bonaventure

16 - 18 mai 2016  
May 16 - 18, 2016

COMPANY NAME		BOOTH #	CONTACT NAME
STREET		PHONE	EMAIL
CITY	FAX	SHOW SITE CONTACT AND PHONE NUMBER	
PROVINCE/STATE	POSTAL CODE		

**Payment for Services** - Global Experience Specialists requires payment in full at the time services are ordered. Further, GES Global Experience Specialists requires that you provide a credit card authorization with your initial order. For your convenience, we will use this authorization to charge your account for services, which may include labour and material handling, not covered by your initial payment. All applicable taxes will be added and charged to your credit card.  
Discount Pricing - To qualify for discount pricing, orders must be received with payment on or before the discount price deadline.

**Method of Payment** - Global Experience Specialists accepts American Express, Mastercard, Visa, cheque and wire transfers. Purchase orders are not considered payment. Exhibitors will be charged a 35.00 fee for NSF cheques or wire transfers (to cover the bank fees).

**Third Party Billing** - Each exhibiting firm is ultimately responsible for all charges incurred on it's behalf. Global Experience Specialists reserves the right to institute collection action against the exhibitor if the authorized third party does not pay.

**Tax Exempt** - If you are tax exempted in Canada you must provide a GST and/or QST Exemption Certificate. Please send the above information to the GES office for this show. Taxes vary by location and will be added to your invoice if you do not submit your tax exemption certificate prior to the deadline.

**Adjustments & Cancellations** - It is the responsibility of the exhibitor to advise GES Global Experience Specialists on-site representative(s) of any problem(s) with any of their orders. No adjustments will be made to invoices after the close of the show. All orders cancelled by the Exhibitor or due to the cancellation of an event or their non-participation may be subject to cancellation fees equal to 50% - 100% of the total order based upon the status of move-in, work performed, and/or Global Experience Specialists set up costs or expenses. Please refer to the individual forms for cancellation fees.

If you have any questions regarding our payment policy please call Global Experience Specialists at 514.367.4848 or visit the Global Experience Specialists Servicentre at the show.

Please complete the information and return payment in full with this form and your orders. You may choose to pay by credit card, cheque or wire transfer, however, we require your credit card charge authorization to be on file with Global Experience Specialists.

You agree to late fees of up to 1.5% per month on any balance not paid at the conclusion of the event or balance left without appropriate credit card on file.

For your convenience, we will use this authorization to charge your credit card for any additional amounts ordered by your representative or services rendered to your company for this event.

I agree in placing this order that I have accepted GES Global Experience Specialists payment Policy and Terms & Conditions of Contract



AUTHORIZED SIGNATURE

Date:

AUTHORIZED NAME - PLEASE PRINT

Credit Card Charge Authorization Information to complete

Credit card number

\_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Expiration date:

Security Code:

☐ VISA ☐ Master Card ☐ AMEX

Cardholder's Name

Cardholder Signature

FULL PAYMENT DUE

\$

Cheque payable to GES Global Experience Specialists. Your cheque must be received 2 weeks prior to move-in.

Enclosed is a cheque in the amount of:

\$

COMPANY NAME

BOOTH #

Merci de faire parvenir votre commande par / Please send your order by: F. 514.367.5115 - [montreal@ges.com](mailto:montreal@ges.com)  
Service à la clientèle / Customer Service 514.367.4848 / 1.877. 399.3976