



EXHIBITOR CATERING ORDER FORM

BUSINESS (COMPANY) INFORMATION

Company Name <i>(Include Booth Name if Different):</i>			
Billing Address:			
City, State, Zip Code:		Country:	
Main Telephone Number:			
Main Fax Number:			
Email Address:			

SITE (VENUE) INFORMATION

Event Name:	
Booth Number:	
On-Site Contact Name:	
On-Site Contact Cell Number:	

DELIVERY DATE	DELIVERY TIME/ END TIME	DESCRIPTION	QTY	TOTAL PRICE

If you are ordering services that require electrical power, please provide a booth diagram indicating appropriate location for placement.

If a diagram is not available, provide a brief description here:

For questions regarding utilities services, contact us at accdexhibitorservices@austintexas.gov

Prices are exclusive of a 20% service fee and 8.25% applicable sales tax

This letter serves as my formal written authorization and approval for you to charge the credit card indicated below for any and all charges related to food services at the Austin Convention Center. **Full payment will be applied to the credit card prior to the first scheduled service. All services are provided with a 2 hour timeframe, after which all product & equipment will be removed.** Timeframe may be extended with appropriate fees.

CREDIT CARD AUTHORIZATION

Card Type: <input type="checkbox"/> Visa <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> Discover	Billing Zip Code:
Credit Card Number:	Exp Date:

Mail, Fax or Scan To: Ross Wagley – Senior Catering Sales Manager
Levy Restaurants | Austin Convention Center
Phone: 512.404.4147 | Fax: 512.404.4149 | Email: rwagley@levyrestaurants.com