

Event Exhibitor Form

This form is designed to gauge audio-visual needs for exhibitors **TO BE BILLED SEPERATELY FROM THE EVENT ORGANIZER AND DIRECTLY TO THE EXHIBITOR.** Please fill out the form with the most up-to-date information and detailed requests possible. Once completed, kindly send the completed form to mike.keiper@sbg.com. You should receive an estimate requiring signature within 1-3 business days. Payment will be expected at the earliest convenience after the invoice is sent.

CONTACT INFORMATION

Company Name:

Company Billing Address:

Company Representative Name:

Company Representative Phone # & Email:

PLEASE ENSURE THAT ALL CONTACT INFO IS ACCURATE. THE EMAIL PROVIDED WILL BE THE EMAIL THAT RECEIVES ALL BILLING INFORMATION AND PAYMENT INSTRUCTION.

PLEASE DESCRIBE ALL AUDIO-VISUAL REQUESTS BELOW