



494 Tan Tar A Drive, P O Box 188TT, Osage Beach MO 65065
 Hotel Phone #: (573) 348-3131
 Exhibit Coordinator Phone: 573-348-8551 * **Fax: 573-348-8605**
Email: sales@tan-tar-a.com

WELCOME TAN-TAR-A EXHIBITOR

Included with your exhibit space is: 1) 6' x 30" draped and skirted table;
 2) chairs; 1) wastebasket; 1) identification sign; and carpeted 8' x 10' area

**PLEASE COMPLETE THE FOLLOWING INFORMATION
 AND FAX/MAIL YOUR ORDER ALONG WITH THE FORM OF PAYMENT.**

Tan-Tar-A **does not** allow any food or beverages to be brought into the Exhibit Areas.
 Please contact the Tan-Tar-A Catering Department for any food or beverage requirements at (573) 348-8551.

Qty	Item EQUIPMENT	Pre-Order Price	On-Site Price
	Additional 6'x30" Draped & Skirted Table(s), One time charge	\$ 19.00 each	\$ 25.00 each
	Additional 6'x18" Draped & Skirted Table(s), One time charge	\$ 13.00 each	\$ 19.00 each
	High Back Bar Stool, One time charge	\$ 20.00 each	\$ 25.00 each
	Cocktail Tables (tall)	\$ 20.00 each	\$ 25.00 each
AUDIOVISUAL			
	37" LCD Flat Screen Monitor per item/per day	\$ 175.00	\$ 225.00
	Easel(s) per item/per day	\$ 19.00	\$ 25.00
	Extension Cord(s), or Power Strip(s) per item/per day	\$ 13.00	\$ 19.00
	26" Flat Screen LCD Monitor w/DVD per item/per day	\$ 160.00	\$ 190.00
	6'x6' Tripod Screen per item/per day	\$ 51.00	\$ 63.00
TELEPHONE SERVICE – PAYMENT <u>MUST</u> BE ROOM CHARGE OR CREDIT CARD A \$200 deposit will be applied to cover anticipated phone calls.			
	High Speed T-1 Internet Line, per day	\$ 92.50 per day	\$ 123.50 per day
	Direct Line (Outgoing Calls Only), ** plus cost of calls, 5.475% sales tax and 55% service charge on calls	\$ 50.00 **	\$ 60.00**
	Private Line (Incoming/Outgoing Calls), ** plus cost of calls, 5.475% sales tax and 55% service charge on calls	\$ 75.00 **	\$ 90.00**
ELECTRICAL SERVICE			
	Set(s) of Two, 110V Electrical Outlets, One time charge	\$ 50.00	\$ 55.00
	Set(s) of 220 Amp Electrical Service, One time charge	\$ 127.00	\$ 190.00
	Total		
ALL ABOVE ITEMS INCLUDE BANQUET ADMINISTRATION SERVICE FEE AND SALES TAX. If Tax Exempt, please send a current Missouri State Tax Exempt Letter with Exhibit Form			

Please Complete the Payment Information on Page 2!

**FOR SHIPPING OF EXHIBIT MATERIALS
AND DISPLAY ASSEMBLY, PLEASE UTILIZE
PAGE & BROWN CONVENTION SERVICES**

**5744 Chapel Drive
Osage Beach, MO 65065
Phone: 573-348-5176 * Fax: 573-348-5177
Pager: 573-346-8656**

**Please make CHECK or MONEY ORDER payable to: TAN-TAR-A RESORT.
IF PAYMENT IS NOT RECEIVED IN ADVANCE, PAYMENT MUST BE MADE AT SET UP!**

PLEASE PRINT OR TYPE LEGIBLY

Full Name of Conference: _____ Dates of Conference: _____

Company: _____

Address: _____ City, State, Zip: _____ Phone #: _____

PRINTED NAME: _____ **Signature:** _____

Payment Enclosed: Yes _____ No _____ If no, charge to guestroom of: _____

Credit Card #: _____ Expiration Date: _____

3 or 4 Digit Security Code on Back of Credit Card (Required): _____

**DUE TO LIMITED STORAGE SPACE AT TAN-TAR-A, ALL SHIPMENTS RECEIVED
AT TAN-TAR-A WILL BE ASSESSED A PACKAGE HANDLING FEE**

TAN-TAR-A PACKAGE HANDLING FEES, INCLUSIVE OF SALES TAX				
Package Size	Delivery	Outgoing Shipment	Storage Fee (24 hours - 7 days)	Storage Fee (8 - 14 days)
1-10#	\$3	\$5	\$3	\$10
11-35#	\$10	\$10	\$10	\$20
36-100#	\$25	\$25	\$25	\$40
½ Pallet, or over 100#	\$50	\$50	\$50	\$65
Full Pallet	\$65	\$65	\$65	\$75

• **If shipping exhibit materials directly to Tan-Tar-A Resort:**

- Payment arrangements with Tan-Tar-A must be completed prior to shipping materials
- If payment made by check, a credit card must be on file for any additional charges, including any difference between the actual and estimated weight of shipments
 - No COD shipments will be accepted
 - Shipments may be refused without prior arrangements

Tan-Tar-A Resort will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the Hotel's premises except for any claims, loss, or damages arising directly from its negligence.

01/24/13