



Service Request Form North Carolina Self Storage 2022

Group: _____
 Date of Request: _____
 Vendor: _____
 Booth: _____
 Email Address: _____
**Fax completed form to 704.626.3658 Attn: Justen Hix
 or email jhix@lemeridiensheratoncharlotte.com**

Sheraton Charlotte Hotel
 555 S. McDowell
 Charlotte, NC 28204
 704.372.4100

Power Show Date: _____	# Needed	Regular Price (Includes Service Charge and Tax)	Day of Event Price (Includes Service Charge and Tax)	Total
120 Volts Outlet 15 AMP with Extension Cord and Power Strip		\$67.03	\$134.06	
Audio Visual Date to be installed: _____ Date to be removed: _____ **Location of Line** _____	# Needed	Regular Price (Includes Service Charge and Tax)	Day of Event Price (Includes Service Charge and Tax)	Total
42" LCD Monitor		\$402.19	\$536.25	
Hard Wired Internet		\$134.06	\$268.13	
Easels		\$33.52	\$62.66	
Flipchart Package with Markers		\$73.73	\$147.47	
Shipping/Misc. Packages arrive no earlier than 3 business days from show date. Fee includes receiving and handling. <i>Please call for pickup when outbound shipment is ready.</i>	# Needed	Regular Price (Includes Service Charge and Tax)	Day of Event Price (Includes Service Charge and Tax)	Total
Box Charge		\$6.65	\$13.30	
Pallet Charge		\$335.16	\$470.31	
These charges must be paid 3 days prior to event.				
			Total	

Type of Card: Visa MasterCard American Express Discover

Credit Card Number: _____

Expiration Date: ____/____

Name on Card: _____ Address: _____

Authorized Signature: _____

Email for receipt: _____