

Waco Convention Center Booth Service Order Form  
**SHOW NAME: 2023 Deck the Halls**  
**Show Dates: November 2-5, 2023**

Company Name:	Booth #:
Your Name:	
Phone:	
Email:	
Name on Credit Card:	Last four digits of Credit Card:

**Credit Cards Accepted: MasterCard, Visa, American Express, Discover**

**Instructions:** Please call us at 254-750-5810 and tell us the name of the show. We can take your order over the phone. Or fill out this form and fax it to 254-750-5801.

**To pay by credit card:** Call us at 254-750-5810 with the credit card information.

**To pay by check:** Mail this form with check to: Waco Convention Center, PO Box 2570, Waco, TX 76702

**Electrical Service**

***Please note:** Booth electrical service may not be available if ordered the day the show starts. You are welcome to call us to check.*

Service	Pre-Order Price If ordered BY 5pm on 10/30/2023	Price After Deadline If ordered AFTER 5pm on 10/30/2023	Number Needed	Total
120 volt 20 amp	<b>\$200.00</b>	<b>\$400.00</b>		
Extension Cord	\$25.00	\$25.00		
Power Strip	\$75.00	\$75.00		
Hard wired internet	\$75.00 per day	\$75.00 per day		

**TOTAL DUE: \$ \_\_\_\_\_**

**Food & Beverages – Exhibit Booths**

**Thinking about serving food or beverage at your booth? CONTACT US FIRST BEFORE YOU MAKE PLANS!**  
 Email Catering Manager, Jennifer Batey with what you would like to do: [Jenniferb@wacotx.gov](mailto:Jenniferb@wacotx.gov)

