

Waco Convention Center Booth Service Order Form
SHOW NAME: Texas Corrections Association Special Populations
 Conference (**Vendor**) **Show Dates:** November 21-22, 2024

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 email it to WCCAdmin@wacotx.gov.

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 10/16/2024	Price After Deadline If ordered after 5pm on 06/18/2024	Number Needed	Total
120-volt 20 amp	\$200 per outlet	\$400 per outlet		
Extension Cord	\$25.00	\$25.00		
Power Strip	\$25.00	\$25.00		
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

