

Waco Convention Center Booth Service Order Form

SHOW NAME: ISA Texas Tree Conference

Show Dates: September 25-27, 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 09/20/2024	Price After Deadline If ordered after 5pm on 09/20/2024	Number Needed	Total
120-volt 20 amp	\$150.00	\$300.00		
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

