

EQUIPMENT SERVICE ORDER FORM



Mail To: The Cajundome & Convention Center
 Attn: Service Desk
 444 Cajundome Blvd. Lafayette, LA 70506
 Service Desk (337) 265-2222 - Fax (337) 265-2311
 E-mail: ServiceDesk@Cajundome.com - Website: www.Cajundome.com
 IF FAXING, PLEASE DO NOT DUPLICATE BY MAILING THE COPIES

Item Code	Quantity	Equipment Services	**Cost	TOTAL
ES101		Forklift Service (Per Hour)	\$ 35.00 per hour	
ES102		Forklift Service (Entire Day 8 Hours)	\$120.00 per day	
ES103		*Genie Lift Service (1 Man Lift)	\$ 30.00 per hour	
ES104		45 Foot Articulating Man Lift	\$ 60.00 per hour	
ES105		**Banner Hanging Fee Pre-Function & Ballrooms advanced orders	\$ 50.00 per banner \$75.00 day of show	
ES106		**Banner Hanging Fee – Large –Ex Hall advanced orders (over 100 sq ft depending on location)	\$ 100.00 per banner \$125.00 day of show	
PLEASE CHECK THE APPROPRIATE BOX: <input type="checkbox"/> Original Order <input type="checkbox"/> Additional Order <input type="checkbox"/> Revised Order			Order Total	
			Total Payment	
			Balance Due	

COMPANY: _____ BOOTH #: _____

EVENT NAME: _____ DATE: _____

DATE OF NEEDED SERVICE: _____

NOTES: _____

*** Labor for operators for all equipment is an additional charge. See labor rate sheet.**
****The banner fees listed above are for small to medium banners in areas that are easily accessible by ladders or lifts. If your banner is large or required to be in a specific location that is deemed a difficult spot to rig in, you may be accessed additional fees.**

ALL PAYMENTS MUST BE MADE IN FULL (Before services are provided) BY CHECK, MONEY ORDER, CASH, OR AN ACCEPTED CREDIT CARD. NO PURCHASE ORDERS ACCEPTED.

1. Claims will NOT be considered unless filed by exhibitor by close of show.
2. CREDIT WILL NOT BE GIVEN FOR SERVICES ORDERED AND NOT USED.
3. Prices are based upon current wage rates and are subject to change without notice.
4. Unless otherwise noted, CAJUNDOME Convention Center personnel are only authorized operators of the above equipment.

The CAJUNDOME Convention Center will not refund overpayments, in an amount less than \$15.00, unless specifically requested in writing.

For more details or information not listed, please contact the Service Desk at (337) 265-2222.

Revised 11/30/06