

Master Order Form

Discount Pricing - Applies to all advance orders when accompanied with full payment or credit card information filled in the space provided. **Orders must be received 14 days prior to the first day of exhibitor setup to qualify for this discount.**

Standard Pricing - Applies to all orders received within 14 days of the first day of exhibitor setup and to those advance orders not accompanied with full payment.

***Please note deadlines indicated on individual order forms may be different than the 14-day cut-off.**

Please indicate the totals from the bottom right corner of each order form in the space provided.

Telecommunications	\$ _____
Electrical Services	\$ _____
Floral	\$ _____
Furniture	\$ _____
Labor	\$ _____
Material Handling	\$ _____
Miscellaneous	\$ _____
Total Order Amount	\$ _____

Amount of check enclosed _____



Credit card number _____

Credit card exp. date _____

Initial below if representative at show may charge additional items to this credit card

All payments should be made payable to
Pheasant Run Resort & Spa
and should be addressed as follows:

Pheasant Run Resort & Spa
Attn: Exposition Center
4051 E. Main Street
St. Charles, IL 60174

Name of Show _____

Date of Show _____

Company Name _____

Address _____

City _____ State _____ Zip Code _____

Booth Number _____ Phone Number (____) _____

Authorized by _____

Sign and Print Name

Title _____ Fax Number (____) _____

Please forward master order form, along with each individual service order form with payment. Orders may be faxed to our office at 630/584-1042. Please direct any questions to the Exposition Center Office at 630/584-6300.

Note: Prices are subject to change without notice

Orders will not be processed without the appropriate advance payment