



Century Security & Event Staffing
TRADE SHOW SPECIALISTS - SPECIAL EVENTS
COMMERCIAL & INDUSTRIAL - SECURITY CONSULTANTS
 6421 Pincastle Blvd - Suite 1- Orlando, Florida 32809
 407-226-1168 - Fax: 407-226-7076
 www.centurytradeshow.com

Century Security

License # 2000104

Booth Monitoring Personnel to be provided by Century Security

# of Personnel	Booth #	Start Date / Time	End Date / Time	Total Hours

SPECIAL INSTRUCTIONS (Use add'l page if necessary)

TOTAL NUMBER OF MAN HOURS

TOTAL NUMBER OF MAN HOURS _____

SUB TOTAL

\$ _____

5% OCCC Surcharge

\$ _____

6.5% State Sale Tax

\$ _____

3% Credit Card Service Charge

\$ _____

TOTAL

\$ _____

	<u>Pre-Order</u>	<u>On-Site</u>
UNARMED MONITOR:	\$24.00	\$29.00
ARMED MONITOR:	\$50.00	\$56.00

RULES AND REGULATIONS

- All Booth Monitoring personnel must be provided through Century Security.
- Booth Monitoring personnel will remain on duty until released, **exhibitor is responsible for any additional charges.**
- There is a minimum of four (4) hours per person per shift.
- Armed monitor must be placed a minimum of 24 hours in advance.
- Booth Monitoring orders placed less than 24 hours in advance are not guaranteed.

- _____ Original Order
 _____ Additional Order
 _____ Revise Order

ADVANCE PAYMENT MUST BE RECEIVED BY **(21 DAYS PRIOR TO THE FIRST SHOW DAY)** TO QUALIFY FOR DISCOUNT (INCENTIVE RATES). BASE RATES APPLY TO ALL ORDERS/PAYMENTS RECEIVED AFTER 21 DAY DEADLINES. ALL PAYMENTS MUST BE MADE IN FULL BY CHECK OR MONEY ORDER (PAYABLE IN U.S. FUNDS ON U.S. BANKS). VISA, MASTERCARD OR AMERICAN EXPRESS. NO PURCHASE ORDERS ACCEPTED.

Incentive Deadline Date:



BILLING INFORMATION

PLEASE PRINT OR TYPE:

EVENT NAME:		BOOTH #
EXHIBITOR NAME:		CONTACT #
ADDRESS:		FAX #
CITY/STATE/ZIP	E-MAIL:	
ON-SITE CONTACT PERSON(S)		CONTACT #
ON-SITE CONTACT PERSON(S)		CONTACT #

Payment in Full Must Be Rendered Before Service is Provided

Remit Payment to:

Method of Payment:

Century Security & Event Staffing, Inc.
 6421 Pinecastle Blvd. (Suite 1)
 Orlando, FL 32809

- Company Check or Money Order
 Visa / Master Card
 American Express

Make Check Payable to: Century Security

****There is a 3% Service Charge all Credit Card Transactions****

Credit Card Account # _____ **Exp. Date:** _____

Print Name: _____ **Security Code:** _____

Authorized Signature: _____ **Date:** _____

Century Security is not an insurer. Charges are based solely upon the value of services provided for, and are unrelated to the value of the clients operations property or the property of others. The amounts payable by the client are not sufficient to warrant assuming any risk of damage or loss to property due to Century Security's negligence or failure to perform. Century Security, its agents and representatives, will provide all necessary safeguards and shall assume no liability for life, accident, theft of property, damage to property or any other loss due to factors beyond our control. The client, by signing this agreement, holds Century Security harmless for any and all losses and agrees to have in effect at the time of signing this agreement insurance to cover all product, and personnel damages and any claims arising from engaging in business as an exhibitor. Century Security will send out final invoices within ten (10) days after the close of the event.