

**THIRD PARTY PAYMENT AUTHORIZATION**

By submitting this form I authorize LVE to charge any additional amounts incurred by myself or my show representative, including material handling and/or labor charges. In the event the credit card provided declines, standard show site rate prevails and a \$25.00 service charge will be added. **CONVENIENCE FEE** - All orders paid with a credit card will incur an additional non-refundable 3% fee.

**THIRD PARTY'S CREDIT CARD**
**EXHIBITING COMPANY NAME**

<b>EXHIBITING COMPANY</b>		<b>BOOTH #</b>	
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**THIRD PARTY'S CREDIT CARD CHARGE AUTHORIZATION (INFORMATION MUST BE PROVIDED)**

<b>THIRD PARTY COMPANY</b>		<b>PHONE</b>	
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<b>THIRD PARTY CONTACT</b>		<b>EMAIL</b>	
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<b>ADDRESS</b>	
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<b>CITY</b>		<b>STATE</b>		<b>ZIP</b>		<b>BOOTH #</b>	
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<input type="checkbox"/> <b>DISCOVER</b>	<input type="checkbox"/> <b>VISA</b>	<input type="checkbox"/> <b>MASTERCARD</b>	<input type="checkbox"/> <b>AMERICAN EXPRESS</b>
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<b>ACCOUNT NUMBER</b>	
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<b>EXPIRATION DATE</b>		<b>SECURITY CODE REQUIRED</b>	
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*The security code can be found on the front of your Amex or on back of your Visa, Discover and MasterCard.*

<b>CARDHOLDER'S BILLING ADDRESS (IF DIFFERENT FROM ABOVE)</b>	
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<b>CITY</b>		<b>STATE</b>		<b>ZIP</b>	
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<b>CARDHOLDER'S NAME (PLEASE PRINT)</b>	
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<b>CARDHOLDER'S SIGNATURE*</b>	<b>X</b> _____
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**\*By signing, I agree to the Terms and Conditions located within this manual. For your convenience, the above credit card information will be kept on file to be used for future shows and all outstanding balances.**

<b>SERVICES TO BE INVOICED TO THIRD PARTY</b>	
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*Discount pricing applies only to orders received with full payment prior to the deadline date. See each form for their specified deadline date.*

**Damage to rental items outside of normal wear and tear could result in charges for replacement.**

If you suspect you have potential errors on your charge card you have 60 days after the error appeared on your statement to contact us. You must notify us of the potential errors in writing.

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