



**True Focus Hospitality Group, Inc.**

650 Poydras St. Suite 2330  
New Orleans, LA 70130

Primary Contact: Nicholas Jarrell @ 504 598 6571  
Email: nickjarrell@truefocusnola.com

**Exhibitor and/or Production Manager Information: All payments MUST be received PRIOR to services being provided. Credit Card or Check ONLY**

**Complete Company Information Below/ Please Print**

_____	_____		
Company Name	Company Contact For Billing Purposes		
_____	_____	_____	_____
Street Address	City	State	Zip
_____	_____	_____	_____
Phone	Fax	Email	

**DEPOSITS AND PAYMENTS**

Card Holder: _____	Card Type: _____	<input type="checkbox"/>	Color Box if Sending Company Check
Card Number: _____	Expiration: (MM/YY) _____		
Charge Amount: _____	CVV2/CVC: _____		
Billing Street: _____			
Billing City: _____	Billing State: _____	Billing Zip: _____	

The Client acknowledge that the Client alone has chosen the number of guards and the type of service to be provided herein and that the Agency has informed the Client that additional guards and services are available from the Agency at an additional cost to the Client.

Authorized Signature _____	Date _____
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**DATE OF SERVICE**

Date	Hours	Date	Hours
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____
_____	_____ TO _____	_____	_____ TO _____

Booth # _____	Total Hours Requested: _____
	Applied Rate: _____

**RATES**

**BOOTH RATES**

- \*Advanced Order Rate  
30 days or more before conference \$20.00 per hour (4 hour minimum)
- \*Regular Order Rate  
29 days to 1 day before conference \$25.00 per hour (4 hour minimum)
- \*Onsite Order Rate  
on site price \$ 30.00 per hour (4 hour minimum)

Orders must be paid in full before the start of services

Any "day of" cancellations must be cancelled at least 8 hours prior to the start of the schedule or you will be charged 4 hours.

Exhibitor and/or Production Manager hereby authorize True Focus Hospitality Group to automatically charge total deposit upon acceptance of contract on or before services begin