





## PAYMENT AUTHORIZATION FORM

*\*A credit card is required on all orders as a security deposit on rental equipment. See Terms and Conditions at the bottom of this page.*

### CHOOSE PAYMENT METHOD:

BOOTH NO. \_\_\_\_\_

COMPANY \_\_\_\_\_

ORDER CONTACT \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

### To Pay By Credit Card

We accept American Express, MasterCard and Visa. Please choose "To Pay By Credit Card" option and enter your credit card details below. Your credit card will be charged upon receipt of your order and an email confirmation/receipt will be sent to the email address listed on Page 1 of the order form.

### To Pay By Company Check (Security Deposit Required\*)

Please make checks payable to American Tradeshow Services. Please choose "To Pay By Check" option and enter your credit card number below for security deposit purposes. Please check the "Security Deposit Use Only" checkbox. Checks are due in the office ten (10) days prior to show start. Checks must be in US Funds and be drawn from a US Bank.

### To Pay By Wire Transfer (Security Deposit Required\*)

For information on paying by Wire Transfer, please contact Exhibitor Services at 985-809-0600, ext 201. Wire Transfers must be paid in US Dollars. Please choose "To Pay By Wire Transfer" and enter your credit card number below for security deposit purposes. Please check the "Security Deposit Use Only" checkbox. Wire Transfers will incur an additional \$40.00 for handling and bank fees. An invoice will be sent once your order is processed along with details on how to complete your wire transfer transaction. Wire Transfers are due in the office ten (10) days prior to show start.

### \* Credit Card Details - Required for All Orders\*

<input type="checkbox"/>		<input type="text"/>	<input type="checkbox"/> Use as Security Deposit Only
<input type="checkbox"/>		Cardholder Name: _____	
<input type="checkbox"/>		Expiration Date: _____ / _____ Security Code: _____	
		Cardholder Signature: _____	

### ! Terms and Conditions

All equipment ordered must be picked up at the service desk prior to the start of the show unless you have selected the Delivery and Setup option. Refunds will not be made for unclaimed equipment. Equipment must be returned to the service desk within one hour after the close of the show to avoid additional charges. If ATS staff has to pick up your scanner, you will be charged \$100.00.

Renter is responsible for the full replacement value of lead retrieval equipment if lost, stolen or damaged while in possession of renter.

All cancellations received earlier than seven (7) working days prior to show opening date will be subject to a \$75.00 service fee. All cancellations received within seven (7) working days prior to show opening date will be billed at full rental price and will not be eligible for refund.

A credit card is required on all orders as a security deposit on rental equipment. ATS will not charge anything to credit card held as security deposit with out prior authorization, however, ATS reserves the right to charge fees associated with lost, stolen or damaged units as a last chance effort to recover damages. ATS will allow ample time (at least sixty days) for exhibitor to arrange payment for lost, stolen or damaged units, before this step is taken.

Checks are due in the office ten (10) days prior to show start.

**Order Online:**  
www.atleads.com  
User Name: PGR2015  
Password: 9215  
**Fax Credit Card Orders to:**  
985-809-1888  
**Email Order:**  
orders@american-tradeshow.com  
**Mail Check Orders to:**  
American Tradeshow Services  
Attn: Exhibitor Services  
217 General Patton Avenue  
Mandeville, LA 70471  
**To Call Order In  
or Ask Questions:**  
985-809-0600, dial 1



**Custom Qualifiers Template**

**Fax To: (+1) 985-809-1888**

**DISCOUNT DEADLINE:**

**FRIDAY, FEBRUARY 6, 2015**

**\$60** (USD) before deadline  
**\$80** (USD) after deadline  
(COST PER UNIT)

Below please list your custom action codes. These custom codes will be ready for you when you pick up your reader at the show. (Please type or print legibly, maximum 28 characters per code.) To guarantee availability at show site, please fax this template in seven (7) days prior to show start.

The Following Characters May Not Be Entered As Part Of An Action Code:  
Apostrophes ('), Slashes (/), Backslashes (\),  
Dots (.), Carrots (^), and Quotes (")

Company																													
Booth Number																													
1																													
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The following is a list of the standard action codes that are included with your unit rental.

- Add to Mailing List
- Current Customer
- Distributor
- Has Purchasing Authority
- Have Sales Rep Call
- Hot Lead!
- Inquiry Only
- Interested Buyer
- OEM
- Product A
- Product B
- Product C
- Product D
- Product E
- Product F
- Schedule Demonstration
- Send Literature
- Send Pricing Info
- VAR
- Wants Presentation

To personalize these codes, or use your own codes, please fill in this template.

If you have any questions concerning any of the products or services being offered for lead collection, please feel free to call us at (985) 809-0600 and we will make certain your questions are answered promptly.