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**THIRD
 PARTY
 BILLING**

Wisconsin State Music Conference 2018

Monona Terrace, October 25 - 26, 2018

This form is to be used if you wish to have a Third Party handle your display, and be billed for services. The Recap of Cost & Payment Form **MUST** be completed by the Third Party to be billed for services, **however, we also must be provided with the Exhibiting Company's credit card information below for our files.** Unless otherwise requested, all charges incurred will be billed to the Third Party.

It should be understood that by signing this form or placing an order the Exhibiting Company agrees it is ultimately responsible for payment of charges. **If your Third Party does not pay all charges in full before the end of the show, all charges will revert to the exhibiting company, due on receipt.**

Exhibiting Company Name: _____ **Booth #:** _____

Exhibitor Name: _____

Exhibitor Signature: _____

Exhibiting Company's credit card information:

___ Visa ___ MC ___ Amex ___ Discover ___ / ___ Exp. Date ___ CVC2
Last 3 digits on back of card, 4 digits on front of AMX

Account #: _____

X _____
Cardholder's Signature Print Cardholder's Name

Cardholder's Billing Address _____ City _____ State _____ Zip _____

Exhibiting
 Company
 Information

Indicate which services are to be invoiced to the Third Party:

ALL VALLEY SERVICES RENTAL FURNITURE/CARPET/SIGNS
 I&D LABOR/SUPERVISION BOOTH CLEANING
 MATERIAL HANDLING IN & OUT OTHER: _____

Services
 to be
 billed to
 third party

Third Party Company Name: _____

Contact Name: _____

E-Mail for Invoice: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Third Party Company's credit card information:

___ Visa ___ MC ___ Amex ___ Discover ___ / ___ Exp. Date ___ CVC2
Last 3 digits on back of card, 4 digits on front of AMX

Account #: _____

X _____
Cardholder's Signature Print Cardholder's Name

Cardholder's Billing Address _____ City _____ State _____ Zip _____

Third Party
 Company
 Information

