



Return with order and payment to:
 P. O. Box 54973
 New Orleans, LA 70154-4973

Utility Locations

MANDATORY

To ensure that your electrical and plumbing outlets, telephones and internet services are properly placed, a Booth Floorplan must be submitted with your order forms. If you do not have a plan, please use the grid on this page and submit it with your order forms.

To use this grid:

- Use bold lines to indicate the outline of your booth.
- Indicate the scale of the grid (e.g. 1 square = 10 feet) or indicate the dimensions of your booth.
- Mark the adjacent booth numbers on aisle numbers. This will help us orient your service correctly.
- Mark outlet locations, expressed in watts or amps and voltage in each location. Mark telephone and internet lines in each location. Locations marked should accurately reflect services ordered.
- Return this form with your prepaid order forms.

Show: _____ Exhibiting Company: _____ Booth #: _____

Adjacent booth or Aisle Number: _____

Adjacent booth or Aisle Number: _____

Adjacent booth or Aisle Number: _____

Adjacent booth or Aisle Number: _____