



149 Union Avenue, Memphis, TN 38103 | D 901.529.4198 | F 901.529.3629

EXHIBITOR ELECTRICAL REQUEST FORM

Group Name	Individual Name
Exhibit Dates	Company Name
Meeting Room & Booth Number (if applicable)	Email and Phone Number

Please fax completed form along with the credit card authorization form to Ging Medeiros at (901) 271-1480.

Qty	Service	Unit Price	9.25% Tax	Total
	20 amp power strip/extension cord	\$75.00** One-time fee	\$6.94	\$81.94
		Total amount to be charged	\$	

**On-site orders will be charged \$100.00 plus tax.

BILLING INFORMATION:

Please complete credit card authorization form and fax or email with your order form.

The Peabody Memphis
Credit Card Authorization
Secure Fax 901-271-1480

I, _____, hereby authorize The Peabody to charge my credit card for payment of all hotel services listed below.

I also understand that, unless otherwise specified, the listed credit card will be charged for ALL hotel services.

Guest Name/Group Name: _____

Hotel Stay Dates: From: _____ To: _____

Specific Charges: **Room & Tax – Y N Incidentals – Y N Banquets – Y N**
Hotel Service Fee – Y N Other Services – Y N

Specific Other Services: _____

Special Instructions: _____

HOTEL USE ONLY	
Date: _____	
Estimated Charges: _____	Peabody Representative: _____

Cardholder's Name (print): _____

Cardholder's Signature: _____

Credit Card Number: _____

Expiration Date: _____

Cardholder's Address: _____

Cardholder's Phone: _____

Cardholder's Email: _____

- **All credit card information entered must be legible.**
- **All items on this form must be completed in order to process authorization.**