Payment Authorization Form

barton exposition
2320 Linwood Ave
Suite 4A, Fort Lee, NJ 07024
Phone 201-884-8347 Fax 201-731-5357

New Jersey Comic Expo
November 18 - 19, 2017
New Jersey Convention Center

Company:	Booth:
Address:	New Jersey Comic Expo
	Phone:
Ordered by (Print)	
Email Address:	Fax:
CALCULATE ESTIMATED TOTALS	
Furnishings and Accessories Orders	$
Labor, Hanging Sign & In-Booth Forklift Orders	$
Carpet, Custom Cut Carpet & Plush Carpet Orders	$
Material Handling Orders	$
Total Estimate including tax due	$

PAYMENT AUTHORIZATION

YOUR SIGNATURE ON THIS PAYMENT AUTHORIZATION FORM DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND IN YOUR SERVICE MANUAL.

Company Check - Make payable to Barton Exposition and reference **New Jersey Comic Expo**. Mail to 2320 Linwood Ave, Suite 4A, Fort Lee, NJ 07024.
* Please Note - Return checks are subject to a $25.00 bounced check fee. **ALL CHECKS REQUIRE A CREDIT CARD BACKUP.**
Wire Transfers - If paying by wire transfer please include a $25.00 surcharge for bank fees. **Please call for wire transfer details.**
Credit Card - For your convenience, Barton Exposition will use this authorization to charge your credit card account for your advance orders, not paid by check or wire, and any additional amounts incurred as a result of show site orders placed by you or your representative. These charges may include all Barton Exposition charges., and any charges that Barton Exposition may be obliged to pay on your behalf, including without limitation, any material handling charges and/or labor charges. Please complete the information requested below.

☐ AMEX ☐ VISA ☐ MASTERCARD

																EXP DATE
Account Number																
Security Code					*Visa/MasterCard (3 Digits), Amex (4 Digits)*											

Cardholder Name (Please Print):_____

Cardholder Billing Address:_____

City/State/Zip:_____

***** The cardholder named above hereby authorizes Barton Exposition to charge my credit card for the actual costs of the services estimated above and any additional service and amount including, but not limited to, labor to install or dismantle booth and or material handling. If my carrier fails to pick up my freight before the published forced freight time, I acknowledge and agree that I may incur additional charges. If there is any intent to commit fraud, I will be held to full extent of the law.**

CARDHOLDER SIGNATURE:_____DATE:_____

PAYMENT POLICY: - Barton Exposition requires payment of estimated costs in full, including applicable taxes, at the time services are ordered. All services will be denied without complete payment. All adjustments to charges are to be made at show site. NO CREDITS WILL BE MADE AFTER SHOW CLOSING. Payments in check form **must** be in US Dollars from a US Bank.
TAX EXEMPT STATUS: - If you are exempt from sales tax at the time of payment a resale certificate must be provided with order. Resale certificates are not valid unless you are rebilling these charges to your customer.
EQUIPMENT: -You are responsible for payment on any Barton Exposition rental equipment within your booth.

By signing this form you acknowledge and agree that if your order is received after the Discount Price Deadline Date you are subject to higher rates.