

New Orleans Ernest N. Morial Convention Center Exhibit Catering Order Form



Name of Event:	Booth:	Booth:						
Company Name:	Contact Name:							
Address:	City, State, Zip:							
E-mail:	Phone:	Fax:						
Onsite Contact Name:	Cell Phone:							
Brookfost	Oty v Cost v #Days = Total	Delivery Date(s)	Delivery Time	Removal Time				

E-mail: Onsite Contact Name:	1	Phone:	_ Cell Phoi		Fax:		
Breakfast	Qty	x Cost	x #Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pm	am/ pm
						am/ pm	am/ pm
						am/ pm	am/ pm
						am / pm	am/ pn
						am/ pm	am/ pm
A la Carte & Beverages	Qty	x Cost	x #Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pr
						am/ pm	am/ pn
Lunch	Qty	x Cost	x #Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
Hors d' Oeuvres (3 dozen minimum)	Qty	x Cost	x #Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pr
						am/ pm	am / pn
						am/ pm	am/ pr
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn
						am/ pm	am/ pn



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Reception Stations	Qty 2	c Cost x	#Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am / pr	n am/ pm
						am / pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am / pr	n am/ pm
						am / pr	n am/ pm
						am / pr	n am/ pm
						am/ pr	n am/ pm
Bar Services	Qty 2	c Cost x	#Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
						am/ pr	n am/ pm
Labor Fees	Qty :	Cost x	#Days =	Total	Delivery Date(s)	Delivery Time	Removal Time
Bartender (covers up to 5 hours of service)		200.00				am/ pr	n am/ pm
Attendent (covers up to 5 hours of service)		200.00				am / pr	n am/ pm
Delivery Fee		25.00				am/ pr	n am/ pm
Set Up Fee (Action Stations, Kegs, Alcohol Stations, etc)	ONAL MENT	100.00	ANZATT AD	I E IIDON	DECLIECE	am / pr	n am/ pm
ADDITIONAL MENU OPTIONS AVAILABLE UPON REQUEST Sub-Total:							
All orders must be received (14) business days in advance of the scheduled delivery. Please add a 21% Taxable Catering Service Fee & 10.75% Sales Tax. ALL ORDERS WILL BE CHARGED A \$25 DELIVERY FEE PER TRIP Signature: Date:					Delivery Fee (\$25/		
					delivery)		
					Service Fee (21%)		
					Sales Tax (10.75%)		
					Total:		
Please return completed order b	y fax to $\{50$	$4-670-\overline{720}$	1, or em	ail your	respective Cate	ring Sales Manag	zer





Credit Card Authorization

Event Name: _					
Company Name:					
Name on Card: _					
Card Type (circle one):	Visa	Master Card	Discover	American Express	Diners Club
Card Number: _					
Expiration Date: _					
Card Verification Number:					
(3 or 4 digit ID on front or back of card)					
Billing Address and Zip: _					
Email Address: _					
Signature:					

PLEASE RETURN TO: Fax # 504.670.7201

New Orleans Morial Convention Center Attention: FOOD & BEVERAGE

900 Convention Center Boulevard I New Orleans, LA 70130 Phone: 504.670.7200