

# Summit Services

P.O. Box 680395  
Houston, Tx. 77268

Ph: (800) 394-7775  
Fax: (281) 259-4178

## Special Security Order Form

Security Officers for booth security, special detail and non-perimeter guard service. The rate for service is \$27.99USD per hour if ordered 14 days prior to the first decorator move-in day and \$29.99USD per hour after cutoff date. There is a 4 consecutive hour minimum requirement. On-site additions are subject to current rates and availability. All orders are payable with order by cash, check or credit card. There is a 5% cash discount. Security officer will work only scheduled hours!! Be sure personnel cover area during other hours!! Order is not considered until valid payment is received. Rate is based on date that payment is received.

Indicate guard schedule below:

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Total Hours: \_\_\_\_\_ X Rate per hour: \_\_\_\_\_ = \$ \_\_\_\_\_

**This is your invoice, any changes to this order will be noted below for a new invoice total.**

Changes: \_\_\_\_\_

Total Hours: \_\_\_\_\_ X Rate per hour: \_\_\_\_\_ = \$ \_\_\_\_\_  
New Invoice Total

Credit Card Number and Expiration Date: \_\_\_\_\_

Credit card authorization:

\_\_\_\_\_  
(By signing here and including your credit card number and expiration date, authorization is given to charge the full amount and any on-site additions to the credit card.)

Terms: 100 percent of the total cost of special security is required with the form. This is not a contract and does not imply liability.

Show Name: American Library Assoc., Anaheim, Ca. – June 26-July 2, 2008 Booth #: \_\_\_\_\_

Exhibiting Company: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Signature Authorized Representative: \_\_\_\_\_

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_