

Hilton Scranton & Conference Center

Exhibitor Services

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
Municipal Leadership Summit		10-Oct-24	11-Oct-24	2
COMPANY NAME	ON-SITE CONTACT NAME & NUMBER		ROOM/BOOTH NAME/NUMBER	
BILLING ADDRESS		CITY & STATE	ZIP CODE	
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
Thursday, October 10, 2024	1:00 PM - 5:00 PM	Friday, October 11, 2024	6:00 PM -	
ORDERED BY	EMAIL		PHONE	

Advanced rates are available for electrical/network service if order is placed 10 days or more before show set-up day.
 Email the completed form to Hilton Scranton Sales Representative, Nico Necera nicholas.nocera@hilton.com.
 Once the request form is submitted, a Hilton Scranton representative may contact you to review order.
 Last minute orders may not be fulfilled. Final amount due may include service charge and tax.

MONITOR	QUANTITY	ADVANCED RATE	DAILY RATE
32" Monitor Table Top		N/A	\$150.00
50" Monitor on Skirted Cart		N/A	\$250.00
60" Monitor on Floor Stand		N/A	\$350.00
70" Monitor on Floor Stand		N/A	\$450.00
MISCELLANEOUS	QUANTITY	ADVANCED RATE	DAILY RATE
Windows Laptop		N/A	\$225.00
Flip Chart, Paper Pad, 4 Color Markers		N/A	\$40.00
Additional Flipchart Pad		N/A	\$25.00
3'x4' Dry Erase Board, 4 Color Markers		N/A	\$50.00
4 Headphone Listening Station		N/A	\$100.00
34" Cart w/Skirt		N/A	\$20.00
48" Cart w/Skirt		N/A	\$35.00
Blu-Ray Player		N/A	\$90.00
Led Accent Light		N/A	\$55.00
POWER	QUANTITY	ADVANCED RATE	DAILY RATE
6 Outlet Power Strip		\$10.00	\$20.00
25' Extension Cord		\$10.00	\$20.00
NETWORK	QUANTITY	ADVANCED RATE	DAILY RATE
Regular WiFi Internet			No Fee
High Speed WiFi Internet			\$15.00
Hardwired Internet (8 Ports Max)		\$150.00	\$200.00