



# Exhibitor Shipping Form

Shipments will only be accepted on or after February 8, 2024. NO SHIPMENTS WILL --BE ACCEPTED PRIOR to February 8, 2024

## EVENT INFORMATION

THE SARATOGA HILTON  
534 BROADWAY / SARATOGA SPRINGS, NY 12866

Event Name: The Clean Energy Home Conference

Customer & Conference Name: \_\_\_\_\_

Booth Name: \_\_\_\_\_

### Shipping Specifics:

(All charges are PER BOX, price includes delivery to your booth only – you must arrange for pick-up of any items to be shipped out)

Option 1: boxes, weighing less than 20lbs Qty \_\_\_\_\_ x \$20<sup>00</sup> = \_\_\_\_\_

Option 2: boxes weighing 20 – 50lbs Qty \_\_\_\_\_ x \$25<sup>00</sup> = \_\_\_\_\_

Option 3: Pallets (Pallets must be broken down on our dock & moved) Qty \_\_\_\_\_ x \$200<sup>00</sup> = \_\_\_\_\_

Total Price (Before 22% Service Charge & 7% Sales Tax) \_\_\_\_\_

## BILLING INFORMATION

Circle One: Charge to Hilton Guest Room VISA MASTERCARD AMERICAN EXPRESS DISCOVER

Name on Card \_\_\_\_\_ Last 4 digits of the Credit Card: \_\_\_\_\_

Please call 518.693.1004 with remaining Credit Card Numbers

Check In Date \_\_\_\_\_ Checkout Date \_\_\_\_\_

Billing Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Name (print) \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Attn: Rosemary Whelan  
Event Services

Phone Number- 518.693.1006/ Fax – 518 587-1983 / Email: rosemary.whelan@hilton.com