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Vendor Equipment Request Form

Email completed Vendor Equipment Form to Hayley Tillery at HHenderson@columbusga.org.

Email Subject Line: Georgia Emergency Communications Conference (GECC)

Conference Dates: _____ Company Name: _____
Printed Name of Client Accepting Charges: _____
Signature of Client Accepting Charges: _____
Email Address: _____
Phone Number: _____

Table with 4 columns: QTY, EQUIPMENT, RENTAL PRICE, SUB-TOTAL. Rows include Electrical, Analog Phone Line, Wireless Internet, Copies, 48" Flat Screen TV, Tables, Easel, Tripod, Pipe/Drape, 10' X 10' Screen, LCD Projector, Microphone, Risers, and Staging. Includes TOTAL, 8% Tax, and GRAND TOTAL.

Order Taken By _____
Employee Signature

Payment Information

Make checks payable to: Columbus GA Convention & Trade Center Visa, Mastercard, Discover and American Express Cards Accepted

Credit Card # _____ | Expiration Date _____
Authorized Signature _____ CVV Code _____

Billing Address (Associated with Credit Card): Please include zip code.