



VENDOR ORDER REQUEST

Mystic Marriott Hotel & Spa
 625 North Road, Route 117
 Groton, CT 06340
 Phone (860)326-0378



2023

email form to : michael.hromadka@encoreglobal.com

GROUP/ CONVENTION NAME: _____ **Convention Date/s** _____

CUSTOMER INFORMATION:

Company Name _____

Contact Name _____

Contact Phone # _____ Email Address _____

Contact Address _____

City _____ State _____ Zip _____ Booth # _____

Item Requested	Advance Rate	Day of Show Rate	#of Circuits or #Units	# of Days Renting	Rate Used	Total
Standard Booth Electrical 5 amp Circuit - per day	\$85	\$100	X	X	=	
Dedicated Booth Electrical 15amp Circuit - per day	\$110	\$125	X	X	=	
46" LCD TV Monitor (on floor stand) per day	\$565	\$585	X	X	=	
Windows Laptop Computer per day	\$280	\$300	X	X	=	

EQUIPMENT TOTAL	
22% SERVICE CHARGE	
SUBTOTAL	
6.35 % TAX	
GRAND TOTAL	

Encore no longer accepts credit card information by email or fax.
 An Encore representative will call to arrange for payment.
 If you have questions please feel free to contact us at
 860.326.0378 or michael.hromadka@encoreglobal.com

***Please call or email for pricing of special power requests or for equipment not listed above.**

Note: Electrical service includes (1) power strip if needed. Please contact Encore if there are special electrical requirements (i.e. anything other than a standard Edison plug). Orders must be received at least 10 days in advance to receive the "Advance Rate".

*Pricing is subject to change based on equipment upgrades and/or availability