



TRADE SHOW	The Inspired Home Show 2024	ORDER DEADLINE	February 16, 2024			
CONTACT		ON-SITE CONTACT				
COMPANY		ON-SITE PHONE #				
ADDRESS						
CITY, STATE, ZIP						
PHONE #		FAX #				
EMAIL ADDRESS						
BOOTH/ROOM #		BUILDING (Circle)	N	S	E	W

**Please place your order below:**

All tables, electrical requirements and garbage removal service must be ordered through your contractor. Increases and/or new orders made within 3 business days of the Show will be subject to a 20% additional fee based on the menu price (F&B).

[illegible]

**A signed Catering Agreement and full payment in advance is required to confirm your order. Prices are only guaranteed at the time of contract execution.**

**Please submit this form to the: [infoovg@mccormickplace.com](mailto:infoovg@mccormickplace.com)**

**Catering Office: 312-791-7290**

<b>METHOD OF PAYMENT</b>	Credit Card <input type="radio"/>	Check <input type="radio"/>	Wire <input type="radio"/>
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**OVG Hospitality office number: 312-791-7290**

***A 3.5% processing fee will be added to all credit card charges greater than \$10,000. A signed Catering Agreement and full payment must be received to process all food and beverage orders.***

***YOUR ORDER IS CONFIRMED ONCE THE SIGNED CONTRACT IS RECEIVED BY YOUR CATERING SALES MANAGER.***