



OTC 2020 Hospitality Form & Invoice

OTC Hospitality Suites
May 4, 2020 – May 7, 2020

Assigned Space _____



Company Name: _____ OTC Booth #: _____

Days(s): _____ Time of Event(s): _____

Contact: _____

Address (No P.O. Box): _____

City, State, Zip: _____

Daytime Phone: _____

Email: _____

Onsite Contact (if different): _____

Mobile Phone #: _____ E-mail: _____

Location	Capacity		Sq. Ft.	Rate
	Entertaining	Meeting (Classroom)		
Verizon Wireless East Club	1,500	600	24,917	\$7,000.00 per day
Verizon Wireless West Club	1,500	600	24,917	\$7,000.00 per day
1/2 Verizon Wireless Club (East or West)	750	300	12,458.5	\$3,500.00 per day
Directors Club - North	700	400	11,958	\$3,500.00 per day
The Cantina	300	N/A	4,100	\$1,250.00 per day
The Champions Club	300	N/A	4,000	\$1,750.00 per day
North Field Mezzanine	300	N/A	8,228	\$2,000.00 per day
West Press North	200	100	2,413	\$2,000.00 per day
West Press South	200	100	3,456	\$2,000.00 per day
Broadcast Booth	50	30	588	\$2,000.00 per day
Party Suite	50-75	26-40	1,091-1,280	\$2,000.00 per day
Tejas Suite	75	40		\$2,500.00 per day
Brazos Suite	65	40		\$2,500.00 per day
Limited Partners Suite	75	40		\$2,500.00 per day
Small Entertainment Suite	16-22	8-10	Up to 250	\$1,000.00 per day
Large Entertainment Suite	16-28	10-14	300	\$1,300.00 per day
Suite set conference style	N/A	14	Up to 250	\$1,200.00 per day
Business Center	20-24	20-24	855	\$2,000.00 per day
Tour Theater	60	40	760	\$1,200.00 per half day

- Location is leased "as-is" with existing set up. Labor charges will apply to any changes made to the existing set-up.
 - Hospitality Suite rules will be enforced. **Please read Rules & Regulations Form fully.**
 - Please note that ONLY OTC 2020 exhibiting companies may lease hospitality spaces.
- Hospitality pricing does not include food & beverage, audio/visual, décor, set-up or company signage.
 - Ask about discounts for booking multiple days

SMG – NRG Park is no longer accepting debit and credit card payment information via email, fax, phone or text. This is part of our ongoing efforts to safeguard your sensitive information and comply with the Payment Card Industry Data Security Standards. We now require payment be completed by the customer through our secure online third-party payment system, Authorize.Net.

- Check here to indicate you wish to make your payment via credit card. You will receive an email from SMG – NRG Park <invoice@authorize.net> with a link to view and pay the invoice after your suite has been assigned.

Name: _____

Email Address: _____