

METHOD OF PAYMENT

Advance Payment Deadline Date: 05/02/2025



The Power People

ELECTRICAL EXHIBITION SERVICES

One West Pratt Street, Baltimore, MD 21201
 Phone: (410) 649-7321 Fax: (410) 649-7327
 Baltimore@edlen.com

EXHIBITOR:		BTH #	
EVENT:	ICNA-MAS Annual Convention		
FACILITY:	BALTIMORE CONVENTION CENTER		
DATES:	May 23-27, 2025	EVENT #055010BA	

FINANCIALLY RESPONSIBLE COMPANY

COMPANY NAME:		PHONE:	
ADDRESS:		FAX:	
CITY:	ST:	ZIP:	
COUNTRY:	CELL #:		
EMAIL:			

METHOD OF PAYMENT

All transactions require a credit card on file with proper authorization. In addition to checks, Edlen accepts American Express, Mastercard, Visa, Discover, ACH and Wire Transfers. Indicate form of payment below.

ACH ELECTRONIC PAYMENT TRANSFER

JPMorgan Chase
 Routing #: 322271627 Acct #: 789835573
 Account Name: Edlen Electrical Exhibition Services, Inc

The financial institution **MUST** be based in the US. In order to avoid a transfer fee, you must notify the financial institution that you wish to make an ACH electronic payment transfer.

BANK WIRE TRANSFER INFORMATION *

Domestic & International JPMorgan Chase
 Routing #: 021000021 Acct #: 789835573
 Reference Address: 383 Madison Ave
 New York, NY 10017
 Swift Code: CHASUS33
 Account Name: Edlen Electrical Exhibition Services, Inc

* \$50 processing fee **MUST** be included with transfer.

* Reference the Event # listed above and your Booth # on all electronic payments.

MANUAL ORDER PROCESSING FEE *

Orders submitted for manual processing **MUST** include a \$25 processing fee. Submit orders online instead @ www.edlen.com

CREDIT CARD

We will use this authorization to charge any remaining balances on your account prior to event closing. A copy of final charges will be sent to the email address provided in the payment information section.

COMPANY CHECK

Make check payable to: Edlen Electrical. All foreign checks must be drawn on U.S. Banks only. Check must be received before the deadline date and you must include a credit card as a guarantee. Reference the Event # listed above on your remittance.

VISA MASTERCARD AMEX DISCOVER

CHECK AND CREDIT CARD INFORMATION

COMPANY NAME:											
CHECK #:											
CREDIT CARD NUMBER:								EXP DATE:			
CARD HOLDER SIGN:						PRINT NAME:					
EMAIL:											
THIRD PARTY PAYMENT? YES or NO											

CREDIT CARD ADDRESS INFORMATION IF DIFFERENT THAN INFORMATION ABOVE

ADDRESS:	CITY:	ST:	ZIP:
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SERVICE TOTALS

1. BANK WIRE TRANSFER PROCESSING FEE	
2. ELECTRICAL ORDER	
3. ESTIMATED LABOR	
4. LIGHTING ORDER	
5. PLUMBING ORDER	
TOTAL DUE	

AUTHORIZATION

AUTHORIZED SIGNATURE ABOVE	
PRINT NAME ABOVE	TODAY'S DATE ABOVE

By signing and placing this order, I accept all payment policies, terms and conditions outlined on all completed service order forms and the Edlen General Data Protection Regulation privacy policy.