

Dear USENIX '03 Exhibitor,

Thank you for exhibiting at the 2003 USENIX Annual Technical Conference & Exhibition, June 9 – 14, 2003 at the San Antonio Marriott Rivercenter in San Antonio, Texas. The event is sponsored by USENIX, the Advanced Computing Systems Association and the official conference web site is <http://www.usenix.org/events/usenix03>. This letter contains a lot of important information regarding your tabletop exhibit, so please review it carefully and contact me if you have any questions.

CONFERENCE & EXHIBITION DATES

Tutorials June 9 – 11, 2003
Technical Sessions June 12 – 14, 2003
Tabletop Exhibition June 12 – 13, 2003

USENIX '03 HEADQUARTERS HOTEL

San Antonio Marriott Rivercenter
101 Bowie Street
San Antonio, TX 78205
Phone: 210-223-1000

(Please see Shipping Information below for specific shipping address information)

EXHIBITION LOCATION AND SCHEDULE

The USENIX '03 exhibition will be located in the hotel's Grand Ballrooms H - L.

- Wednesday, June 11
 - Exhibitor Registration 6:00pm - 8:00pm
 - Move In / Set Up 6:00pm - 8:00pm
- Thursday, June 12
 - Set Up 8:00am - 12:00pm
 - Exhibits Open 12:00pm - 7:00pm
 - Happy Hour on Show Floor 5:30pm - 6:30pm
- Friday, June 13
 - Exhibits Open 10:00am - 4:00pm
 - Tear down / Move Out 4:00pm - 8:00pm

REGISTRATION

To register your on-site booth staff please go to <http://www.usenix.org/events/usenix03/exhibition.html>.

SHOW FLOOR ACTIVITIES

In effort to keep the show floor bustling, USENIX has scheduled the following activities.

Happy Hour: Thursday, June 12 from 5:30–6:30pm

Breaks: All breaks served during the conference when the Expo is open will be served on the show floor.

TABLETOP EXHIBIT & SHIPPING INFORMATION

- Exhibitor Service Kit
The official service vendors for Annual Tech and their order forms are available online at <http://www.usenix.org/events/usenix03/kit.html>

- **Tabletop Exhibit Information**
Display height limit is 4' in the front four feet and 8' in the back four feet of the booth. Please note that the ballroom is carpeted so you do not need to rent carpet. You will be provided with one 6 foot draped table, two chairs, ID sign, wastebasket and one electrical outlet.
- **Shipping Material Information**
There will be no advance shipping available for this event. All shipments will be sent directly to the hotel. You may have your shipment arrive only five days prior to the event.
SHIPMENTS RECEIVED AT THE HOTEL BEFORE JUNE 6TH ARE AT RISK OF BEING RETURNED TO SENDER!
Please address your boxes as follows:
Marriott Rivercenter
C/o USENIX Annual Tech Conference
Attn: Your Company Name and Contact Name
101 Bowie Street
San Antonio Texas 78205
Shipping forms and handling rates are on-line in the service manual. Please fill these out to ensure your packages are delivered to your booth in a timely fashion.

IMPORTANT DEADLINES

Please make note of the following deadlines. By following them, you will make your process of exhibiting easier, cheaper and more successful!

Wednesday, April 23:

- Advertisement for the On-site Directory if included with your sponsorship package is due.
- Deadline for free company description in the On-site Directory. Email a 50-word company description to Marci Chase at marci@usenix.org.

Friday, May 16:

- Early Bird registration deadline date
 - Save up to \$100 when registering additional staff for the USENIX Annual Conference.
 - Register for your company's one FREE registration to the technical sessions; use registration instructions, found on next page under item #6.
 - Register all attending booth staff at:
<http://www.usenix.org/events/usenix03/exhibition.html>.
- Hotel Cut Off: Last day to receive hotel rate discount. Book by calling (800) 648-4462, please be sure to state that you are with the USENIX Annual Tech conference.

Friday, May 9:

- Payment **must** be received.

Friday, June 6:

- Shipments permitted to be received at Marriott Rivercenter.
- Bag inserts arrive at hotel, addressed to show management. For special shipping information, please contact Marci Chase, Conference Manager at marci@usenix.org.

EXHIBITOR PARTICIPATION OPPORTUNITIES

To get the most out of your booth, we encourage you to participate in the following opportunities.

- 1) Link your home page to the USENIX '03 Conference Web Site
Link the 2003 USENIX Annual Conference URL on your web site, alongside an invitation to come visit your booth in the exhibit hall. A "button" logo for the conference is available at <http://www.usenix.org/events/usenix03/button.html>. Copy the button onto your web site. Then, link the button to the conference web site: <http://www.usenix.org/events/usenix03>. Your site visitors will be able to click the button to learn more about the Conference and Exhibition.

2) Plan a Hospitality Suite or Provide Hospitality on the Show Floor

Attendees love evening Hospitality Suites and for that you get their special attention. You may either rent a suite from the hotel, or possibly some meeting space, if available. If you wish to sponsor a hospitality suite, please contact Marci Chase at marci@usenix.org.

Another option for extra attention is you may provide snacks or drinks on the show floor. This really draws folks to your booth and there is no fee to pay to USENIX. All catering must be ordered through the hotel, no outside food or beverage is allowed. If you would like to have food at your booth, you should contact the hotel directly to place your order.

3) Be at the USENIX Six Flags Event, Saturday June 14th from 3:45pm – 9:30pm.

This is a great chance to mingle with conference attendees. Your booth staff will be provided with up to four tickets to the event. Additional tickets to the park may be purchased at a discount on-site at the conference. Shuttle bus transportation will be provided.

4) Invite and Register your Customers and Prospects

As a special benefit as an exhibitor you have the option for unlimited Exhibit Hall Registration for your customers and prospects. To register someone for the pass, please go to <http://www.usenix.org/events/usenix03/registration/showforms.html>. You may also forward on this link so that someone may register himself or herself.

5) Sponsor a Vendor BoF (Birds of a Feather)

USENIX conferences are put together by a volunteer committee which reviews the submissions and invites the speakers. At this time, the formal program is set. However, it is possible to lead a Vendor BoF. BoFs are informal, highly interactive and always popular gatherings of attendees interested in a particular topic. BoFs may feature presentations or demonstrations followed by discussion and sharing of strategies. Please note the following conditions:

- BoFs are scheduled for one hour each on Wednesday, Thursday and Friday evenings starting after 7:00pm.
- BoFs are provided with some catering. If you wish to sponsor a Vendor BoF, please contact Cat Allman, Sales and Marketing Director, at cat@usenix.org.
- USENIX publicizes the BoFs if they are scheduled in advance. The schedule of BoFs is posted on the BoF bulletin board in the conference registration area.

In booking a BoF, please give Cat the title of the BoF, a brief description, along with the name, title, company and email address of the facilitator. We will provide you with an overhead projector with screen at no cost and some basic catering. Any other equipment desired for the BoF will be at the facilitator or company's expense.

6) Attend the Tutorials and Technical Sessions

Exhibiting at the show entitles your company to **one** FREE registration to the Technical Sessions, June 12-14 (a \$645 value.) Tutorials not included. To register for your free pass, please go to:

And then complete these simple steps:

- Click on Registration Forms, then choose the "Secure Online Registration Form."
- Tick the "Technical Sessions" box"
- Select the "Complimentary Registration" option, then click the "Next" button
- Fill in all of your personal information
- Your "Approver" is selected from the drop down menu, please highlight Cat Allman
- In the code area directly to the right of the dropdown, type the code # **8310**

- In the Category dropdown menu, please select “Exhibitor”
- In the field titled “Your Information,” please input your company name
- And then you are registered, and will receive an email confirmation.

*Please note that a Premium Plus package includes **two** free registrations.*

Anyone else who would like to attend the USENIX Annual Conference or anyone wanting to attend the Tutorial Program (June 9 – 11) may register using the regular online registration form. <http://www.usenix.org/events/usenix03/registration/>. There are no additional discounts due to exhibiting. **Register before May 16 to save up to \$100.**

Thank you for your support of the 2003 USENIX Annual Technical Conference in San Antonio Texas! If you have any questions, please contact me via email at marci@usenix.org or by calling me at (510) 528-8649 x21.

Thank you,

Marci L. Chase
Conference Manager
USENIX Association

LEAD CAPTURE ORDER FORM

2003 Usenix Annual Technical Conference
 Marriott Rivercenter
 San Antonio, TX
 June 9-13,2003
 Show code:18716



Technology Resource Corporation
 29 Emmons Drive Suite E-10
 Princeton, NJ 08540
 Ph: 888-601-0200 Fax: 212-784-1094

LEAD CAPTURE SOLUTION:	IF ORDERED BY: May 19,2003	IF ORDERED AFTER: May 19,2003	ONSITE RENTAL	QUANTITY	TOTAL PRICE
Bartizan Expo! Terminal System includes scanner, display, qualifiers, hard copy printout and diskette of attendee information saved as a text file.	\$250.00	\$275.00	\$300.00		
Accessories:					
<i>Additional Roll of Paper</i>	\$10.00	\$15.00	\$20.00		
<i>Battery</i>	\$75.00	\$85.00			
<i>Keyboard</i>	\$15.00	\$20.00	\$30.00		
<i>Custom Qualifiers</i>	\$75.00	\$85.00	\$95.00		
*Optional Booth Delivery & Setup	\$50.00	\$75.00	\$95.00		
*All equipment must be picked up from the TRC service desk unless delivery option is chosen. Delivered units must be returned to the TRC Service Desk by exhibitor at the end of the event.				Tax: 7.875%	
				TOTAL	

TERMS & CONDITIONS/CREDIT CARD CHARGE AUTHORIZATION

1. To ensure your order is processed, please sign and fax this Authorized Order Form to the number listed above. Orders must be cancelled at least 1 week prior to delivery to avoid a cancellation fee. **The cancellation fee is 50% of the total charge for orders cancelled 5-7 days prior to the show and 100% of the total charge for orders cancelled within 5 days of the show.** Delivery charges apply to all cancellations.

2. The total rental amount will be processed 3-15 business days prior to delivery.

I hereby authorize TRC to charge my credit card account (identified below) for: the total rental amount (identified above); any applicable cancellation fees; and, any other amounts due to TRC. Further, I hereby authorize TRC to charge my credit card account (identified below) for the repair or replacement cost (as applicable) of any damaged and/or lost or destroyed equipment.

EXHIBITOR INFORMATION:

CREDIT CARD INFORMATION:

Ordered by: _____

Company Name: _____

Address: _____

City: _____ State _____ Zip Code: _____

Phone: _____

Fax: _____

Email Address: _____

Show Contact: _____

Mobile Phone Number: _____

Booth Number: _____

Cardholder's Name: _____

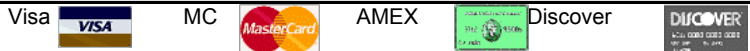
Credit Card #: _____ Exp. _____

Cardholder's Signature: _____

Cardholder's Address: _____

City: _____ State _____ Zip Code: _____

Cardholder's Phone: _____



Please Print Legibly.

Marriott Rivercenter Riverwalk Event Technologies
Exhibitor Audio Visual Order Form

Convention Name _____

Exhibitor Name _____

Onsite Contact _____ **Title** _____

Billing Address _____ **City** _____

State _____ **Zip Code** _____ **Telephone**(____)____ - _____

Booth Number _____ **DeliveryTime** _____ **Date** _____

Pick Up Time _____ **Date** _____

Equipment	Cost		Days	Total
_____ 1/2" VHS Player	\$60.00	X	_____	_____
_____ 1/2" VHS & 27" TV	\$160.00	X	_____	_____
_____ 13" VHS Combo	\$85.00	X	_____	_____
_____ 54" AV Cart	\$15.00	X	_____	_____
_____ 17" XGA Monitor	\$125.00	X	_____	_____
_____ 21" XGA Monitor	\$225.00	X	_____	_____
_____ 27" XGA Monitor	\$275.00	X	_____	_____

Billing Information

Billing Contact _____

Equipment Total _____

_____ **Hotel Master Account**

Delivery/Pick Up **\$30.00** _____

_____ **Hotel Guest Room**

Tax 7.785% _____

_____ **Credit Card Number** _____

Total _____

Please fax order Attention Al Hymer at (210) 554-6204

Marriott Rivercenter Riverwalk Event Technologies
Exhibitor Computer / Internet Order Form

Convention Name _____

Exhibitor Name _____

Onsite Contact _____ Title _____

Billing Address _____ City _____

State _____ Zip Code _____ Telephone(____) _____ - _____

Booth Number _____ DeliveryTime _____ Date _____

Pick Up Time _____ Date _____

Equipment	Cost		Days	Total
_____ Pentium III 800Mhz	\$200.00	X	_____	_____
_____ Pentium III Laptop	\$250.00	X	_____	_____
_____ 17" XGA Monitor	\$125.00	X	_____	_____
_____ 21" XGA Monitor	\$225.00	X	_____	_____
_____ 27" XGA Monitor	\$275.00	X	_____	_____
_____ High Speed Internet	\$750.00	X	_____	_____

- *High Speed Internet \$750.00 price for duration of trade show*
- *Each additional line is \$125.00 one time charge*

Billing Information

Billing Contact _____

Equipment Total _____

_____ Hotel Master Account

Set Up **\$30.00** _____

_____ Hotel Guest Room

Tax 7.785% _____

Total _____

_____ Credit Card Number _____

Please fax order Attention Al Hymer at (210) 554-6204

EXHIBITOR UTILITY CHARGES & AVAILABILITY

POWER REQUIREMENTS - 210/554-6075

Fax NO. 210/554-6032

MAIL / PAYABLE TO:
Marriott Rivercenter
Att'n: Engineering DEPT
101 Bowie Street
San Antonio, Texas 78205

CHK BOX	Method of Payment
<input type="checkbox"/>	Check # _____
<input type="checkbox"/>	Charge to Master ACCT. # _____
<input type="checkbox"/>	Charge to Room # _____
<input type="checkbox"/>	Credit Card # _____
	Type _____
	Expiration Date _____

BILLING INFORMATION:
 Name of Convention: _____
 Name of Company: _____
 Address: _____

DATE: _____
 Date of Set-Up: _____
 Booth Number: _____

PRINT NAME _____ SIGNATURE _____
 Phone: _____

Dear Exhibitor: Please indicate below the services you will require for the coming convention: (The Hotel Engineering Department may not be able to fulfil your request if the form is not completed and returned to the Engineering Department at least one week prior to your function.) **Late charges add 25% for request not received one week prior to your function.**
 NOTE: Marriott Corporation assumes no liability for any failure of electrical current, supply or output and makes no warranties that the electrical sources located at the Hotel are suitable for any particular purpose. Please be informed that the earliest time of setup will be until the previous function has cleared the ballroom.

LIST REQUIREMENTS BELOW

I. ELECTRICAL CURRENT CHARGES:

	Service	RATE	QUANTITY REQUIRED	TOTAL
	UP TO 20 AMPS - 2400 WATTS 110 VOLTS OUTLET	\$32.00*		\$0.00
	OVER 20 AMPS 208 VOLT - 1 Phase	\$6.00 per Amp*		\$0.00
	OVER 20 AMPS 208 VOLTS - 3 Phase	\$7.00 per Amp*		\$0.00

*This is a one time fee for the entire convention or event.

II. LABOR CHARGES: (Note: Four (4) hour minimum) 50% additional labor will be added when applicable for disassembly. These labor charges apply only when an exhibitor or band needs an engineer to assist them other than his regular shift.

_____ 8: 00AM to 4:00PM Mon.-Fri. (Excluding Holidays) \$21.00 per hour _____

_____ Any other hours including Holidays \$32.00 per hour _____

III. OTHER SERVICES OR SPECIAL EQUIPMENT

	SERVICE	RATE	QUANTITY REQUIRED	TOTAL
	Disconnect 200 Amp	\$75.00 each		\$0.00
	Disconnect 100 Amp	\$35.00 each		\$0.00
	Feeder Cable	\$1.00 / foot		\$0.00
	Rigging Points	\$100.00 each		\$0.00
	Rigging Fees	\$128.00		\$0.00
	150 Watt Clip-On Flood Light/Gooseneck	\$16.00 each		\$0.00
	50, 75 & 100 Watt Reflector Lamp	\$10.00 each		\$0.00
	Extension Cord or Small Power Strip	\$15.00 each		\$0.00
	Multi-Person Scissor Lift	\$200.00 per day		\$0.00
	Hanging Banner	\$20.00 each		\$0.00
	Hanging Banner over 3 x 10 ft	\$40.00 each		\$0.00
	Hanging Banner over 10 x 20 ft	\$120.00 each		\$0.00
	Sub-Total			\$0.00
	7.875% TAX			\$0.00
	TOTAL			\$0.00



*****FOR GRC USE ONLY*****
TELEPHONE ACCT. NO. _____

EXHIBITOR/MEETING TELEPHONE REQUEST FORM

MAIL TO:MARRIOTT RIVERCENTER

ATTN: GRC Supervisor
101 Bowie St.
San Antonio, TX 78205
Phone: (210) 223-1000
Fax: (210)-223-6239

BILLING INFORMATION

Name of Exhibitor: _____

Address: _____

Telephone No. _____

Date: ____/____/____

Name of Convention: _____

Date of Set-Up: ____/____/____

Time of Set-Up: ____:____ A.M. / P.M

Location or Booth #: _____

Date of tear down: ____/____/____

Time of tear down: ____:____ A.M. / P.M.

*Class of Service needed: (See Below) _____

*Number of Phones needed: _____

*Number of Phone/Data Lines Needed: _____

**Authorized Billing Signature: _____

Method of Payment: Credit Card

Credit Card #: _____

Expiration Date: ____/____

Check Enclosed***

Bill to Exhibitors Rm

Name on Guest Rm: _____

**Signature required

***Please make checks payable to **San Antonio Marriott Rivercenter.**

(NOTE: Please fill out this form as completely and accurately as possible)

All Phones have a Class of Service of 3 capability to provide House, Local, and Long Distance calls.

If you need a phone with only one or a combination of two types of service, this will require a software change.

*Please indicate above the number of phones and/or lines needed, and the Class of Service required.

EXISTING HOUSE PHONE	NO CHARGE
2ND HOUSE PHONE WITH LABOR	\$50.00 Flat Fee
EXHIBITOR INSTALLATION FEE	\$75.00 Installations Fee
DIRECT INWARD DIAL LINE w/DIAL OUT CAPABILITIES	\$50.00 Per Day + Calls
CLASS OF SERVICE CHANGE PER PHONE (Software Change)	\$75.00 Per Change
CLASS OF SERVICE: 0 = Housephone 1 = Local + House 3 = House + Local + Long Distance	
SPEAKER PHONE	\$50.00 Per Day
DIRECT INWARD DIAL LINE IN GUEST ROOM	\$150.00 Install Fee + \$50 per Day + Calls
SOUTHWESTERN BELL DEDICATED LINE	\$150.00 + SWB Charges

For information about STSN – Our high speed Internet service, please contact our audiovisual department at 210-554-6157

Xerox Copying Services

1-19 Copies	Complimentary
20 + copies	\$0.15 each
Transparencies B & W	\$1.15 each

Color Copying Services

Color Copies/Prints	\$2.25 each
Color Transparencies	\$3.50 each

Fax Services

Domestic	\$1.00 per page
International	\$3.00 per page

Printing

Laser Prints	\$1.00 per page
Transparencies B & W	\$1.50 each

Posters

Poster (23"x31") Framed	\$50.00 each
Poster (23"x31") Paper Only	\$20.00 each
Poster (17"x23") Paper Only	\$15.00 each
Poster (17"x23") Mounted on Foam Board	\$25.00 each
Foam Board (23"x31")	\$10.00 each
Foam Board (17"x23")	\$8.00 each

Laminating Services

Business Card Size	\$0.50 each
Letter Size	\$2.00 each
Legal Size	\$2.75 each
Ledger Size	\$3.50 each

Binding: Glue/GBC

1-15 sheets	\$5.00 each
16-30 sheets	\$6.00 each
30-150 sheets	\$10.00 each

B & W Copies are an additional \$0.15 per copy

Typing Services

First Page	\$25.00
Each Additional Page	\$10.00

Office Supplies

Diskette		\$2.50 each
Zip-Drive Diskette		\$20.00 each
CDR/CDW		\$5.00 each
Double Stick Tape		\$4.00 each
Scotch Tape w/Dispenser		\$2.50 each
Packing Tape		\$6.00 each
Velcro		\$2.00 per foot
Velcro (Squares & Coins)		\$2.50 per pack
Letter Size Envelopes		\$0.15 each
9"x12" Envelopes		\$0.75 each
Binder Clips	Small	\$0.25 each
	Large	\$0.50 each
Paper Clips	Small	\$0.50 per box
	Jumbo	\$1.50 per box
File Folders		\$0.30 each
Glue Stick		\$2.00 each
Highlighter		\$2.00 each
Sharpie Marker (Blue,Red,Black)		\$2.00 each
Index Cards 3"x5"		\$2.50 per pack
	4"x6"	\$3.00 per pack
	5"x8"	\$4.00 per pack
Legal/Letter Pads		\$2.50 each
Liquid Paper		\$2.00 each
Dry Erase Marker		\$2.50 each
Overhead Transparency Marker		\$2.50 each
Marker		\$2.50 each
Pencils		\$0.20 each
Pens (Red)		\$0.20 each
Post-It Pads		\$1.50 each
Push Pins		\$3.50 per box
Rubber Bands		\$2.00 per bag
Scissors		\$8.00 each
Stapler		\$10.00 each
Staples		\$2.00 per box
Ream of Paper 8.5"x11"		\$8.00 per ream
Ream of Paper 8.5"x14"		\$12.00 per ream
20# White Paper		\$0.02 per sheet

Business Cards

30 Business Cards	\$15.00
50 Business Cards	\$20.00
100 Business Cards	\$25.00
200 Business Cards	\$45.00
500 Business Cards	\$75.00

Business Materials

Table Tents	\$3.00 each
Signs (8.5"x11" on Card Stock)	\$5.00 each
Blank Transparencies	\$1.00 each

Scanning

Up to 5"x 7"	\$5.00 each
5"x 7" and Larger	
\$10.00 each	

Specialty Paper

White Card Stock	\$0.25 each
Ivory Granite Paper	\$0.20 each
Gravy Granite Paper	\$0.20 each
Colored Paper	\$0.20 each

Presentation Supplies

3-Ring Binder (1")	\$7.00 each
3-Ring Binder (2")	\$10.00 each
Presentation Covers	\$2.25 each
Sheet Protectors	\$0.25 each

Name Badges

Self-Adhesive Name Badges	\$0.20 each
Custom Name Badge	\$0.50 each
Custom Name Badge w/ Holder	\$1.50 each
Plastic Badge Holder	\$1.00 each

Computer Services

Internet Access	\$5.00 per log on plus \$0.25 a minute
Data Port	\$5.00 per hour (local access number)

THE DOCUMENT COMPANY

XEROX

businesscenter.satrc@marriott.com

OFFICIAL COMPUTER & DATA DISPLAY ORDER FORM

2003 USENIX Annual Technical Conference
Marriott Rivercenter
San Antonio, TX
June 9-13, 2003
 Show code:18716

Technology Resource Corporation
29 Emmons Drive Suite E-10
Princeton, NJ 08540
Ph: 888-601-0200 Fax: 212-784-1094

ASK ABOUT OUR ON-SITE TECHNICAL LABOR RENTAL!

QTY.	EQUIPMENT	ENTIRE SHOW RATE	EXTENDED
DESKTOPS	PENT 3/800, 256RAM, 10GB HD, 40xCD, 17" SVGA (Win 98 or 2000)	\$275.00	
	PENT 4/1.4, Black Mini-T, 256RAM, 20GB HD, 16xDVD, 17" SVGA (Win 98 or 2000)	\$325.00	
	MICROSOFT OFFICE PRO 97 or 2000 (circle one)	\$45.00	
	WINDOWS NT WORKSTATION	\$45.00	
	MAC G4/500, 256RAM, 27GB HD, DVD, Zip, 17" Monitor, SYS 8.6	\$395.00	
DISPLAYS LCD PLASMA	17" SVGA MONITOR (circle SVGA or MAC)	\$95.00	
	21" SVGA MONITOR (circle SVGA or MAC)	\$175.00	
	15" NEC LCD 1510 FLAT SCREEN MONITOR, UP TO 1024x768	\$225.00	
	18" NEC LCD 1810 FLAT SCREEN MONITOR, UP TO 1280x1024	\$325.00	
	20" NEC LCD 2010 FLAT SCREEN MONITOR, UP TO 1280x1024	\$450.00	
	WALL MOUNTING BRACKETS FOR LCD MONITORS	\$25.00	
	37" HITACHI PLASMA DISPLAY	\$1,275.00	
	42" SONY PLASMA DISPLAY	\$1,025.00	
	50" PLASMA DISPLAY	\$1,625.00	
	61" Plasma Display	\$4,150.00	
	WALL MOUNTING BRACKETS FOR PLASMA DISPLAYS	\$45.00	
	Chrome/Black Premier Stand for Plasma Displays	\$225.00	
PRINTERS <small>(includes partial toner)</small>	HP 4050N, 16RAM, 17PPM, 1200DPI, NIC, 8-1/2 x 11 (circle PC or MAC)	\$225.00	
	HP 4100N, 32RAM, 25PPM, 1200DPI, NIC, 8-1/2 x 11 (circle PC or MAC)	\$285.00	
MISC.	PLAIN PAPER FAX/SCANNER/COPIER/PRINTER	\$145.00	
	56K EXTERNAL MODEM	\$60.00	
	DESKTOP MULTI MEDIA SPEAKERS	\$20.00	
	3 COM 10/100 ETHERNET PC CARD	\$25.00	
	PENTIUM NOTEBOOKS & APPLE POWERBOOKS	CALL	

Please call for items not listed!

Drayage charges are the exhibitor's responsibility and are **not** included.
 If equipment is not ordered 10 days prior to the event, prices are subject to availability & applicable freight charges.
 No credits will be issued after delivery or attempted delivery of equipment.
Exhibitor must be present in booth to accept delivery or additional fees will apply.
 Appropriate cancellation fees will apply to orders cancelled within 5 days of delivery.
 If not in your booth at your scheduled time, a repeat delivery fee will automatically be charged to your order.

PAYMENT INFORMATION (Payment required prior to delivery. Payment from customers outside the U.S. must be by credit card only):

I hereby authorize TRC to charge my credit card account (identified below) for: the Security Deposit Amount and the Rental Amount (identified above); any applicable cancellation fees; and any other amounts due to TRC.

EXHIBITOR/SHOW INFORMATION:

Ordered by: _____
 Email address: _____
 Company Name: _____
 Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone: _____ Fax: _____
 Show Contact: _____
 Booth Number: _____
 Cell Phone: _____
 Delivery Date: _____
 Delivery Time: 9-11AM 11-1PM 1-3PM 3-5PM
 Pick Up Date/Time: _____

CREDIT CARD INFORMATION:

Visa
 MasterCard
 AMEX
 DISCOVER

Cardholder's Name: _____
 Credit Card #: _____ Exp. _____
 Cardholder's Signature: _____
 Cardholder's Address: _____
 City: _____ State _____ Zip Code: _____
 Cardholder's Phone: _____
 CC Authorization Code:

Extended Amount	
Delivery charge equal to 10% of equipment subtotal (MINIMUM \$75)	
Union charges if applicable	TBD
Subtotal	
Tax 7.875%	
Rental Total	
Security Deposit	
Sec. Dep. Auth Code	



Please make certain you receive a faxed confirmation of your order to ensure prompt delivery!

San Antonio Marriott Rivercenter/Riverwalk

(R/C)101 Bowie Street (210) 223-1000 (R/W) 711 E. Riverwalk (210) 224-4555
San Antonio, TX. 78205

Incoming/Outgoing Shipping Authorization Form

Date: _____

From: _____ Phone: _____
(Shipper Print) (Shipper's)

To: _____ Phone: _____
(Print Receivers Name/Company) (Receivers Phone)

Address: _____

City/State/Zip: _____

Check One: Airborne Express Federal Express UPS US Mail Other

*NOTE: Airborne and Federal Express does not deliver to P.O. Box Numbers.

Check One: Overnight 2nd Day 3rd Day Ground/Economy Other

Saturday Delivery *NOTE: \$10.00 Additional Charge for Saturday Delivery per Parcel.

Check One: Letter Pak Box Tube Other # OF PARCELS: _____

*NOTE: PLEASE DECLARE INSURANCE VALUE (Per Parcel) _____

Tracking / Airbill # _____

INCOMING/OUTGOING PARCELS:

Handling & Processing Fee

_____ 1-9 parcels (under 50 lbs.)	\$5.00 per parcel
_____ Parcels 50 lbs.-75 lbs.	\$15.00 per parcel
_____ Parcels over 75 lbs.	\$25.00 per parcel

*NOTE: After the 9th parcel, the pallet rate then applies.

INCOMING/OUTGOING DISPLAY CASES:

_____ Display box, poster, large tube, or oversize box	\$20.00 per case
_____ Display case (each)	\$30.00 per case

INCOMING/OUTGOING CRATES:

_____ Crates under 150 lbs.	\$50.00 per crate
_____ Crates over 150 lbs.	\$150.00 per crate

INCOMING/OUTGOING PALLETS: (Pallet must be shrunk wrapped, self-contained)

_____ Pallets	\$50.00 per pallet
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STORAGE CHARGES apply to any/all materials received more than 5 calendar days before date of guest pick up.

\$25.00\ per day prior to the 5 day limit.

\$50.00\ to palletize boxes to facilitate storage (this charge is in addition to the storage charge).

MAN HOURS:

There is a **\$30.00/HR** or any portion of an hour/per man charge when shipping & receiving staff is involved in the unloaded / loading / breakdown / set-up / packaging of parcels / convention / exhibit materials in addition to above charges.

MATERIALS:

Bubble Wrap: _____ Shrink Wrap: _____ Film Tape: _____ Boxes: _____
\$5.00/ foot \$15.00 / per pallet \$5.00 / per roll \$5.00

**NO FREIGHT WILL LEAVE HOTEL UNLESS FORM IS FILLED OUT IN ITS ENTIRETY.
MARRIOTT CORPORATION IS NOT RESPONSIBLE FOR ANY THEFT OR DAMAGE TO CONTENTS INSIDE
PARCEL DURING SHIPPING.**

BILLING INFORMATION:

Bill to Guest room/Customer Acct. # _____
Bill to Master Acct. # _____
Bill to Receiver (COD/Collect): _____
Bill to Credit Card # _____ Exp. _____

***NOTE: If a package/letter requires an address correction by any carrier, Marriott will charge your account/credit card \$20.00 per item.**

Guest's Signature: _____ Room # _____ Date: _____
Hotel Person Receiving Package: _____ Time: _____ Date: _____
LPO/Shipping Receiving Package: _____ Time: _____ Date: _____

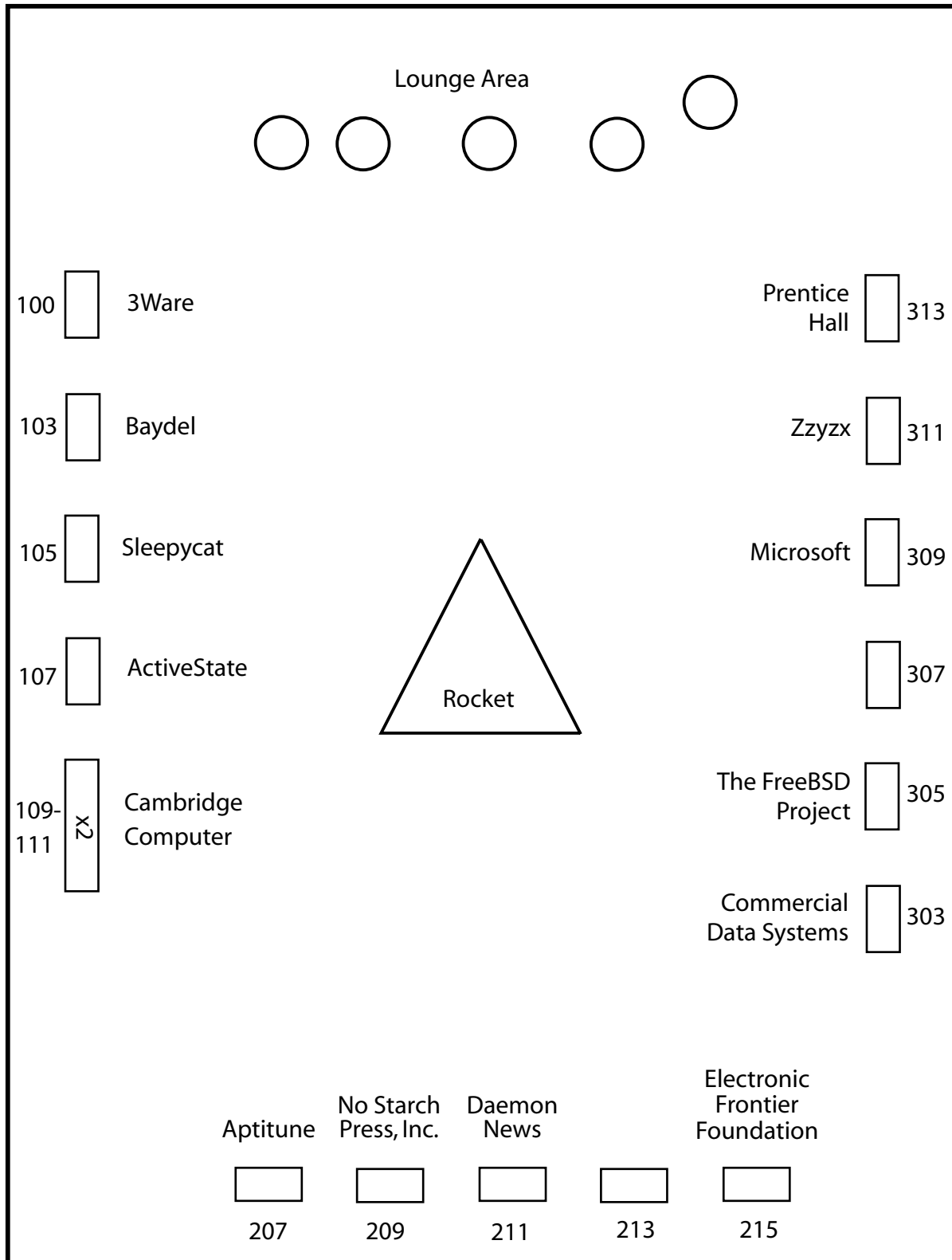
White: S/R copy

Yellow: Night audit/Acct. copy

Pink: Shipper's copy

2003 USENIX Annual Technical Conference and Exhibition, June 12-13, 2003

San Antonio Marriott Rivercenter
Grand Ballroom, Salons H – I



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ENTRANCE

Current as of 5/23/03
Room Dimensions - 86' x 114'