



Hyatt Regency Orange County
 11999 Harbor Boulevard, Garden Grove, CA 92840
 Phone number: (714) 740-6057 Fax number: (714) 748-4253

Electrical Orders Form – order through Hyatt Orange County

Integrative Medicine for Mental Health (IMMH)

***MUST BE COMPLETED BY THE CONTRACTED EXHIBITOR ONLY ***

COMPANY NAME: _____ ONSITE CONTACT: _____
 PHONE: _____ FAX: _____
 CONVENTION NAME: _____ BOOTH OR TABLE #: _____
 EMAIL ADDRESS: _____

Qty.	Type of Service / Equipment	COST PER DAY – (4) day Show	Total charges 4 Days
	Outlets (20 amp Circuit) Standard power	\$22.50 / each Day (50% discount off reg. \$45 daily rate)*	

**Discount only available if forms are submitted by end of business day September 20th, 2017.*

ELECTRICAL – Send forms to the following:

Kelsey.Reay@hyatt.com
Marilyn.Healey@hyatt.com

EXHIBITOR MATERIAL HANDLING

Alliance Exposition Services, LLC is the on-site exhibitor service contractor for Integrative Medicine for Mental Health (IMMH)

Move In: Wednesday, September 27, 2017

Kit Link: <https://alliance.expoorders.com/Login.aspx?showid=1272>

Contact: Kerri Fielder – kfielder@alliance-exposition.com Phone: 704-773-1279

Alliance is the exhibitor services handler for IMMH. Please see above for information on shipping materials through the contracted material handler. Hyatt Regency Orange County has very limited space for storage of exhibitor shipments. Only last minute boxes are to be shipped directly to the hotel (fees will apply for any boxes shipped to hotel). All vendors driving in with materials are required to load and unload at the loading dock only. This is not permitted on the front drive. Any boxes shipped directly to the hotel must not arrive prior to 3 days prior to event and will be charged to vendor. For hotel shipping rates contact Marilyn.Healey@hyatt.com.

- All food and beverage must be provided by the Hyatt Regency Orange County. Outside food and beverage is not permitted in the meeting space. Please contact Marilyn Healey in Events Department for banquet menus.
- All orders must be received a minimum of seven (7) working days before the event.