



BALLOON WAIVER

GUIDELINES:

The Chattanooga Convention Center requires all exhibitors to obtain written permission to bring helium balloons or inflatables in the Chattanooga Convention Center. It is mandatory to submit the Balloon Waiver Form, along with credit card information. **Exhibitors must submit the Balloon Waiver for each show. The CCC does not keep Balloon Waivers on file.**

When released helium-filled balloons are difficult to retrieve and require the use of an aerial lift for removal. If helium balloons are utilized and escape to the ceiling rafters, a minimum charge of \$120.00 will be charged to your card for the costs associated with the removal of balloons from all areas of the Chattanooga Convention Center.

The undersigned hereby agrees to pay all costs associated with the removal of balloons from all areas of the Chattanooga Convention Center. *(Included but not limited to: Exhibition Halls, Meeting Rooms, Ballrooms, Service Hallway, Foyer and Rotundas.)*

Charges include, but are not limited to:

Bucket Truck Rental- \$75 per hour (1 hour minimum)

Labor- \$45 per hour (1 hour minimum)

\$120 is the minimum charge, other fees may apply.

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Please submit this form to the Chattanooga Convention Center, prior to your event to: exhibitorservices@chattconvention.org			
TRADESHOW:	BOOTH #:	DATE(S) OF EVENT:	OFFICE NUMBER:
COMPANY NAME:	CONTACT NAME:	EMAIL:	CELL NUMBER:
CREDIT CARD NUMBER:			
NAME ON CARD:			
EXPIRATION DATE:	CVS CODE:	BILLING ZIP CODE:	

By signing this policy, you acknowledge you've read and understand the Chattanooga Convention Center's terms & regulations. Please note the Convention Center does not keep this form on file. Exhibitors must submit a form each time they are an exhibitor at the Convention Center.

Signature

Date