



# Booth Security Order Form



**Event Name:** \_\_\_\_\_ **Booth #:** \_\_\_\_\_  
**Company:** \_\_\_\_\_ **Ordered By:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **City/State/Zip:** \_\_\_\_\_  
**E-Mail:** \_\_\_\_\_ **Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

Requested Hours			
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____
Date: _____	From: _____	To: _____	= Total Hours: _____

Security Type	Hours	Advance Rate (10/1)	On Site Rate	Total
Guard (Unarmed)		\$38.00	\$41.00	
Off Duty Officer		n/a	n/a	
Additional Terms: All material & equipment furnished by LSS for this service shall remain the property of LSS & shall be handled by LSS personnel only. Credit will not be given for equipment or personnel ordered and not used.		<b>Sub Total</b>		
		If paying by debit or credit add 3.5%		
		<b>Total Due</b>		

Post Instructions
Please provide a brief description of any details that need to be passed to guard assigned to booth. Please note any items of particular concern.

Payment Information
<b>Payment Authorization &amp; Fees:</b> Your signature on this form authorizes LSS to charge the credit card provided for payment of services ordered on this form. Lincoln Security Services, LLC. offers Visa, MasterCard, Discover & American Express as credit card payment options via mail or phone. Please note that payments made by these methods will be assessed a convenience fee of 3.5% by our electronic processing company. No part of this convenience fee goes to Lincoln Security Services, LLC.

<b>If paying by check, mail to: Lincoln Security Services, 6735 W Archer Ave., Chicago, IL 60638</b>	<b>E-mail completed form to: aramirez@lincolnsecurityllc.com</b>
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