

AXPONA

AUDIO EXPO NORTH AMERICA

Tables & Chairs Request & Furniture Removal for Standard Room Exhibitors

Furniture Request – Tables & Chairs

Due: **March 10**

Meeting Rooms come with (4) tables with tablecloths and (8) chairs. If you will need additional banquet chairs or banquet brought to your exhibit room OR if you don't need as many as what's include please notify Melissa Cercone by March 10th. You can email your request/deletion or call her, Melissa@jdevents.com or 203-371-6322.

Standard Rooms do not automatically come with tables and chairs. If you will need a few banquet chairs or banquet tables brought to your exhibit room please notify Melissa Cercone by March 10th. You can email your request or call her, Melissa@jdevents.com or 203-416-1928.

The Marketplace – Booth Spaces Only – Your booth does not automatically come with tables and chairs. If you will need a couple of banquet chairs or a banquet table or two brought to your booth please notify Melissa Cercone by March 10th. You can email your request or call her, Melissa@jdevents.com or 203-416-1928.

The Marketplace / Ear Gear Expo – Table Top Exhibitors – you cannot request additional tables or chairs.

Furniture Removal – FOR STANDARD ROOMS ONLY

The hotel will remove the mattress, box spring, bed frame, desk & desk chair from the standard room.

The headboard, night stand, dresser, TV, lounge chair, side table, mirrors and lamps will remain in the room. See images of what remains below.

AXPONA and the Westin prohibits the movement of the remaining furniture. If an exhibitor decides to move the remaining furniture, it is done so at the exhibitor's own risk. Damage fees will apply at the Westin's discretion.

See below for images of items that will be removed and items that will remain...

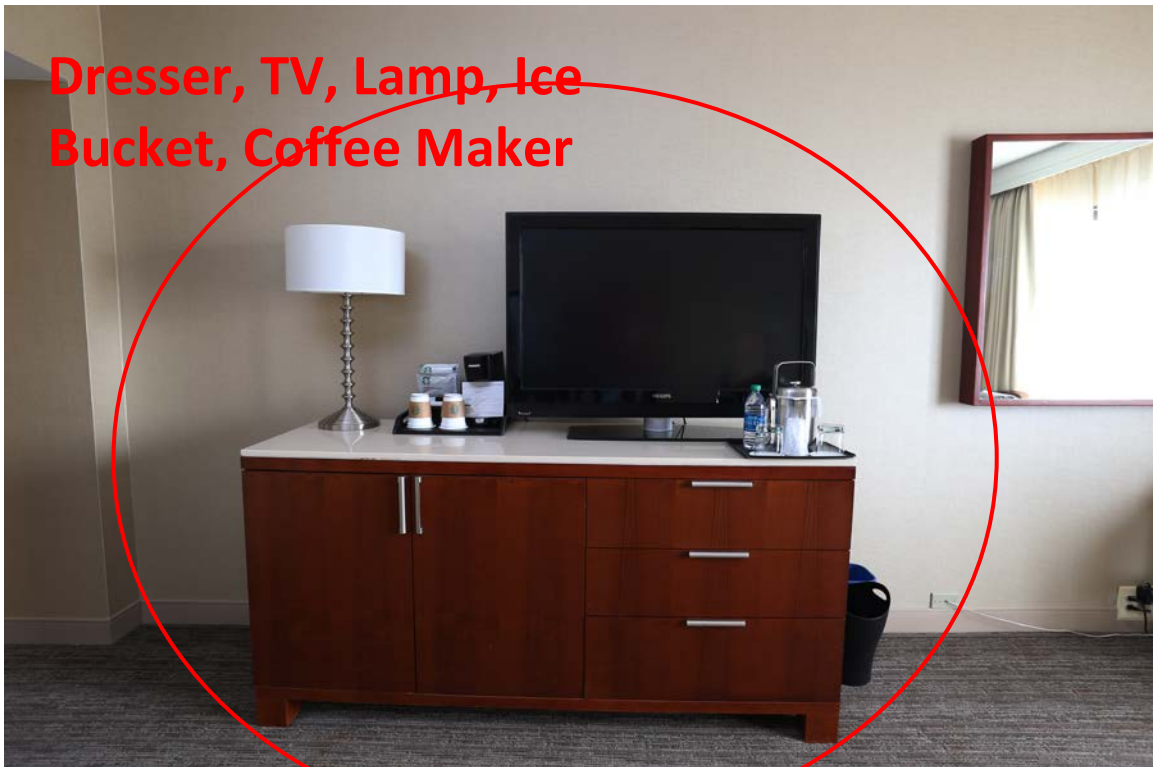


Lounge Chair

Lamp

Headboards

Dresser



**Dresser, TV, Lamp, Ice
Bucket, Coffee Maker**

