

# IMPERIAL EVENTS SECURITY SERVICES ORDER FORM



BOOTH: \_\_\_\_\_ SPACE NUMBER: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_

CONTACT AT SHOW: \_\_\_\_\_ CELL: (\_\_\_\_) \_\_\_\_\_

PERSON REQUESTING SECURITY: \_\_\_\_\_

***Please Note:** This form is for hiring an individual guard for your Booth or Display. We will provide you with an unarmed, uniformed security guard for the hours you specify below.*

Security is \$35.00 per hour and must be paid in advance or by credit card. Imperial has a four (4) hour minimum for guard shifts. Please make note of the hours you order the guard and please relieve the guard at the time specified. Additional hours ordered on-site will be charged the premium rate of \$37.50 per hour.

## **ALL PRIVATE SECURITY ORDERS MUST BE PLACED BY NOVEMBER 14, 2025**

*Orders placed after this date and/or ON-SITE will be charged the premium rate of \$39.00/hour.*

<u>DATE</u>	<u>HOURS</u>	<u>DATE</u>	<u>HOURS</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**SPECIAL INSTRUCTIONS FOR THE GUARD ASSIGNED TO YOUR BOOTH / DISPLAY:**

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Email form to [solutions@iessevents.com](mailto:solutions@iessevents.com), or fax to 888.502.4377

2501 Wharton Street, Unit I | Philadelphia, PA 19146

