2027 Water Request Order Form Please return to:
info@buffaloconvention.com
Fax: (716) 855-3158
Call: (716) 855-5555

BUFFALO CONVENTION CENTER

Today's Date: _____

****** PLEASE NOTE: USE THIS FORM AS RECORD OF YOUR FINAL INVOICE, NO ADDITIONAL INVOICES WILL BE MAILED OUT**

Name of Event_____ Date(s) of Event: _____ Booth #: _____

Company Name:_____ On Site Contact _____

Address: _____

Phone #:_____ Email: _____

Authorized By:_____ Title:_____ Date: _____

PAYMENT: Check (**Payable to Buffalo Convention Center**): Check #:_____ Amt:$_____

Credit Card: ☐ Visa ☐ MasterCard ☐ American Express Total amount Charged:$_____

Credit Card Number:_____ Expiration Date: _____

Name on Card: _____ Security Code:_____

PAYMENT MUST ACCOMPANY ORDER / ADVANCE ORDERS MUST BE RECEIVED 10 DAYS BEFORE EVENT

$105.00 Fee for Advance Orders (plus 8.75% tax)

$165.00 Fee (within 10 days of show) (plus 8.75% tax)

Client is responsible to bring necessary equipment (i.e. hose, pump).

BUFFALO CONVENTION CENTER - UTILITIES REQUEST FORM

¾" Standard Hose Connection

If Hose, Fittings, etc. are required on site a $90.00 Rental & Service Fee

will be charged per piece of equipment being hooked up.

All material and equipment furnished by The Buffalo Convention Center for this service order shall remain the property of The Buffalo Convention Center and shall be removed ONLY by the Buffalo Convention Center staff at the close of the show.

Service	Acctg.

Sub Total : $_____
NYS TAX: $_____ **8.75%**

TOTAL OF ORDER $_____

You must contact the Buffalo Convention Center Engineering Department through the Security Office located at the Loading Dock while on site to arrange for connection and draining assistance.

Rev. 7/2026