Greetings from The Rhode Island Convention Center!

We are here to assist with ordering electrical, internet, cleaning, plumbing, and parking for your booth. To continue in our efforts to be "green", all exhibitor service orders are processed through our online ordering system.

To order any of the above services online, please follow these simple steps:

1) Visit the Rhode Island Convention Center website at: http://www.riconvention.com/.
2) Click on the **PLAN YOUR EVENT** tab.
3) Click the **EXHIBITOR SERVICES ORDERING** tab.
4) If you already have an account, log in to begin the ordering process. If not, please watch the **REGISTRATION INSTRUCTIONS STEP BY STEP** video to learn how to register for an account.
   (PLEASE CONTACT YOUR EVENT MANAGER DIRECTLY IF YOU HAVE TROUBLE SETTING UP A NEW ACCOUNT.)

Orders sent in via fax are no longer accepted. Please note the *Rhode Island Convention Center* requires payment in full prior to all services being delivered to your booth.

If you have a question or need help with your order, please reach out via email to poliver@pvdricenter.com or call (401) 458-6121.

Please be aware if internet services are required for your booth, all orders must be placed through Boomer or with itsales@pvdricenter.com. To place your internet order, click on the Exhibitor Services Ordering tab which will take you to Boomer. For questions or additional options, please email itsales@pvdricenter.com or call 401-458-6004.

We look forward to working with you!

Sincerely,

Peyton Oliver | Event Manager
Rhode Island Convention Center
poliver@pvdricenter.com
O: (401) 458-6121