



Event Inquiry Form

Please fill out the following questions, so that we may better assist you about your event space inquiry here at the Albuquerque Convention Center. When you have completed the form, please email it back to us at info@albuquerquecc.com

CONTACT INFORMATION

Best Contact's Name :	
Contact's Job Title:	
Company Name:	
Company Address (city, state, zip code):	
Phone #:	Best time to be reached:
Email:	

EVENT INFORMATION

Event Date:	
Event Name:	
Type of Event:	<i>Example – Conference, Trade Show, Filming, Wedding, Prom, Concert</i>
Will this be a ticketed event?	Yes / No
Number of attendees:	
Spend Range/Budget:	
Would you be requiring any of the following:	<input type="checkbox"/> Meeting Room <input type="checkbox"/> Food & Beverage Catering <input type="checkbox"/> Ballroom <input type="checkbox"/> Cash Bar <input type="checkbox"/> Kiva Auditorium <input type="checkbox"/> Concessions <input type="checkbox"/> Civic Plaza <input type="checkbox"/> Ticketmaster (for ticketed events) <input type="checkbox"/> Private Wi-Fi network <input type="checkbox"/> A/V Rental – projector, etc.
What goals are you looking to accomplish for your event?	
What are you looking for in an ideal location?	
Any other "factors" important in the decision? <i>Any 3rd parties involved?</i>	

Thank you for choosing Albuquerque Convention Center.