

ELECTRICAL
INFORMATION

SAVE MONEY...
READ THIS FIRST ...

- ▶ Complete the attached form to ensure installation of electrical service to your booth or display
- ▶ Please check the rating plate on your item(s) and order outlet(s) accordingly.
- ▶ **Advance price is offered for orders submitted by March 24, 2017**
- ▶ Check or Credit Card payment must accompany all orders. Credit Card orders may be faxed, (avoid duplication, do not mail order from if already faxed).
- ▶ See attached "Regulation and General Information" sheet for additional information, terms and specifications.

If you have any questions, please call Customer Service at:
(909) 623-5192

Or you can Email us at: info@conventionelectric.com

Fax (909) 623-7222

ELECTRICAL RENTAL ORDER FORM

MAIL YOUR ELECTRICAL FORM TO ADDRESS BELOW OR FAX FORM. ANY QUESTIONS PLEASE EMAIL US AT INFO@CONVENTIONELECTRIC.COM



EVENT Contra Costa Spring Home & Garden Show, April 7-9, 2017			
COMPANY NAME			BOOTH NO.
STREET ADDRESS			PHONE NO.
CITY	STATE	ZIP	FAX NO.

TO RECEIVE ADVANCE PRICE ORDER WITH FULL PAYMENT MUST BE RECEIVED BY MARCH 24, 2017

WHEN ORDERING ELECTRICAL SERVICES

- CHECK RATING PLATES) ON ITEM(S) AND ORDER OUTLETS ACCORDINGLY.
- LIGHTING OUTLETS SUPPLIED WITH TWO (2) CONNECTIONS PER OUTLET ORDERED.
- MOTOR OUTLETS SUPPLIED WITH ONE (1) CONNECTION PER OUTLET ORDERED.
- OUTLETS REQUIRING 24 HR. AND/OR DEDICATED CIRCUITS ARE DOUBLE LIST PRICE.
- EQUIPMENT HOOK-UPS, REPAIRS AND INSTALLATIONS WILL BE PERFORMED ON A LABOR AND MATERIAL BASIS.
- THERE IS A MINIMUM LABOR CHARGE OF (1) HOUR TO DELIVER POWER TO ALL ISLAND BOOTHS. ALL ADDITIONAL DISTRIBUTION IS DONE BY CONVENTION ELECTRIC, INC. ELECTRICIANS ON A TIME & MATERIAL BASIS
- 480 VOLT SERVICE(S) AND PRICE(S) ARE AVAILABLE UPON REQUEST.

1 2 0 V	QTY.	Electrical Outlets	ADVANCE PRICE	REGULAR PRICE	SUB TOTAL
		UP TO 500 WATTS	\$94.00	\$141.00	
		UP TO 1000 WATTS	165.00	247.50	
		UP TO 2000 WATTS	221.00	331.50	
1 2 0 V	QTY.		ADVANCE PRICE	REGULAR PRICE	SUB TOTAL
		5 AMP OR 1/4 HP	94.00	141.00	
		10 AMP OR 1/2 HP	165.00	247.50	
		15 AMP OR 1/3 HP	192.00	288.00	
		20 AMP OR 3/4 HP	221.00	331.50	
2 0 8 V					
		10 AMP OR 1/2 HP	291.00	436.50	
		15 AMP OR 1 HP	332.00	498.00	
		20 AMP OR 1 1/2 HP	416.00	624.00	
		30 AMP OR 2 HP	435.00	652.00	
		40 AMP OR 3 HP	498.00	747.50	
		60 AMP OR 5 HP	653.00	979.50	
1 0					
		100 AMP OR 10 HP	858.00	1287.00	
		150 AMP OR 15 HP	1029.00	1543.00	
		200 AMP OR 25 HP	1307.00	1960.00	
2 0 8 V					
		10 AMP OR 1 HP	386.00	579.00	
		15 AMP OR 2 HP	444.00	666.00	
		20 AMP OR 3 HP	555.00	832.50	
		30 AMP OR 5 HP	581.00	871.00	
		40 AMP OR 7 1/2 HP	664.00	996.00	
		60 AMP OR 10 HP	870.00	1305.00	
3 0					
		100 AMP OR 20 HP	1144.00	1716.00	
		150 AMP OR 30 HP	1305.00	1957.50	
		200 AMP OR 50 HP	1637.00	2455.50	
L I G H T S	QTY.	LIGHTING INCLUDES POWER	ADVANCE PRICE	REGULAR PRICE	SUB TOTAL
		150 WATT ON STANCHION	94.00	141.00	
		1000 WATT OVERHEAD	259.00	388.50	
M A T E R I A L & L A B O R	QTY.	MATERIAL & LABOR	PRICE	SUB TOTAL	
		CUBE TAPS		15.00	
		15 AMP POWER STRIPS		19.00	
		15 FOOT EXTENSION CORDS		19.00	
		25 FOOT EXTENSION CORDS		25.00	
		50 FOOT EXTENSION CORDS		50.00	
		12/5 PIGTAILS		25.00	
		6/5 PIGTAILS		50.00	
		BUCK & BOOST TRANSFORMER		95.00	
		HRS. STRAIGHT TIME LABOR		90.00/HR	
		HRS. OVERTIME LABOR		180.00/HR	
GRAND TOTAL					

GENERAL INFORMATION

- ALL OUTLETS WILL BE INSTALLED ON THE FLOOR AT THE REAR OF THE BOOTH. ISLAND AND PENINSULA BOOTH OUTLETS WILL BE BROUGHT TO ONE (1) LOCATION AT OUR DISCRETION IF NO INFORMATION IS PROVIDED.
- ALL WIRING, MOTORS AND OTHER INSTALLATIONS MUST BE APPROVED, TO PREVENT OVER-LOADING OF CIRCUITS. EXHIBITORS ARE NOT PERMITTED TO ADD WATTAGE UNLESS ORDERED. EXHIBITORS FOUND USING OUTLETS WITHOUT AN ORDER WILL BE SUBJECT TO PAY THE REGULAR PRICE FOR OUTLETS USED.
- ALL ELECTRICAL PERMITS REQUIRED BY THE LOCAL BUILDING AND SAFETY CODES WILL BE OBTAINED BY THE ELECTRICAL CONTRACTOR. ALL EQUIPMENT MUST MEET SAFETY CODE REGULATIONS, INCLUDING MOTORS, WIRING, EXTENSION CORDS, ETC.
- LABOR RATES ARE SUBJECT TO LOCAL I.B.E.W. UNION CONTRACT EFFECTIVE AT TIME OF SHOW. OVERTIME LABOR RATES PREVAIL PRIOR TO 8:00 A.M. AND AFTER 3:30 P.M. ON WEEKDAYS, AND ALL DAY SATURDAYS, SUNDAYS AND HOLIDAYS.

PAYMENT POLICY

- 100% PAYMENT MUST ACCOMPANY EACH ORDER UNLESS PRIOR ARRANGEMENTS ARE MADE.
- WE ACCEPT CASH, CHECKS, MASTERCARD, VISA, DISCOVER AND AMERICAN EXPRESS FOR PAYMENT.
- ADVANCE PRICES APPLY ONLY TO ORDERS RECEIVED BY MARCH 24, 2017. ALL OTHER ORDERS WILL PAY REGULAR PRICES.
- ORDERS PLACED AT THE SHOW SITE MUST BE PAID UPON PRESENTATION OF INVOICE.
- NO REFUND WILL BE GIVEN FOR OUTLETS INSTALLED AND/OR SERVICES PROVIDED AND NOT USED. CLAIMS WILL NOT BE CONSIDERED UNLESS FILED BY THE EXHIBITOR PRIOR TO THE CLOSING OF THE SHOW.
- IF CONVENTION ELECTRIC, INC. IS REQUIRED TO BILL YOU A 30% HANDLING CHARGE WILL BE ASSESSED ON ALL OUTSTANDING BALANCES DUE.

DO NOT PROCEED: EXHIBITOR WILL CALL FOR LABOR.
 O.K. TO PROCEED: W/O EXHIBITOR PER ENCLOSED FLOOR PLAN.

EMAIL ADDRESS	
CREDIT CARD BILLING ADDRESS:	
CREDIT CARD <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AM EX <input type="checkbox"/> DISCOVER	EXP. DATE
CARD NO.	
CARD SECURITY NO.	
CARD HOLDER (PRINT)	
CARD HOLDER (SIGN)	

REGULATION AND GENERAL INFORMATION

- 1) Payment must be included with your order to secure the advance rate. Please see the “Electrical Order Form” for the advance rate cutoff date. A photocopy of the check will not be accepted to receive the advance rate.
- 2) You need to designate one location for each outlet ordered. There is a 500 watt minimum. All outlets will be installed on the floor at the rear of the booth unless otherwise noted.
- 3) Island booths are required to submit a detailed floor plan with your order. A separate outlet must be ordered for each location where an electrical service is required. If floor plan does not show the main power location prior to CE move-in date CE will bring the main power to convenient location at CE discretion. All distribution will be done on a time and material basis.
- 4) All wiring and other installations will be performed on a time and material basis.
- 5) Check rating plates on your equipment to ensure you will have proper power to operate your display.
- 6) If overhead lights are ordered and we must hang them from a ceiling at a convention center or hotel then lift charges will be applied. Labor charges will also be applied.
- 7) All wiring must have a 3-wire grounded cord with a minimum of #14 gauge.
- 8) Dedicated and 24 hour power will be at double the list price. Please indicate these requirements on your floor plan or order form.
- 9) All labor requests require a credit card on file.
- 10) Labor before 8:00 am and after 4:30 pm and on Saturdays, Sundays, and holidays will be at the overtime rate.
- 11) Lift rates: \$125.00 per hour (One hour minimum)
- 12) No credits will be issued on unused outlets or lights installed as ordered.
- 13) Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.
- 14) Electricity will be turned on within 30 minutes of show opening and off within 30 minutes of show closing, show days only.
- 15) If Convention Electric is required to bill you a 30% handling charges will be applied to all outstanding balances due. A service charge of 1.5% per month will be applied to balances not paid after 10 days of invoice date.
- 16) CE jurisdiction: All under carpet distribution of electrical wiring. All facility overhead distribution of electrical wiring including coaxial cable, fiber optics, twisted pair etc., and the distribution of same form product to booth and from booth to booth.
- 17) By signing and delivering the electrical order form to Convention Electric client agrees to all terms and conditions printed on this form.
- 18) CE is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical service should be made by a CE electrician.
- 19) CE will not be responsible for any damage or loss to any equipment, component, computer hardware or software and/or any damage or injury to any persons caused by the installation, connection or plugging into any electrical outlet by any persons other than a CE electrician.