

Georgia International Convention Center

2000 Convention Center Concourse, College Park, GA 30337-0508
 Phone (770) 997-3566 Toll Free (888) 331-GICC Fax (770) 994-8559

ELECTRICAL SERVICE ORDER FORM EFFECTIVE APRIL 1, 2003

| | |
|----------------------------------|--------------------------------|
| BOOTH SIGN NAME _____ | EVENT NAME _____ |
| FIRM NAME _____ | EVENT DATE _____ BOOTH # _____ |
| ADDRESS _____ | CONTACT PERSON _____ |
| CITY _____ STATE _____ ZIP _____ | TELEPHONE # _____ FAX # _____ |

**ORDER FORM AND PAYMENT IN U.S. DOLLARS MUST BE RECEIVED 14 DAYS
 PRIOR TO EVENT DATE TO QUALIFY FOR ADVANCE RATES. NO EXCEPTIONS PLEASE!**

Make Remittance Payable to: GA. INTERNATIONAL CONVENTION CENTER, 2000 Convention Center Concourse, College Park, GA 30337

IMPORTANT INFORMATION: CREDIT WILL NOT BE GIVEN FOR ELECTRICAL SERVICE INSTALLED AND NOT USED.
STANDARD ELECTRICAL OUTLET: Wattage's available per one (1) three prong outlet. Rates quoted on 120 volt service. A
 separate outlet must be ordered for each location in booth where equipment is to be located.

| QUANTITY | DESCRIPTION | ADVANCE RATE | FLOOR RATE | AMOUNT |
|----------|---------------------------|--------------|------------|--------|
| | 1-500 Watts – 5 Amps | \$50.00 | \$60.00 | |
| | 501-1000 Watts - 10 Amps | \$60.00 | \$70.00 | |
| | 1001-1500 Watts - 15 Amps | \$70.00 | \$80.00 | |
| | 1501-2000 Watts - 20 Amps | \$80.00 | \$90.00 | |

FLOOD LIGHTS, SPOT LIGHTS AND EXTENSION CORDS: Service Connection for lights ONLY, no other use authorized.

| QUANTITY | DESCRIPTION | ADVANCE RATE | FLOOR RATE | AMOUNT |
|----------|---|--------------|------------|--------|
| | 60 Watt Spot Lamp, Clip On w/flex stem | \$50.00 | \$60.00 | |
| | 150 Watt Spot Lamp, Clip On | \$50.00 | \$60.00 | |
| | 500 Watt Flood Lamp, Stanchion | \$60.00 | \$70.00 | |
| | Single Extension Cords - Power Not Included | \$20.00 | \$20.00 | |
| | Multi Plug Power Strip- Power Not Included | \$20.00 | \$20.00 | |
| | Ouad Box - Power Not Included | \$20.00 | \$20.00 | |
| | Cube Tap | \$10.00 | \$10.00 | |

SERVICE AND SPECIAL ELECTRIC: SEE SPECIAL ELECTRIC CONVERSION CHART ON REVERSE SIDE. Labor charge is required for all service equipment connections. (1 hour minimum) **OUTSIDE POWER ADD 50%**

| AVAILABLE VOLTAGES | AMPS | WATTAGE | QUANTITY | AMOUNT |
|----------------------------|------|---------|----------|--------|
| 120 Volt - Single Phase | | | | |
| 208 Volt – Single Phase | | | | |
| 208 Volt - Three Phase | | | | |
| 277/480 Volt - Three Phase | | | | |

LABOR: Labor will be charged in ½ hour increments, if needed. Minimum charge - ½ hour.

| QTY | DESCRIPTION | ADVANCE RATE | FLOOR RATE | AMOUNT |
|-----|---|------------------|------------------|--------|
| | Monday-Friday, 8:00 A.M. – 5:00 P.M. | \$40.00 per hour | \$40.00 per hour | |
| | Monday-Friday, 5:00 P.M. - 8:00 A.M., Saturday, Sunday and Holidays | \$50.00 per hour | \$50.00 per hour | |

SIGNATURE: _____ DATE: _____ ORDER TOTAL \$ _____

PAYMENT MAY BE MADE BY CHECK OR CREDIT CARD. CHECK ENCLOSED _____ CREDIT CARD _____
 AMX _____ VISA/MC _____ CREDIT CARD NUMBER _____ EXPIRATION DATE _____
 NAME ON CARD _____ SIGNATURE _____

See Reverse Side for Safety, General Information and Conversion Chart

GENERAL INFORMATION

1. A separate outlet must be ordered for each piece of equipment to be connected.
2. All 120 volt service to booths consist of one three wire grounded plug located at the back of the booth.
3. All exhibitors cords must be of the three wire grounded type.
4. Wall outlets and post outlets are not a part of booth space.
5. All material and equipment used by house electrician remains the property of Georgia International Convention Center.
6. Georgia International Convention Center electricians are authorized to cut floor coverings to permit installation of service in the event that carpet is laid prior to electrical services.
7. Special power request other than 120 volt or 208 volt/20 amp service will be based on time plus material.
8. All electrical connections requiring additional electrical personnel will be on an hourly rate with the exhibitor as the payer.
9. Prices are based on current wage scale and are subject to change in the event of wage changes or materials prior to show.
10. The charge for outlets will be made on the basis of maximum wattage.
11. No claims will be accepted or adjustments made unless filed by the exhibitors prior to close of the show.
12. Credit will not be given for electrical service installed and not used.
13. Rates quoted for electrical connections cover only the bringing of service to the booth in the most convenient manner and rates do not include connecting equipment or special wiring.
14. Order form and payment in U.S. dollars must be received a **MINIMUM OF FOURTEEN (14) DAYS** prior to scheduled show opening date to qualify for advance rates.
15. Floor order for service must be paid at the time of ordering or before service is installed.
16. Request for special service or voltage must be received by Convention Center 30 days prior to scheduled exhibitors move in.
17. All equipment regardless of source of power must comply with all federal, state and local safety codes.

SAFETY REGULATIONS

1. Connections may be refused if they constitute a fire or safety hazard.
2. Any faults with display and equipment must be corrected promptly by qualified electricians or the power will be disconnected.
3. All equipment must be tagged with complete information as to current, voltage, phase, cycle, horsepower, etc.
4. Each motor of ½ HP or over must be equipped with a fusible disconnect switch located on or adjacent to the motor.
5. All exhibitors cords must be of the three wire grounded type.
6. All electrical connections must be disconnected from the machinery or equipment either by disconnect switch being off or cords unplugged at the end of each days exhibit.
7. No one exhibitor may use electrical power from another booth.
8. Under no circumstances shall anyone other than house electricians make a power source connection.

SPECIAL REQUIREMENTS

**ORDERS WITH PAYMENT POSTMARKED 14 DAYS PRIOR TO SHOW OPENING DATE: DEDUCT 10%.
POWER REQUIREMENTS ABOVE 400 AMPS, SPECIAL VOLTAGE and TRANSFORMERS ARE AVAILABLE
PRICES UPON REQUEST**

OVERHEAD SERVICE: Add 50% to Service Requirement charge when ordering.

OUTSIDE SERVICE: Add 50% to Service Requirement charge when ordering.

24-HOUR SERVICE: Add 50% to Service Requirement charge. When 24-hour service is **not** required, exhibitor is expected to turn equipment off at the end of each day or **expect to be billed for 24-hour service.**

SPECIAL ELECTRIC CONVERSION CHART

| AMPS | 1-PHASE 120-Volts | 1-PHASE 208-Volts | 3-PHASE 208-Volts | 1-PHASE 480-Volts | 3-PHASE 480-Volts | AMPS | 1-PHASE 120-Volts | 1-PHASE 208-Volts | 3-PHASE 208-Volts | 1-PHASE 480-Volts | 3-PHASE 480-Volts |
|-------|------------------------|----------------------|----------------------|------------------------|------------------------|---------|-------------------------|------------------------|-------------------------|------------------------|------------------------|
| 0-5 | 500W \$60.00 | 1,000 W \$80.00 | 1,800 W \$100.00 | 2,400 W \$105.00 | 4,200 W \$150.00 | 91-100 | Priced Upon Request- | 20,800 W \$650.00 | 36,000 W \$1,000.00 | 48,000 W \$1,300.00 | 83,000 W \$2,000.00 |
| 6-10 | 1000W \$70.00 | 2,100 W \$100.00 | 3,600 W \$150.00 | 4,800 W \$175.00 | 8,300 W \$280.00 | 101-125 | Priced Upon Request | - | - | - | - |
| 11-15 | 1,500W \$80.00 | 3,100 W \$120.00 | 5,400 W \$180.00 | 7,200 W \$225.00 | 12,500 W \$360.00 | 126-150 | Priced Upon Request | 31,200 W \$1,000.00 | 54,000 W \$1,500.00 | 72,000 W \$2,000.00 | 124,600W \$3,000.00 |
| 16-20 | 2,000W \$90.00 | 4,200 W \$150.00 | 7,200 W \$225.00 | 9,600 W \$300.00 | 16,600 W \$450.00 | 151-175 | Priced Upon Request | 36,400 W \$1,150.00 | 63,000 W \$1,750.00 | 84,000 W \$2,300.00 | 145,300W \$3,500.00 |
| 21-25 | Priced Upon Request | 5,200 W \$180.00 | 9,000 W \$275.00 | 12,000 W \$360.00 | 20,800 W \$550.00 | 176-200 | Priced Upon Request | 41,600 W \$1,300.00 | 72,000 W \$2,000.00 | 96,000 W \$2,600.00 | 166,100W \$4,000.00 |
| 26-30 | Priced Upon Request | 6,200 W \$210.00 | 10,800 W \$325.00 | 14,400 W \$420.00 | 24,900 W \$650.00 | 201-225 | Priced Upon Request | - | 81,000 W \$2,250.00 | - | 186,800W \$4,500.00 |
| 31-35 | Priced Upon Request | 7,300 W \$250.00 | 12,600 W \$375.00 | 16,800 W \$500.00 | 29,100 W \$750.00 | 226-250 | Priced Upon Request | - | 90,000 W \$2,500.00 | - | 207,600W \$5,000.00 |
| 36-40 | Priced Upon Request | 8,300 W \$300.00 | 14,400 W \$450.00 | 19,200 W \$600.00 | 33,200 W \$900.00 | 251-275 | Priced Upon Request | - | 99,000 W \$2,750.00 | - | 228,400W \$5,500.00 |
| 41-50 | Priced Upon Request | 10,400 W \$350.00 | 18,000 W \$550.00 | 24,000 W \$700.00 | 41,500 W \$1,050.00 | 276-300 | Priced Upon Request | - | 108,000 W \$3,000.00 | - | 249,100W \$6,000.00 |
| 51-60 | Priced Upon Request | 12,500 W \$400.00 | 21,600 W \$600.00 | 28,800 W \$800.00 | 49,800 W \$1,200.00 | 301-325 | Priced Upon Request | - | 116,900 W \$3,250.00 | - | 269,900W \$6,500.00 |
| 61-70 | Priced Upon Request | 14,600 W \$450.00 | 25,200 W \$700.00 | 33,600 W \$900.00 | 58,100 W \$1,400.00 | 326-350 | Priced Upon Request | - | 125,900 W \$3,500.00 | - | 290,600W \$7,000.00 |
| 71-80 | Priced Upon Request | 16,600 W \$500.00 | 28,800 W \$800.00 | 38,400 W \$1,000.00 | 66,400 W \$1,600.00 | 351-375 | Priced Upon Request | - | 134,900 W \$3,750.00 | - | 311,400W \$7,500.00 |
| 81-90 | Priced Upon Request | 18,700 W \$550.00 | 32,400 W \$900.00 | 43,200 W \$1,100.00 | 74,700 W \$1,800.00 | 376-400 | Priced Upon Request | - | 143,900 W \$4,000.00 | - | 332,200W \$8,000.00 |