



# Electric

Return Form To:  
 650 Okeechobee Blvd.  
 West Palm Beach, FL. 33401  
 Attn: Exhibitor Services

Phone: 561-366-3000  
 Fax: 561-366-3023  
 Email: exhibitorservices@  
 pbconventioncenter.com

To receive advance rate, orders and full payment must be postmarked 14 days prior to the first scheduled show date.

<b>Event Name:</b>			<b>Booth #</b>		
<b>Exhibiting Company:</b>		<b>Dates - From:</b>		<b>To:</b>	
<b>Address:</b>			<b>Ordered By:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip Code:</b>	<b>E-Mail:</b>		
<b>Phone:</b>		<b>Cell:</b>	<b>Fax:</b>		
<b>Service Descriptions</b>		<b>Quantity</b>	<b>14 Day Advance Rate</b>	<b>Show Rate</b>	<b>Total</b>
<b>120 Volts (Standard Electric - Basic Installation/Removal Labor Included)</b>					
500-1000 Watts (10 Amps)			\$89.00	\$119.00	\$
1001-2000 Watts (20 Amps)			\$129.00	\$169.00	\$
<b>208 Volts Single [1] Phase (Basic Installation/Removal Labor Included)</b>					
20 Amps			\$269.00	\$329.00	\$
30 Amps			\$329.00	\$409.00	\$
50 Amps			\$449.00	\$549.00	\$
60 Amps			\$479.00	\$599.00	\$
<b>208 Volts Three [3] Phase (Basic Installation/Removal Labor Included)</b>					
20 Amps			\$299.00	\$369.00	\$
30 Amps			\$419.00	\$519.00	\$
60 Amps			\$649.00	\$829.00	\$
100 Amps			\$769.00	\$1,269.00	\$
<b>480 Volts Three [3] Phase (Basic Installation/Removal Labor Included)</b>					
100 Amps			\$949.00	\$1,449.00	\$
<b>Electrical Accessories (Remains the property of PBCCC)</b>					
3-Wire Ground 25 ft. Extension Cord			\$25.00		\$
Power Strip 6 Outlet			\$20.00		\$
Qube Tap - 3-Way Connector			\$5.00		\$
<b>SUB TOTAL</b>					\$
<b>7% SALES TAX</b>					\$
<b>Labor</b>					
Additional Special Placement Labor - Per Hour			\$70.00	\$70.00	\$
<b>TOTAL</b>					\$
<b>Special Instructions:</b>					

By signing and returning this form, customer agrees to all terms and conditions printed on this form and related documents. The PBCCC reserves the right to correct orders that have been figured incorrectly. Tax rates are subject to change without notice.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Check Payable To: Palm Beach County Convention Center		
Account No: _____	Exp. Date (MM/YY) _____	Verification Code _____
Cardholder Name (Please Print) _____		
Authorized Signature*: _____		
Credit Card Billing Address: _____		
City/State/Zip: _____		

\* I ALSO AUTHORIZE CHARGING ANY UNPAID BALANCES TO MY CREDIT CARD. SEE REVERSE SIDE FOR PAYMENT TERMS AND CONDITIONS.

# Palm Beach County Convention Center Electrical Services Terms and Conditions

## **Payment:**

The Palm Beach County Convention Center (PBCCC) must receive payment in full with your order at least fourteen (14) days prior to the first scheduled show date. Orders received less than fourteen (14) days in advanced or without full payment will not receive the advanced rate, regardless of date of receipt from Show Management. Unpaid orders will NOT be installed. PBCCC accepts Visa, MasterCard, American Express and Checks.

Any additions or changes to your order, advanced or on-site, will require full payment before installation. Any additional charges for damaged or missing equipment will be billed after the end of the event.

## **Rates and Labor Charges:**

1. These rates only cover bringing service to your booth in the most convenient manner.
2. Rates do NOT include connecting equipment to provided services.
3. Special Placement or relocation of service will require labor charge.  
Contact Exhibitor Services, at top of Order Form, to order special placement of service.
4. Late or On-Site Orders: We can NOT guarantee service will be operable by the open of the show. Installation during show hours may require Show Management approval. No Discounts will be given
5. All Prices are based on current rates and are subject to change without notice

## **Installation / Disconnection and use of Service:**

1. Orders paid in Full will be processed and installation completed in order of receipt whenever possible. Earliest orders usually receive highest priority.
2. Our Electric Service is 120 volt A.C. one phase 60 cycle or 209 volt one phase and 208 volt three phase 60 cycle. We have limited 277/480 volt three phase service available. Contact Exhibitor Services via the information at the top of the order form to inquire about service availability and price quotation.
3. All equipment provided will remain the property of the Palm Beach Convention Center and shall be disconnected / removed by our staff only. House electricians are authorized to cut floor coverings or permit installation of service unless otherwise directed. Standard wall, column and permanent building electrical outlets are not part of booth service and are not to be used by exhibitors. The Exhibitor is responsible for replacement, repair costs and damages to equipment during rental period. The rental period is from installation to removal.
4. Your equipment must be tagged with complete information about type and/or amount of voltage, amperage, phase, frequency, horsepower, etc. Any exposed non-current carrying metal parts of your equipment which are liable to be energized must be grounded.
5. Connections – all 120 volt cords must be 3 wire, grounded type. Use of open clip sockets, latex or lamp cord wire or non-UL or NEMA approved connections are prohibited. Equipment requiring company staff for assembly, servicing, prep work and operation may be executed without house electricians. However, all equipment regardless of power source must comply with Federal, State and Local safety codes.

Please contact Exhibitor services via the information found at the top of this order form to inquire about availability of specialized services and price quotation.

### **Cancellation Policy:**

- If cancelled before installation and more that six (6) days prior to 1<sup>st</sup> show date = 90% REFUND
- If cancelled before installation but six (6) days or less prior to 1<sup>st</sup> show date = 50% REFUND
- If cancelled AFTER the service has been installed = NO REFUND!

**Legal Notice:** We cannot accept responsibility for voltage fluctuation due to temporary power failure due to conditions beyond our control. For your protection, we advise you install a surge protector on your computers and any sensitive equipment. We will not be responsible for damage or loss to any equipment or injury to any person caused by unauthorized installation or connection to service by persons other than by PBCCC electricians.

Revised 10/5/2015