

ELECTRICAL EXHIBITION SERVICES

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Web site: www.EDLEN.com Email: anaheim@edlen.com

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MATERIAL

GRAND TOTAL

BALANCE DUE

LABOR

COMPANY:	BOOTH NO.

Event: Pacific Media Expo

Facility: Long Beach Convention Center

Dates: September 3 - 5, 2005

Event #: 095118LA

FOR ADVANCE PAYMENT PRICE **ELECTRICAL OUTLETS Approximately 120V208V A.C. 60 Cycle** to apply we must receive your order. payment and floor plan showing main QUANTITY ADVANCE QUANTITY PAYMENT COST (For show (For 24hrs/day REGULAR power location and distribution points **120 VOLT** Hours only) Double price) PRICE PRICE (see item #1 on reverse) prior to this 0 - 500 WATTS (5 AMPS) 83 00 125.00 **DEADLINE DATE OF: 08/28/05** 501 - 1000 WATTS (10 AMPS) 145.00 218.00 **Avoid Duplication !!** 1001 - 1500 WATTS (15 AMPS) 170.00 255.00 If you fax this form with credit card info, 1501 - 2000 WATTS (20 AMPS) 196.00 294 00 do not mail the original form or send **208 VOLT SINGLE PHASE** another form of payment. 5 AMPS 172.00 258.00 ON LINE ORDERING 10 AMPS 257.00 386.00 This show may be available on line. 15 AMPS 294.00 441 00 Visit www.edlen.com, use the event # 20 AMPS 368 00 552 00 above as your password. 30 AMPS 439 00 659.00 60 AMPS **SEE REVERSE SIDE FOR** 557.00 866 00 **TERMS AND CONDITIONS 100 AMPS** 759.00 1139.00 **ISLAND BOOTHS 208 VOLT THREE PHASE** There is a minimum labor charge of (1) 5 AMPS 258.00 387.00 hour to deliver power to all Island booths. 10 AMPS 341.00 512.00 All additional distribution is done by Edlen 15 AMPS 393.00 590.00 electricians on a time & material basis. 20 AMPS 491 00 737 00 208V & HIGHER VOLTAGES 30 AMPS 587.00 881.00 There is a minimum labor charge of (1) hour 60 AMPS 768.00 1152.00 for installation & 1/2 hour for removal of all **100 AMPS** 1011 00 1517 00 high voltage services. Material charges may apply. If you require services TRANSFORMER TO BOOST 208V up to approx. 230V per amp - 20 amp minimum not listed please call for a quote. LIGHTING EQUIPMENT (Including current consumed) Include drawing showing light location. 150 WATT FLOOD LIGHT 1 **DEDICATED OUTLETS** 98.00 147 00 150 WATT DOUBLE FLOOD LIGHT 1 Dedicated outlets require a 20 amp outlet 152 00 228.00 100 WATT ARM LIGHT 1 115.00 174.00 **24 HOUR SERVICES** 120.00 300 WATT FLOOD LIGHT 1 180.00 Electricity will be turned on within 30 300 WATT QUARTZ LIGHT 1 142.00 213.00 minutes of show opening and off within 247 00 1000 WATT QUARTZ LIGHT 2 372.00 30 minutes of show closing, show days only. If you require power at any other time 2 Time and Material will apply when lift is required to mount overhead. 1 Inline booths only. order 24 hour MATERIAL (Electricity not included) EXTENSIONS CORDS 15' & 25' 21.00 **LABOR RATES** MULTI OUTLET STRIP 21.00 ST = Mon-Fri 8:00 am - 5:00 pm **\$83.00** (except holidays) LABOR (See rates listed to the right) OT = Mon-Fri 5:00 pm - 8:00 am **\$166.00** (All day Sat/Sun/Holidays) PLACE YOUR TOTAL PAYMENT HERE (Do not fill in totals below) All Foreign Checks must be drawn on U.S. Banks. COMPANY NAME: EMAIL: PHONE: FAX: ADDRESS: CITY: ST: ZIP: SIGNATURE: PRINT NAME: PAID BY CK VISA MC AMX DISC **DINERS** CARD# EXP DATE: CARD HOLDER SIGN HERE: PRINT NAME: FOR OFFICE USE ONLY **OUTLET/EQUIPMENT** DATE RECEIVED: \$

METHOD OF PAYMENT:

AMOUNT RECEIVED:

RECEIVED BY:

VERY IMPORTANT TERMS & CONDITIONS

- 1. Order with payment & floor plan (for island booths or any booth requiring distribution of electrical services) must be received prior to the deadline date on the front of this form for advance payment rates to apply. Orders faxed or mailed without payment and required floor plan will not be guaranteed advance rates. Orders received after the deadline date will be charged at the regular rate. A purchase order or photocopy of a check are not considered valid forms of payment for securing advanced rate.
- 2. In the event that the totals are calculated incorrectly on the front of this form, Edlen reserves the right to make the necessary corrections and charge the corrected amount. Exhibitors will be notified by fax of any such corrections.
- 3. Outlet rates listed include bringing the services to one location at the rear of all in-line or peninsula booths. All services provided to island booths require labor and material for distribution. If floor plan showing main power location is not submitted prior to Edlen move-in date, Edlen will bring the main power to a convenient location at Edlen's discretion. Please refer to item #6.
- 4. Outlet rates listed *do not* include the connection of any equipment, special wiring, distribution of electrical services or labor. Distribution from the power source to all other locations in a booth space *regardless of booth type* requires labor and is performed on a time and material basis. Exhibitors are invited to contact the local Edlen office to discuss any additional costs that may be incurred.
- 5. A separate outlet must be ordered for each location where an electrical service is required. 5 amps or 500 watts is the minimum amount of power that can be ordered for any one location. Power must be ordered according to peak amperage ratings.
- 6. Labor rates are based on current wage scales and are subject to change in the event of a wage increase after rates have been published. A minimum charge of (1) hour labor will apply for all installation work. The removal of this work will be charged a minimum of 1/2 hour or 1/2 the total time of installation.
- 7. The cost of overhead quartz lights includes: rental of the light, 1/2 hr lift charge & 2 electricians 1/2 hr labor each to install, 1/2 hr lift charge & 2 electricians 1/2 hr labor each to remove. The lift and labor cost to focus these lights once is included, any additional request to focus will be done on a time & material basis.
- 8. Edlen employees are authorized to cut floor coverings when essential for installation of services unless otherwise directed.
- 9. Edlen is the exclusive provider of all material & equipment used in the distribution of temporary electrical services throughout the exhibit hall including the exhibitors booth space. This material is provided on a rental basis ONLY and remains the property of Edlen. It shall be removed only by Edlen employees.
- 10. Any extension cords or power strips ordered on the front of this form should be picked up at the service desk.
- 11. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors unless electrical services have been ordered through Edlen.
- 12. All equipment regardless of source of power, must comply with federal, state and local codes. Edlen reserves the right to inspect all electrical devices and connections to ensure compliance with all codes, for which labor charges can be incurred. Edlen is required to refuse connections where the Exhibitor wiring or equipment is not in accordance with electrical codes.
- 13. All electrical equipment must be properly tagged and wired with complete information as to the type of current , voltage, phase, cycle, horsepower, etc., required for operation.
- 14. All Exhibitor's cords must be a minimum of 14 gauge, 3 wire and grounded. Two (2) wire extension cords are not allowed. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized shall be grounded.
- 15. Payment in full must be rendered during the event. Exhibitors ARE NOT billed for services provided. Services may be interrupted if payment is not received.
- 16. Credit will not be given for services installed and not used. All orders are subject to a 25% cancellation fee if cancelled in writing & received by Edlen within 14 calendar days prior to show opening. Edlen will not refund overpayment, except sales tax, in amounts less than \$50.00 unless specifically requested in writing.
- 17. Claims will not be considered or adjustments made unless filed in writing by Exhibitor prior to the close of the event.
- 18. Exhibitor holds Edlen harmless for any and all losses of power beyond Edlen's control, including, but not limited to, losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty Exhibitor equipment or overloads caused by Exhibitor
- 19. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, Exhibitor will pay Edlen its attorney fees or applicable agency fees.
- 20. A service charge of 1.5% per month on any unpaid balances will be assessed starting 10 days after date of invoice. A \$25.00 service charge will be assessed for all returned checks and credit cards. Exhibitor agrees to reimburse Edlen for all applicable rental taxes.

COMMONLY ASKED QUESTION - WHERE WILL MY OUTLET BE LOCATED?

Outlets are located as depicted below for inline & peninsula booths. All other locations require labor on a time & material basis. Exhibitors with hard wall booths must make arrangements with Edlen to bring power inside the booth on a time and material basis.

