Motorsports 2009
January 16th & 17th 2009
Atlantic City, NJ
Show # 7399

ELECTRICAL SERVICE ORDER FORM

COPY FOR YOUR RECORDS

Atlantic City Convention Center
Your Northeast Business Address

ELECTRICAL

Full payment is required to process order. Return with 100% remittance to:
ACCC Electrical ● One Miss America Way ● Atlantic City, NJ 08401 USA ● Phone (609) 449-2291 ● Fax (609) 449-2464 FED ID#232511871

COMPANY | BOOTH NUMBER

ADDRESS | Street | city | state | zip | country

PHONE | FAX | PURCHASE ORDER NUMBER

AUTHORIZED CONTACT SIGNATURE | AUTHORIZED CONTACT ● *PLEASE PRINT* | DATE

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS **EXPIRATION DATE**

ACCOUNT NUMBER

CARDHOLDER SIGNATURE ✕ | CARDHOLDER'S NAME ● *PLEASE PRINT*

ADVANCE RATE DEADLINE DATE: January 5th 2009

By signing and delivering this form to ACCC Electrical, customer agrees to all terms and conditions printed on this form.
We do not accept orders without payment.

QUANTITY NON-24 HR	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
120 V LIGHTING & UTILITY OUTLETS				
	Up to 1000 watts	$ 114.00	$ 170.00	
	Up to 2000 watts	$ 145.00	$ 216.00	
208V 1ø MOTOR AND EQUIPMENT OUTLETS Maximum of one (1) Connection per outlet *All 208V connections require labor which will be billed at show.*				
	20 Amp	$ 306.00	$ 459.00	
	30 Amp	$ 371.00	$ 560.00	
	60 Amp	$ 649.00	$ 974.00	
	100 Amp	$ 805.00	$ 1209.00	
	200 Amp	$ 1265.00	$1897.00	
208V 3ø MOTOR AND EQUIPMENT OUTLETS Maximum of one (1) Connection per outlet				
	20 Amp	$ 378.00	$ 567.00	
	30 Amp	$ 443.00	$ 665.00	
	60 Amp	$ 711.00	$ 1066.00	
	100 Amp	$ 853.00	$ 1279.00	
	200 Amp	$ 1495.00	$ 2242.00	
TRANSFORMER(S) Circle Outlets Requiring Boost				
	Boosts 208V to 230V	$ 160.00	$ 220.00	
480V 3ø MOTOR AND EQUIPMENT OUTLETS *All 480V connections require labor which will be billed at show.*				
	30 Amp	$ 829.00	$ 1243.00	
	60 Amp	$ 1066.00	$ 1560.00	
FLOOD LIGHTS				
Price includes outlet and labor (for track and flood lights only.) Placement of floodlights is at the front corner(s) of your in-line booth.				
Any other location(s) or installation time will require an additional labor charge.				
	120 Watt	$ 99.00	$ 148.00	
	Dbl 120 Watt	$ 129.00	$ 194.00	
	250 Watt Krypton	$ 134.00	$ 201.00	
	Overhead Quartz*	$ 340.00	$ 510.00	
TRACK LIGHTS ***Not available in all locations on the show floor.***				
	4' Track w/3 Lights	$ 154.00	$ 232.00	$
	Add'l 50 Watt Halogen	$ 41.00	$ 64.00	

1. SUB TOTAL	$
2. SALES TAX 7%	$
3. PAYMENT ENCLOSED	$

***REQUIRES LABOR AND/OR LIFT AT ADDITIONAL CHARGE NOT AVAILABLE AT SOME LOCATIONS.**
FLOOR PLAN IS REQUIRED FOR QUARTZ LIGHTS.

Important information on reverse side.

ALL CONNECTION AND LABOR RATES SUBJECT TO CHANGE.

ACCCE is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your equipment. All electrical installations and connections to all electrical service should be made by an ACCCE electrician. ACCCE 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 person caused by the installation, connection or plugging in of any electrical outlet by an ACCCE electrician.

IMPORTANT

- 24-hour Power & Dedicated Circuits will be double the listed price. Please double rates. Use * to indicate 24-HR outlet(s).
- To receive the advance rate, we must receive your order, along with payment in full or credit card authorization, on or before deadline date. All other orders will be charged at the regular rate.
- No credits will be issued on unused outlets or lights installed as ordered. Claims regarding services provided by ACCCE can not be considered unless filed by the exhibitor prior to the close of show. Cancellations must be faxed to our office three days prior to show move in. There will be a 25% surcharge on all cancellations.
- Electricity will be turned on within 30 minutes of show opening and off within 30 minutes after show closing.

ELECTRICAL LABOR

- **Labor rates are subject to labor contract effective at time of show.**
- Labor before 8:00am and after 4:30pm and Saturdays, Sundays and holidays will be at the overtime rate.
- Electricity Labor Rates: $105.60 per hour Regular Time, $211.20 per hour Overtime. Labor is billed in half-hour increments with a minimum of one hour. Dismantle labor is half that of the total installation labor. Overtime labor will be charged for shows closing @ 2pm.
- Forklift Rates: prevailing labor rates (one hour minimum) plus $250.00 forklift rental.
- Starting time can only be guaranteed when labor is requested for the start of the working day at 8:00am. The minimum charge per booth is one hour for installation and one-half (1/2) hour for dismantle. Time will commence per exhibitor's request. Failure to start labor at requested time will result in a one hour charge per electrician requested, unless 24-hour advance notice is provided in writing.

Supervision is required on larger or Island booths.

OUTLET LOCATION & DISTRIBUTION

- All 110 volt electrical outlets will be installed on the floor at the draped backwall of inline and peninsula booths.
- All 110 volt electrical outlets for island booths will be set at one main location on the perimeter of the booth at our discretion if no floor plan provided. Labor is necessary in all Island booths.
- Any additional power locations are chargeable on a time and material basis.
- Distribution and connection of outlets are chargeable on a time and material basis.

Please call regarding placement of 208 volt outlets.
All services larger than 100 amps may be subject to an additional labor charge.

ACCC ELECTRICAL JURISDICTION
(Requires labor and/or material)

- All under-carpet distribution of electrical wiring.
- All distribution, light hanging or general labor in any space larger that 200 sq. ft.
- All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, twisted pair, etc., and the distribution of same from product to booth and from booth to booth.
- All connections requiring 208 volts and above.
- All motor and equipment hook-ups requiring hard wiring connections.
- Installation and/or repair of electrical fixtures.
- Installation of all computers.
- Installation of electrical motors and electrical apparatus to be energized.
- All electrical signs and headers.
- Labor is required to inspect equipment pre-wired to plug into our system.
- Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.

Rigging: Please call for quote.

LABOR REQUEST FOR ELECTRICAL DISTRIBUTION:

Date: _____ Time: _____
This Labor order will not be processed until we receive a completed electrical order, credit card authorization, and or floor plan. Please indicate neighboring booth and aisle numbers.

☐ DO NOT Proceed – Exhibitor Will Call For Labor
☐ OK to Proceed Without Supervision – Per Attached Floor Plan

METHOD OF PAYMENT

☐ Check Enclosed: No: _____ ☐ Credit Card *Provide Information Above*
Your credit card authorization is required for labor and material charges. For your convenience we will also charge the card for any additional amounts incurred as a result of showsite orders placed by you or your representative.

ELECTRICAL CODE

Electrical requirements for an exhibit at all convention facilities are for the safety of all exhibitors and are based on national electrical codes and local ordinances.
Too frequently, fires have been traceable to faulty wiring, sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.
In the interest of public safety, exhibits at all convention facilities may be inspected to determine if any violations exist. If they are found, qualified electricians are available to correct the problem. This work will be performed on a time and material basis.
If the exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected.
If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to convention facilities.
Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth.
For the safety of you and the public, remember these points:

- All wiring must have a 3-wire grounded cord with a minimum of #14 gauge.
- Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which can be affected by heat.
- The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of 2-wire clamp on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities. **Please leave all 2-wire cords at home!**

USE TIMESAVING WIRING METHODS AND DISTRIBUTION SYSTEM

Whenever possible, in conformance with the electrical code, use multiconductor interconnecting cables with approved quick-connect plugs or fittings. Here is a list of the plugs that match our equipment receptacles:

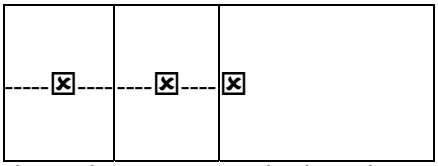
- **15 amp 120 volt: Standard U-ground cord cap**
- **20 amp 208 volt 1ø or 3 ø:Leviton 3521-C non nema**
- **30 amp 208 volt 1ø or 3 ø:Leviton 3521-C non nema**
- **60 amp 208 volt 1Ø or 3Ø: Daniel Woodhead Trade Show Plug Y560P**
- **100 amp 208 Volt 1Ø or 3Ø: Litton Veam Trade Show Plug CIRO1GRH**

Exhibitors who require many standard outlets may wish to incorporate a power distribution system into their booth. Please contact our staff if you need more information. Initial hook up to distribution system and all distribution from system both 208 and 110 volt to be done by our staff.

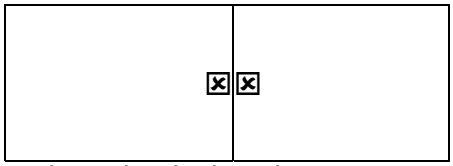
COMMONLY ASKED QUESTIONS

Where will my outlet be located?

There are four different types of trade show booths: Line booths, Peninsula Booths, Back-to-Back Peninsula Booths, and island booths. Each type of booth has its own standard methods of installation. In the following diagrams, the symbol ☒ represents the approximate location of power outlets.



Line Booths **Peninsula Booths**



Back-to-Back Peninsula Booths

Island Booths

Line Booths, Peninsula Booths, or Back-to-Back Peninsula Booths **:** Your pre-ordered electrical outlet will be installed at the rear of your booth, at the drape line.

Island Booths **: Your electrical outlet will be placed on the perimeter at one location at our discretion if no floorplan is submitted. Multiple outlet locations will be charged on a labor and material basis. All other distribution will be done on a time and material basis. ALL POWER IN THIS FACILITY ORIGINATES IN THE FLOOR. IF AN OVERHEAD DROP IS SPECIFICALLY REQUESTED, THERE WILL BE ADDITIONAL CHARGES FOR THE LABOR, LIFT, AND CABLE REQUIRED TO RUN THE OVERHEAD CONNECTION.**

How much power will I need?

Calculate your lighting needs by adding wattage in each location. For other equipment, read the ratings from the metal plates attached to each unit.

120 Volt Single Phase
50 Cycle
1000 Watts

230 Volts
30 Amps
3 Phase