



# ELECTRICAL SERVICE ORDER

SMG-ONTARIO CONVENTION CENTER  
 2000 E. Convention Center Way, Ontario, CA 91764  
 TEL (909) 937-3068 | FAX (909) 937-3850  
 servicedesk@ontariocc.org | www.ontariocc.org

Exhibitor No/Booth: \_\_\_\_\_  
 Notes: \_\_\_\_\_

Company Name:		Booth No.	Show Name: (Required)	
Exhibitor Name:			Show Dates:	
Billing Address for Credit Card			City, State	Zip Code for Credit Card:
Name on Credit Card		Company Contact:		Phone:
Want Payment Receipt	YES	NO	Fax:	Email:
Payment Type: VISA M/C AMEX CHECK		Amount:	Check Number:	
Credit Card No.:	Expiration Date:	Signature:	Print Name:	

For your convenience, we will use this authorization to charge your credit card for any additional amounts incurred. The Ontario Convention Center accepts payments in US dollars on a US Bank or a credit card (VISA, M/C, AMEX). **Make your checks payable to SMG-Ontario Convention Center/ ATT:Electrical Department.** Please mail your order with the payment to the address listed above or you may fax this form with your credit card payment. Installation hardwires are due 72 hours prior to show opening. Cancellations are accepted up to 72 hours prior to move-in. No refunds. **Checks accepted 2 weeks in advance only. Prices are subject to change.**

WATTS	Standard	QTY.	Total	Configuration	Standard	QTY.	Total
500	\$106.00	<input type="text"/>	= <input type="text"/>	Surge Protector rental	\$41.00	<input type="text"/>	= <input type="text"/>
1000	\$153.00	<input type="text"/>	= <input type="text"/>	Extension Cord rental	\$31.00	<input type="text"/>	= <input type="text"/>
2000	\$177.00	<input type="text"/>	= <input type="text"/>	20A & 30A, 5-pin hubble, twist-lock connector rental (deposit required)		<input type="text"/>	= <input type="text"/>

If you exceed the amount of power ordered, there will be a labor charge to re-set breakers. A separate outlet must be ordered for each location.  
**Booths sharing electrical power is prohibited.**

120 Volt Service		208/480 Volt Service: *208/ 480/ and 4/0 - Cable Rental will have a labor fee requirement (see page 2)							
AMPS	120 Volt. QTY.	208 Volt 1 Phase QTY.	208 Volt 3 Phase QTY.	480 Volt 3 Phase QTY.	4/0 - Cable Rental with camlocks QTY.	Standard Rate + Labor		TOTAL	
20	\$214	\$284	\$387	\$688	\$350			\$	
30		\$355	\$496	\$863	Service Desk will add any and all rental fee's plus any labor charges.			\$	
60		\$565	\$885	\$1,821				\$	
100		\$850	\$1,380	\$2,519				\$	
200		\$1,593	\$2,632					\$	
300		\$2,336	\$3,884					\$	
400		\$3,187	\$5,264				\$		
								Sub Total	\$
								Add 25%	\$
								Add 25%	\$
								Labor Fee	\$
								Deposit	\$
								<b>GRAND TOTAL</b>	\$

If 24 hour electrical service is required add 25% to electric total (Overnight power will automatically be billed)  
 Add 25% for horsepower requirements. See HP to AMPS Conversion Table on back of contract.....  
 If hard-wiring is required then labor must be added (contact OCC) \_\_\_\_\_ hours @ \$\_\_\_\_\_/hr.....  
 Mon. - Fri. (8-5) at \$75.00/hr. and Sat., Sun & holidays at \$150.00/hour (one hour minimum)  
 Equipment deposit (required for all equipment on loan at \$150).....

**Payment-in-full is required with your order. Electrical service will not be provided nor this form processed until payment is received.  
 Payments not received 21 days prior to the move-in date will be billed at the standard rate. Federal Tax I.D. #23-2511871.**

For other requirements, contact the OCC-Service Desk at (909) 937-3068 or via E-mail at servicedesk@ontariocc.org

Customer Acceptance of Terms and Conditions

Required Signature		Date
Logged:	Processed Date:	Processed by:

## GENERAL TERMS AND CONDITIONS

- Exhibit booths will be audited at the show site and any additional service used will be added to the final bill at the floor price. Cancellations will be accepted until 72 hours prior to move-in.
- Rates include bringing service to the rear of standard booth or to the nearest floorport inside an island booth.
- traight time labor for an electrician is \$75.00 per hour. There is a one (1) hour minimum charge.

