



# ELECTRICAL SERVICE ORDER

**ASM GLOBAL - ONTARIO CONVENTION CENTER**  
 2000 E. Convention Center Way, Ontario, CA 91764  
 Tel:(909) 937-3069 | Fax:(909) 937-3850  
 Email: servicedesk@ontariocc.org | 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:	
Email me credit card link to pay: <input type="checkbox"/> Email: _____				
Payment Type: VISA M/C AMEX CHECK		Amount:	Check Number:	
Credit Card #:		Expiration Date:	Signature (Required):	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 on a US Bank or a credit card (VISA, M/C, AMEX). **Make your checks payable to ASM Global-Ontario Convention Center/ ATT:Electrical Department.** Please mail your order with the payment to the address listed above or you may scan and email 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.**

## NOTE: POWER SHUTS DOWN NIGHTLY

BASIC

120 Volts Outlets \*One plug-in is a 500 Watt minimum to a 20 AMP maximum billable based upon draw of power.

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"/>

(One Plug Outlet)

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. **The discount rate applies only if this form is post-marked 21 Days prior to move-in date. The standard rate applies if this order is received within 21 days of the move-in date otherwise the standard rate will automatically be charged. Booths sharing electrical power is prohibited.**

EXTENSIVE

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.		208 Volt		208 Volt		480 Volt		4/0 - Cable Rental with camlocks		TOTAL
	Disc. Rate / Standard	QTY.	1 Phase	QTY.	3 Phase	QTY.	3 Phase	QTY.	Standard Rate + Labor	QTY.	
20	\$175/ \$214		\$232/ \$284		\$315/ \$387		\$555/ \$688		\$350		\$
30			\$289/ \$355		\$403/ \$496		\$776/ \$863		Service Desk will add any and all rental fee's plus any labor charges.		\$
60			\$457/ \$565		\$713/ \$885		\$1,461/ \$1,821				\$
100			\$684/ \$850		\$1,109/ \$1,380		\$2,021/ \$2,519				\$
200			\$1,291/ \$1,593		\$2,110/ \$2,632						\$
300			\$1,874/ \$2,336		\$3,112/ \$3,884						\$
400			\$2,554/ \$3,187		\$4,216/ \$5,264					\$	

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).....

**POWER PLACED IN BACK OF BOOTH**

Sub Total	\$
Add 25%	\$
Add 25%	\$
Labor Fee	\$
Deposit	\$
<b>GRAND TOTAL</b>	<b>\$</b>

### NOTE: CONFIRMATION OF PAYMENT CREATES SERVICE REQUEST!

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. The discount rate applies to processed orders that are 22 or more days from move-in. Federal Tax I.D. #23-2511871.

For other requirements, contact the OCC-Service Desk at (909) 937-3069 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.
- Straight time labor for an electrician is \$75.00 per hour. There is a one (1) hour minimum charge.