



MAKE REMITTANCE PAYABLE TO:

DILLARD'S ELECTRICAL SERVICES, INC.

3003 Brush Arbor Crossing, McDonough, GA 30252
Office: 678-432-1770 • Fax: 678-432-1771

ELECTRICAL SERVICE ORDER FORM

PAYMENT POLICY

Please remit 100% of rental charges for advance order prices. ADVANCE ORDERS MUST BE RECEIVED A MINIMUM OF FIVE (5) DAYS PRIOR TO EXHIBITORS OR GROUPS ARRIVAL FOR MOVE IN. CLAIMS WILL NOT BE CONSIDERED UNLESS FILED BY THE USER PRIOR TO CLOSE OF EXHIBITION OR FUNCTION.

ATTN: CONVENTION SERVICES DEPT.

CONDITIONS AND REGULATIONS:

- 1. WALLS, COLUMNS AND PERMANENT UTILITY OUTLETS AND / OR PUBLIC FUNCTION SPACE ARE NOT PART OF BOOTH SPACE AND ARE NOT TO BE USED BY EXHIBITORS OR IN-HOUSE GROUPS UNLESS SPECIFIED OTHERWISE.
2. UNDER NO CIRCUMSTANCES SHALL ANYONE OTHER THAN "DES ELECTRICIAN" MAKE ELECTRICAL CONNECTIONS.
3. All equipment regardless of source of power must comply with all federal, state and local safety codes.
4. Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs is prohibited.
5. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
6. All material and equipment furnished by DES for this service order shall remain DES property and shall be removed ONLY by DES at the close of the show.
7. All exhibitor's or group's cords must be of the 3 wire grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
8. Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connecting or special wiring.

SHOW GENERAL LOCATION OF OUTLETS IN BOOTH

REAR

LEFT

RIGHT

AISLE

STANDARD ELECTRICAL SERVICE AVAILABLE

- 120 Volt, A.C., single phase, 60 cycle
208 Volt, A.C., single phase, 60 cycle
208 Volt, A.C., 3 phase, 60 cycle

ELECTRICAL SERVICE CONNECTIONS: 120 Volt Outlets

Display Outlets - WATTS = VOLTS X AMPS

Table with columns: Quantity, Advance Order, Floor Order, AMOUNT. Rows include 0-500 Watts Outlet Duplex, 501-1000 Watts Outlet, and 1001-2000 Watts Outlet Quad Box.

DEDICATED COMPUTER OUTLETS:

Table with columns: Quantity, Advance Order, Floor Order. Row: 20 amp 120 Volt outlet Quad Box.

208 VOLT SINGLE & THREE PHASE CONNECTIONS:

Table with columns: Quantity, Advance Order, Floor Order. Rows include 20 amp 1 phase, 30 amp 1 phase, 20 amp 3 phase, 30 amp 3 phase, and 40-60 amp 3 phase outlets.

SPECIAL VOLTAGE AVAILABLE UPON REQUEST

LABOR FOR ELECTRICAL WORK & CONNECTIONS:

(Labor time will be charged a 1 hour increments. Minimum charge 1 hour.)

Table with columns: Service Description, Rate. Rows include Monday thru Friday 8:00 AM to 4:00 PM, Monday thru Friday 4:00 PM to 8:00 AM, and Saturday, Sunday and Holidays.

Add 50% for 24 Hour Service TOTAL

CREDIT CARD INFORMATION

VISA MASTERCARD AMERICAN EXPRESS

CARD #

EXP. DATE

PRINT NAME

SIGNATURE

Name of Convention Hotel or Facility Exhibit Set-Up Date

Firm Name Telephone No.

Address City State Zip

Authorized By Title Date BOOTH #