

# ELECTRICAL SERVICE ORDER FORM



**Georgia World Congress Center  
Georgia Dome**

285 Andrew Young International Blvd.

Atlanta, GA 30313

Engineering Dept.: Phone: (404) 223-4800 Fax: (404) 223-4813

**GWCC Event**

15% Discount Deadline  
(21 days before the 1st show date)

Order online @ [www.gwcc.com](http://www.gwcc.com)

Booth No. \_\_\_\_\_ Company Name \_\_\_\_\_  
 Telephone No. (\_\_\_\_) \_\_\_\_\_ Fax No. (\_\_\_\_) \_\_\_\_\_ E-mail: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Signature \_\_\_\_\_

ELECTRICAL					
120 Volt 1 Phase (single outlet)	Advanced Rate	Floor Rate	Qty	Overhead add 50%	Total
5 AMPS	\$116	\$139			
10 AMPS	\$154	\$185			
15 AMPS	\$176	\$211			
20 AMPS	\$204	\$245			
208 Volt 1 Phase (single outlet)	Advanced Rate	Floor Rate	Qty	Overhead add 50%	Total
20 AMPS	\$276	\$331			
30 AMPS	\$358	\$430			
40 AMPS	\$441	\$529			
50 AMPS	\$551	\$661			
60 AMPS	\$689	\$827			
80 AMPS	\$855	\$1,026			
100 AMPS	\$1,075	\$1,290			
150 AMPS	\$1,654	\$1,985			
200 AMPS	\$2,205	\$2,646			
208 Volt 3 Phase (No Receptacles; Direct tie-in)	Advanced Rate	Floor Rate	Qty	Overhead add 50%	Total
20 AMPS	\$468	\$562			
30 AMPS	\$634	\$761			
40 AMPS	\$799	\$959			
50 AMPS	\$909	\$1,091			
60 AMPS	\$1,103	\$1,324			
80 AMPS	\$1,489	\$1,787			
100 AMPS	\$1,820	\$2,184			
150 AMPS	\$2,867	\$3,440			
200 AMPS	\$3,528	\$4,234			
300 AMPS	\$5,063	\$6,076			
400 AMPS	\$6,201	\$7,441			
480 Volt 3 Phase (No Receptacle; Direct tie-in)	Advanced Rate	Floor Rate	Qty	Overhead add 50%	Total
20 AMPS	\$938	\$1,126			
30 AMPS	\$1,323	\$1,588			
40 AMPS	\$1,654	\$1,985			
50 AMPS	\$1,930	\$2,316			
60 AMPS	\$2,227	\$2,672			
80 AMPS	\$3,308	\$3,970			
100 AMPS	\$3,675	\$4,410			
150 AMPS	\$5,760	\$6,912			
200 AMPS	\$7,166	\$8,599			
300 AMPS	\$11,025	\$13,230			
400 AMPS	\$14,884	\$17,861			

SPECIAL SERVICES				
Item Name	Description	Rate	Qty	Total
Stanchion	2 flood lights attached to a pole with weighted base	\$114 ea		
Stem Lights	Light attached to flexible neck c-clamp	\$72 ea		
Par 64	1000 watt can light installed in the ceiling	\$316 ea		
Single Extension Cord	25-50 ft single receptacle extension cord	\$19 ea		
Quad Extension	4 Outlet receptacle box	\$24 ea		
Multi-outlet	Receptacle adapter	\$10 ea		
Distribution Panel	100A-200A Panel	\$250 ea		
Transformers				
<b>Call for Quote</b>				

**\*\*Additional on-site labor charges may apply.**

ELECTRICAL LABOR		
Sunday-Saturday (including holidays)		
Qty. of Hours	Hourly Rate	Total Labor
	\$66.00	

**NOTES:**

\*208v service or higher require a minimum of 1hr of labor.  
 \*For special routing of services, order a minimum of 1/2 hr labor.  
 \*Please see pg. 2 for "Important Conditions & Regulations".

**TOTAL for THIS ORDER=**

**Mailing or Faxing Order:  
SUBMIT DIAGRAM  
INCLUDING BOOTH  
ORIENTATION WITH ORDER**

Aisle/Booth

Aisle/Booth

Aisle/Booth

Ordering Methods
<b>MAIL ORDERS:</b> Mail to address listed above (NO DISCOUNT)
<b>FAX ORDERS:</b> ATTN: ENGINEERING @ 404-223-4813 (NO DISCOUNT)
<b>ONLINE ORDERS:</b> <a href="http://www.gwcc.com">www.gwcc.com</a> (15% discount applies to orders placed by deadline)

For Congress Center Use Only	
<p>_____ (Installation completed by) _____ (Date)</p> <p>Comments: _____                      _____                      _____</p>	<p>Adjusted Total: \$ _____                      Paid in Advance: \$ _____                      Paid on Show Site: \$ _____                      Balance/Credit: \$ _____</p> <p style="text-align: center;">_____ (Payment Received by)</p>

# ELECTRICAL SERVICE ORDER FORM

## SPECIAL REQUIREMENTS

POWER REQUIREMENTS ABOVE 400-AMPS, SPECIAL VOLTAGE and TRANSFORMERS ARE AVAILABLE - PRICES UPON REQUEST

## IMPORTANT CONDITIONS AND REGULATIONS

1. **TO QUALIFY FOR 15% DISCOUNT-Submit orders with payment online 21 calendar days prior to the FIRST OPEN SHOW DATE.**
2. Notification of cancellations **must be received in writing** a minimum of fourteen (14) calendar days prior to scheduled show opening date.
3. **PAYMENT IN FULL** is due at time services are ordered.
4. **Credit will not be given for electrical service installed and not used.**
5. Any complaint or claim must be brought to the Service Desk prior to the end of the event. The exhibitor shall maintain insurance as necessary to protect against loss or damage to equipment and property in accordance with Georgia World Congress Center/Georgia Dome license agreement.
6. All material and equipment furnished by Georgia World Congress Center/Georgia Dome for this service order shall remain the property of the Congress Center and Dome and shall be removed **ONLY** by house technicians at the close of show.
7. Unless otherwise directed, Georgia World Congress Center/Georgia Dome electricians are authorized to cut floor coverings to permit installation of services.
8. All equipment to be connected by Georgia World Congress Center/Georgia Dome must comply with NEC, federal, state and local codes.
9. Prices are based upon current wage rates and are subject to change without notice.
10. **Under no circumstances shall anyone other than a "house electrician" make electrical connections.** However; company engineers and technicians who are required to **assemble, diagnose, wire and service** allowed to execute work subject to approval of Georgia World Congress Center or Georgia Dome Engineering Department.
11. Wall outlets, columns and permanent building outlets are not are **not** to be obstructed at any time.
12. **All electrical cords and appurtenances must be supplied by the Georgia World Congress Center/Georgia Dome Engineering Department.**
13. Rates quoted cover routing of service to the rear of the booth in the most convenient manner. Special routing, connection of equipment and all other work will be charged on a time and material basis in addition to service rate.
14. All equipment shall be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
15. Electrical power for lights and displays will be turned on daily 1-hour prior to show opening time and off at show closing time.

### Questions regarding service should be directed to:

Georgia World Congress Center  
Engineering Department  
285 Andrew Young International Boulevard, NW  
Atlanta, GA 30313-1591 USA  
Telephone: 404.223.4800  
Fax: 404.223.4813

Georgia Dome  
Engineering Department  
One Georgia Dome Drive  
Atlanta, GA 30313-1591 USA  
Telephone: 404.223.8100  
Fax: 404.223.8111

# PAYMENT AUTHORIZATION FORM



**Georgia World Congress Center  
Georgia Dome**

285 Andrew Young International Blvd.  
Atlanta, GA 30313  
Engineering Department  
Telephone: (404) 223-4800 Fax: (404) 223-4813

[Show Name]

Order online @ [www.gwcc.com](http://www.gwcc.com)

Please complete the information requested below and return this form with your orders. You may choose to pay by credit card, check (made payable to Georgia World Congress Center) or bank wire transfer. We require your credit card authorization to be on file before we process your order(s) for service. We reserve the right to use this authorization to charge your credit card account for any unpaid balance due or for any additional amounts incurred as a result of show site orders placed by your representative.

## WIRE TRANSFER

In order to accurately process the transfer of funds from your account, please complete the following information and fax it along with a copy of the wire receipt to the fax number printed on the header of this page.

**NOTE: A service charge may be added for processing U. S./International wire transfers by your banking institution**

**The following information must be included on the bank copy of the wire transfer confirmation:**

<input checked="" type="checkbox"/> <b>Name of Event You Are Attending</b>	<input checked="" type="checkbox"/> <b>Banking Institution Information:</b>
<input checked="" type="checkbox"/> <b>Exhibiting Company Name</b>	<b>Bank Name:</b> Wachovia Bank
<input checked="" type="checkbox"/> <b>Booth Number</b>	<b>Address:</b> 191 Peachtree Street Atlanta, GA 30303
	<b>Please call for the following information:</b>
	Routing #                      Account #
	Account Type                 Swift Code

## CREDIT CARD INFORMATION

Type of Card:       AmEx       M/C       VISA       Discover Card       Diners Club

Credit Card #:       Expiration Date:

Billing Address: \_\_\_\_\_

City, ST, Zip: \_\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

## EXHIBITING COMPANY INFORMATION

Please complete the following information:

COMPANY NAME: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

COMPANY ADDRESS: \_\_\_\_\_ PHONE: (    ) \_\_\_\_\_ - \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_ FAX: (    ) \_\_\_\_\_ - \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_ EMAIL: \_\_\_\_\_