# SHOW TECH



# ELECTRICAL ORDER FORM

#### 9797 JASPER AVE., EDMONTON, AB T5J 1N9 P: 780.429.1162 F: 780.424.4715

	9797 JASPER A	VE., EDMON	TION, AB 15	J IN9	P: /	80.429.1162 F	: 780.424.4715			
SHOW:						DISCO	UNT PRICE			
JOB:	DATES:	ATES:				DEADLINE DATE:				
	4									
EX	HIBITOR INFORMA	TION					PAYME	NT DETAIL	.S	
BOOTH #:						UVISA	MasterCard		erican Expre	SS
COMPANY:							ayable to SHOW	FECH)		
ADDRESS:						CREDIT CARD	#::			
CITY:	_ PROV/STATE:	co	DE:		_					
E-MAIL:						EXHICI DATE.	//	001		
PHONE:	FAX:						CARD	HOLDER NAME		
CONTACT NAME:							CARDHO	LDER SIGNATU	2E	
						I AUTHOR	RIZE CHARGING ANY			IT CARD.
This is your official receipt/invoice. Price deadline date. SHOWTECH rea Electronic Funds/Wire Transfer Form.	serves the right to adjust o	ders not calcu	lated accurate	orders of	canno	ot be processed.	Company cheques v It Price deadline dat	will only be acc e. Bank transf	epted by the D ers please requ	liscount uest the
STANDARD		-70				CDECIAL				-
(POWER SUPPLIED AT BA	HOUSEHOLD OUTL		RED)		SPECIAL UNDERCARPET POWER PLACEMENT (BOOTH LAYOUT FORM IS REQUIRED)					1
QTY DESCRIPTION	DISCOUNT PRICE	REGULAR	AMOUNT	QT	Y	DESCI	RIPTION	DISCOUNT	REGULAR PRICE	AMOUNT
1500 WATT, 120 VOLT DU OUTLET (E1500)		\$165.00				500 WATT, 120 DUPLEX OUTLE		\$155.00	\$217.00	
24 HOUR, 1500 WATT, 120		\$217.00			Ľ		- T (L 13000)			
DUPLEX OUTLET (E15002	CE CONNECTIONS						OTHER S	FRVICES		
	VOLT, SINGLE PHASE				П	ELEPHONE SE				
			1			- Credit Card	# required for	\$240.00	\$336.00	
15 AMP, 120 VOLT, 1 PHA (CS120115)	SE \$232.00	\$325.00				deposit and charges.	l long distance	\$240.00	\$330.00	
20 AMP, 120 VOLT, 1 PHA (CS120120)	SE \$295.00	\$413.00					VICES (SIGN &		ur office for	
30 AMP, 120 VOLT, 1 PHA (CS120130)	SE \$420.00	\$588.00				BANNER HAN REMOVAL) (E			details 29.1162)	
	VOLT, THREE PHASE					MECHANICAL	SERVICES	Contact or	ur office for	
15 AMP, 208 VOLT, 3 PHA (CS208315)	SE \$324.00	\$454.00				(WATER, DRA NATURAL GAS			<sup>·</sup> details 29.1162)	
20 AMP, 208 VOLT, 3 PHA (CS208320)	SE \$453.00	\$634.00						•		
30 AMP, 208 VOLT, 3 PHA (CS208330)	SE \$639.00	\$895.00								
		SI	PECIAL REG	UIREN	MEN	ITS				
		SPECIAI	L REQUIREM	ENTS I	NFO	RMATION				
Building Voltage: 120-208 volt phasing. SHOWTECH can provide	de the correct connecto	r for your eq	uipment. It n	nay be i	nece	essary for SHOV	NTECH to place a			
depending on the service required. CONTACT SHOWTECH 3 WEEKS PRIOR TO MOV AMPS/WATTS/HP/KW VOLTAGE PHASE						N FOR QUOTAT	TIONS. QUOT	F	ΔΜΟ	DUNT
				-	-	<b>S</b>		-		
·	1		1						1	
		only					SU	B-TOTAL:	\$	

CHOWTECH office use only	+5% GST APPLICABLE ON ALL ITEMS:	\$
30001201	TOTAL AMOUNT PAYABLE - CANADIAN FUNDS:	\$
		GST #: R104060264

# SHOWTECH POWER & LIGHTING



## LIGHTING ORDER FORM

9797 JASPER AVE., EDMONTON, AB T5J 1N9 P: 780.429.1162 F: 780.424.4715

SHOW:		DISCOUNT PRICE	
JOB:	DATES:	DEADLINE DATE:	

EXHIBITOR INFORMATION	PAYMENT DETAILS							
ВООТН #:	UISA MasterCard American Express							
COMPANY:	Cheque (payable to SHOWTECH)  CREDIT CARD #::							
ADDRESS:								
CITY: PROV/STATE: CODE:	EXPIRY DATE: CODE:							
E-MAIL:								
PHONE: FAX:	CARDHOLDER NAME							
CONTACT NAME:								
	CARDHOLDER SIGNATURE I AUTHORIZE CHARGING ANY UNPAID BALANCE TO MY CREDIT CARD.							
PAYMENT INFORMATION <u>This is your official receipt/invoice</u> . Orders will only be accepted if paid in full. Incomplete orders cannot be processed. Company cheques will only be accepted by the Discount Price deadline date. SHOWTECH reserves the right to adjust orders not calculated accurately or received after the Discount Price								

deadline date. Bank transfers please request the Electronic Funds/Wire Transfer Form. Bank fees will be charged for this service.

All SHOWTECH rental lighting includes power to operate our lights. If you require power for other items in your booth (i.e. TVs, computers, displays, etc.) please place a separate order using the Electrical Order Form.

CEILING MOUNTED FIXTURES						SYSTEM & BOOTH LIGHTING (HARD WALL REQUIRED)				
QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	AMOUNT		QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	AMOUNT
	SOURCE 4 PAR FIXTURE (L575S4)	\$198.00	\$277.00				24 WATT LED BLACK ARM LIGHT FIXTURE (LLEDA)	\$91.00	\$127.00	
							200 WATT QUARTZ BLACK ARM LIGHT FIXTURE (L200B)	\$78.00	\$109.00	
							120 WATT ARM LIGHT FIXTURE (L150A)	\$68.00	\$95.00	
SYSTEM & BOOTH LIGHTING								CUTING		

SYSTEM & BOOTH LIGHTING (FASCIA OR HARD WALL REQUIRED)					FLOOR LIGHTING				
QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	AMOUNT	QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	AMOUNT
	3' TRACK COMPLETE WITH 3 – 24 WATT LED FIXTURES (LT3150)	\$153.00	\$214.00			2 – 24 WATT LED LIGHTS ON A 8' TELESCOPIC STAND (L2150)	\$71.00	\$99.00	

	SUB-TOTAL:	\$
augwrfch office use only	+5% GST APPLICABLE ON ALL ITEMS:	\$
SHOWLEGH	TOTAL AMOUNT PAYABLE - CANADIAN FUNDS:	\$
		GST #: R104060264

ONLINE ORDERS: PLEASE VISIT WWW.SHOWTECH.CA, CHOOSE THE "ONLINE ORDERING" TAB AND FOLLOW THE ON-SCREEN INSTRUCTIONS.

### SHOWTECH POWER & LIGHTING TERMS & CONDITIONS

#### **GENERAL:**

- 1. The Centre and/or its agents reserve the right to inspect any and all equipment and materials which an exhibitor may wish to have connected to the Centre's power sources and/or may wish to use while in the building.
- 2. Only an authorized SHOWTECH tradesperson is permitted to make a connection to any of the Centre's electrical or mechanical sources.
- No electrical/mechanical equipment shall be restarted after failure until a SHOWTECH tradesperson has found and corrected the cause of the malfunction.
- 4. All material and equipment supplied by SHOWTECH shall remain the property of the Company. The exhibitor shall be held responsible for loss of such materials as are associated with his/her booth, and shall compensate SHOWTECH in the event of loss or damage.
- 5. Customer Account information will not be disclosed to third parties.

#### SERVICE ORDER REQUEST AND PAYMENT:

- 6. Order forms must be received with full payment by the Discount Price deadline date to qualify for the Discount Price.
- 7. SHOWTECH conducts an installation audit of power supplied to all exhibits. Exhibitors using power not ordered on our order form will be required to pay On Site Pricing for electrical service to continue. Exhibitors exceeding power consumption ordered will be required to pay for additional consumption. Power may be disconnected pending receipt of full payment. A reconnection fee of \$40.00 will be required.
- Failure to provide all the necessary information requested on our order forms may result in a delay of service installation.
- 9. Out of country payments may be made by credit card, money order or bank transfer (there is an additional charge for this service).
- 10. Orders that do not include payment will be regarded as incomplete and will not be processed. Purchase orders are not considered payment.
- 11. On site orders MUST be paid by valid credit card or cash. Cheques will only be accepted if accompanied by a valid credit card number and signature.
- 12. Additional and/or special electrical/mechanical services are available on request and shall be supplied at an hourly rate charged for labour plus the cost of material used. Rates quoted by SHOWTECH are in Canadian funds and include installation, service while in use, and removal.
- 13. REFUNDS/CANCELLATIONS:
  - a. If services have already been provided at the time of cancellation, original charges will apply.
  - b. No refunds on unused outlets or lights installed as ordered.
  - c. Refunds will not be considered unless the Exhibitor has notified a SHOWTECH representative of any problem with our service or product on site prior to show close.
  - d. No refund on services that require advance planning i.e. special electrical circuits, transformers, special lighting and non-electrical items.
  - e. Full refund will be issued on items listed from our order forms if we receive a cancellation notice in writing <u>on or before</u> the Discount Price deadline date.
  - f. A 50% refund will be issued on listed items from our order forms if we receive a cancellation notice in writing <u>after</u> the Discount Price deadline date.
- 14. Third Party Order (Exhibitor Appointed Contractors). It is understood and agreed that the exhibiting firm is ultimately responsible for payment of services. In the event that the named third party E.A.C. does not pay amount owing by the move-in time, charges will revert to the exhibiting company.

#### ELECTRICAL:

- 15. In-line and peninsula outlets are installed at the back of booth. If you require outlets elsewhere, extension cords will be available at SHOWTECH'S service area for a nominal charge. There will be a surcharge for outlets/feeders fed under carpets (see Electrical Order Form).
- 16. Island booth outlets will be placed in one main location per exhibitor's floor plan. If a plan is not provided, the outlets will be installed at our discretion.
- 17. All electrical power is turned off approximately 1 hour after show closes and turned on approximately 1 hour prior to show opening. If you require power on a 24-hour basis, please indicate this requirement in the space provided on the Electrical Order Form.
- 18. Wall, column and permanent building receptacles are not part of the booth space. Exhibitors utilizing these receptacles will be charged for their use.
- 19. Sharing power from an adjoining booth is not permitted.
- 20. All electrical connections, installation, motor connections or any electrical operating equipment must conform to all Canadian Standards Association requirements and the Canadian Electrical Code. The use of two wire ungrounded extension cords are prohibited. Extension cords must be 3-wire grounded cords, minimum of #14 gauge wire.
- 21. All electrical equipment must have a nameplate attached showing the operating voltage, phase, hertz, ampere/wattage/horsepower/kilowatts and full load current and CSA or Electrical Safety Authority approval sticker.
- 22. SHOWTECH is not responsible for damages or expenses incurred due to power surges, spikes or loss of power. Exhibitors are encouraged to supply their own surge protection equipment.
- 23. A Ground Fault Circuit Interrupter (GFI) must protect all 120 volt electrical equipment and devices within 6 feet of a water/liquid source. It is the exhibitor's responsibility to supply their own GFI.

#### ELECTRICAL SAFETY REGULATIONS:

It is a requirement of the Electrical Safety Code that any equipment being displayed, offered for sale or used in any show, convention, or similar exhibition MUST BE APPROVED by ESA. Without this approval, SHOWTECH cannot provide electrical services. For further information, contact the Electrical Safety Authority – www.esa-safe.com click on "Electrical Product Safety", then "Product Approval Requirements or call 877.372.7233.

#### MECHANICAL:

24. All mechanical equipment shall have a nameplate attached thereto showing approval by the applicable Provincial Authority.

- 25. All installations and connections to be made to the Centre's sources of natural gas, compressed air, water and all connections to drains, must be made by an authorized SHOWTECH tradesperson.
- 26. Mechanical services are only turned on during Show Hours.
- 27. It is the responsibility of the Exhibitor to ensure that all pollutants, hazardous wastes, contaminated water etc. is disposed of by a Government Licensed firm for the appropriate waste product.