

Exhibitor Request Form

EXHIBITOR INFORMATION:

Name of Event: BIA Home Show	Booking #10585	Event Date: 2/22-2/23
Exhibiting Company:	Website:	
Address:	Phone:	
City:	State:	Zip:
E-mail:	Fax:	
Authorized Contact (Print Name):	Title:	
Contact Person On-Site:	Booth Number:	

Advance price orders must be received by: 02/08/2019

Electrical Service Requests	Qty	Advance Rate	Standard Rate	Total
120 VAC (Single Outlet)	5 AMP (Up to 500 W)	\$55	\$71.50	
	10 AMP (Up to 1000 W)	\$70	\$91	
	20 AMP (Up to 2000 W)	\$100	\$130	
208 VAC, 1 Phase	30 AMP (Up to 4900 W)	\$150	\$195	
	60 AMP (Up to 10000 W)	\$200	\$260	
208 VAC, 3 Phase	30 AMP (Up to 8600 W)	\$225	\$292.50	
	60 AMP (Up to 17200 W)	\$300	\$390	
	100 AMP (Up to 28800 W)	\$400	\$520	
Other (Please Specify)				

All amperage requests are subject to verification upon arrival and installation.
Standard rate charges will be assessed if consumption exceeds exhibitor's initial electrical request.

Electrical Supplies & Labor Requests	Qty	Advance Rate	Standard Rate	Total
Extension Cord (Single Outlet)		\$10	\$13	
Multi-Tap (3 Outlets)		\$10	\$13	
Power Strip (Multi Outlet w/ Circuit Breaker)		\$15	\$19.50	
Hang Banner	__ hrs.	\$50	\$65	
Rigging	__ hrs.	\$50	\$65	
Forklift	__ hrs.	\$40	\$52	

Utilities	Qty	Advance Rate	Standard Rate	Total
Wired Internet Line		\$100	\$30	
Credit Card Line (programmed to dial 9)		\$100	\$130	
Water Usage Indoor/Outdoor	__ Per Day	\$75/\$125	\$97.50/\$162.50	

COOKING OR HEAT PRODUCING DEVICES: Approval & permits to operate any heat-producing device inside the ECCC must be obtained at least 14 days prior to event dates. Complete & sign the attached "Cooking and Heat Producing Devices" form ONLY if you intend to do any cooking or heating activities within your exhibit space.
 Check here if you require overnight electricity in your booth.

Total for All Services: \$ _____

This rate is not inclusive of local tax. Please add a 6.5% tax to your order.

Name on Card:	Billing Zip Code:
Card Number:	Exp. Date: Sec. Code:
Cardholder's Signature:	Date:

I certify that I am authorized to use this credit card for payment of total for all services above.
 If paying by credit card, fax completed electrical request form to **Events Department #850-609-5095** or email a scanned version to exhibitor@co.okaloosa.fl.us. Otherwise mail check and forms to below address.
 Cancellation Policy: Items cancelled after order is placed will be charged 50% of original price.
 Items cancelled after installation will be charged 100% of original price.