



Emerald Coast Conference Center

1250 Miracle Strip Parkway SE □ Ft Walton Beach □ FL □ 32548

Electrical Order Form

EXHIBITOR INFORMATION:

Name of Event: _____ Event Date: _____
 Exhibiting Company: _____ Booth Number: _____
 Address: _____ Phone: _____
 E-mail: _____ Fax: _____
 Authorized Contact (Print Name): _____ Title: _____
 Authorized Contact Signature: _____
 Contact Person On-Site: _____

Advance-Price Orders: Must be received with full payment 14 days prior to installation date.

Electrical Service Options		Qty	Advance Rate	Standard Rate	Total
120 VAC	5 AMP (Up to 500 W)		\$25.00	\$35.00	
	10 AMP (Up to 1000 W)		\$35.00	\$45.00	
	20 AMP (Up to 2000 W)		\$45.00	\$65.00	
208 VAC, 1 Phase	30 AMP (Up to 4900 W)		\$70.00	\$90.00	
	60 AMP (Up to 10000 W)		\$125.00	\$175.00	
208 VAC, 3 Phase	30 AMP (Up to 8600 W)		\$110.00	\$145.00	
	60 AMP (Up to 17200 W)		\$215.00	\$290.00	
	100 AMP (Up to 28800 W)		\$340.00	\$450.00	
Other (Please Specify)					

All amperage requests are subject to verification upon arrival. If requesting 208 VAC, call an Event Staffing Services Representative at 850-609-3800 to discuss specific requirements.

Additional Services	Qty	Table Size	Rate	Total
8 ft. x 30" Table or 5 ft. x 30" Table			\$10.00	
Add White Linen & Black Skirting to any Table			\$25.00	
Extension Cord (Single Outlet)			\$10.00	
Power Strip (Multi Outlet)			\$15.00	

Electrical Labor Rates	Hours	Rate	Total
Straight Time (1 hour min.) Mon. – Fri. 8 am - 5 pm		\$35.00	
Overtime (1 hour min.) After 5 pm, Sat - Sun, & Holidays		\$70.00	

COOKING OR HEAT PRODUCING DEVICES:

Approval and permits to operate any heat-producing device inside the Emerald Coast Conference Center must be obtained at least 14 days prior to event/show dates. Complete and sign the attached "Cooking and Heat Producing Devices" form ONLY if you intend to use any cooking or heat producing devices or activities within your exhibit space.

Total For All Services: _____
 6 % Sales Tax: _____
 Balance Due: _____

CREDIT CARD AUTHORIZATION (Print and Sign)

Name on Card: _____ Card Zip Code: _____
 Card Number: _____ Exp. Date: _____
 I certify that I am authorized to use this credit card for payment of Balance Due above:
 Cardholder's Signature: _____ Date: _____

**If paying by credit card, fax completed electrical request form to Event Staffing Services #850-609-5095.
 Otherwise mail check and forms to 1250 Miracle Strip Pkwy SE, Ft. Walton Beach, FL 32548**

*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.*

Emerald Coast Conference Center
 Telephone 850-609-3800 □ Facsimile 850-609-5095