



|          |  |             |  |
|----------|--|-------------|--|
| SHOW:    |  | BOOTH #     |  |
| COMPANY: |  | BOOTH SIZE: |  |

**Order Online at [www.MeetAC.com](http://www.MeetAC.com)**  
**Deadline for advance rate is 15 days prior to show opening**

### ELECTRICAL SERVICE ORDER FORM

| QTY NON-24 HR                                      | DESCRIPTION        | ADVANCE RATE | REGULAR RATE        | TOTAL |
|--|--------------------|--------------|---------------------|-------|
| <b>120V LIGHTING &amp; UTILITY OUTLETS</b>         |                    |              |                     |       |
|  | Up to 1000 watts   | \$140.00     | \$200.00            |       |
|  | Up to 2000 watts   | \$160.00     | \$240.00            |       |
| <b>208V 1Ø MOTOR AND EQUIPMENT OUTLETS</b>         |                    |              |                     |       |
|  | 20 Amp             | \$320.00     | \$480.00            |       |
|  | 30 Amp             | \$390.00     | \$585.00            |       |
|  | 60 Amp             | \$680.00     | \$1020.00           |       |
|  | 100 Amp            | \$845.00     | \$1270.00           |       |
|  | 200 Amp            | \$1320.00    | \$1990.00           |       |
| <b>208V 3Ø MOTOR AND EQUIPMENT OUTLETS</b>         |                    |              |                     |       |
|  | 20 Amp             | \$395.00     | \$590.00            |       |
|  | 30 Amp             | \$465.00     | \$690.00            |       |
|  | 60 Amp             | \$745.00     | \$1100.00           |       |
|  | 100 Amp            | \$895.00     | \$1300.00           |       |
|  | 200 Amp            | \$1550.00    | \$1950.00           |       |
| <b>LIGHTS</b>                                      |                    |              |                     |       |
|  | Stem Lights        | \$100.00     | \$130.00            |       |
|  | Single 120 W Flood | \$105.00     | \$150.00            |       |
|  | Double 120 W Flood | \$135.00     | \$205.00            |       |
|  | Overhead Quartz    | \$355.00     | \$540.00            |       |
| Specialty Lighting Available.<br>Call for details. |                    |              | 1. SUB TOTAL        | \$    |
|  |                    |              | 2. SALES TAX 6.625% | \$    |
|  |                    |              | 3. TOTAL            | \$    |

**Atlantic City Convention Center**  
 1 Convention Boulevard  
 Atlantic City, NJ 08401  
 Phone: 609-449-2291  
 Fax: 609-449-2464

#### 120 V CONNECTIONS

- Two outlets per connection.
- If you require 24 hour power please note with an (\*). Please add 50% to the total.

#### 208 V CONNECTIONS

- Requires labor. Please submit a floor plan indicating location in booth.
- Maximum of one connection per outlet.
- Please call for 480 V connections.

#### LIGHTS

- Price includes outlet and labor.
- Placement of floodlights is at the front corner(s) of your in-line booth.
- Any other location(s) or installation time may require an additional labor charge.

**BY RETURNING THIS FORM  
 CUSTOMER AGREES TO ALL  
 TERMS AND CONDITIONS.  
 (See terms and conditions.)**

### VACUUMING SERVICE ORDER FORM

All Rates are based on the total square footage of your exhibit space (100 sq. ft. minimum)

|  |  |                                 |                                 |
|--|--|---------------------------------|---------------------------------|
| ONE TIME _____   | Vacuum carpet before initial opening of event                      | <b>Advance Rate 30¢/sq. ft.</b> | <b>Regular Rate 42¢/sq. ft.</b> |
| DAILY _____  | Vacuum carpet before initial opening of event and daily thereafter | <b>Advance Rate 25¢/sq. ft.</b> | <b>Regular Rate 37¢/sq. ft.</b> |
| Exhibit Space _____ ft. (x) _____ ft. = _____ sq. ft. (x) days _____ (x) \$ _____ + Tax (6.625%) _____ = <b>TOTAL \$</b> _____ |  |                                 |                                 |

### PORTER SERVICE ORDER FORM

|   |                            |  |                                     |
|---|----------------------------|--|-------------------------------------|
| Empty wastebasket, tidy and spot clean exhibit space at two hour intervals during show hours. |                            | <b>Advance Rate \$99.00</b>                          | <b>Regular Rate \$140.00</b>        |
| Please check preference:  | ONE TIME _____ DAILY _____ |  |                                     |
| Specify Day: _____  | Date: _____                | Porter Service: _____ days (x) amt. per day \$ _____ | +Tax(6.625%)= <b>TOTAL \$</b> _____ |

|                         |                                  |
|-------------------------|----------------------------------|
| Company Name _____      | Phone Number _____               |
| Credit Card # _____     | Exp.Date _____ Sec. Code _____   |
| Billing Address _____   | City _____ State _____ Zip _____ |
| Card Holders Name _____ | Card Holders Signature _____     |
| Contact Name _____      | Email _____                      |

## ELECTRICAL TERMS AND CONDITIONS

- All equipment, regardless of source of power, must comply with National Electrical Code, all Federal, State and local safety codes.
- The use of clip-on sign sockets, latex or lamp cord wire in displays, or the use of 2-wire clamp on fixtures, is prohibited by order of fire prevention bureaus at trade shows and conventions.
- Permanent building electrical outlets are not a part of booth space and are not to be used by exhibitors unless specified otherwise.
- All material and equipment furnished by the Convention Center for this service order shall remain the property of the Atlantic City Convention Center and shall be removed only by the Convention Center Electricians at the close of the show. Any material removed by exhibitors will be added to the invoice and billed to the card on file.
- Unless otherwise directed, Convention Center Electricians are authorized to cut floor coverings to permit installation of service.
- All wiring must have 3-wire grounded cord with a minimum of #14 gauge. Zip cords or two-wire cords are ungrounded and could result in safety hazards. Their use is forbidden in all convention facilities.
- The Atlantic City Convention Center reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by Convention Center.
- Tipping is not permitted. Any requests from personnel for gratuities should be immediately reported to Atlantic City Convention Center Management.
- No credits will be issued on unused services installed as ordered.
- Disputes will not be considered unless filed by the exhibitor prior to close of show.

## ELECTRICAL LABOR RULES AND RATES FOR OUTLET DISTRIBUTION AND CONNECTION

- Labor rates are subject to labor contract effective at time of show.
- Straight time labor will be charged for installation services provided Monday through Friday 8:00am-4:30pm. All other hours will be billed at overtime rates.
- Electrical Labor Rates: \$110.00 per hour - Regular Time / \$220.00 per hour - Overtime. Labor is billed in half-hour increments with a minimum of one hour.
- Dismantle labor is half that of total installation time. This service will be billed at the tear out rate of \$163.00 per hour. Shows closing on Sundays and Holidays will be billed at overtime rates.
- Forklift Rates: prevailing labor rates (one hour minimum) plus \$275.00 lift rental.
- Boom Lift Rental: Prevailing Labor Rates (one hour minimum) plus \$500.00 lift rental.
- Starting time can only be guaranteed when labor is requested for the start of the work day at 8:00am. The minimum charge per booth is one hour for installation and one-half (1/2) hour for dismantle. Time will commence per exhibitor's request. Failure to start labor at requested time will result in a one hour charge per electrician requested, unless 24-hour advance notice is provided in writing.

## OUTLET LOCATION & DISTRIBUTION

- All 110 volt electrical outlets will be installed on the floor at the draped back wall of In-Line and Peninsula Booths unless otherwise ordered by the exhibitor.
- All 110 volt electrical outlets for Island Booths will be set at one main location on the perimeter of the booth at our discretion if no floor plan provided.
- Any additional power locations are chargeable on a time and material basis.
- All services larger than 100 amps may be subject to an additional labor charge.
- All overhead services will require lift, labor and materials. Call for quote.

## ACCC ELECTRICAL JURISDICTION

(Requires labor and/or material)

- All under-carpet distribution of electrical wiring.
- All power distribution, light hanging or general labor in any space larger than 200 sq. ft.
- All facility overhead distribution of electrical wiring, including HDMI cable, fiber optics, twisted pair, etc. The distribution of same from product to booth and from booth to booth.
- All connections requiring 208 volts and above.
- All motor and equipment hook-ups requiring hard wired connections.
- Installation and/or repair of electrical fixtures.
- Installation of all computers.
- All electrical signs, headers and monitors.
- Labor is required to inspect pre-wired equipment plugged into our system.

