



1921 Bellamah NW
 Albuquerque, NM 87104
 t. 505.243.9889
 f. 505.243.8197
 www.cssabq.com

email us @
 esr@cssabq.com

ELECTRICAL ORDER FORM

CONVENTION SERVICES OF THE SOUTHWEST, INC.

Event Name: Interweave Bead Fest 2011	Advance Payment Deadline: Thursday, March 3, 2011	Booth #(s):
Exhibitor Name:	Telephone #:	
Billing Address:	Fax #:	
City/State/Zip:	E-mail address:	
Authorized by:		

STANDARD ELECTRICAL CONNECTIONS – 120 VOLT

Quantity	Description	Discount Price	Standard Price
	500 watts (5 amps)	63.00	76.00
	1000 watts (10 amps)	89.00	107.00
	2000 watts (20 amps)	113.00	136.00

SPECIAL ELECTRICAL CONNECTIONS – 208 VOLT – 1 PHASE

	30 amps	208.00	250.00
	60 amps	347.00	384.00

SPECIAL ELECTRICAL CONNECTIONS – 208 VOLT – 3 PHASE

	30 amps	225.00	293.00
	60 amps	416.00	499.00

ELECTRICAL ACCESSORIES & SPECIAL REQUIREMENTS

	Multiple outlet power strip	13.00	16.00
	3 wire extension cord	13.00	16.00
	24 hour service required	Double price of outlet required	
	Dedicated power (20 amp min.)	Double price of outlet required	

Electrical Subtotal	\$
Labor Subtotal	\$
7% NM Tax	
TOTAL	\$

LABOR FOR ELECTRICAL CONNECTIONS

Price of an outlet includes labor for installation in a convenient manner on basic outlets. **For 208 volt or higher service and Island Booths, labor charges will apply.** Materials, specific connection requirements and any other necessary labor will be billed in ½ hour increments with a one-hour minimum. Labor to disconnect will be based on one-half of the installation time and will be automatically applied to your invoice.

Monday – Friday	8:00AM-4:30PM	\$82.00 per hour
Monday – Friday	4:30PM-8:00AM	\$107.00 per hour
Saturday	All Day	\$126.00 per hour
Sunday & Holidays	All Day	\$132.00 per hour

PLEASE READ PAYMENT POLICY

CONDITIONS AND REGULATIONS

Building utility outlets are not a part of booth space and are not to be used by exhibitors unless specified otherwise. All equipment, regardless of the source of power, must comply with all federal, state and city safety codes. Electrical power for lights and displays will be turned on one hour prior to show opening and will be turned off at show closing each day. Exceptions must be arranged with CSS. **There shall not be any reason that anyone other than the “house Electrician” makes special or direct wiring of electrical connections.** All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, pH, etc. All exhibitors’ cords must be of the 3-wire grounded type. **The charge for outlets will be made on the basis of maximum wattage for use at the time of inspection. Claims will not be considered unless filed prior to the close of show.** CSS is not responsible for voltage fluctuation or power failure because of temporary conditions. **Credit will not be given for outlets installed and not used. All outlets are single plug in.**

Special Requirements: Outlets will be installed in the center and back of each booth.

Island Booths must provide a scaled floor plan including booth orientation showing location of electrical outlets, connections & lighting equipment. If no floor plan is provided, the outlets will be installed at our discretion. All other locations will require labor on a time and material basis. Please indicate placement of outlet(s):

Front of Booth