

ARLINGTON PARK – ELECTRICAL SERVICE ORDER FORM

EVENT: _____ EXPO DATES: _____
 COMPANY: _____ BOOTH #: _____
 STREET: _____ CITY: _____ STATE: _____ ZIP: _____
 EXHIBITOR REPRESENTATIVE: _____ PHONE: _____

GENERAL INFORMATION

		ORDERS RECEIVED 3 WEEKS PRIOR TO EXPO	STANDARD RATE WITHIN 3 WEEKS OF EXPO
STANDARD	1 - 1000 watt, 120V - 2 opening, 10 AMP	\$100	\$150
HEAVY DUTY	1 - 2000 watt, 120V - 4 opening, 20 AMP	\$150	\$200
SPECIAL (e.g. SPAS)	208V, 40 AMP	\$250	\$350*

* Cannot be installed the day of the show

- All electrical service must be ordered in advanced and paid to Arlington Park.
- Wall & Column outlets are not to be used by exhibitors.
- Sharing of electrical service between booths is strictly prohibited.
- Electrical cords are PROPERTY OF ARLINGTON PARK and are not to be relocated or removed by anyone other than Arlington Park’s union electricians.
- Arlington Park reserves the right to disconnect electrical service in violation of the stated rules.

SAFETY

A Heavy Duty or Special Service Unit must be ordered when electric requirements exceed 1000 watts. Arlington Park reserves the right to refuse connections where wiring constitutes a safety or fire hazard. To insure a safe connection, all electrical work must be completed by in-house, union electricians.

COST

The cost of each electrical connection includes bringing the main line to the proper booth, maintenance and its removal at the conclusion of the event. Any additional electrical work or necessary repairs will be charged on a time & material basis.

ADDITIONAL LABOR COSTS

The above-listed costs are valid for standard and heavy duty electrical work completed Monday through Friday 7:00 a.m. through 3:30 p.m. previous to the beginning of the show. Additional work during these times will be charged in ½ hour increments at the rate of \$37.50 per half hour. All work done Monday through Friday after 3:30 p.m. and Saturdays until 3:30 p.m. will be charged the overtime rate of \$100.00 per hour. All work done between 3:30 p.m. Saturday and 7:00 a.m. Monday will be charged at \$125.00 per hour with a four hour minimum. Holidays are triple time & a four-hour minimum.

	Number of Units	Cost Per Unit	Total
Two Opening 120V, 1000W, 10 AMPS		\$100/\$150	
Four Opening, 120V, 2000W, 20 AMPS		\$150/\$200	
208 V, Single Phase, 40 AMPS		\$250/\$350*	
		Total	

*Cannot be installed day of show

PAYMENT

Checks are accepted 3 weeks prior to expo only. Cash or credit card is required within three weeks of the expo.

Check #: _____ Amount: _____ Credit Card: Visa MasterCard Discover AmEx
 Acct #: _____ Name on Card: _____
 Signature: _____ Exp. Date: _____ Authorization Code: _____

RETURN THIS FORM TO – ATTN: EXPO DEPT.

P.O. BOX 7, ARLINGTON HEIGHTS, IL 60006-0007
 TELEPHONE: 847-385-7500 FAX: 847-385-7251