

Nashville Convention Center

Electrical Service Order Form

Phone: 615-742-2100 Fax: 615-742-2119

Email: orderservices@nashville.gov
Online Order: www.nashvilleconventionctr.com

Payme	nt m	ust be rec	eived 14	days prior	to 1st move in date to receive Adv	ance	d Rate.		
Name of Event:					Event Date:	Boo	th/Room:		
Company Name:				Ordered By:					
Address:					City, State, Zip:				
E-mail:				Phone:	Fa	x:			
120V Standard Electrical Outlets	QTY	Advance Rate (if Rcvd 14 days prior)	Floor Order	Amount	Miscellaneous Electrical Supplies	QTY	Advance Rate (if Rcvd 14 days prior)	Floor Order	Amount
0 - 500 Watts (5 amps, single outlet)		\$70	\$99	\$	25' Extension Cords		\$20	\$25	\$
501 - 1000 Watts (10 amps, single outlet)		\$80	\$105	\$	Triple Tap (3 outlets)		\$8	\$9	\$
1001 - 1500 Watts (15 amps, single outlet)		\$90	\$120	\$	Power Strip (6 outlets)		\$23	\$33	\$
1501 - 2000 Watts (20 amps, single outlet)		\$100	\$145	\$	· error errip (e editote)		420	Ψσσ	<u> </u>
Subtotal Connections		¥155	Subtotal	\$	Subtotal Connections			Subtotal	\$
Special Placement Labor (1 hr) Overhead Drop if applicable (2 x # Drops)		See Labor Rate Schedule Below	Cubician	\$				Gustotus	*
Standard Totals		Genedale Below		\$	Miscellaneous Totals				\$
Motor or Sorvice	Con	noctions: L	abor will be	added to the	categories listed below in hour increments	(Cho	ok all that an	nlv)	•
	I COII	I	abor will be	added to the t		Cile	K all tilat ap	JIY)	
208V Single Phase Conections: Labor minimun: 2 hrs/drop (1 hr. in + 1 hr. out)	QTY	Advance Rate (if Rcvd 14 days prior)	Floor Order	Amount	208V Three Phase Conections: Labor minimun: 2 hrs/drop (1 hr. in + 1 hr. out)	QTY	Advance Rate (if Rcvd 14 days prior)	Floor Order	Amount
10 amps: □ neutral required?		\$105	\$155	\$	10 amps: □ neutral required?		\$145	\$225	\$
20 amps: □ neutral required?		\$125	\$205	\$	20 amps: □ neutral required?		\$195	\$300	\$
30 amps: □ neutral required?		\$225	\$375	\$	30 amps: □ neutral required?		\$280	\$460	\$
40 amps: □ neutral required?		\$275	\$500	\$	40 amps: □ neutral required?		\$305	\$600	\$
50 amps: □ neutral required?		\$325	\$515	\$	50 amps: □ neutral required?		\$380	\$750	\$
60 amps: □ neutral required?		\$340	\$560	\$	60 amps: □ neutral required?		\$450	\$825	\$
Add'I 10 amps: neutral required?		\$65	\$80	\$	Add'l 10 amps: neutral required?		\$65	\$80	\$
100 amps: □ neutral required?		\$530	\$750	\$	100 amps: □ neutral required?		\$705	\$1000	\$
200 amps: □ neutral required?		\$900	\$1100	\$	200 amps: neutral required?		\$1305	\$1900	\$
400 amps: □ neutral required?		\$1100	\$1500	\$	400 amps: □ neutral required?		\$2605	\$3500	\$
Subtotal Connections			Subtotal	\$	Subtotal Connections			Subtotal	\$
Total Labor (2 x Connection Subtotal)		See Labor Rate Schedule Below	\$	\$	Total Labor (2 x Connection Subtotal)		See Labor Rate Schedule Below	\$	\$
Total 208V Single Phase				\$	Total 208V 3 Phase				\$
480V Please call Service Repres		ve for Quote. 6			Section Totals	•		An	nount
	QTY	AMPS	Rate	Amount	Standard Electrical Ou	tlets:	120 Volts	\$	
☐ Three Phase ☐ Neutral			\$	\$	Miscellaneous Ele		- ' '	\$	
Three Phase Neutral			\$	\$	208V / Single Ph			\$	
Total Labor Hours (2 x Connection total) \$ \$ Total 480V \$			\$	208V / Three Phase Connection \$ 480V / Quoted Totals \$					
HOURLY LABOR RATE SCHI Diagram of electrical placement must accompany of	EDULE		Advance Rate (if Rcvd	Floor Order					
placement will have additional labor of Monday - Friday; 8:00 a.m 5:00 p.m.	charges.		14 days prior) \$55	\$75	For 24 Hour Power, Add 50% To Connections Add 50% \$				
Saturdays & Sundays and Weekday Evening	ıs (Afte	er 5:00 p.m.)	\$80	\$120	IF Paying by Debit or Credit, Add 2.30% Add 2.30% \$				
Holidays	2410 2415								
OverHead Drop			\$75	\$80	TOTAL DUE: \$				
					e credit card provided for payment of services ord			NCC Use On	ly
on this form. The Nashville Convention Center offers Visa, MasterCard, Discover & American Express as credit card payment options via mail or phone. Please note that payments made by these methods will be assessed a convenience fee of 2.30% by our electronic processing company. No part of this convenience fee goes to the Nashville Convention Center. TERMS AND CONDITIONS on page 2.									
Confirmation of orders provided upon request Make check payable to: Service Placement Nashville Convention Center					ment				
☐ Company check or US Bank money order in the amount of \$ Nashville Convention Center ☐ Credit Card: American Express Mastercard Visa Discover drawing and add 1 hour labor									
	Credit Card Number: Expiration: Expiration: Special Placement (Diagram Attached								
Card Name:									
Fax To: 615.742.2119 Mail To: Nashville Convention Center, Service Representative, 601 Commerce Street, Nashville, TN 37203									

Nashville Convention Center Terms and Conditions of Electrical Services

Standard Electrical Services:

120 Volt, A.C., Single Phase, 60 Cycle 208 Volt, A.C., Single Phase, 60 Cycle 208 Volt, S.C., Three Phase, 60 Cycle 480 Volt, A.C., Three Phase, 60 Cycle

- 1. All exhibitor equipment, regardless of source of power, must comply with the National Electrical Code, all Federal, State, and Local Safety Codes.
- 2. The Nashville Convention Center serves as its own exclusive utility service provider. Under NO circumstances shall anyone other than NCC's electrician make electrical connections.
- Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work, and operation
 may be executed without an NCC electrician. However, all service connections and overload protection to such equipment
 must be made by an NCC electrician.
- 4. Any service requiring overhead distribution of electrical power must be requested ten (10) working days in advance of the first move-in day and will incur additional charges.
- 5. The Nashville Convention Center reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by Nashville Convention Center's electrical supervisors.
- 6. Diagram of electrical placement must accompany order. If no diagram is received, standard electrical placement will be in the back of booth. Any changes in placement will have additional labor charges.
- 7. To receive advance rates, the order and complete payment must be received by the Nashville Convention Center a minimum of fourteen (14) days prior to the first scheduled move-in day. Advance orders shall receive priority installation and service.
- 8. Use of clip sockets, latex or lamp cord wire, unapproved duplex or triplex attachment plugs in exhibits are prohibited.
- 9. Permanent building electrical outlets are not part of booth space and are not to be used by exhibitors unless specified
- All exhibitor equipment must be properly tagged or marked with complete information as to type and/or amount of current, voltage, phase, frequency, horsepower, etc.
- All material and equipment furnished by the Nashville Convention Center for the service ordered shall remain the property of the Nashville Convention Center and shall be removed by Nashville Convention Center staff only at the close of the show. A replacement fee will be charged to the exhibitor for any NCC supplied equipment removed from the booth.
- 12. Submission of this order authorizes Nashville Convention Center electricians to cut floor coverings as may be required to install service.
- 13. All exhibitor owned 120 volt cords must be 3 wire and grounded. All exposed non-current carrying metal parts of energized fixed equipment shall be grounded.
- 14. Rates for all connections include bringing one service connection to the booth in the most convenient manner for NCC electricians and do not include connecting equipment or wiring.
- 15. **24-Hour Service**: Add 50% to service requirement charge. When 24-hour service is NOT required, exhibitor is expected to turn equipment off at the end of the day or 24-hour service will be charged.
- 16. Exhibitors must furnish all 208V and 480V male and female plugs.
- 17. When ordering 200 amps, NCC will provide two (2) 100 amp parallel legs. User must balance the load.
- 18. Submission of this order authorizes Nashville Convention Center electricians to place distribution panels, quad boxes, and cords as may be required for power distribution to your booth and adjacent booths. Any changes in placement will have additional labor charges.
- 19. Obstructions blocking utility floor pockets, distribution panels, quad boxes, or cords are subject to relocation at the exhibitors' expense as may be deemed necessary by NCC electricians or the Fire Marshal's office.
- 20. Any requirements over and above what is listed on this form should be attached and returned to NCC.
- 21. Payment in full must be rendered prior to service installation.
- 22. Credit will not be issued for service installed and not used.
- 23. Claims will not be considered unless filed by the exhibitor and prior to close of show.
- 24. Prices are subject to change without notice.
- 25. Your signature on this form authorized the NCC to charge the credit card provided for payment of services ordered. The Nashville Convention Center offers Visa, MasterCard, Discover & American Express as credit card payment options via mail or phone. Please note that payments made by these methods will be assessed a convenience fee of 2.30% by our electronic processing company. No part of this convenience fee goes to the Nashville Convention Center.



Nashville Convention Center Communications and Technology

Service Order Form Phone: 615-742-2021 / Fax: 615-742-2119

Email: communications@nashville.gov
Online Order: www.nashvilleconventionctr.com

Payment must be received 14 days prior to 1st move in date to receive Advanced Rate.

i ajiii aa				
Name of Event:		Event Date:	В	ooth/Room:
Company Name:		Ordered By:		
		City, State, Zip:		
				OV:
E-mail:		Phone:		ax:
TELEPHONE SERVICES: Includes 1 cable drop with an RJ11 jack for the duration of the show.	QTY	(if received 14 days prior)	Floor Order	Amount
Standard Phone Line - includes line with jack.		\$220	#200	
☐ Analog Telephone needed (no additional charge) Voice Mail (requires a digital multi line phone set)		\$230 \$75	\$300 \$80	
Optional Telephone Services - Digital Multi-line Phone Set		\$55	\$75	
Optional Telephone Services - Polycom Conference Speakerphone		\$105	\$150	
Do you want to call Long Distance? (Please circle one) First 10 minutes Domestic calls included in connection fee. LD will be billed to the authorized credit card below, at the close of the event. Additional convenience fee of \$3.99 will apply to all post event charges. See Terms & Conditions		Yes	No	
ISDN Line, 128K BRI (Does not include connection equipment)		\$600	\$695	
INTERNET ACCESS SERVICES: Does NOT include power. Includes 1 cable drop with 10/100 Base T Ethernet RJ45 jack, 1 DHCP computer connection and technical support for the duration of the show.	QTY	Advance Rate (if received 14 days prior)	Floor Order	Amount
Wired Ethernet Service (256 Kbps) with 1 Computer Connection		\$405	\$495	
Wired Ethernet Service (512 Kbps) with 1 Computer Connection		\$795	\$895	
Wired Ethernet Service (768 Kbps) with 1 Computer Connection		\$850	\$950	
Wired Ethernet Service (1.5 Mbps) with 1 Computer Connection		\$900	\$1,095	
Wired Ethernet Service (2 Mbps) with 1 Computer Connection		\$1,800	\$2,190	
Each Additional Ethernet Computer Connection		\$130	\$195	
WI-FI (Up to 128 Kbps) with 1 Computer Connection		\$200	\$225	
WI-FI (Up to 256 Kbps) with 1 Computer Connection		\$400	\$450	
For Custom Bandwidth packages, please email or call		Quote	Quote	
Co-Location(s) Per Device		\$500	\$500	
Fiber Optic Cable Dry Pair		\$800	\$800	
VLAN Setup and Configuration		\$2,500	\$2,500	
MISCELLANEOUS SERVICES & EQUIPMENT RENTAL: Does NOT include power.	QTY	Advance Rate (if received 14 days prior)	Floor Order	Amount
Desktop Computer with 17" Flat Panel Monitor for duration of show		\$305	\$400	
Laptop Computer		\$350	\$425	
21" Flat Panel Monitor		\$225	\$250	
Fax Machine		\$100	\$110	
Printer		\$125	\$150	
Internal Networking - Room to room, per connection charge.		\$250	\$350	
• •		\$70	\$75	
Tech Support/Labor (per hour)		Ψ7.0	\$75	
Miscellaneous Equipment:				
LONG DISTANCE:		Minutes	Usage Rate	Amount
Total Long Distance Charges (per minute Domestic / per minute Int'l.)		minutos	\$0.50 / \$3.00	runount
Comments:			Sub-Total:	
			If Paying by Debit or	
			Credit Add 2.30%	
			Grand Total:	
Payment Authorization & Fees: Your signature on this form authorizes the NCC to charge the credit car Visa, MasterCard, Discover & American Express as credit card payment options via mail or phone. Pleas transaction by our electronic processing company. No part of this convenience fee goes to the Nashville	e note that p	payments made by these	methods will be assesse	
Company check or US Bank money order in the amount of \$			ce Placement	
□ Credit Card: American Express Mastercard Visa Discover For special placement, please fax a drawing and add 1 hour labor.				
Credit Card Number: Exp. Date: Exp. Date: Standard Booth (Middle of Booth)			Booth (Middle of Booth)	
Name on Card: Signature:	Date:			
Fax To: 615-742-2119 Mail To: Nashville Convention Center, Se	nuico Dor	recentative 601 (Commerce Street	Nachville TN 37203

Nashville Convention Center Terms and Conditions

COMMUNICATIONS AND TECHNOLOGY SERVICE ORDER FORM

* PLEASE READ THESE TERMS AND CONDITIONS COMPLETELY.
BY PROVIDING AN AUTHORIZED SIGNATURE ON THE FRONT OF THIS SERVICE ORDER FORM,
YOU ARE AGREEING TO THE FOLLOWING TERMS AND CONDITIONS.

- PROCESSING THE SERVICE ORDER FORM requires: A. Payment in US dollars for ALL services ordered. B. All information on the Service Order Form to be completed.
 Missing information will delay processing. C. Default placement of cabling is in rear of booths that are in rows, in the center of island booths, and in the front of meeting rooms. For special placement of voice and data lines in your booth or room, fax a floor plan with desired locations provided and include a 1 hour labor charge.
- 2. EQUIPMENT PROCEDURES: A. Customer is responsible for returning all equipment issued by or rented from NCC in good condition to the NCC Service Desk. B. Lost, stolen or damaged equipment will be charged to the customer's authorized credit card at prevailing rates.
- 3. UNLESS OTHERWISE DIRECTED, Nashville Convention Center staff are authorized to cut floor coverings to permit installation of service. Obstructions blocking utility floor boxes are subject to relocation as necessary.
- 4. PAYMENTS AND REFUNDS: A. Payment in full is required before service can be connected. B. The "Payment Options" section on the Service Order Form must be completed on every service order. By providing an authorized signature on the front of this form, you authorize NCC to charge the amount due as pre-payment for services ordered, as well as any charges incurred for additional services ordered during the event, to the authorized credit card. C. Refunds in full will be granted (except on special order items") if requested more than 10 days prior to the event start date. A \$100 charge per each telephone/data line and a \$250 charge per each Ethernet and/or ISDN line cancelled will apply when request for cancellation is made less than 10 days prior to the event start date. (*Specially ordered services must be paid for in full, including all installation fees, once the order is placed by NCC. No refunds will be given.) D. Services installed but not used will not be refunded. E. Customer service issues must be reported to NCC prior to the close of show. In order for a refund to be considered, all claims must be filed in writting with NCC prior to the close of the event. F. Internet speeds are not guaranteed. G. Power must be ordered separately. Price does NOT include power.
- 5. ADVANCE ORDERS: To receive the advance rate, advance orders must be received a minimum of fourteen (14) days prior to the first exhibitor move-in day and correct payment must accompany the order. Advance Orders shall receive priority service.
- 6. TELEPHONE, DIAL-UP INTERNET AND ISDN: A. Service will be delivered over a standard RJ11 jack. B. All lines will be restricted from "976, 900, 10-10" dialing unless otherwise requested in writing and approved by NCC. A charge may apply for this. C. Long distance charges of \$.50/minute domestic and \$3.00/minute international, as well as charges for all toll calls made (Directory Assistance, etc.) will be applied to the authorized credit card provided. D. Local and long distance telephone service providers for voice services will be NCC's selected provider(s). E. NCC will provide customer with a call accounting log upon request. F. Power must be ordered separately. Price does NOT include power.
- 7. NCC INTERNET/DATA SERVICES: A. Service will be delivered over a standard RJ45 jack or 802.11b/g wireless access points. B. Wired service is 10/100Mbps over a gigabit fiber-optic backbone. Wireless service is currently delivered at speeds up to 54Mbps over a gigabit fiber-optic backbone. C. Customers will be issued one user name and password or IP address for each connection purchased. D. Due to the nature of the Internet, NCC cannot guarantee any level of performance or accessibility beyond our gateway. The NCC has the capability to monitor traffic and bandwidth usage in order to maintain an acceptable level of performance from the Ethernet network for all users. E. The choice of the Internet Service Provider (ISP) is at the sole discretion NCC. If the customer requires that a specific vendor provide these services, arrangements must be made 12 (twelve) weeks prior to the move in date. F. NCC does not guarantee the safety or security of equipment, software, or proprietary information connected to or carried over services installed by NCC and/or its sub-contractors. G. Internet speeds are not guaranteed. H. Power must be ordered separately. Price does NOT include power.
- 8. NCC PROVIDES LIMITED FIREWALL SECURITY AND NO ANTI-VIRUS PROTECTION ON OUR NETWORK. CUSTOMER IS RESPONSIBLE FOR PROVIDING THEIR OWN FIREWALL SECURITY AND ANTI-VIRUS SOFTWARE. As is consistent with other service providers, NCC is not responsible in any way for damage to equipment or software, loss of proprietary information or network delays or interruptions caused by unauthorized security breaches or intrusions. CUSTOMER MAY BE HELD LIABLE FOR ANY DAMAGES TO EQUIPMENT, SOFTWARE, OR PROPRIETARY INFORMATION, OR ANY DAMAGES DUE TO NETWORK DELAYS, INTERRUPTIONS, TROUBLESHOOTING AND/OR REPAIR IF THE ORIGIN OF A SECURITY BREACH OR INTRUSION IS DETERMINED TO HAVE ORIGINATED FROM THEIR DEVICE. NCC STRONGLY ADVISES EVERY CUSTOMER TO TAKE PROPER SECURITY MEASURES TO PROTECT THEIR OWN EQUIPMENT AND SOFTWARE.
- 9. CUSTOMER INTERNET/DATA RESPONSIBILITIES: A. NCC REQUIRES THAT UPDATED AND CURRENT ANTI-VIRUS PROTECTION BE INSTALLED ON EVERY DEVICE CONNECTED TO THE NCC NETWORK. B. AT NO TIME will a client power up any wireless device not provided by NCC without prior authorization. C. At no time, while connected to the NCC network will the client use/run their own DHCP server. D. Customer must provide a list of all required connections, containing exact location (exhibit booth number, meeting room number, etc.) and type of device being connected (switch, router, hub, PC, etc.) E. Any customer device that is determined to be causing interference with the normal operation of the NCC network must, at NCC's request, be immediately disabled or disconnected from the network. F. Customer must provide equipment that is properly configured and equipped with either a Wi-Fi adapter card or an Ethernet adapter card rated for 10/100 Mbps with an RJ45 connection.
- 10. INTERNET USER/CUSTOMER RESPONSIBILITY: A. Internet user has full, unrestricted access to the Internet. Matters considered improper, offensive, or even unlawful by groups or individuals are not the responsibility of the Internet Service Provider(s) and/or NCC. B. Customer is responsible for the proper configuration of customer provided equipment and software for Internet services, etc. Customer is responsible for all services outside of basic Internet connectivity including e-mail, VPN, FTP, web services, etc.
- 11. COMPUTER EQUIPMENT RENTAL includes setup of computer and monitor, but does not include power or internet connections.
- 12. OTHER REQUIREMENTS over and above what is listed on this form should be attached and returned to the Nashville Convention Center.
- 13. NCC'S OBLIGATIONS UNDER this Agreement are subject to limitations, and NCC and/or it's subcontractors shall not be liable for delays, failure to perform, or destruction or malfunction of the equipment and services, or any consequences of the above, caused, occasioned or due to fire, flood, water, the elements, labor disputes or shortages, utility curtailments, power failure, explosions, civil disturbances, government regulatory requirements, acts of God or public enemy, war, military or government requisition, shortages of equipment or supplies, unavailability of transportation, acts or omissions of anyone other than NCC, it's representatives, agents, subcontractors or employees, or any other cause beyond NCC's reasonable control. In no event shall NCC be liable to the customer or to any other party for special, collateral, exemplary, indirect, incidental, or consequential damages. Such excluded damages include, but are not limited to loss of profits, loss of use or interruption of business, or other cons or carried over services installed
- 14. COMMUNICATION SERVICES ARE TO BE ordered by each customer separately, and are not to be shared with other customers. Any customer sharing communication services without written authorization from NCC shall be charged for that service at standard rates on a complete second Service Order Form. All additional charges will be billed to the authorized credit card at the close of the event.
- 15. ONLY NCC PERSONNEL are authorized to modify system wiring or cabling. All material and equipment furnished for this service contract shall remain property of NCC.
- 16. ALL CUSTOMER EQUIPMENT must comply with FCC regulations and be configured to operate with "dial 9" service. NCC reserves the right to limit use of outside communication devices, including wireless devices.
- 17. PRICES are based upon current wage rates and are subject to change without notice. Rates quoted for all connections cover only bringing one service to the booth in the most convenient manner and do not include connecting customer owned equipment.
- 18. PAYMENT AUTHORIZATION & FEES: Your signature on this form authorizes the NCC to charge the credit card provided for payment of services ordered on this form. The Nashville convention Center offers Visa, MasterCard, Discover & American Express as credit card payment options via mail or fax. Please note that payments made by these methods will be assessed a convenience fee of 2.30% per transaction by our electronic processing company. No part of this convenience fee goes to the Nashville Convention Center.



Nashville Convention Center Natural Gas, Compressed Air, Water & Drain Service Order Form

Phone: 615-742-2100 / Fax: 615-742-2119 Email: <u>orderservices@nashville.gov</u>
Online Order: <u>www.nashvilleconventionctr.com</u>

Payment must be received 14 days prior to 1st move in date to receive Advanced Rate.

Name of Event:	_ Event Da	te: Booth/	Room:	
Company Name:		ered By:		
Address:C	City, State 2	Zip:		
E-mail: Phone:		Fax:		
Compressed Air: 20 CFM, 90-100 lbs. PSI (Prices based on 1/4" to 1/2" line)	QTY	Advance Rate (if received 14 days prior)	Floor Order	(See Labor Section) Amount
Service charge for 1st Connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$130	\$175	7
Each additional connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$100	\$125	
Lines above 1/2" in size, add 50% to service connection charge		\$65	\$88	
Air line size:CFM required: Call for Pricing for CFM above 20. Note:	If pressure is (critical exhibitor should arrange to have	a pressure regulator va	ve installed
Water: Minimum pressure, 45 PSI maximum pressure. 60 PSI (Prices based on 3/8" to	ii pressure is e	Advance Rate		(See Labor Section)
1/2" line)	QTY	(if received 14 days prior)	Floor Order	Amount
Service charge for 1st Connection (Drain not included) (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$125	\$150	
Each additional connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$60	\$90	
Lines above 1/2" in size, add 50% to service connection charge		\$63	\$75	
Water line size: Note: Pressure may vary. No guarantee can be made o regulator valve installed.	f minimum and	I maximum pressures. If pressure is cri	tical, exhibitor should arr	range to have a pressure
Drain: (Price based on 1" line)	QTY	Advance Rate (if received 14 days prior)	Floor Order	(See Labor Section) Amount
Service charge for 1st Connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$95	\$115	, , , , , , , , , , , , , , , , , , , ,
Each additional connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$45	\$65	
Lines above 1" in size, add 50% to service connection charge		\$48	\$58	
Drain line size:				
One Time Water Fill including Drain (applicable labor will apply):	QTY	Advance Rate (if received 14 days prior)	Floor Order	(See Labor Section)
Service charge for one time fill and drain (Up to 500 gallons maximum)	QII			Amount
(Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum) Each additional 1000 gallons (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$175	\$225	
Each additional 1000 gallons (Min. Labor. 1 hr. in + 1 hr. out = 2 hrs minimum) Natural Gas: 1025-1030 BTU per cubic foot at 7" water column pressure (4 oz.) Prices		\$55 Advance Rate	\$100	(See Labor Section)
based on 1/2" line.	QTY	(if received 14 days prior)	Floor Order	Amount
Service charge for 1st Connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$250	\$275	
Each additional connection (Min. Labor: 1 hr. in + 1 hr. out = 2 hrs minimum)		\$175	\$200	
Labor: Labor is charged in one hour increments. (Minimum 1 hr. in - 1 hr. out per drop.)	Hours	Advance Rate (if received 14 days prior)	Floor Rate	(Add Labor Here) Amount
Monday - Friday; 8:00 a.m 5:00 p.m.		\$55	\$75	
Saturdays & Sundays and Weekday Evenings (After 5:00 p.m.)		\$80	\$120	
Holidays		\$110	\$150	
Note: Exhibitors must furnish all necessary fittings to connect to 1/2" female pipe thre	ad for gas, ai	r, and water connections.	Sub-Total:	
			If Paying by Debit or	
			Credit Add 2.30%	
Payment Authorization & Fees: Your signature on this form authorizes the NCC to charge ordered on this form. The Nashville Convention Center offers Visa, MasterCard, Discover & via mail or phone. Please note that payments made by these methods will be assessed a co	American Exp	ress as credit card payment options		
company. No part of this convenience fee goes to the Nashville Convention Center. TERMS	S AND CONDI	, ,	Total Due:	
□ Company check or US Bank money order in the amount of \$	Na	Make check payable to shville Convention Center	NCC U	SE ONLY
· ———			Installed by	D ate
☐ Credit Card: American Express Mastercard Visa	□	Discover		s provided upon request Placement
For special placement, please fax a Credit Card Number:				
Card Name: Signature:		Date:		(Middle of Booth) oth (Back of Booth)
	ter Service F	Representative, 601 Commerce Str		,

Nashville Convention Center Terms and Conditions of Utility Services

- 1. All exhibitor equipment must comply with Southern Building Code, all Federal, State, and Local Safety Codes.
- 2. The Nashville Convention Center serves as its own exclusive utility service provider. Under NO circumstances shall anyone other than NCC staff make air, water, gas, or drain connections.
- 3. Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work, and operation may be executed without assistance from NCC staff. However, all service connections to such equipment must be made by NCC staff.
- 4. Any service requiring overhead distribution must be requested ten (10) working days in advance or the first move-in day and will incur additional charges.
- 5. The Nashville Convention Center reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by Nashville Convention Center's utility supervisors.
- To receive advance rates, the order and complete payment must be received by the Nashville
 Convention Center a minimum of fourteen (14) days prior to the first scheduled move-in day. Advance
 orders shall receive priority installation and service.
- 7. All material and equipment furnished by the Nashville Convention Center for the service ordered shall remain the property of the Nashville Convention Center and shall be removed by Nashville Convention Center staff only at the close of the show. A replacement fee will be charged to the exhibitor for any NCC supplied equipment removed from the booth.
- 8. Submission of this order authorizes Nashville Convention Center staff to cut floor coverings as may be required to install service.
- 9. Air and water service pressure may vary and no guarantee can be made of minimum and maximum pressures. If pressure is critical, exhibitor should arrange to have a pressure regulator installed.
- 10. Rates for all connections include bringing one service connection to the booth in the most convenient manner for NCC staff and do not include connecting equipment.
- 11. Exhibitors must furnish all necessary fittings to connect to 1/2" female pipe thread for gas, air, and water connections. A detailed booth drawing is required to ensure proper placement of ordered service.
- 12. Submission of this order authorizes Nashville Convention Center staff to place hoses, air lines, and gas lines as may be required for power distribution to your booth and adjacent booths. Relocation of power lines already installed will require a new order at floor rates.
- 13. Obstructions blocking utility floor pockets, water, air, and gas lines are subject to relocation at the exhibitors' expense as may be deemed necessary by NCC staff or the Fire Marshal's office.
- 14. Any requirements over and above what is listed on this form should be attached and returned to NCC.
- 15. Payment in full must be rendered prior to service installation.
- Credit will not be issued for service installed and not used.
- 17. Claims will not be considered unless filed by the exhibitor and prior to close of show.
- 18. Prices are subject to change without notice.
- 19. Your signature on this form authorizes the NCC to charge the credit card provided for payment of services ordered on this form. The Nashville Convention Center offers Visa, MasterCard, Discover & American Express as credit card payment options via mail or phone. Please note that payments made by these methods will be assessed a convenience fee of 2.30% by our electronic processing company. No part of this convenience fee goes to the Nashville Convention Center.



Renaissance Event Technology

R

Exhibitor Audio Visual Order Form

601 Commerce Street Nashville, TN 37203 615-742-2236 NCC / 615-525-4147 RNH

Fax 615-525-4100

QTY	Video Equipment	# of days	Daily Rate	Total		
	DVD Player		\$50.00			
	Rolling Cart w/ Skirt (32", 42", & 54" available)		\$25.00			
	Tripod Screen (5', 6', 7', & 8' available)		\$55.00			
	LCD projector - 3k lumens		\$250.00			
QTY	Audio Equipment	# of days	Daily Rate	Total		
	Boom Box / CD Play Deck		\$50.00			
	Small Sound System - 2 Speakers & Microphone		\$140.00			
	Custom Designed Sound Systems Available		CALL			
QTY	Data Display/Computer Equipment		Show Rate	Total		
	Desktop Computer (monitor not included, see below for options)	Show Rate	\$250.00			
	Laptop Computer	Show Rate	\$350.00			
	17" LCD Flat Panel Monitor (XGA 1024x768)	Show Rate	\$150.00			
	19" LCD Flat Panel Monitor (XGA 1024x768)	Show Rate	\$200.00			
	32" LCD monitor w/ stand and speakers	Show Rate	\$450.00			
	46" LCD screen w/ stand and speaker	Show Rate	\$650.00			
	Lighting Equipment					
	Lighting packages can be created please call for pricing					
Feel free to contact us regarding our complete inventory not listed above.		Ed	Equipment Total			
		24	% Service Charge			
lease allo	ow your order to reach us 10 days in advance.		Subtotal			
A 15% rush charge will apply to 72 hours or less notice.		15% Rush Cl	15% Rush Charge (if applicable)			
			9.25% Sales Tax			
Rental pay	ment is due in advance either by check or major credit.		TOTAL			
72 hours or less cancellations are subject to Full Charge.		[F	[Prices Subject to change without notice			

Credit Card Information:				
Card				
Holder's				
Name:	Credit Card Number:			
Type:	Expiration Date :			

Cardholder's Signature

Company Information	n Del	Delivery Information			
Company Name :	Show Name :	Show Name :			
Address:	Booth / Room :				
City:	Delivery Date :	Time:			
State / Zip :	Removal Date :	Time:			
Phone:	On-Site Contact :				
Fax:	**On-Site Contact MUST I	be in booth to accept delivery.			
E-Mail:	***Our service does not in	***Our service does not include electrical connection.			
Contact:	Please contact the conv	Please contact the convention center for this service.			

10.16.2010

AVEO#	
PMS#	