

ELECTRICAL SERVICE ORDER FORM

Name of Event	
Date(s) of Event	

Control No.

Return to:
Service Desk - KICC
221 Fourth Street
Louisville, KY 40202
(502) 595-4367
FAX (502) 583-1918

! ONLINE ORDERING NOW AVAILABLE AT www.kyconvention.org!

PLEASE FILL OUT ORDER FORM BELOW AND ACCOMPANYING PAYMENT FORM:

ADVANCE ORDERS must be postmarked no later than twenty-one (21) days prior to the first day of the event. Any orders postmarked after that day will be at the floor order rate. PAYMENT MUST ACCOMPANY ORDER TO RECEIVE ADVANCE ORDER RATE. **NO EXCEPTIONS.**

STANDARD ELECTRICAL SERVICE 208/120 Volt AC Single Phase or Three Phase 480/277 Volt AC Single Phase or Three Phase (Where available)

CONDITIONS & REGULATIONS

- Wall, column and permanent 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 source of power must comply with all national, state and local safety codes.
- Claims will not be considered unless filed by exhibitor prior to close of show.
- Prices are based on current wage rates and are subject to change without notice
- 5. Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work and operation may be executed without "house electrician". However, all service connections and overload protection to such equipment must be made by "house electrician".
- 6. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
- All material and equipment furnished by K.I.C.C. for this service order shall remain K.I.C.C.'s property and shall be removed ONLY by K.I.C.C. at the close of the show.
- Unless otherwise directed, K.I.C.C. electricians are authorized to cut floor coverings to permit installation of service.
- All exhibitor's cords must be the 12/3 wire grounded type. All exposed noncurrent carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
- Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connection equipment or special wiring.
- Advance orders must be postmarked a minimum of twenty-one (21) days prior to first show day.
- All fountains and pumps should have Ground Fault Interruption (G.F.I.) protection.

Exhibitors shall pay for any required or requested services, equipment, materials and technicians at prevailing rates and conditions at the time of the event.

Firm Name	
Booth Number	
Address	
City	Telephone
State Zip	
E-Mail Address	
Authorized By:	
Signature	Date

Qty	Description	Advance Rate	Floor Rate	Cos
	1:	20 Volts Servi	ce	
	10 Amp	\$84	\$145	
	15 Amp	\$100	\$180	
	20 Amp	\$120	\$210	
	208	Volts Single P	hase	
	30 Amp	\$240	\$465	
	60 Amp	\$335	\$690	
	100 Amp	\$480	\$875	
	208	Volts Three P	hase	
	30 Amp	\$290	\$550	
	60 Amp	\$425	\$755	
	100 Amp	\$535	\$975	
	200 Amp	\$1,010	\$1,835	
	480	Volts Single P	hase	
	30 Amp	\$240	\$405	
	60 Amp	\$335	\$690	
	100 Amp	\$480	\$875	
	480	Volts Three P	hase	
	30 Amp	\$300	\$580	
	60 Amp	\$445	\$730	
	100 Amp	\$575	\$1,055	
	ELECTRIC	IAN LABOR	INCLUDED	

	Extension Cord	Advance \$25	Floor \$40	
	Multi Plug Strip	Advance \$30	Floor \$40	
	6% KY Sales Tax			
SUBTOTAL				

ADDITIONAL LABOR - 1 HOUR MINIMUM				
hrs	Electrician	Advance \$70	Floor \$115	
hrs	Electrician's Helper	Advance \$50	Floor \$90	
Regular time is Monday through Friday, 7:30 a.m 4:00 p.m. Time and a half is all other hours including weekends. Holidays are double time.				

ELECTRICAL SERVICE TOTAL	

Make remittance payable to:

Kentucky International Convention Center 221 Fourth Street
Louisville, KY 40202
Check #____

METHOD OF PAYMENT FORM

WEITIGE OF FAI	
NAME OF SHOW:	
COMPANY NAME	KENTUCKY INTERNATIONAL CONVENTION CENTER
ADDRESS:	HIIII
CITY/STATE/ZIP:	ATTN: Service Desk
PHONE:	221 Fourth Street Louisville, KY 40202
FAX:	PH: (502) 595-4367 FAX: (502) 583-1918
EMAIL:	, ,
you are going to utilize the services of Kentucky International Co	nvention Center, this form must be completed and
turned. Please indicate, below, the method of payment you will	•
□CASH	THIRD PARTY AUTHORIZATION
CHECK	We agree, as Exhibit Contractor for the
To the address above in U.S. funds	client, that we are responsible for payment of
**A service fee of \$25.00 will be charged on	charges. All items indicated below
checks that are returned for any reason.**	will be the sole responsibility of the Exhibit
•	Contractor.
BANK TRANSFER	
Kentucky State Fair Board	All invoices are Net 30 Days
Fifth Third Bank	
Fountain Square	All Services
Cincinnati, OH 45263	Electric
ACCT: 82194565	Labor
Receipts account	Water/Air Connections
ABA# 083 002342	Forklift/JLG Highlift rentals
Wire info: 042 000314	Carpet Cleaning
Swift# FTBC US 3C	Freight Handling
	Booth Space Rental
_CREDIT CARD	
VISA AMERICAN EXPRESS	
_MASTERCARDDISCOVER	THIRD PARTY AGENT:
This authorization will allow us to charge your	
account for your advanced orders and any additional	Account no:
amounts incurred as a result of show site orders placed by	Verification Number
representative. (THIS INCLUDE INTERNAL FREIGHT	(3 digit number on back of card)
HANDLING CHARGES.)	Expiration Date:
**A service fee of \$25.00 will be charged for any	Cardholder's name:
credit card purchase that is reversed or chargedback.** Account no:	Signature: Company Name:
Verification Number	Address:
(3 digit number on back of card)	City/State/Zip:
Expiration Date:	Phone:
Cardholder's name:	Fax:
Signature:	Email:
Email:	

I AGREE TO ALL TERMS AND CONDITIONS AS DESCRIBED IN THIS METHOD OF PAYMENT FORM

PLEASE RETURN FORM & PAYMENTS TO THE ADDRESS ABOVE

ORDER DEADLINE DATE: 21 DAYS PRIOR TO SHOW DATE