

## ELECTRICAL SERVICES FORM

Booth Number \_\_\_\_\_ Event Name \_\_\_\_\_

Event Dates \_\_\_\_\_ Install Location In Room/ Booth \_\_\_\_\_  
(Provide floor plan if available)

Install Date & Time \_\_\_\_\_ Disconnect Date & Time \_\_\_\_\_

Exhibiting Company Name \_\_\_\_\_

Billing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

On-site Contact \_\_\_\_\_ Phone \_\_\_\_\_ On-site Phone \_\_\_\_\_

Ordered by \_\_\_\_\_ Email \_\_\_\_\_

By signing and delivering this form; customer agrees to all terms and conditions stated.

Please read thoroughly for all instructions prior to placing order.

\*\*\* No checks accepted \*\*\*

A proposal will be generated from this form.

Once approved, Encore will contact you for payment to finalize order.

Encore, its contractors, and subcontractors are not responsible for voltage fluctuation or power failure due to temporary conditions or loose connections. For your protection, you should install a surge protector under/ over voltage protector on your computer(s) and/or other equipment you deem necessary. Encore Electrical should make installation of all electrical service. Encore will not be responsible for any damaged or lost equipment, component computer hardware or software and/ or any damage or injury to any person, caused by the installation, connection, or plugging into any electrical by persons other than our personnel.

**NO REFUNDS ONCE SERVICE INSTALLATION BEGINS**

**INSTALLATION CANNOT BEGIN UNTIL ORDER IS FINALIZED AND PAYMENT METHOD HAS BEEN RECEIVED**

To receive advanced pricing; Encore must receive your completed order, with billing information, fifteen (15) days prior to show move-in.

\*\*\* FOR 24 HOUR POWER, SERVICE RATES DOUBLE \*\*\*

## ELECTRICAL SERVICES - 120 VOLTS

120 VOLTS - 500 WATTS OR 5 AMPS

120 VOLTS - 1000 WATTS OR 10 AMPS  
Iron Outlet Connection

120 VOLTS - 2000 WATTS OR 20 AMPS  
Steamer Outlet Connection

| Standard Order Rate | Advanced Order Rate | Qty | Subtotal |
|---------------------|---------------------|-----|----------|
| \$151.00            | \$120.80            |     |          |
| \$245.00            | \$196.00            |     |          |
| \$352.00            | \$281.60            |     |          |

## ELECTRICAL SERVICES - 208 VOLTS

208 VOLTS SINGLE PHASE - 20 AMPS

208 VOLTS SINGLE PHASE - 30 AMPS

208 VOLTS SINGLE PHASE - 60 AMPS

208 VOLTS SINGLE PHASE - 100 AMPS

|            |            |  |  |
|------------|------------|--|--|
| \$655.00   | \$524.00   |  |  |
| \$670.00   | \$536.00   |  |  |
| \$1,035.00 | \$828.00   |  |  |
| \$1,625.00 | \$1,300.00 |  |  |

For All 208 Volt services please indicate receptical type needed

NEMA Number: \_\_\_\_\_

\*\*\* Please call for additional services that are not listed on this order form, or for custom quotes for large orders \*\*\*

## ELECTRICAL MATERIALS

6' OUTLET PLUG STRIP

25' EXTENSION CORD

|         |         |  |  |
|---------|---------|--|--|
| \$33.00 | \$26.40 |  |  |
| \$33.00 | \$26.40 |  |  |

LABOR RATES: STRAIGHT TIME - \$125.00 · OVERTIME - \$250.00

All materials and services will require an additional 25% service fee

LABOR TOTAL

GRAND TOTAL

25% SERVICE FEE

MATERIAL AND SERVICES OVERALL TOTAL

|  |
|--|
|  |
|  |
|  |
|  |

**LABOR:** ALL electrical orders will incur a minimum of 1.5 hours of labor. Labor between the hours of 8:00am and 5:00pm, Monday through Friday will be at the **straight time** labor rate. Labor before 8:00am and after 5:00pm, Monday through Friday and all Saturdays, Sundays will be at the **overtime rate**.

A minimum charge per booth of one hour for installation will apply to all booths.

Labor to disconnect will be based on **one-half of the installation time** and will be automatically applied to your invoice.

A scaled floor plan is needed in order to proceed for orders with multiple outlet locations and/or island booths.

Setup/ Disconnect Labor dates/ times are based on the load-in schedule (and space availability) for your event. Encore does not control the event schedule for your event and therefore cannot control if setup/ disconnect is during straight time or overtime hours.

Electrical services is an exclusive service of Caesars FORUM

Prices Subject to change without Notice

# ELECTRICAL TERMS AND CONDITIONS

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/ or products delivered by Encore Event Technologies to Client or its designee, to the terms and conditions herein contained.
- 2.) If an uninterrupted power supply is required for the full duration of the show, please order 24 hour power. An example would include a computer server that cannot ever lose power and/ or other equipment that must remain on throughout the show during overnight hours.
- 3.) A scaled floor plan is required for orders with multiple outlet locations and/ or island booths. If a power location in an island booth is not provided prior to show move-in, a location will be determined by Encore in order to maintain deliver schedules. Relocation of the service will be charged on a time and material basis.
- 4.) Encore Event Technologies reserves the right to disconnect any equipment that is found to be causing overall electrical problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to share, resell, extend, bridge or otherwise misuse Encore Event Technologies connections and/ or services. Encore Event Technologies reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Encore Event Technologies is not responsible for cable and/ or equipment provided by the client or any third party.
- 7.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 8.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 9.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 10.) Facsimile Signatures: Signatures sent/ received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Event Technologies and will ensure that all equipment is returned to Encore Event Technologies. Encore Event Technologies reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Event Technologies for this order will remain the property of Encore Event Technologies. c) Only Encore Event Technologies personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) Claims will not be considered, or adjustments made, unless filed in writing, by Exhibitor, prior to the close of the event.
- 16.) Encore Event Technologies does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Event Technologies is a limitation of liability so that Client's sole remedy or recourse against Encore Event Technologies shall be the return of the price that the Client paid for services and/ or equipment rental, regardless of type, nature or basis for the claim. Encore Event Technologies shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

Digital Signature \_\_\_\_\_



## CREDIT CARD AUTHORIZATION

### CREDIT CARD AUTHORIZATION

Type of Card:      Visa                              Mastercard                              Amex                              Discover

Credit Card Account # \_\_\_\_\_ Vcode\* \_\_\_\_\_ Exp. Date \_\_\_\_\_

\* 3 digit number on back of Visa, MC and Discover or 4 digit number on front of AMEx card.

Your Order Total \_\_\_\_\_ Digital Signature \_\_\_\_\_

**For Faxed Forms Only. Emailed forms will need to process payment details via phone or fax.**