



701 West Lime Street
 Lakeland, Florida 33815
 Phone 863-834-8100 Fax 863-834-8101

September 2017

Standard 120V Electrical Service Order Form

Name of Event: <u>Repticon Lakeland Reptile and Exotic Animal Show</u>	Event #: <u>24321</u>
Exhibitor Co. Name: _____	Booth Name: _____
Contact Name: _____	Booth #: _____
Address: _____	Phone #: _____
City, State Postal Code: _____	Email: _____

*NOTE: Eligibility for the INCENTIVE RATE requires that orders are received 21 days or more prior to On-Site Day. Orders received within 20 days prior to On-Site Day will be charged the BASE RATE. Unless otherwise indicated herein, **all rates are for a 3-day maximum**. All orders are subject to an additional 7% State Sales Tax which must be included with the total payment remitted. Orders received without the proper payment amount will not be processed and service will be withheld.*

Qty	Item Description	Incentive Rate	Base Rate	On Site Rate	+7% Sales Tax	Subtotal
	120 Volts, 0-500 Watt (5 AMP) – Single Outlet*	\$65.00	\$78.00	\$97.50		
	120 Volts, 501-1000 Watt (10 AMP) – Single Outlet*	\$70.00	\$84.00	\$105.00		
	120 Volts, 1001-1500 Watt (15 AMP) – Single Outlet*	\$75.00	\$90.00	\$112.50		
	120 Volts, 1501-2000 watt (20 AMP) – Single Outlet*	\$80.00	\$96.00	\$120.00		
	120 Volts, 2001-3500 watt (30 AMP) – Single Outlet*	\$100.00	\$120.00	\$150.00		
	Extension Cord †	\$11.00	\$13.00	\$16.25		
	Power Strip †	\$11.00	\$13.00	\$16.25		
					Total	

Method of Payment

Orders received without the proper method of payment or the incorrect amount will not be processed and service(s) will be withheld.

- Checks – must be included with your submitted order and must be received, not postmarked, by the incentive deadline. Checks must be US funds drawn from a US Bank. Please include your event name and booth number on the check. Make checks payable to The Lakeland Center.
- Credit/Debit Card – The Lakeland Center will charge your card in full for your advance order and any additional charges for any onsite changes or additions. All the information below must be completed in its entirety.

- Visa American Express Master Card Discover Card

Card Number: _____ Expiration Date: _____ Security Code: _____

Card Holder Name: _____

Billing Address: _____

I, the undersigned cardholder, acknowledge and agree to all terms and conditions of The Lakeland Center, and hereby give authorization to charge my card for the services herein and any additional charges for any onsite changes or additions.

Signature: _____

Date: _____

Regulations and General Information

You can determine the class of Electrical Services needed by reading the plates/stickers on the back of your equipment...

<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">V120 PH1</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">Hz60</div> <div style="border: 1px solid black; padding: 5px;">W1000</div>	120V Single Phase = 60 Cycle 1000 Watts	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">V230</div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;">A30</div> <div style="border: 1px solid black; padding: 5px;">PH3</div>	230 Volts = 30 Amps 3 Phase	<ul style="list-style-type: none"> Calculate your electrical service needs by adding wattage in each location. If the rating on your equipment is in watts, order in wattage. If the rating is in amps, order in amperage. Separate locations require separate outlets (500 Watt / 5 Amp minimum).
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1. Electrical **single** outlets will be located in the back of your booth or at the discretion of The Lakeland Center (TLC) - unless floor plan specifies otherwise
2. TLC is not responsible for electrical/utility fluctuation or power failure due to temporary conditions. For your protection you should install an electrical surge protector on your equipment. All utility service installations and/or connections are made by TLC tech staff/electrician. TLC will not be responsible for any damage or loss of equipment, component, computer hardware or software and/or damage or injury to any person caused by the installation, connection or plugging into any utility/electrical service by any person other than TLC tech staff/electrician.
3. A separate connection for any utility service must be ordered for each location where service is needed. Any sharing of services between locations will result in termination of services and/or charges for services at double the standard floor rate.
4. Rates for all listed utility/electrical services include supplying the service to the booth in the most convenient manner for TLC and DOES NOT INCLUDE connection equipment, materials, special wiring or labor.
5. Rates are subject to change. A minimum charge of 1 hour labor for installation and dismantle will apply to all 220 electrical service and time will commence upon users/exhibitor's request. Failure to start labor at the requested time will result in charges (1 hour minimum) for stand-by time.
6. Additional service charges and labor charges may be assessed for utility/electrical installations. Payment must be rendered in FULL when billed during the event. Service may be interrupted if payment is not received.
7. All equipment regardless of source of electrical power, must comply with Federal, State and local codes. TLC reserves the right to inspect all electrical devices and/or utility connections to insure compliance with all codes. TLC is required to refuse utility/electrical service if equipment does not comply with local code enforcement.
8. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by users/exhibitors. A separate connection must be ordered for each serviced needed.
9. All electrical equipment must be properly tagged and wired with complete information as to the type of current required for operation, voltage, phase, cycle, horsepower, etc.
10. All users/exhibitors cords must be a minimum of 14 gauge 3 wire grounded cord. ALL exposed noncurrent carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
11. TLC employees are authorized to cut floor coverings when essential for installation of service requested.
12. Claims will not be considered or adjustments made unless filed in writing by the users/exhibitor prior to the close of the event. Any and all claims must be verified by a TLC employee prior to the end of the event.
13. Exhibitor/User holds TLC harmless for any and all losses of utility service beyond TLC's control including but not limited to losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment or overloads caused by Exhibitor/User.
14. A twenty five dollar (\$25) service charge will be assessed for all returned checks.
15. All material and equipment furnished by TLC for this service order is furnished on a daily rental rate basis and remains the property of TLC and shall be removed ONLY by TLC employees. Credit will not be given for any service or equipment installed/set-up and not used.