



POWER/COMMUNICATION ORDER

2016 Women's Living Expo
ADVANCE ORDER DEADLINE DATE 9-6-2016
Questions? Call 719-884-4588

Event: _____ Move-In Date: _____

Booth # _____ Exhibitor _____

Contact Name _____ Phone () _____

Fax () _____ Email _____

Address _____ City _____ State _____ Zip _____

POWER

Quantity	Description	Advance Order	Floor Order	Total
_____	120V – 20 AMP OUTLET	\$75.00 EACH	\$90.00 EACH	\$ _____
_____	208V 3 PHASE – 20 AMP	\$100.00 EACH	\$135.00 EACH	\$ _____
_____	50 AMP	\$130.00 EACH	\$195.00 EACH	\$ _____

Exhibitors are responsible for providing extension cords and power strips.

COMMUNICATION

Quantity	Description	Advance Order	Floor Order	Total
_____	WIFI	\$40.00 EACH	\$80.00 EACH	\$ _____

PLUMBING (WATER & DRAIN)

Quantity	Description	Advance Order	Floor Order	Total
_____	WATER FILL AND DRAIN (UP TO 2,000GALLONS)	\$ 100.00	\$ 180.00	\$ _____
_____	OVER 2,000 GALLONS TO 4000 GALLON ADD	\$ 150.00	\$ 255.00	\$ _____

TOTAL POWER, COMMUNICATION & PLUMBING ORDER \$ _____

EXHIBIT BOOTHS WILL BE INVENTORIED AT EVENT SERVICES / ITEMS BEING USED AND NOT ORDERED, WILL BE CHARGED AT THE (FLOOR ORDER RATE).

EXHIBITORS REQUIRING 24-HOUR SERVICE CLEAN OR DEDICATED LINES WILL BE CHARGED AT APPLICABLE RATES PLUS 20%. PLEASE NOTE ON THE ORDER FORM OR ADVISE THE FACILITY SERVICE DESK. PROPER TAGGING OF EQUIPMENT TO INDICATE VOLTAGE, PHASE, CURRENT, ETC. IS EXHIBITOR'S RESPONSIBILITY. ALL WIRING AND ELECTRICAL WORK ON EXHIBITOR'S DISPLAY WILL BE CHARGED ON A TIME & MATERIAL BASIS. LABOR RATES: \$43.00 PER HOUR, 8:00 AM – 4:00 PM, MONDAY THROUGH FRIDAY; ALL OTHER TIMES AND DAYS, \$115.00 PER HOUR. ONE-HOUR MINIMUM CHARGE. CSEC WILL NOT BE HELD LIABLE FOR ANY DAMAGE TO EXHIBITOR'S EQUIPMENT.

Payment Method:

- Check/Money Order payable to "CSEM, LLC"
- Credit Card (please complete the Credit Card Authorization form attached to this Order Form.)

***PAYMENT BY CHECK MUST BE RECEIVED BEFORE ADVANCE ORDER DEADLINE**

ALL PRICES/SERVICES ARE SUBJECT TO CHANGE WITHOUT NOTICE

Remit to: Colorado Springs Expo Management LLC

4585 Hilton pkwy Suite 100 - Colorado Springs, CO 80907

Fax: 719-260-8398



Credit Card Authorization Form

If you are paying by credit card, please complete the following information:

Show Name _____ Start Date _____

Company Name _____

Phone Number _____

Address _____

City/ST/ZIP _____

Name _____

Email _____

Payment method:

Visa MasterCard Discover American Express

Amount to be charged \$ _____

Card Number _____

Expiration Date _____ Security Code _____

Signature of Credit Card _____

Today's Date _____