



Century II
Convention Center

**REMIT
TO:**

Century II Convention Center
Exhibitor Services Department
225 West Douglas
Wichita, KS 67202
316-264-9121
Fax 316-303-8688

Utilities Order Form

Event _____
 Exhibitor's _____
 Company Name _____
 Address _____
 City _____ State _____ Zip _____
MUST BE BILLING ADDRESS FOR CREDIT CARD
 Exhibitor's Name _____
 Phone _____
 Event Dates _____ Booth #
 Authorized Signature: _____

PLEASE WRITE THE NAME OF THE EVENT ON YOUR CHECK

NOTICE:
Form
05B

Supersedes all previous forms

A check or credit card information for the total services requested must accompany this order form. **To receive advanced rate the payment and order form must be received in our office five working days prior to the published move-in date of your event.** Regular prices will be collected on orders placed after this date. All rates charged are for the run of the show, unless otherwise noted. Tax amounts are included in the listed price. Regulations and credit card information can be found on the reverse side of this form.

ELECTRICAL SERVICE				
ITEM	QUANTITY	ADVANCE PRICE	REGULAR PRICE	TOTAL
20 AMP 110 V. SINGLE OUTLET		\$32.19	\$64.38	
20 AMP 208 V. 1 OR 3 PHASE <i>circle one</i>		\$48.29	\$96.57	
30 AMP 208 V. 1 OR 3 PHASE <i>circle one</i>		\$53.65	\$107.30	
50 AMP 208 V. 1 OR 3 PHASE <i>circle one</i>		\$69.75	\$139.49	
100 AMP 208 V. 1 OR 3 PHASE <i>circle one</i>		\$118.03	\$236.06	
100 AMP 480 V. 3 PHASE		\$118.03	\$236.06	
15' EXTENSION CORD		\$4.29	\$8.58	
25' EXTENSION CORD		\$5.37	\$10.73	
GROUNDED 3 WAY PLUG-IN		\$3.22	\$6.44	
GROUNDED 6 PLUG-IN STRIP		\$8.58	\$17.17	
2-300 W. LIGHTS ON POLE w/ power		\$42.92	\$85.40	
SIGN HANGING (see reverse) \$25.00 Late fee for orders within 5 days of event				
\$53.65 sign, \$96.57 banner, \$268.25 oversize				
TELEPHONE SERVICES				
TOUCH TONE PHONE LINE		\$96.57	\$128.76	
TOUCH TONE PHONE		\$10.73	\$21.46	
INTERNET SERVICES				
Cable Modem \$150.00 Installation and 1 st Day \$25.00/additional day \$25.00 Late fee for orders within 5 days of event.				
SPECIAL SERVICES			All State, City and Local Tax included in Price	
5000 lbs. FORKLIFT W/ OPERATOR \$75.00/hr.				
Compressed Air, Natural Gas, Water, or Drain				
CALL FOR INFORMATION AND PRICING				
			TOTAL AMOUNT DUE	
<small>THANK YOU! PLEASE READ REVERSE SIDE</small>				

Electrical

ALL CONNECTION TO BUILDING EQUIPMENT MUST BE DONE BY STAFF ELECTRICIANS ONLY!

- * Wall, pole, and floor outlets are not part of the booth space. Separate outlets **MUST** be ordered for each booth to be connected. ALL material and equipment furnished remains property of the CENTURY II CONVENTION CENTER.
- * Rates include any necessary city permits, inspections, tax, or normal wear
- * Rates include bringing circuits to the rear of the exhibit booth, or one side of an island booth. A single plug-in is supplied per circuit ordered. Distribution of power in the booth, extension cords, and power strips, are the responsibility of the exhibitor. Additional cords and power strips maybe rented from our service counter. The exhibitor's own cords should be inspected for wear and be U.L. Approved. Light weight or ungrounded extension cords are not allowed.
- * CENTURY II is not responsible for voltage fluctuations or power failures on service lines.
- * CENTURY II reserves the right to refuse to make any connections which violate city or national electric codes.

ORDERING INFORMATION

- * The most common power request is for 20 AMP 110 volt. This is sometimes called household power or standard current. A normal room in your home can use this amount of power. You could run up to 18-100watt light bulbs off a single 20 AMP circuit.
- * Remember, heating elements and some appliances can draw as many as 11 AMPs each. Look for an electrical label or call if you are not sure about your equipments requirements.

***Order in advance, this will ensure that you have the power you need, as well as save you a significant amount of money**

SIGNS

- *Exhibitors shall not attach signs, banners, pennants or any other devices to the walls or ceilings of the facility without written permission.
- *Exhibitors are responsible for removal of all approved signage after the event. If an exhibitor fails to remove the signage or leaves any attachment residue, the offender will be charged the full sign hanging charge. *The only approved tape for use on the walls and windows of CENTURY II is masking tape.
- *Signs or banners hung from ceilings or building exterior shall be hung by the Exhibitor Services Department. Rates are determined using the following criteria: signs are under 4'x8' in size weighing less than 70 lbs. Banners are under 20' in length weighing less than 140 lbs. Anything over 20' in length or weighing more than 140 lbs. will be considered oversized.
- *All Oversized materials **MUST** be delivered to CENTURY II no later than 24 hours in advance of event.

COMMUNICATION SERVICES

- *Touch-tone phone service is available anywhere within CENTURY II.
- *Telephone instruments are available for an additional charge.
- *The in house telephone system gives you direct dial-in service, credit card long distance.
- *Cable modems are the standard High Speed connection within CENTURY II.
- *CENTURY II responsible for High Speed equipment up to the client's equipment. CENTURY II Staff not responsible for configuring client equipment for use.
- *Computer equipment for use with High Speed Cable connection must have Ethernet card, and have AutoDetect capabilities enabled.
- *Client may provide router for use of multiple computers from single modem. No more than 4 computers recommended per router. Client responsible for all connections from router to computers.



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Remember All Taxes are included in price

Three convenient ways to pay!

Pay by Check, MasterCard, or Visa

_____ Name on Card
_____ Account Number w/ V code
_____ Month Expiration Date Year
_____ Cardholder Signature
_____ Date

Address on Order Form MUST be billing address for the Credit Card used

- *Please fill all blanks to insure proper crediting of your account.
- *Orders without complete information or payment enclosed cannot be processed.
- ***Advance price** is only extended to orders placed **5 working days prior** to an event. ALL orders taken **after** this deadline are subject to **Regular pricing**