



DE VOS PLACE

303 Monroe NW ♦ Grand Rapids, MI 49503
(616) 742-6500 ♦ FAX # (616) 742-6590



ELECTRIC SERVICE ORDER FORM

PAYMENT FOR ADVANCE ORDERS MUST BE IN OUR OFFICE SEVEN (7) DAYS PRIOR TO MOVE-IN DATE
MAKE ALL REMITTANCE PAYABLE TO:
SMG-DE VOS PLACE, ATTN: FINANCE DEPARTMENT

NAME OF EVENT DATE OF EVENT
BOOTH # BOOTH NAME
FIRM NAME CONTACT
NAME PHONE
ADDRESS CITY STATE ZIP

Table with columns: QUANTITY DESCRIPTION, ADVANCE, FLOOR, AMPS NEEDED, TOTAL. Includes rows for 20 AMPS 110 VOLTS Standard outlet, 208 SINGLE-PHASE, 208 THREE-PHASE, 480 SINGLE-PHASE, 480 THREE-PHASE, POWER STRIP RENTAL, and EXTENSION CORD RENTAL.

ELECTRICAL CHARGES

EQUIPMENT- DESCRIPTION AND AMPERAGE

IF YOU DO NOT ORDER AN ADEQUATE AMOUNT OF AMPERAGE FOR YOUR EQUIPMENT (1) WILL BE CHARGED THE FLOOR RATE FOR THE INCREASE AND (2) WE WILL NOT GUARANTEE THAT YOUR POWER WILL BE INSTALLED BY THE START OF THE SHOW.

RATES INCLUDE POWER OUTLETS ONLY. RATES DO NOT INCLUDE EXTENSION CORDS OR SURGE PROTECTORS. PLEASE BRING AN ADEQUATE SUPPLY OF EXTENSION CORDS. LABOR TO HARD-WIRE OR TROUBLESHOOT EQUIPMENT WILL BE BILLED AT \$50.00 PER HOUR AND WILL BE BILLED IN ONE-HOUR INCREMENTS.

CONDITIONS AND SAFETY REGULATIONS

- 1. WALL, COLUMN AND PERMANENT BUILDING UTILITY OUTLETS ARE NOT PART OF BOOTH SPACE AND ARE NOT TO BE USED BY EXHIBITORS.
2. ALL EQUIPMENT, REGARDLESS OF SOURCE OF POWER, MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL BUILDING AND SAFETY CODES.
3. ALL SERVICE CONNECTIONS AND OVERLOAD PROTECTION TO SUCH EQUIPMENT MUST BE MADE BY DE VOS PLACE HOUSE ELECTRICIANS ONLY.
4. ALL EQUIPMENT MUST BE PROPERLY TAGGED AND WIRED WITH COMPLETE INFORMATION AS TO TYPE OF CURRENT, VOLTAGE, PHASE, HORSEPOWER, ETC.
5. ALL APPROPRIATE EXHIBITOR'S EXTENSION CORDS MUST BE OF THE THREE-WIRE GROUNDED TYPE; RESIDENTIAL TYPE EXTENSION CORDS AND POWER STRIPS ARE PROHIBITED BY LOCAL BUILDING AND SAFETY CODES.
6. AUTHORIZED PERSONNEL ONLY IN FLOOR BOXES.

ALL EXPOSED NON-CURRENT CARRYING METAL PARTS OF FIXED EQUIPMENT, WHICH ARE LIABLE TO BE ENERGIZED, MUST BE GROUNDED. THE PARTIES AGREE THAT THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ALL OTHER WARRANTIES, EXPRESSED OR IMPLIED, ARE EXCLUDED FROM THIS AGREEMENT.

PAYMENT: CHECK CASH VISA MASTERCARD AMEX

CARD # EXP. DATE

V-CODE (BACK OF CARD)

NAME ON CARD

SIGNATURE

NO REFUNDS FOR CANCELLATIONS UNLESS A WRITTEN REQUEST IS RECEIVED BY THIS OFFICE A MINIMUM OF FOURTEEN (14) DAYS PRIOR TO THE FIRST MOVE-IN DATE OF THE SHOW