

## ARLINGTON PARK – ELECTRICAL SERVICE ORDER FORM

EVENT: \_\_\_\_\_ EXPO DATES: \_\_\_\_\_  
 COMPANY: \_\_\_\_\_ BOOTH #: \_\_\_\_\_  
 STREET: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 EXHIBITOR REPRESENTATIVE: \_\_\_\_\_ PHONE: \_\_\_\_\_

### GENERAL INFORMATION

TYPE		ORDERS RECEIVED 2 WEEKS PRIOR TO EXPO RATE	ORDERS RECEIVED WITHIN 2 WEEKS OF EXPO RATE
STANDARD	1 - 1000 watt, 120V - 2 opening, 10 AMP	\$100	\$200
HEAVY DUTY	1 - 2000 watt, 120V - 4 opening, 20 AMP	\$150	\$250
SPECIAL (e.g. SPAS)	208V, 40 AMP	\$250	\$400*

\* Cannot be installed the day of the show

- All electrical service must be ordered in advanced and paid to Arlington Park.
- Wall & Column outlets are not to be used by exhibitors.
- Sharing of electrical service between booths is strictly prohibited.
- Electrical cords are PROPERTY OF ARLINGTON PARK and are not to be relocated or removed by anyone other than Arlington Park's union electricians.
- Arlington Park reserves the right to disconnect electrical service in violation of the stated rules.

### SAFETY

A Heavy Duty or Special Service Unit must be ordered when electric requirements exceed 1000 watts. Arlington Park reserves the right to refuse connections where wiring constitutes a safety or fire hazard. To insure a safe connection, all electrical work must be completed by in-house, union electricians.

### COST

The cost of each electrical connection includes bringing the main line to the proper booth, maintenance and its removal at the conclusion of the event. Any additional electrical work or necessary repairs will be charged on a time & material basis.

### ADDITIONAL LABOR COSTS

The above-listed costs are valid for standard and heavy duty electrical work completed Monday through Friday 7:00 a.m. 2015 Electri through 3:30 p.m. previous to the beginning of the show. Additional work during these times will be charged in ½ hour increments at the rate of \$37.50 per half hour. All work done Monday through Friday after 3:30 p.m. and Saturdays until 3:30 p.m. will be charged the overtime rate of \$100.00 per hour. All work done between 3:30 p.m. Saturday and 7:00 a.m. Monday will be charged at \$125.00 per hour with a four hour minimum. Holidays are triple time & a four-hour minimum.

Type	Number of Units <small>(Cost is per unit ordered)</small>	COST FOR ORDERS RECEIVED 2 WEEKS PROR TO EXPO	COST FOR ORDERS RECEIVED WITHIN 2 WEEKS OF EXPO	Total
Two Opening 120V, 1000W, 10 AMPS		\$100	\$200	
Four Opening, 120V, 2000W, 20 AMPS		\$150	\$250	
208 V, Single Phase, 40 AMPS		\$250	\$400	
Total				
<b>Description of what electric is being used for must be provided below.</b>				

**Checks are accepted 3 weeks prior to expo only. Cash or credit card is required within three weeks of the expo.**

Credit card type (circle one):    VISA            MasterCard            American Express            Discover

Credit card number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_    Expiration \_\_\_\_/\_\_\_\_

Name as it appears on card: \_\_\_\_\_

Signature: \_\_\_\_\_

**RETURN THIS FORM TO – ATTN: EXPO DEPT.**  
 P.O. BOX 7, ARLINGTON HEIGHTS, IL 60006-0007  
 TELEPHONE: 847-385-7500    FAX: 847-385-7251