



ELECTRICAL SERVICE ORDER FORM

MAIL TO: McAllen Convention Center, 700 Convention Center Blvd., McAllen , Texas 78501
EMAIL TO: mccserviceorders@mcallen.net
Phone: 956-681-3800 Fax: 956-681-3840

PLEASE PRINT OR TYPE: Payment in Full must be rendered before service is connected. **PERSONAL CHECKS & CASH ARE NOT ACCEPTED.**

NAME OF EVENT: _____ BOOTH # _____

EXHIBIT NAME: _____ PHONE # _____

AUTHORIZED PERSON: _____ TITLE: _____

FORM OF PAYMENT: Enclosed is my cashier's check or money order in the amount of \$ _____ Advance _____ On Day of Event _____

____ Visa ____ MasterCard *Credit Card # _____ Security Code _____ Exp. Date. _____

BILLINGS ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

AUTHORIZED SIGNATURE: _____ EVENT DATE: _____

E-MAIL ADDRESS: _____

IMPORTANT CONDITIONS AND REGULATIONS

1. Use care in ordering power and know the requirements of your equipment or insufficient wattage will result in blown fuses. Electrical service will be discontinued until load is reduced or proper wattage added. Additional charges will be made for changes and additions.
2. All equipment, regardless of power source, must comply with all Federal, State and Local safety codes.
3. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower
Etc. Exhibitor is responsible to provide connection from equipment to power source. All temporary power connections must be in compliance with McAllen Fire Code.
4. All material and equipment furnished by The McAllen Convention Center Shall remain our property.
5. All exhibitor's cords must be 3-wired grounded type. All exposed non-current carrying metal parts of fixed equipment which are likely to be energized shall be grounded.
6. Rates quoted for all connections cover only the extension of service to rear Of booth in the most convenient manner.
7. Wall, column and permanent building utility outlets are not a part of Booth space and are not to be used by exhibitors.
8. Electrical power for lights and displays will be turned on one hour prior to show opening and will be turned off one-half hour after the conclusion of show. 24 hour service is available upon request at 1 1/2 times the rates listed.

NOTICE

PAYMENT IN FULL MUST ACCOMPANY ORDER. FLOOR RATES WILL APPLY TO ALL ORDERS NOT RECEIVED 10 BUSINESS DAYS PRIOR TO MOVE IN OF SHOW. ORDERS PLACED AT SERVICE DESK MUST BE PAID AT TIME OF ORDER.

ELECTRICAL SERVICE/CONNECTIONS	PRE- EVENT	MOVE IN/ EVENT DAY	QTY	TOTAL
ELECTRICAL OUTLETS 120V A.C. 60 Cycle single Phase)				
120 V				
STANDARD - 20 AMPS	\$65.00	\$165.00		
CONNECTION - 30 AMPS	\$80.00	\$180.00		
ELECTRICAL SERVICE. 208V/120V/A.C. 60 Cycle/Single-Phase				
20 AMPS	\$85.00	\$185.00		
30 AMPS	\$100.00	\$200.00		
50/60 AMPS	\$145.00	\$245.00		
100 AMPS	\$200.00	\$300.00		
ELECTRICAL SERVICE. 208V/120V/A.C. 60 Cycle/Three-Phase				
30 AMPS	\$140.00	\$240.00		
50/60 AMPS	\$260.00	\$360.00		
100 AMPS	\$300.00	\$400.00		
200 AMPS	\$400.00	\$500.00		
400 AMPS	\$550.00	\$650.00		
LIGHTING EQUIPMENT AND CORDS RENTAL				
25 FOOT CORD (\$100 fee will be automatically charged to the credit card on file for any item not returned)	\$10.00	\$20.00		
Labor for Special Electrical Work	\$50.00/hr.	\$65.00/hr.		
SUBTOTAL _____				
SALES TAX 8.25% _____				
TOTAL \$ _____				