



50 Foster Street
 Worcester, MA 01608
 Attn: Operations / Client Utilities
 (508) 755-6800 Phone (508) 929-0148 Fax



Electrical Service Order Form

Please read attached important conditions and regulations. Rates and Services Subject to Change.

Name of Event _____ Date of Event _____
 Firm Name _____ Booth Number(s) _____
 Address _____ Contact Person _____
 City _____ State _____ Zip _____ Phone # _____

Payment Notice - Advance Rates apply only to orders paid in full and received 15 days prior to the first scheduled move-in day. Standard Rates must be paid on orders received less than 15 days prior to the first scheduled move-in day. Only credit cards, cashier checks, or certified checks will be accepted with mail-in standard orders. Cash or credit card accepted with standard move-in orders. Make checks payable to: DCU Center

Payment Info - Payment must be in U.S. Funds

___ Check # _____ ___ Debit Card ___ Mastercard ___ Visa ___ Discover

Credit/Debit Card # _____ Name on Card _____ Exp Date _____

Authorized Signature _____ Cardholder Address _____

| Description | Qty. | Advance Rate | Qty. | Standard Rate | Subtotal | Total |
|---------------------------------------|-------|--------------|-------|---------------|----------|--------------------|
| A) Standard Electrical Service | | | | | | |
| 110 v 5 amp (500 watts) | _____ | \$67.00 | _____ | \$84.00 | \$ _____ | |
| 110 v 10 amp (1000 watts) | _____ | \$77.00 | _____ | \$96.00 | \$ _____ | |
| 110 v 20 amp (2000 watts) | _____ | \$88.00 | _____ | \$110.00 | \$ _____ | |
| 208 v single phase 10 amp | _____ | \$121.00 | _____ | \$151.00 | \$ _____ | |
| 208 v single phase 20 amp | _____ | \$143.50 | _____ | \$179.00 | \$ _____ | |
| 208 v single phase 30 amp | _____ | \$170.50 | _____ | \$213.00 | \$ _____ | |
| 208 v single phase 40 amp | _____ | \$209.50 | _____ | \$262.00 | \$ _____ | |
| 208 v single phase 50 amp | _____ | \$253.50 | _____ | \$317.00 | \$ _____ | |
| 208 v single phase 60 amp | _____ | \$292.00 | _____ | \$365.00 | \$ _____ | A) \$ _____ |

| | | | | | | |
|---------------------------------------|-------|----------|-------|----------|----------|--------------------|
| B) Special Electrical Services | | | | | | |
| 208 v Three phase 10 am | _____ | \$121.00 | _____ | \$151.00 | \$ _____ | |
| 208 v Three phase 20 amp | _____ | \$165.50 | _____ | \$207.00 | \$ _____ | |
| 208 v Three phase 30 amp | _____ | \$209.50 | _____ | \$262.00 | \$ _____ | |
| 208 v Three phase 40 amp | _____ | \$253.50 | _____ | \$317.00 | \$ _____ | |
| 208 v Three phase 60 amp | _____ | \$286.50 | _____ | \$358.00 | \$ _____ | B) \$ _____ |

| | | | | | | |
|---|-------|---------|-------|---------|----------|--------------------|
| C) Service Accessories - Accessories do not include power. Be sure to order power as needed. Accessories must be picked up at service desk. | | | | | | |
| Quad Box | _____ | \$22.00 | _____ | \$24.00 | \$ _____ | |
| Extension Cord (25ft) | _____ | \$17.50 | _____ | \$19.00 | \$ _____ | |
| Triple Tap (3 outlets) | _____ | \$12.00 | _____ | \$13.00 | \$ _____ | |
| Power Strip (15 amp max) | _____ | \$23.00 | _____ | \$25.50 | \$ _____ | |
| Power Strip with surge protector (15 amp) | _____ | \$28.50 | _____ | \$31.50 | \$ _____ | |
| GFI Protector | _____ | \$52.50 | _____ | \$58.00 | \$ _____ | C) \$ _____ |

D) 24 Hour service required - Add 50% to Service Connection Charge **D) \$ _____**

E) Labor For Special Electrical Work - Including repairs, special placement and tracing malfunctions
 Labor time will be charged one-half (1/2) hour increments. Minimum charge one-half (1/2) hour.
 Monday through Sunday, 8:00am - 4:30pm (except holidays) _____ \$40.00 /hr Other _____ \$50.00 /hr **E) \$ _____**
 Locations and special instructions for electrician: (attach layout drawing if necessary)

TOTAL \$ _____



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Telephone Service Order Form

Name of Event _____ Date of Event _____
 Firm Name _____ Booth Number(s) _____
 Address _____ Contact Person _____
 City _____ State _____ Zip _____ Phone # _____

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 Payment Info - Payment must be in U.S. Funds
 ___ Check # _____ Debit Card ___ Mastercard ___ Visa ___ Discover
 Credit/Debit Card # _____ Name on Card _____ Exp Date _____
 Authorized Signature _____ Cardholder Address _____

Location instructions: _____

A) Telephone Service
 Telephone sets must be picked up at Service Desk. Dial 9 for outside service is in effect, including credit card service.

| Service | # of Lines | Advance Rate | # of Lines | Standard Rate | Subtotal |
|----------------------------------|------------|--------------|------------|---------------|-----------------------------|
| Single Line Service | _____ | \$141.75 | _____ | \$168.00 | \$ _____ |
| Multi Line Service | _____ | \$141.75 | _____ | \$168.00 | \$ _____ |
| Single Line with Speakerphone | _____ | \$173.25 | _____ | \$199.50 | \$ _____ A) \$ _____ |

B) Long Distance Service
 Special note: Please see instructions and conditions regarding long distance service.
 _____ # of lines x \$75.00 line deposit = \$ _____ **B) \$ _____**

C) Special Telephone Line Services
 For installation charges of special lines, such as ISDN or other data lines, please contact exhibitor services for availability and charges. **C) \$ _____**

D) Telephone Technician Labor -
 Above prices include bringing lines to the booth in the most convenient manner.
 For wiring repairs, special cable runs, etc. labor time will be assessed in 1/2 hr increments.
 Minimum charge 1/2 hour.
 Monday through Sunday, 8:00am - 4:30pm _____ \$40.00 /hr Holidays _____ \$50.00 /hr **D) \$ _____**

TOTAL \$ _____

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