

ONE CONVENTION BOULEVARD
ATLANTIC CITY, NJ 08401 USA



PHONE (609) 449-2291
FAX (609) 449-2464 FED ID#222638563

SHOW NAME: _____ COMPANY NAME: _____ BOOTH #: _____

SERVICE ORDER(S) PAYMENT FORM

Payment Required for Electrical, Cleaning and Plumbing. No Service will be provided without payment and completed service order forms. The Advance Rate will only be valid and processed for orders with payment received 15 days prior to the show opening date. By signing below you acknowledge and agree to these terms and authorize the Atlantic City Convention Center to charge your credit card. No credits will be issued on unused services installed as ordered. Claims cannot be considered unless filed by the exhibitor prior to the close of show. Cancellations must be faxed to our office three days prior to show opening date. Electricity will be turned on within 30 minutes of show opening and off within 30 minutes after show closing. No refunds will be issued on unused services installed as ordered.

Section 1 (Company Information)

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Name: _____ Contact Signature: _____

(Please Print)

Phone: _____ Fax: _____

Email Address: _____

Section 2 (Billing Credit Card Expiration Date Must Be Valid Throughout The Event Listed Above)



AMERICAN EXPRESS



MASTERCARD



VISA



DISCOVER CARD

Card Number: _____ Expiration Date: _____ / _____

MONTH

YEAR

Card Holders Name: _____

(Please Print)

Card Holders (Signature): _____ Date: _____

Billing Address: _____

City: _____ State: _____ Zip Code: _____

Contact: _____ Phone: _____ Fax: _____

Section 3



Please Check Here If Tax Exempt, Please fax New Jersey Tax Exempt Form with Payment

By signing and delivering this form, the customer agrees to all terms and conditions printed on this form.

Signature: _____

SHOW NAME: _____ COMPANY NAME: _____ BOOTH #: _____

PLUMBING LABOR

- All plumbing connections require labor. These charges will be applied to the card on file.
- Labor is billed in half-hour increments with a minimum of one hour. Dismantle labor is half that of the total installation labor.
- Straight time labor will be charged for installation services provided Monday through Friday 8:00am - 4:30pm. All other hours will be billed at overtime rates.
- Labor Rates: \$85.00 per hour Regular Time. \$170.00 per hour Overtime.
- Gas lines and labor will be charged from point of attachment to inside of booth.
- All gas lines are overhead.
- Official Show Plumber will make all interconnections between exhibitor owned machines/equipment.

COMPRESSED AIR

- The Official Show Plumber will not be responsible for moisture or water in airline. Exhibitor should supply their own filter or other equipment to handle moisture or water.
- The Official Show Plumber should have fifteen (15) days' notice if special regulators or filters are to be supplied on a rental basis only.
- Compressed air lines are 1/4", 1/2" and 3/8". Any other size is considered a special request. Call for quote.
- Air is available during show hours only. There will be an additional charge for use after hours. Call for rates.
- All connections must be made by the Official Show Plumber.
- **ANY COMPRESSOR THAT IS NOT AN INTERNAL/PERMANENT PART OF YOUR MACHINE IS NOT PERMITTED IN FACILITY.**

WATER LINES AND DRAINS

- Water and drain lines are priced by the foot, depending on location of booth and distance from plumbing service. 25 feet of line is included in the initial cost. Additional footage may be necessary in order to reach your booth and to avoid crossing aisles.
- Standard water lines are 1/2", 3/8", 1/2" and 3/4". Any other size is considered a special request. Call for quote.
- Water pressure may vary. If pressure is critical, a pressure regulator valve may be installed.
- Certain types of installations may require additional labor.
- Ramping will be available on a time and material basis.
- All connections must be made by the Official Show Plumber.
- **HAND CARRYING OF WATER IS PROHIBITED IN THE FACILITY.**

PLUMBING TERMS AND CONDITIONS

- All equipment must comply with all federal, state and local safety codes.
- Claims will not be considered unless filed by the exhibitor prior to close of show.
- All materials and equipment furnished by the Convention Center for this service shall remain the property of the Atlantic City Convention Center and shall be removed only by Convention Center plumbers at the close of show.
- Air and water pressures may vary and no guarantees can be made of minimum or maximum pressures. If the pressure is critical, exhibitors should arrange to have a pressure regulation valve installed.
- Unless otherwise directed, Convention Center plumbers are authorized to cut floor coverings to permit installation of service.
- Credit will not be given for any services installed and not used.
- Tipping is not permitted. Any requests from personnel for gratuities should be immediately reported to ACCC management.

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Signature: _____

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PLUMBING SERVICE ORDER FORM

QUANTITY NON-24 HR	DESCRIPTION	ADVANCE RATE	REGULAR RATE	TOTAL
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COMPRESSED AIR LINES - Plumber to make all connections/One connection per line

	1/4" Air Line 15CFM	\$245.00	\$370.00	
	3/8" Air Line 30CFM	\$395.00	\$555.00	
	1/2" Air Line 50CFM	\$495.00	\$620.00	
	Additional Connections (to line ordered - ea.)	\$95.00	\$150.00	

Does not include Labor. Labor charge is additional

WATER LINES - Plumber to make all connections/One connection per line

	1/4" Water Line	\$160.00	\$245.00	
	3/8" Water Line	\$190.00	\$285.00	
	1/2" Water Line	\$215.00	\$295.00	
	3/4" Water Line	\$245.00	\$325.00	
	Additional Connections (to line ordered - ea.)	\$95.00	\$150.00	

Does not include Labor. Labor charge is additional

DRAIN LINES - Plumber to make all connections

	3/4" Drain Line	\$150.00	\$165.00	
	1" Drain Line	\$185.00	\$206.00	
	Additional Connections (to line ordered - ea.)	\$95.00	\$150.00	

Does not include Labor. Labor charge is additional

NATURAL GAS LINES - Plumber to make all connections/One connection per line

	1/2" Gas Line	\$495.00	\$740.00	
	3/4" Gas Line	\$615.00	\$925.00	
	1" Gas Line	\$770.00	\$1130.00	
	Additional Connections (to line ordered - ea.)	\$105.00	\$160.00	

Does not include Labor. Labor charge is additional

WATER FILL & DRAIN - Includes regular Time Labor

	Up to 100 Gallons	\$120.00	\$165.00	
	Additional 100 Ga	\$40.00	\$55.00	
			1. SUB TOTAL	\$
			2. SALES TAX 7%	\$
			3. PAYMENT ENCLOSED	\$

Must submit Service Order Payment Form

By signing and delivering this form, the customer agrees
to all terms and conditions printed on this form.

Signature: _____



Atlantic City
CONVENTION CENTER
Your Northeast Business Address

SHOW NAME: COMPANY NAME: BOOTH #:

Date: _____ Time: _____

- = Main Drop Location
 □ = 2,000 watt / 20 amp
 □ = 1,000 watt / 10 amp
 ■ = 208 volt
 ◇ = Plumbing

Adjacent Booth or Aisle #:

Adjacent Booth or Aisle #:

Adjacent Booth or Aisle #

Adjacent Booth or Aisle #:

Signature: _____