

Division of CORT Party Rental

Electrical Order Form

Event: _____

Venue: _____

Date(s) From: _____ To: _____

Advance Order Deadline: _____

Orders made in advance must be fully paid and received two weeks before the show installation. If payment is not fully made before the show starts, electrical service will be withdrawn. Any billing disputes must be resolved before the show ends. No credits will be issued after the show has closed. Credits will only be provided for orders canceled 72 hours before the show installation. No credit will be given for services that have been installed but not utilized.

Outlets will be located at the back center of your booth. If you require outlets in other locations Labor charges will be apply.	QTY	Advance Order (Discount)	Floor Order	Call For 24-Hour Service	Total
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120 Volt Outlets Duplex Receptacle					
600 Watt 120 volt (5amp) outlet		\$99.75	\$199.50		
1200 Watt 120 volt (10amp) outlet		\$124.00	\$248.00		
1800 Watt 120 volt (15amp) outlet		\$145.00	\$290.00		
2400 Watt 120 volt (20amp) outlet		\$169.00	\$338.00		

120/208 Volt Outlets Single Phase					
3600 Watt 120/208 volt (15amp) outlet		\$188.00	\$376.00		
7200 Watt 120/208 volt (30amp) outlet		\$188.00	\$376.00		
12,000 Watt 120/208 volt (50amp) outlet		\$370.00	\$740.00		

120/208 Volt Outlets Three Phase					
3600 Watt 120/208 volt (15amp) outlet		\$346.00	\$692.00		
7200 Watt 120/208 volt (30amp) outlet		\$346.00	\$692.00		
12,000 Watt 120/208 volt (50amp) outlet		\$481.00	\$962.00		
100 Amp 120/208 volt outlet		\$630.00	\$1,260.00		
200 Amp 120/208 volt outlet		\$1,554.00	\$3,108.00		

Booth Lighting					
150 Watt Arm Light		\$75.00	\$75.00		

Rental Extension Cords/Power Strips					
25' Extension Cord		\$25.00	\$25.00		
15 Amp Plug Strip		\$25.00	\$25.00		

Labor Rates					
Electrician :	Monday-Friday 8AM-5PM	\$155.00		Labor:	
Grip:	Monday-Friday 8AM-5PM	\$115.00		Rental:	
Electrician Overtime:	After Hours Weekends	\$232.50		Total:	
Grip Overtime:	After Hours Weekends	\$172.50		Tax:	TBD
Double Time: Thanksgiving, Christmas, New Year, 4th of July, Memorial Day, Labor Day				Total Due:	

Transactions require a valid and authorized credit card on file, for billable additions or modifications to this order.

Company Name: _____

Booth #: _____

Name on Booth (If Different): _____

Address: _____

City: _____

State: _____ Zip Code: _____

Contact Name: (print) _____

Signature: _____

Phone: _____

Mobile: _____

Email: _____

Email completed form to: CustomerCare@CORT.com

User Agreement & Terms of Service

- 1 Advance orders must be paid for in full before installation can begin. No orders accepted without payment.
- 2 Advance Orders must be received by the deadline date with payment in full to receive discount rate. Orders received after the deadline date or on site will be charged the late order rate.
- 3 A valid and authorized credit card must be on file. (Visa, Mastercard, Discover, Amex)
- 4 In the event of returned checks or declined credit cards there will be a \$75.00 service fee.
- 5 Electrical service will be turned off for no-payment. Payment can be made via secure link sent by a CORT rep to restore your service.
- 6 State & City Sales tax is added to all services supplied.
- 7 Vendor is not allowed to share power with neighbors.
- 8 All material and equipment used to provide temporary electrical service, is provided on a rental basis only and remains the property of CORT Pro Services. Equipment shall only be removed by CORT Pro Services personnel at close of show. Equipment removed by vendors will be charged to the card on file.
- 9 Outlets will be installed in one location, rear center of 10x10 booth space.
- 10 Labor is not included in the outlet rate to connect 208 volt equipment, special wiring or distributing outlets to multiple locations within any size booth space. There is a minimum one hour labor charge plus materials for booths that request outlets to be moved or distributed to multiple locations.
- 11 Permanent building outlets are not part of your booth space, you are not allowed the use of them.
- 12 Vendor equipment is required to comply with federal, state and local electrical codes. CORT Pro Services will not provide electrical service to equipment not in accordance with electrical codes (GFCI). Equipment that doesn't comply will be disconnected and removed. Two-wire extension cords are not allowed.
- 13 Vendor holds harmless CORT Pro Services for any and all losses of power beyond CORT Pro Services control, including but not limited to, losses due to utility company failure, permanent power distribution failure, generator failure, power failure due to vandalism, vendors faulty equipment, circuit overloads caused by vendor, vendor equipment not compatible with GFCI receptacles.
- 14 Claims or adjustments will not be considered unless filed in writing by vendor prior to close of event. Any disputed charges for service will not be considered without a written record on file prior to show close.
- 15 Signing this order vendor hereby agrees to all applicable terms of service and payment policy.

**** 208 Volt Connections** - One hour labor charge applies for all 208 volt connections and disconnections. Material charges may apply.

**** End Cap/Island Booths** - Outlets provided or ordered by show management will be installed at the most convenient booth location. If outlets need to be placed in more than one location, a minimum labor charge of one hour plus the cost of materials will apply.