

MAIL OR FAX FORMS WITH PAYMENT TO:

**RPMXPO**

1490 Westfork Drive Suite G, Lithia Springs GA 30122

Phone: 770.686.6512 / Fax: 770.679.8751

You can also email completed order form to [info@rpmxpo.com](mailto:info@rpmxpo.com)

BOOTHNUMBER

BY SIGNING AND DELIVERING THIS FORM, CUSTOMER AGREES TO ALL TERMS AND CONDITIONS PLACED ON THIS ORDER FORM.  
PLEASE READ THIS FORM THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

Event Name: <b>2018 IDEA World Fitness Convention</b>		Event Dates:		Location: <b>San Diego Convention Center</b>	
Exhibiting Company Name:					
Billing Name and Street Address:					
City:		State:		Zip Code:	
Telephone Number:			Fax Number:		
Ordered By:			Print Name:		
CC Type:		Expiration Date:		CC Number:	
Cardholders Signature:				CVV Code:	
			Print Name:		

## ELECTRICAL SERVICE ORDER FORM

\* Order your outlet(s) for each area in your booth requiring power, 5 amp minimum required. Be sure to submit your electrical floor plan that designates a main drop location (MDL). There MUST be an MDL provided for all island booths.

\* Electrical Labor is required for all under carpet distribution of electrical wiring, all facility overhead distribution of electrical wiring connections, installation and/or repair of electrical fixtures and installation of electrical motors and electrical apparatus

### TERMS AND CONDITIONS

RPM is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s). All electrical installations and connections to all electrical service should be made by a RPM technician. RPM will not be responsible for any damage or loss to any equipment component, computer hardware or software, and/or any damage or injury to any person caused by the installation, connection, or plugging in of any electrical outlet by persons other than a RPM technician.

Quantity Non-24 HR.	Description	Advance Rate	Regular Rate	Total
<b>120V LIGHTING &amp; UTILITY OUTLETS</b>				
	500 Watt or 5 Amps	\$ 159.00	\$ 220.50	
	1000 Watt or 10 Amps	\$ 270.00	\$ 375.00	
	1500 Watt or 15 Amps	\$ 349.50	\$ 485.50	
	2000 Watt or 20 Amps	\$ 429.00	\$ 595.75	

<b>208V 1 PHASE MOTOR &amp; EQUIPMENT OUTLETS</b>				
	10 Amp	\$ 638.75	\$ 886.50	
	20 Amp	\$ 893.75	\$ 1,241.25	
	30 Amp	\$ 1,148.75	\$ 1,595.25	
	60Amp	\$ 1,531.50	\$ 2,127.25	
	100 Amp	\$ 1,978.25	\$ 2,747.75	
	200 Amp	\$ 3,190.50	\$ 4,431.25	

<b>TRANSFORMER(S) TO BOOST 208V TO 230V</b>				
Total Amps	Circle Outlets Requiring Boost	\$7.25 / AMP	\$10.00 / AMP	(\$75.MIN.)

<b>LIGHTING EQUIPMENT</b>				
		Price includes outlet & labor for lighting only. Special lighting requests will require a labor charge (subject to availability)		
	Floodlight 1000 Watt Overhead	\$ 505.00	\$ 750.00	
	Floodlight 120 Watt	\$ 130.00	\$ 187.50	
	Floodlight 120 Watt Double	\$ 217.50	\$ 319.00	
	Floodlight 250 Watt Krypton	\$ 167.50	\$ 244.00	
	Armlight	\$ 67.25	\$ 93.50	

<b>LABOR SUBTOTAL</b>				
	Hours:	X	Men:	Total
Install				
Dismantle				

<b>MATERIALS</b>				
		ST Rate	OT Rate	Total
	15' Extension Cord	\$ 35.00	\$ 43.75	
	20' Extension Cord	\$ 40.00	\$ 50.00	
	Power Strip	\$ 40.00	\$ 50.00	

I have read and understand the sound control policy terms and conditions outlined on page \_\_\_\_\_ of the exhibitor kit. Failure to comply with these rules and regulations will result in the loss of power to your booth space and no refund will be available.

**IMPORTANT:**

\*24-Hour Power & Dedicated Circuits will be double the listed price. Please double rates. Use \* to indicate 24-Hr. Outlet(s).

\*To receive advance show prices, we must receive your order, along with payment in full or credit card authorization, by Friday, June 17th. All other orders will be charged at regular price.

\*No credits will be issued on unused outlets or lights installed as ordered.

\*Electricity will be turned on within 30 minutes of show opening and off within 30 minutes after show closing.

**ELECTRICAL LABOR:**

\*Labor rates are subject to Union contract effective at time of show. ST \$140.50, OT \$211.00

\*Labor before 8:00 a.m. and after 5:00p.m. and Saturdays, Sundays, and holidays will be at the overtime rate.

\*All labor requests require a credit card on file.

\*Lift Rates: \$414.00 per hour ST \$537.00 per hour OT(One hour minimum)

\*Starting Time can only be guaranteed when labor is requested for the start of the working day at 8 a.m. The minimum charge per booth is one hour for installation and one-half (1/2) hour for dismantle. Time will commence per exhibitor's request.

**OUTLET LOCATION & DISTRIBUTION:**

\*All electrical outlets will be installed on the floor at the draped backwall of in-line and peninsula booths.

\*All electrical outlets for island booths will be dropped to one main location per the exhibitors floor plan. If no plan is provided, the outlets will be installed at our discretion.

\*Any additional power drop or locations are chargeable on a time and material basis.

\*Distribution and connection of outlets are chargeable on a time and material basis.

**RPM JURISDICTION:**

(REQUIRES LABOR AND OR MATERIAL)

\*All under-carpet distribution of electrical wiring.

\*All facility overhead distribution of electrical wiring, including coaxial cable, fiber optics, wired pair, etc., and the distribution of same from product to booth and from booth to booth.

\*All motor and equipment hook-ups requiring wiring connections.

\*Installation and/or repair of electrical fixtures.

\*Installation of electrical motors and electrical apparatus to be energized.

\*All outlets over 20 amps and/or with a voltage over 150 volts will require electrical labor.

\*Labor is required to inspect equipment pre-wired to plug into our system.

\*All booths 20x20 or larger require labor

\*Exhibitors are not permitted to use power unless ordered. Exhibitors found using outlets without an order will be subject to the regular rate for outlets used.

**LABOR REQUEST:**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

This labor order will not be processed until we receive a complete electrical order and floor plan. Please indicate neighboring booth and aisle numbers.

RPM Supervision (25% Supervision Fee) \_\_\_\_\_ Exhibitor and/or EAC Supervision (Assume Liability)

Return with order and payment to:  
 1490 Westfork Drive Suite G  
 Lithia Springs GA 30122  
 Email:abby@rpmxpo.com  
 Fax: 770-679-8751

# Utility Locations

## MANDATORY

To ensure that your electrical and plumbing outlets, telephones and internet services are properly placed, a Booth Floorplan must be submitted with your order forms. If you do not have a plan, please use the grid on this page and submit it with your order forms.

To use this grid: **MAIN DROP LOCATION MUST BE INDICATED**

- Use bold lines to indicate the outline of your booth.
- Indicate the scale of the grid (e.g. 1 square = 10 feet) or indicate the dimensions of your booth.
- Mark the adjacent booth numbers on aisle numbers. This will help us orient your service correctly.
- Mark outlet locations, expressed in watts or amps and voltage in each location. Mark telephone and internet lines in each location. Locations marked should accurately reflect services ordered.
- Return this form with your prepaid order forms.

Show: \_\_\_\_\_ Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_


Adjacent booth or Aisle Number: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_