Connecticut Convention Center

100 Columbus Blvd., Hartford, Connecticut 06103
Phone: 860.249.6000 Ext. 2583 **Fax:** 860.728.2641
Email:exhibitorservices@ctconventions.com
Forms available online at www.ctconventions.com

EL _____

ELECTRICAL SERVICE ORDER FORM

Name of Event:	Date of Event:
Company Name:	Booth Number:
Street Address:	Contact Person:
City, State, Zip:	On-Site Phone Number:
E-mail Address:	

Payment notice – services will not be supplied until total due is paid in full.
Tax must be included unless you submit State of CT Tax Exemption documentation with your order form.
Check payment method only accepted on prepaid orders.
Pre-Paid rates apply to orders paid in full and received 1 day prior to first scheduled move in day.
On-Site rates apply after the 1 day cut off rate. No exceptions.

Payment Information Must Accompany Order

**** Online Checkout → Instant Email Confirmation ****
1) Visit **www.ctconventions.com** 2) Select **Exhibitors** 3) Select **Order Services**

Money Order #:	Check #:

☐ MasterCard ☐ Discover Card ☐ Visa ☐ American Express

Name on card:

Billing Address **(if different from above):**

Billing City: State: Zip Code:

Credit Card #:

Expiration Date: Security Code:

Authorized Signature:

**** Please submit a floor plan with your order form if you have special requests for where you would like your power to be connected. ****

Standard Electrical Service *120 volts – per single outlet	Pre-Paid Rate	On-Site Rate	Quantity	Subtotal	CT 6.35% Tax	Total
10 amp (1100 watts)	$90.03	$104.00				
15 amp (1650 watts)	$110.01	$124.02				
20 amp (2200 watts)	$125.01	$139.02				

Special Electrical Service – requires a minimum charge of 1 hour labor at $65.02 per hour per connection.
***208 volts – single phase – per single outlet**

	Pre-Paid Rate	On-Site Rate	Quantity	Labor	CT 6.35% Tax	Total
20 amp	$130.04	$152.00				
30 amp	$220.03	$264.03				
40 amp	$250.02	$314.01				
50 amp	$325.01	$380.02				
60 amp	$399.06	$465.02				

Service Accessories – accessory prices do not include power

	Pre-Paid Rate	On-Site Rate	Quantity	Subtotal	CT 6.35% Tax	Total
Extension Cord (25 feet)	$15.00	$20.03				
Power Strip (15 amp max)	$22.00	$26.00				

Exhibitors are prohibited from providing their own power strips or extension cords. All such items must be purchased exclusively through the Connecticut Convention Center.

ORDER TOTAL: