

ELECTRICAL SERVICES ORDER FORM



GENERAL INFORMATION

Current: All circuits include ground wire, 60 cycles (HZ), 120V, Single Phase. 208V Single, Double and Three Phase may be available. Contact Engineering for Information.

Conditions

Service includes source and distribution of a duplex outlet to booth, installation and removal at straight time of provided equipment. Rate for maximum 3-day period, and for 1 hour prior, during, and 1 hour following each show day.

A separate outlet must be ordered for each electrical unit to be connected. Electricians are obligated to refuse connections where wiring or wiring methods constitute code violation. Dedicated service is available. Ask for details.

Floor Orders for outlets placed other than during 8:00 AM-4:30 PM, Monday- Friday, will be assessed additional regular labor rate.

Hyatt Regency Savannah is not responsible for voltage fluctuations or power failure to any service line. All hotel material and equipment furnished for connection is for rental only. Equipment provided to booth not retrieved at booth following close of show will be charged to Exhibitor at replacement rate.

Twenty-four (24) Hour Service is available at Double the regular rate. 100% payment must accompany Order to qualify for Advanced Rate, received by Hyatt at least 10 days prior to First Day of Show.

Make sure adequate power is ordered at Basic Rate if ordering in advance. Additional power ordered or required at show will be billed at floor rate.

All exposed non-current carrying metal parts of fixed equipment, which may be energized, must be grounded. All exhibitors' cords MUST be 3-wire grounded type.

Basic Rates

Qty.	Outlets Up To	Advance	Floor
_____	20 Amp or 2000 W	\$50.00	\$62.00
_____	Band Hook-Up	\$250.00	\$300.00
_____	Three Phase	\$2.00 per AMP (____) \$ _____	

Above rates include 1 Duplex outlet. Quads and strips are available. If Exhibitor requires an additional Duplex, Quad, or Strip, the following rates are in addition to the above basic rate:

_____	Duplex or Quad	\$25.00	\$40.00
_____	Strip (6 outlet)	\$50.00	\$70.00
_____	Ext. Cord	\$20.00	

Labor

Electricians are available from 8:00 AM-4:30 PM, Monday-Friday, at regular time of \$24.50 pmh: all other times are double time. Labor is hired on a per-hour, 1 hour minimum rate.

_____	Hr., Electrical/ST	@\$24.50 pmh
_____	Hr., Electrical/DT	@\$49.00 pmh

_____	Outlet Basic Rate	\$ _____
_____	24 Hour Service	\$ _____
_____	Addition to Basic Rate	\$ _____
_____	Subtotal	\$ _____
_____	Labor	\$ _____
_____	Sales Tax (7%)	\$ _____
_____	Total Due	\$ _____

When Services are needed, please complete this section

Master Account: _____
 Credit Card No: _____
 Visa/MC _____ AmEx _____ Other _____

Dates: From: _____ to _____

Name: _____ Exp. Date: _____

Time: _____

Customer Contact: _____

_____ Check (make payable to Hyatt Regency Savannah.)

Location: _____

Please no cash!

Convention/Show: _____ Date: _____ Booth No.: _____

Exhibitor: _____ Phone: _____

Address: _____

By: _____ Signature _____

By ordering this material, the Exhibitor agrees to honor all statements, and accept all responsibilities as outlined.

Return the order form via email, fax or by mail. Please use information noted below.

Installed By _____ Date _____ Time _____