



Lancaster County Convention Center
3 E. Vine St, Lancaster, PA 17602
P: (717) 207-4023 F: (717) 207-4028

ELECTRICAL SERVICE ORDER FORM

| | | | | |
|----------------|--|--------------|------------|---------|
| Name of Event | | Event Dates | | Booth # |
| Company Name | | Phone Number | Fax Number | |
| Address | | City | State | Zip |
| Contact Person | | Signature | | Date |

Payment Notice: All electrical charges must be pre-paid prior to services rendered by utilizing the attached credit card authorization form or by check made payable to Lancaster County Convention Center. ELECTRICAL SERVICE WILL NOT BE SUPPLIED UNTIL PAYMENT IS RECEIVED IN FULL. Payment must be received no later than 7 days prior to set up or a \$20 late charge will apply. Prices are subject to change without notice.

STANDARD ELECTRICAL SERVICE

| 120 VOLTS per single receptacle | Standard Rate | Quantity | Total |
|---------------------------------|---------------|----------|-------|
| 15 amp (1440 watts) | \$50/day | | \$ |
| 20 amp (1920 watts) | \$75/day | | \$ |
| 30 amp (2820 watts) | \$95/day | | \$ |

| 208 VOLTS/SINGLE PHASE | Standard Rate | Quantity | Total |
|------------------------|---------------|----------|-------|
| 30 amp | \$150/day | | \$ |
| 60 amp | \$225/day | | \$ |
| 100 amp | \$500/day | | \$ |
| 200 amp | \$650/day | | \$ |

| | |
|--------------------------|--|
| <input type="checkbox"/> | Please check here if 24 hr power is required. Add 50% of rate to subtotal for service fee. |
|--------------------------|--|

| Miscellaneous | Standard Rate | Quantity | Total |
|-----------------------------------|---------------|----------|-------|
| Extension Cords | \$20 | | \$ |
| Power Strip | \$25 | | \$ |
| Electrician | \$40/hr | | \$ |
| Standard/Direct Analog Phone Line | \$150 | | \$ |
| Internet Wired/Wireless | \$150/day | | \$ |
| Additional Line | \$50/day | | \$ |

| | |
|------------------------|--|
| Subtotal | |
| PA 6% Sales Tax | |
| SERVICE TOTAL | |

Send this completed form with payment to the address at the top of the page. Please make checks payable to: Lancaster County Convention Center or fill out the credit card information below.

VISA MasterCard AMEX Discover

Card Number _____ **Exp. Date** _____ **Code** _____

Print Name _____

Authorized Signature _____