

Illinois Bridal & Wedding Expo

June 9, 2024

Electrical Service



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

ELECTRICAL LABOR RATES

ADVANCE LABOR RATES:

Straight Time: \$120.00/hr
Overtime: \$180.00/hr.
Double Time: \$240.00/hr.

HOURLY LABOR RATES:

Straight Time: \$125.00/hr
Overtime: \$187.50/hr.
Double Time: \$250.00/hr.

All work done after 4:00 pm
Monday-Friday, and between 8:00
am and 4:00 pm Saturday will be
charged at the overtime rate.
After 4:00 pm Saturday, and before
8:00 am Monday will be at the
double time rate.

LOCATION:

Labor charges will be added when
submitting a layout

Please identify and show service units,
power connections and tower lights.
Indicate booth dimensions. Heavy duty
service should be accompanied with a
detailed floor plan.

*\$90.00 late fee if neutral is required
but not indicated

Indicate next to required amps actual
horsepower to be used.

STANDARD ELECTRICAL SERVICE OUTLET

120 volt service supplied with duplex (2) opening. Price includes bringing service to the booth, connection at one point,
and removal at conclusion of event.

| | QTY | DISCOUNT | STANDARD | 24 HOUR | TOTAL |
|-------------------|---------|----------|----------|---------|----------|
| 1-1,000 Watts | _____ x | \$195.00 | \$275.00 | x 2 | \$ _____ |
| 1,001-2,000 Watts | _____ x | \$245.00 | \$350.00 | x 2 | \$ _____ |

POWER CONNECTIONS

Power connections and heavy duty service will require additional labor expense.

| | QTY | DISCOUNT | STANDARD | 24 HOUR | TOTAL |
|-------------------------------|---------|----------|----------|---------|----------|
| 120 VOLT, SINGLE PHASE | | | | | |
| 30 Amp | _____ x | \$350.00 | \$520.00 | x 2 | \$ _____ |
| 208 VOLT, SINGLE PHASE | | | | | |
| 30 Amp | _____ x | \$420.00 | \$625.00 | x 2 | \$ _____ |

[] Check if neutral required*

HEAVY DUTY SERVICE

| | QTY | DISCOUNT | STANDARD | 24 HOUR | TOTAL |
|------------------------------|---------|------------|------------|---------|----------|
| 208 VOLT, THREE PHASE | | | | | |
| 20 Amp | _____ x | \$360.00 | \$530.00 | x 2 | \$ _____ |
| 30 Amp | _____ x | \$480.00 | \$710.00 | x 2 | \$ _____ |
| 60 Amp | _____ x | \$580.00 | \$860.00 | x 2 | \$ _____ |
| 100 Amp | _____ x | \$930.00 | \$1,385.00 | x 2 | \$ _____ |
| 150 Amp | _____ x | \$1,370.00 | \$2,045.00 | x 2 | \$ _____ |
| 200 Amp | _____ x | \$1,995.00 | \$2,982.00 | x 2 | \$ _____ |

[] Check if neutral required*

480 VOLT, THREE PHASE

| | | | | | |
|---------|---------|------------|------------|-----|----------|
| 30 Amp | _____ x | \$620.00 | \$920.00 | x 2 | \$ _____ |
| 60 Amp | _____ x | \$840.00 | \$1,220.00 | x 2 | \$ _____ |
| 100 Amp | _____ x | \$1,350.00 | \$2,015.00 | x 2 | \$ _____ |
| 200 Amp | _____ x | \$3,420.00 | \$5,120.00 | x 2 | \$ _____ |

[] Check if neutral required*

380 VOLT, THREE PHASE (European Voltage)

| | | | | | |
|---------|---------|------------|------------|-----|----------|
| 30 Amp | _____ x | \$435.00 | \$500.00 | x 2 | \$ _____ |
| 60 Amp | _____ x | \$830.00 | \$1,210.00 | x 2 | \$ _____ |
| 100 Amp | _____ x | \$1,340.00 | \$2,000.00 | x 2 | \$ _____ |

[] Check if neutral required*

ORDER TOTAL \$ _____

Company Name: _____ Phone #: _____ Fax #: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized By (print): _____ Signature: _____ Booth #: _____

Order Summary and Payment Sheet MUST accompany this order. All terms and conditions as outlined on the Order Summary and Payment Sheet have been reviewed and understood.

RES Address: 9291 West Bryn Mawr Rosemont, IL 60018 • RES Telephone: 847-696-2208 • RES Fax: 847-696-9797

ADDITIONAL LABOR CHARGES WILL APPLY WHEN SUBMITTING A LAYOUT

Use the squares to indicate the dimensions of your booth size.

Mark where you need your electrical service.

Adjacent Booth / Aisle # _____

[illegible]

Adjacent Booth / Aisle #

Show Name: _____

Booth #: _____

Company Name: _____

Booth Size: _____

CONDITIONS AND REGULATIONS

- 1) DEADLINE DATE: Your order must be received by the Donald E. Stephens Convention Center no later than 15 days before opening day to insure installation in time for the opening of the show. A 50% penalty on basic charges will apply on orders received after the deadline date. Saturdays, Sundays and holidays are not included in this 15 day period.
- 2) Wall, column, and permanent utility outlets are not to be used by the exhibitor and are not part of the booth space.
- 3) All lighting displays, electrical appliances, motors, and other types of electrical equipment must be wired to meet national, state and local codes.
- 4) Motors 3/4 H.P. and over must be equipped with a safety switch as a point of disconnect and overload protection.
- 5) All equipment and material must use 3-wire grounded type cord. All exposed non current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
- 6) Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs in exhibits are prohibited.
- 7) Claims will not be considered unless filed in writing by the exhibitor by the close of the Exhibition.
- 8) Prices based upon current wage rates, and are subject to change without notice.
- 9) Under no circumstances shall anyone other than house electricians make electrical connections.
- 10) Installing of ball lights, hanging of electrical headers, any other type of electrical fixtures, special wiring (motor or control wiring) etc., must be done by house electricians.
- 11) Electrical power for lights and displays will be turned on 1 hour prior to show opening time, and off at show closing time daily. If power is required before or after, special arrangements must be made at least 2 hours in advance.
- 12) The Chief Electrician has the power to refuse connection where wiring constitutes a fire hazard.
- 13) All material and equipment furnished by the Convention Center of this service order shall remain its property and shall be removed by the Convention Center after the close of the show.
- 14) Rates quoted for all connections cover only the bringing of service (unless otherwise noted) to the booth in the most convenient manner and does not include connecting equipment or special wiring.
- 15) All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
- 16) Exhibitors must check in at the electrical service desk before assembling their exhibits requiring electrical power or labor.
- 17) Cancellation or change of electrical requirements could result in a 50% penalty charge. Changes in original order must be submitted in writing.

ELECTRIC SERVICE FOR EXHIBITS AT THE DONALD E. STEPHENS CONVENTION CENTER

Electrical requirements for an exhibit at the Convention Center are based on codes developed by local and national organizations whose professional responsibility is for the safety of all exhibitors and visitors.

Too frequently, fires have been traceable to faulty wiring sometimes because of carelessness and sometimes because of lack of understanding of the risks involved.

In the interest of public safety, every exhibit presented in the Convention Center is carefully inspected to determine if violations exist. If they do, qualified electricians are available to correct the problem. This work will be performed on a time-and-material basis. If the exhibitor does not wish to have the fault corrected, electrical service will not be connected.

If an exhibitor is not informed or does not understand basic safety standards for electrical wiring, an electrician should be consulted before shipment is made to the Convention Center.

SAFE WIRING IS ESSENTIAL

Donald E. Stephens Convention Center is responsible for the total electrical distribution systems and the linking of all electrical items in an exhibit with the power services of the building.

Serious risks are involved which can be reduced with accurate understanding of basic requirements. Safe wiring inside an exhibit is essential.

Wiring that touches the floor must be "SO" cord which is insulated to qualify for "extra hard usage." Cord wiring above the floor level can be "SJ" which is rated for "hard usage."

All flexible cords shall be 3-wire unless the cord is a component part of an assembly which is specifically approved.

The use of open clip sign sockets, latex or lamp cord wire in displays, duplex or triplex attachment plugs are prohibited by order of the Rosemont Fire Department and Electrical Inspection Department.

All electrical equipment and wiring requires evidence of testing and approval by a nationally recognized testing laboratory.

Spot or flood lighting is a hazard when lamps are too close to fabrics or other material which may be affected by heat.

The Convention Center electrical services offer extension cords, spiders and plug molds which provide safety approved multiple plug in capacity.

Illinois Bridal & Wedding Expo

June 9, 2024

Order Summary and Payment



Please Mail, E-mail or Fax Completed Form to RES:

9291 West Bryn Mawr, Rosemont, IL 60018 | Fax 847-696-9797
customerservice@rosemontexpo.com

Rosemont Exposition Services requires pre-payment of all advance orders. Payment may be by check drawn on U.S. Funds Account, MasterCard, Visa, American Express, or Discover Card.

We understand that your calculation is only an estimate of charges, and may not reflect the balance of the final invoice.

Please indicate below method of payment to be used for services provided by ROSEMONT EXPOSITION SERVICES.

_____ CASH
_____ BANK - WIRE TRANSFER
_____ CREDIT CARD
_____ CHECK Check # _____

Check should be made payable to
Village of Rosemont – RES

Bank - Wire Transfer information

Bank transfer to Parkway Bank & Trust Co.

ABA# **071908160** ACCT# **6766928**

International

Bank transfer to Pacific Coast Bankers' Bank

SWIFT# **PCBBUS66** ACCT# **6766928**

(There is a \$25.00 USD fee per each international transfer)

| SERVICES AND EQUIPMENT ORDERED | TOTAL FROM ORDER FORMS |
|--------------------------------|------------------------|
| Standard Furniture | \$ |
| Standard Booth Accessories | \$ |
| Specialty Furniture | \$ |
| Carpet Rental | \$ |
| Hardwall Rental | \$ |
| Pegboard Rental | \$ |
| VU Case Rentals | \$ |
| Signage & Graphics | \$ |
| RES Extras | \$ |
| Floral | \$ |
| Photography | \$ |
| Electrical Service | \$ |
| Plumbing Service | \$ |
| Cleaning | \$ |
| Internet & Telecommunications | \$ |
| Audio Visual | \$ |
| Estimated Material Handling | \$ |
| Labor | \$ |
| Other Items | \$ |
| Net Amount Due | \$ |

Payment Information for Credit Cards



MasterCard



VISA



American Express



Discover Card

Account Number: _____ Expiration Date: _____ CV2 Code: _____

Cardholder Billing Address: _____

Signature of Cardholder: _____

Company Name: _____ Show Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Authorized By: _____ Email: _____

Signature: _____ Booth #: _____

By signing, I agree to all Terms and Conditions as outlined on the reverse side of this form.

Note that it is the policy and practice of Rosemont Exposition Services to mail out exhibitor show service statements at the conclusion of each event. If your company's show site personnel would like to review this statement during the event, please have them stop at the RES Service Center.

ORDER SUMMARY AND PAYMENT SHEET

Rosemont Exposition Services requires all advance orders to be paid in full. Payments must be made in U.S. funds. Methods of payment include cash, certified, company or traveler's check, Discover, Visa, MasterCard or American Express. All statements presented on show site must be paid in full at that time, unless previous arrangements have been made for credit in advance. Please see that your show site representative is aware of this policy and has a means of payment. The credit card authorization section of this form can also be used for show site payments.

STANDARD FURNITURE - CARPET RENTAL - SPECIALTY FURNITURE - UTILITIES

Full payment must accompany advance order. Check or credit card is acceptable. Check should be made payable to Rosemont Exposition Services. For credit card payment please fill out the Order Summary and Payment Sheet included in your exhibitor kit. Orders and payment must be received by the deadline date indicated to be charged at the discounted rate.

Note that discount rates are available only if orders are received by RES on or before the deadline date identified on each of the service order forms included in this kit. Also, please be aware of all terms and conditions as outlined on the Standard Furniture, Carpet, Specialty Furniture and Utilities Forms. Adjustments cannot be made after the event.

CANCELLATION TERMS

There will be a 100% charge on standard furniture cancelled once show set-up has begun. Cancellation charges for all other items is 50% of the standard rate. NO ADJUSTMENTS WILL BE MADE AFTER SHOW CLOSING.

LABOR

When ordering labor, please be aware of the following:

1. This advance labor request will be considered as only a reservation for labor.
2. On the day and time that you require labor, you must go to the Labor Service Desk to sign out your labor crew.
3. The labor crew will not be sent to your booth without being signed out.
4. Upon completion of their work, you MUST return the laborers to the Labor Service Desk and sign them in.
5. All labor is billed at one-half hour minimum for each man.
6. The number of workers required will be determined by labor foreman.
7. Gratuities are not required or accepted by any DES/RES Labor Crew.

MATERIAL HANDLING

Drayage and warehouse freight are billed on a round-trip basis, and invoicing will be done from the actual weight as listed on the inbound bills of lading. If you have any questions about material handling, please contact our Customer Service Department. NOTE THAT NO ADJUSTMENTS TO DRAYAGE CHARGES WILL BE MADE ONCE THE SHOW MOVE-OUT HAS CONCLUDED.

WASTE REMOVAL

Environmental Protection Agency (EPA) regulations require that all water soluble cutting and grinding fluids (coolants-synthetics, soluble oil) be removed in approved containers at the end of the show. This service is available from the official General Contractor who will collect the fluids named on the front from special steel barrels (55 gal. drums) and remove them from the show premises. Each exhibitor, however, has the responsibility of collecting and placing the fluids named on the front of his/her barrel(s).

WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) ONLY SHALL BE PLACED IN APPROVED BARRELS AS MARKED. DO NOT MIX WITH WASTE STRAIGHT OIL, AS THIS WILL RESULT IN A PREMIUM SURCHARGE OF DOUBLE THE QUOTE PER GALLON CHARGE.

WASTE STRAIGHT OIL MUST NOT BE MIXED WITH ANY OTHER MATERIALS INCLUDING WATER SOLUBLE CUTTING AND GRINDING FLUIDS (COOLANTS-SYNTHETIC, SEMI-SYNTHETIC, SOLUBLE OIL) AS THIS WILL RESULT IN A SURCHARGE TO THE EXHIBITOR PER GALLON FOR REMOVAL OF MIXED FLUIDS. ONLY PLACE WASTE STRAIGHT OIL IN DESIGNATED BARRELS.