

ELECTRICAL SERVICES ORDER FORM

Attention Event Service Department

Rental Rates quoted cover any portion of a five-day consecutive period
There will be a \$30.00 charge for any orders made out at time of set up.



COMPANY NAME:		
EVENT NAME:		
CONTACT NAME:	ROOM NAME:	
SETUP DATE:	EVENT DATE:	REMOVAL DATE:
ADDRESS:		

Street

City/State/Zip

Tel

SERVICES	PRICE	QTY	TOTAL
EXCLUSIVE CIRCUIT*			
20 AMPS	\$180.00		\$-
EXTENSION CORDS			
Quad Box	\$35.00		\$-
Power Strip	\$35.00		\$-
FEEDER SERVICE			
60 AMPS- 3 Phase	\$800.00		\$-
100 AMPS- 3 Phase	\$1,500.00		\$-
200 AMPS- 3 Phase	\$3,000.00		\$-
		SUBTOTAL	\$-
		8.375% TAX	\$-
		TOTAL	\$-

IMPORTANT:

NOTE: This order must be received by CPS EVENTS, **no later than 20 days** before opening day to insure installation in time for opening of show.

SPECIAL NOTICE:

New York City Code requires that no electrical equipment or apparatus can be connected unless it confirms to its electrical code. Upon request, CPS EVENTS will supply qualified electricians to correct any infractions at prevailing costs.

Wiring regulations based on the Electric Code of the City of New York.

All electrical apparatuses and splices must be installed in a metal enclosure to prevent emission of sparks.

All metal raceways, metal lighting fixtures and metal housing of electrically powered equipment shall be grounded.

All extension cables shall be 3 wire SJ cord or other approved type and not more than 10' long. One of the wires with green colored insulation is to be used as a ground. The cable must be large enough for the load and have a grounded male plug.

Flexible cords and cables less than #14 gauge wire shall not be permitted.

Labor not included for special power equipment. Labor will be charged at prevailing rates on a half-hour basis.

*CPS EVENTS will not be responsible for any voltage fluctuations or power failures beyond our control.

*These prices include one single outlet at location. If further outlets are required, please order at Quad Box.

If requiring other than above, notify CPS EVENTS at 212-549-0550.
Fax orders to 212-549-0548 or email orders to jasmine.honrado@cpsevents.com.

AUTHORIZED SIGNATURE:

TITLE:

* I have read and agreed to the general conditions.

PLEASE EMAIL FORM AND SEND CHECK TO:

CPS Events

770 Fifth Avenue, New York, New York 10019

PAYMENT METHOD: VISA M/C AMEX

CREDIT CARD NUMBER:

EXPIRATION DATE:

CREDIT CARD HOLDER:

AUTHORIZED SIGNATURE:

No other services provided by CPS EVENTS should be included with this payment.

File/ Electrician/ Accounting/ Event Services