



11/9/2012

Event Contract # \_\_\_\_\_

(office use only)

**ELECTRICAL SERVICE ORDER FORM**

Mail to : SMG managed Albuquerque Convention Center  
 Attention: Electrical/Finance Division  
 401 2nd Street NW  
 Albuquerque, NM 87102  
[mandrade@albuquerquecc.com](mailto:mandrade@albuquerquecc.com)



Private Management for Public Facilities

Phone: (505) 768-3863 Fax: (866)434-5427

STANDARD ELECTRICAL DROPS				
Quantity	Description	5 day Advance Rate	Floor Rate	Amount
<b>SINGLE PHASE 120V</b>				
	up to 20 Amps Single Phase 120V	\$ 82.50	\$ 104.50	
<b>SINGLE PHASE 208V</b>				
	20 Amps Single Phase 208V	\$ 121.00	\$ 143.00	
	30 Amps Single Phase 208V	\$ 160.50	\$ 182.50	
	40 Amps Single Phase 208V	\$ 199.00	\$ 221.00	
	50 Amps Single Phase 208V	\$ 237.50	\$ 259.50	
	60 Amps Single Phase 208V	\$ 277.50	\$ 299.50	
	70 Amps Single Phase 208V	\$ 314.50	\$ 336.50	
	100 Amps Single Phase 208V	\$ 431.50	\$ 453.50	
<b>THREE PHASE 208V</b>				
	20 Amps Three Phase 208V	\$ 160.50	\$ 182.50	
	30 Amps Three Phase 208V	\$ 218.50	\$ 240.50	
	40 Amps Three Phase 208V	\$ 277.50	\$ 299.50	
	50 Amps Three Phase 208V	\$ 335.50	\$ 357.50	
	60 Amps Three Phase 208V	\$ 393.50	\$ 415.50	
	70 Amps Three Phase 208V	\$ 452.00	\$ 474.00	
	100 Amps Three Phase 208V	\$ 625.50	\$ 647.50	
<b>RENTAL ITEMS</b>				
Quantity	Description	Price		Amount
	Extension Cords	\$ 15.00		
	Power Strip (15 amp)	\$ 15.00		
<b>CUSTOM ELECTRICAL WORK*</b>				
Quantity	Description	Hourly Rate		Amount
	On floor Electrician	\$ 40.00		
	Evening/Weekends/Holidays	\$ 60.00		
		<b>Total</b>	\$	-
		<b>Tax 7%</b>	\$	-
		<b>Total Due</b>	\$	-

\* Custom electrical setups, other than those listed above, are billed in 1/2 hour increments.

*Please Type or Print Legibly*

Date of Order: \_\_\_\_\_  
 Name of Event : \_\_\_\_\_  
 Date of Event: \_\_\_\_\_  
 Booth #: \_\_\_\_\_  
 Exhibit Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Phone Number: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

**SPECIAL INSTRUCTIONS**

Comment: \_\_\_\_\_

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Service will be brought to the rear of the booth in the most convenient manner, unless otherwise indicated below.

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**NEMA Configuration:** \_\_\_\_\_  
 Direct Connection Wire Required: **Yes** \_\_\_\_\_  
 Type: 3 wire \_\_\_\_\_ 4 wire \_\_\_\_\_ 5 wire \_\_\_\_\_

**Three Phase 480V service available.**

Under no circumstances shall anyone other than the "House Electrician" make electrical connections to the facility's electrical system.

Convention Center Staff are only responsible for primary power.

Refunds/Claims will not be considered unless filed by exhibitor three (3) days prior to start of show.

All Exhibitor supplied extentions cords must be UL rated and meet facility standards.

PAYMENT IN FULL MUST BE RENDERED BEFORE SERVICE IS CONNECTED

**Form of Payment:**  
 Enclosed is my check or money order made payable to: SMG - Albuquerque Convention Center

American Exp  Visa  Master Card CC# \_\_\_\_\_ CVV# \_\_\_\_\_

Name on Card: \_\_\_\_\_ Exp.Date \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

I authorize SMG – Albuquerque Convention Center to charge my credit card for services listed.

Authorize Signature \_\_\_\_\_



Event Contract # \_\_\_\_\_

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# COMPRESSED AIR, WATER, DRAIN & NATURAL GAS SERVICE ORDER FORM

Mail to : SMG managed Albuquerque Convention Center  
 Attention: Electrical/Finance Division  
 401 2nd Street NW  
 Albuquerque, NM 87102  
[mandrade@albuquerquecc.com](mailto:mandrade@albuquerquecc.com)



Private Management for Public Facilities

Phone: (505) 768-3863 Fax: (866)434-5427

Quantity	Description	5 day Advance Rate	Floor Rate	Amount
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**COMPRESSED AIR CONNECTION (up to 100 psi) up to 1/2" service outlet**

Compressed Air Availability is Minimal in West Complex				
	Initial Service Connection	\$ 155.00	\$ 195.00	
	Each Additional Service Connection	\$ 91.00	\$ 115.00	

**WATER CONNECTIONS (supplied at City pressure) up to 1/2" service outlet**

	Initial Service Connection	\$ 145.00	\$ 185.00	
	Each Additional Service Connection	\$ 75.00	\$ 100.00	

**FILL & DRAIN**

	Fill & Drain 1 to 100 gallons	\$ 75.00	\$ 100.00	
	Fill & Drain 101 to 250 gallons	\$ 152.00	\$ 190.00	
	Fill & Drain 251 to 500 gallons	\$ 300.00	\$ 375.00	
	Location of Drain _____			

**GAS CONNECTION\* (normal utility pressure) 1/2" service outlet (service limited)**

	Initial Usage Fee	\$ 190.00	\$ 230.00	
	Each Additional Service Connection	\$ 85.00	\$ 110.00	

**CUSTOM SETUP**

	On Floor Technician	\$ 40.00		
	Evening/Weekends/Holiday	\$ 60.00		

Custom setups, other than those listed above, are billed in 1/2 hour increments. Material for custom setup may be supplied by exhibitor or purchased from the facility. Exhibitor supplied gas lines (hose) must meet UL standard 21 and facility standards. Payment is due in advance.

\*3/4" gas service available via custom setup.

<b>Total</b>	
<b>Tax 7%</b>	
<b>Total Due</b>	

*Please Type or Print Legibly*

Date of Order: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Booth #: \_\_\_\_\_

Exhibit Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**SPECIAL INSTRUCTIONS**

Comment: \_\_\_\_\_

Service will be brought to the rear of the booth in the most convenient manner, unless otherwise indicated below.

REAR

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Under no circumstances shall anyone other than the "House Technician" make connections to the facility's utility systems.

Refunds/Claims will not be considered unless filed by exhibitor three (3) days prior to start of show.

**CONNECTION INFORMATION:** For each connection required, list the appropriate information in space below.

Connection Size & Type	PSI Required	Notes
Air: _____	_____	_____
Gas: _____	_____	_____
Water: _____	_____	_____

**PAYMENT IN FULL MUST BE RENDERED BEFORE SERVICE IS CONNECTED**

**Form of Payment:**

Enclosed is my check or money order made payable to: SMG - Albuquerque Convention Center

American Exp  Visa  Master Card CC# \_\_\_\_\_ CVV# \_\_\_\_\_

Name on Card: \_\_\_\_\_ Exp.Date \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

I authorize SMG – Albuquerque Convention Center to charge my credit card for services listed.

Authorize Signature \_\_\_\_\_