



620 Village Road PO Box 2115 Breckenridge, CO 80424 800/288-1282 ♦ 970/453-8787 fax

## EXHIBITOR SERVICE ORDER FORM

---

Name of Convention	Booth #	Name of Exhibitor	Exhibit Set-Up Dates
--------------------	---------	-------------------	----------------------

All orders must be received with payment to your organization's convention planner. There will be a \$20.00 service charge for each item not ordered in advance.

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>COST PER DAY</u>
_____	Duplex Outlet 120V, 60 HV 1 Phase 15 Amps	\$30.00
_____	Duplex Outlet 120V, 60 HV 1 Phase 30 Amps	\$40.00
_____	Duplex Outlet 120V, 60 HV 1 Phase 40 Amps	\$50.00
_____	Duplex Outlet 120V, 60 HV 1 Phase 60 Amps	\$60.00
_____	220 V must be approved in advance	\$20.00 / Each
_____	208 V/3 Phase must be approved in advance	\$25.00 / Each
_____	Spotlights	\$20.00 / Each
_____	Electrician/Additional Labor	\$40.00 / Hour
_____	In-House Telephone Extension	\$25.00
_____	Outside Telephone Line (9+)	\$75.00
_____	Dedicated Outside Line (required for fax machine use)	\$125.00
_____	Portable Speaker Phone	\$100.00
_____	TV/VCR/DVD Combination	\$165.00
_____	Cable Connections	\$100.00
_____	High-Speed Internet Connection	\$45.00/Day
_____	32" Computer Monitor	\$300.00

Above rates are subject to current taxes and resort fees.

Send with payment to your Convention Registration Department, who will compile this group's electrical needs and present to their Beaver Run Conference Coordinator. **Please make sure to multiply the cost by the number of days you are exhibiting** before sending your check.

Authorized by: \_\_\_\_\_

Name (Please print)

Title

Company: \_\_\_\_\_

Address: \_\_\_\_\_

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

Credit Card number and Expiration Date (Visa, MC, AMEX) \_\_\_\_\_

# **GENERAL CONDITIONS**

1. Under national O.S.H.A. regulations, we reserve the right to refuse connection to wiring or equipment we deem hazardous.
2. All equipment and cords must meet National Electrical Code requirements and are subject to inspection by on-site engineer.
3. All equipment must have proper conforming caps or plugs and wiring.
4. To avoid delay of electrical installation, all equipment should be properly tagged with complete identification of current, voltage, phase, cycle, horsepower, etc.
5. Wall and post outlets are not a part of booth space. A separate outlet must be ordered for each booth using electrical service.
6. Each motor one (1) horsepower or greater must be equipped with a fusible switch.
7. All equipment and materials furnished by the hotel remain the property of Beaver Run Resort. A \$25.00 fee will be charged on any electrical cords which are lost.
8. All services subject to availability.

---

Signature

Date