



## Electric, Phone & Plumbing Order Form Hot Springs Convention Center

All advanced orders must be received seven (7) days prior to move-in for advance rates.

Event name: AR Department of Education Summit      Date(s) of event: 07/07/2024 - 07/10/2024  
 Company name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
 Contact name: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Billing Zip: \_\_\_\_\_ CVC: \_\_\_\_\_

Service cannot be supplied until order form and payment are received.

Rates quoted below cover only the bringing of service to the booth and do not include wiring. The Hot Springs Convention Center does not stock receptacles for any electrical connection above a standard 20 amp, 110 volt outlet. Additional charge will be made if receptacles are not provided by the exhibitor. Under no circumstances shall anyone other than "center personnel" make electrical connections. Easy access to utility service panels must be provided at all times. Center personnel are authorized to cut floor coverings to obtain access to floor electrical boxes.

Rates are subject to change without notice

No helium or light gas filled balloons are permitted in the Hot Springs Convention Center.

No open flames are allowed in the Hot Springs Convention Center (candles must be completely enclosed in a glass globe).

**-Prices listed on this page are PER EVENT unless marked differently.-**

QUANTITY	AMPERE	Volts & Phase	Advance Order	Floor Order	AMOUNT
	20 amps	125 Volts (standard outlet)	\$50.00	\$100.00	\$
	20 amps	208 Volt Single Phase	\$70.00	\$140.00	\$
	20 amps	208 Volt Three Phase	\$70.00	\$140.00	\$
	30 amps	208 Volt Single Phase	\$80.00	\$160.00	\$
	30 amps	208 Volt Three Phase	\$100.00	\$200.00	\$
	50 amps	208 Volt Single Phase	\$120.00	\$240.00	\$
	50 amps	208 Volt Three Phase	\$120.00	\$240.00	\$
	100 amps	208 Volt Single or Three Phase	\$300.00	\$600.00	\$
	Power Strip	INCLUDES TAX	\$10.00	\$20.00	\$
		High Speed Internet Access (Synchronous Broadband)	\$200.00	\$400.00	\$
		Water hook up	\$50.00	\$50.00	\$
		Compressed air	\$50.00	\$100.00	\$
<b>TOTAL</b>					<b>\$</b>

Visa, Mastercard, American Express and Discover welcome.

Visa/MSC/Am Exp/DSC #: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name \_\_\_\_\_

**Please make checks payable to: Hot Springs Convention Center**

**Mail Checks to the Event Coordinator as follows: Attn: Pauline Howard**

**phoward@hotsprings.org**

**Hot Springs Convention Center, 134 Convention Blvd., Hot Springs, AR 71901**

**Phone 501-620-5011 \* Fax 501-620-5011**