

# ATTENTION

Please eMail or Fax orders to  
Gulf Coast Event Services.

office@gcevents.biz  
FAX 225-673-2142





Return form to:  
 17257 La Hwy 44; Unit 2  
 Prairieville, La. 70769  
 Ph 225-673-2943 Fax 225-673-2142  
 Email: office@gcevents.biz

# ELECTRIC

STANDARD ELECTRICAL SERVICE				SPOTLIGHT AND EXTENSION CORDS				
Qty.	Description	\$	Total	Qty.	Description	Clip	\$	Total
	110 Volt, 0-500 Watt Outlet	85.00			150 Watts Spot		45.00	
	110 Volt, 500-1000 Watt Outlet	100.00			300 Watts Spot		60.00	
	110 Volt, 1001-2000 Watt Outlet	112.00		<b>Extension Cords</b>				
	208 Single Phase 15 Amp	165.00			Single Outlet Cord		10.00	
	208 Single Phase 25 Amp	215.00			Duplex Outlet Cord		15.00	
<b>Important Note:</b>				<b>For 208 Volt Orders Only:</b>				
Special Orders not covered by the above will be charged on <b>time</b> and <b>material basis</b> . Work performed on exhibitor's equipment including repairs and special wiring will be charged in ½ hour increments (\$27.00 per ½ hr). All floors orders will be charged an additional 20%.				On the following diagram note general locations of outlets in booth and indicate booth dimensions				
				<div style="display: flex; justify-content: space-around;"> <div style="text-align: center;"> <p>Rear</p> <div style="border: 1px solid black; padding: 5px; width: 100px; height: 50px; margin: 0 auto;">Standard Booth</div> <p>Aisle# _____</p> </div> <div style="text-align: center;"> <p>Aisle# _____</p> <div style="border: 1px solid black; padding: 5px; width: 100px; height: 50px; margin: 0 auto;">Island Booth</div> <p>Aisle# _____</p> </div> </div>				
				Total				
<b>Jolly Jingles Market</b> Order Deadline Date: <b>Thursday, July 6, 2017</b>				Please type or print the information requested below. Advance orders must be received with payment NO LESS than 7 working days prior to schedule move-in time. Please send completed forms and keep a copy for your records, sorry no telephone orders accepted. Full refund if cancelled within 48 hours of move-in				

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_ Booth# \_\_\_\_\_

Ordered By (Print) \_\_\_\_\_ Signature \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Please note: "Method of Payment" form must accompany this order.

## **ELECTRICAL GUIDELINES: READ VERY CAREFULLY**

IT IS VERY IMPORTANT THAT YOU REVIEW THE FOLLOWING ITEMS CAREFULLY TO UNDERSTAND YOUR RESPONSIBILITY AND SAFETY CONCERNING ELECTRICAL POWER. SERIOUS RISKS ARE INVOLVED, BUT CAN BE REDUCED WITH ACCURATE UNDERSTANDING OF BASIC REQUIREMENTS. SAFE WIRING INSIDE AN EXHIBIT AREA IS ESSENTIAL.

1. **Gulf Coast Event Services** is NOT responsible for power failures or voltage fluctuations on service lines.
2. All electrical equipment and materials must be grounded properly.
3. All 120 volt electrical cords must be of the three-wire, grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to energize, shall be grounded
4. Ripcords/Zipcords and two wire cords are not acceptable by **Gulf Coast Event Services** unless the cord is a component part of an assembly which is specifically approved
5. All equipment, regardless of source of power, must comply with National Electrical Codes as well as state and local safety codes
6. Safe wiring is top priority. **Gulf Coast Event Services** is responsible for the total electrical distribution system and the linking of all electrical items in an exhibit with the power services of the building. All electrical work must be done by **Gulf Coast Event Services** electricians (including installation of all cords under the carpet).
7. Electricity will be turned on one (1) hour prior to show opening and turned off thirty (30) minutes after show closing.

## **ELECTRICAL CONNECTIONS NOTE:**

Rates include bringing circuits to the rear of the exhibit booth. If it becomes necessary to run lines into a booth, connect motors or panels, install ball or track lights or any other electrical illumination, and for removal of same equipment at closing of show, a labor order must be placed with **Gulf Coast Event Services** and will be assessed based on time and materials. All 480 volt service will be assessed based in time and materials, plus outlet charge. All electrical connections and disconnects must be made by **Gulf Coast Event Services'** electricians. Power of outlets ordered after installation of booth will accompany floor charges plus time and material.



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**METHOD  
 OF PAYMENT**

**FOR YOUR ORDER TO BE PROCESSED, THIS FORM MUST BE  
 COMPLETED AND RETURNED WITH PAYMENT BEFORE THE SHOW  
 ORDER DEADLINE DATE: **Thursday, July 6, 2017****

Please **CIRCLE** one of the following:

**CASH**

**COMPANY CHECK**

Make checks payable to: **Gulf Coast Event Services**

**CREDIT CARD**

For your convenience, we will use this authorization to charge the credit card account for your advance orders, and for any additional amounts incurred as a result of on-site orders placed by the designated representative.

**Please complete information below:**

Circle one:    Visa    Mastercard    AmEx	Circle one:    Personal    Business
Account #:	Expiration Date:
Cardholder's name:	Signature:
Cardholder's Billing Address:	

**Jolly Jingles Market**

Company Name \_\_\_\_\_ Date \_\_\_\_\_

Address (if different from above) \_\_\_\_\_ Booth# \_\_\_\_\_

Ordered By (Print) \_\_\_\_\_ Signature \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Please Note: "Method of Payment" form must accompany this order.

## PAYMENT TERMS, CONDITIONS & INSURANCE

### **PAYMENT**

Full payment, including applicable tax, is due in advance or at show site. Gulf Coast Event Services does not accept Purchase Orders as payment.

### **DISCOUNTS**

Prices indicated on Gulf Coast Event Services' order forms for rental items and signs are discounted rates. Additional charges, as indicated on each order form, will be applied to orders received without payment and/or orders received after the deadline date.

### **RENTALS**

All materials & equipment are on a rental basis for the duration of the show. All rentals include delivery, installation and removal from your booth

### **CREDIT**

It is your responsibility to advise our on-site representative of any order problems and to check your invoice for accuracy prior to show closing.

### **CANCELLATION**

Original charge will be applied if service was provided at the time of cancellation. A one-hour "per person, per hour" charge will be applied for all labor orders that are not cancelled in writing at least 24 hours prior to the scheduled start time.

### **INTERNATIONAL EXHIBITORS**

We require 100% pre-payment of advance orders. Any orders or services placed at show site must be paid at the show. Payment may be made with a Credit Card or in U.S. Funds.

### **TAX EXEMPTION**

If you are exempt from payment of sales tax, we require you to forward an exemption certificate from the state in which the services are to be used.

### **UNPAID BALANCES**

Should there be any unpaid balance after the close of the show, balance will be due upon receipt of invoice. Effective 30 days after the invoice date, any unpaid balance will bear a finance charge at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, and future orders will be on pre-payment basis only. Gulf Coast Event Services' Payment Terms and Conditions agreement shall be governed by and construed in accordance with the laws of the state of Louisiana.

### **INSURANCE**

Exhibiting companies will defend, hold harmless, and indemnify Gulf Coast Event Services, Inc. from and against all liability cost and expenses arising out of promoter's operation of show.