

RETURN THIS FORM TO:  
PCCA ORDER PROCESSING  
1101 Arch Street  
Philadelphia, PA 19107 0129  
(215) 418-4800  
US@PACONVENTION.COM



**World At Work**  
**Advance Order Deadline:**  
**April 28, 2008**

## Electrical Labor Order

Exhibiting Firm: \_\_\_\_\_ Booth No.: \_\_\_\_\_

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

City: \_\_\_\_\_ State : \_\_\_\_\_ Zip: \_\_\_\_\_

Exhibitor Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ FAX: (\_\_\_\_) \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Required Credit Card Authorization** for advance order, on site charges, labor, materials

[ ] Visa [ ] MasterCard [ ] Amex Account Number: \_\_\_\_\_ Exp Date \_\_\_\_\_

Print Card Holder's name: \_\_\_\_\_ Signature: \_\_\_\_\_

Only PCC contracted electricians under IBEW Jurisdiction perform the electrical installations listed below.  
(Please check work required)

- |  |   |
|--|---|
| <input type="checkbox"/> Electrical distribution under carpet from service origination. <i>(Material charge will apply)</i><br><input type="checkbox"/> Data Cabling distribution under carpet<br><i>Call for further information on available services 215 418-4845</i><br><input type="checkbox"/> 208 and 480 volt service connections to equipment<br><i>(Material charge may apply) Give panel location</i><br><input type="checkbox"/> Installation of display lighting fixtures<br><i>(Refer to Exhibitor Rights for work exhibitor may perform)</i><br><input type="checkbox"/> Installation of suspended illuminated electrical signs<br><i>Submit diagram with hanging point, weight/dimensions (Lift equipment and material charges will apply)</i> | <input type="checkbox"/> Installation exhibitors suspended truss, motors, lights<br><i>Submit diagram with hanging points, weight/dimensions (Lift and material charges will apply)</i><br><input type="checkbox"/> Overhead 120Volt, 208/480 service<br><i>(Lift and material charges will apply)</i><br><input type="checkbox"/> Co axial distribution under carpet/booth to booth.<br><b>EXHIBITOR TO SUPPLY MATERIALS &amp; SPECIAL TOOLS</b><br><input type="checkbox"/> Assembly, dismantling cabling of roof satellite dishes<br><i>(except small dishes that are pre-assembled on trailers)</i><br><b>EXHIBITOR TO SUPPLY MATERIALS &amp; SPECIAL TOOLS</b><br><input type="checkbox"/> Other _____<br><i>Call for further information (215) 418-4800</i> |
|--|---|

### ELECTRICAL LABOR RATES

**Straight Time: First 8 hours Monday-Friday \$90.00 per electrician/hr**

**Overtime: Weekdays after first 8 hours, Sat/Sun and holidays \$135.00 per electrician/hr**

#### Terms & Conditions

Installation and dismantle labor is scheduled and billed at rates in accordance with show move-in/out. The minimum charge of ½ hour installation and ½ hour dismantle will apply. Time will commence in accordance with exhibitor's request. Scheduled supervised labor will result in ½ hour charge per electrician if exhibitor fails to report to the electrical labor desk or exhibit space on date and time requested. Time must be allowed for Electrician/s to gather necessary tools, materials, and have work checked by exhibitor, and return to labor desk. *Dismantle labor will be automatically invoiced at 50% of the total installation hours unless requested.*

**PROCEED WITHOUT EXHIBITOR SUPERVISION FOR DISTRIBUTION UNDER CARPET**

ATTACH **SCALED OR MEASURED FLOOR PLAN** WITH ELECTRICAL /DATA SERVICES LOCATION.  
INSTALLATION BASED ON PUBLISHED MOVE IN SCHEDULE.

**PROCEED UNDER SUPERVISION**     **EXHIBITOR**     **EAC**

**REQUESTED LABOR IS GUARANTEED THE START OF THE WORKDAY, 8:15AM OTHER TIMES BASED ON AVAILABILITY OF LABOR**

- |   |             |             |  |
|---|-------------|-------------|--|
| <input type="checkbox"/> Distribution under carpet on     | Date: _____ | Time: _____ |  |
| <input type="checkbox"/> Connection to 208/480 service    | Date: _____ | Time: _____ |  |
| <input type="checkbox"/> Overhead electrical sign install | Date: _____ | Time: _____ |  |

Visit our web site & fax your completed floor grid to PCCA Client Utilities Services 215-418-4805

<http://www.paconvention.com/services/cus.asp#elec2>

**UTILITY SERVICES FLOOR GRID- MUST BE COMPLETED**

**Electrical services standard locations**

In line and peninsula booths, back center at drape line. Islands at floor port within or closest to booth

**Distribution of Electrical Services - Phone - DSL/Internet**

120 volt service may be distributed in 500 watt increments to any locations in booths

**Electrical Distribution Panel & dsl/Internet Network Hub location**

In Island booths that have over 3 – 120v 2000 watt services/ 208 volt service/ Network Services need to show an accessible location to place Electrical and Network equipment. Legend (P) Electrical Distribution Panel

**Booth Orientation**

**INDICATE BOOTH ORIENTATION FRONT/REAR IN RELATION TO EXHIBIT HALLS OR AISLE #**

**Booth Scale**

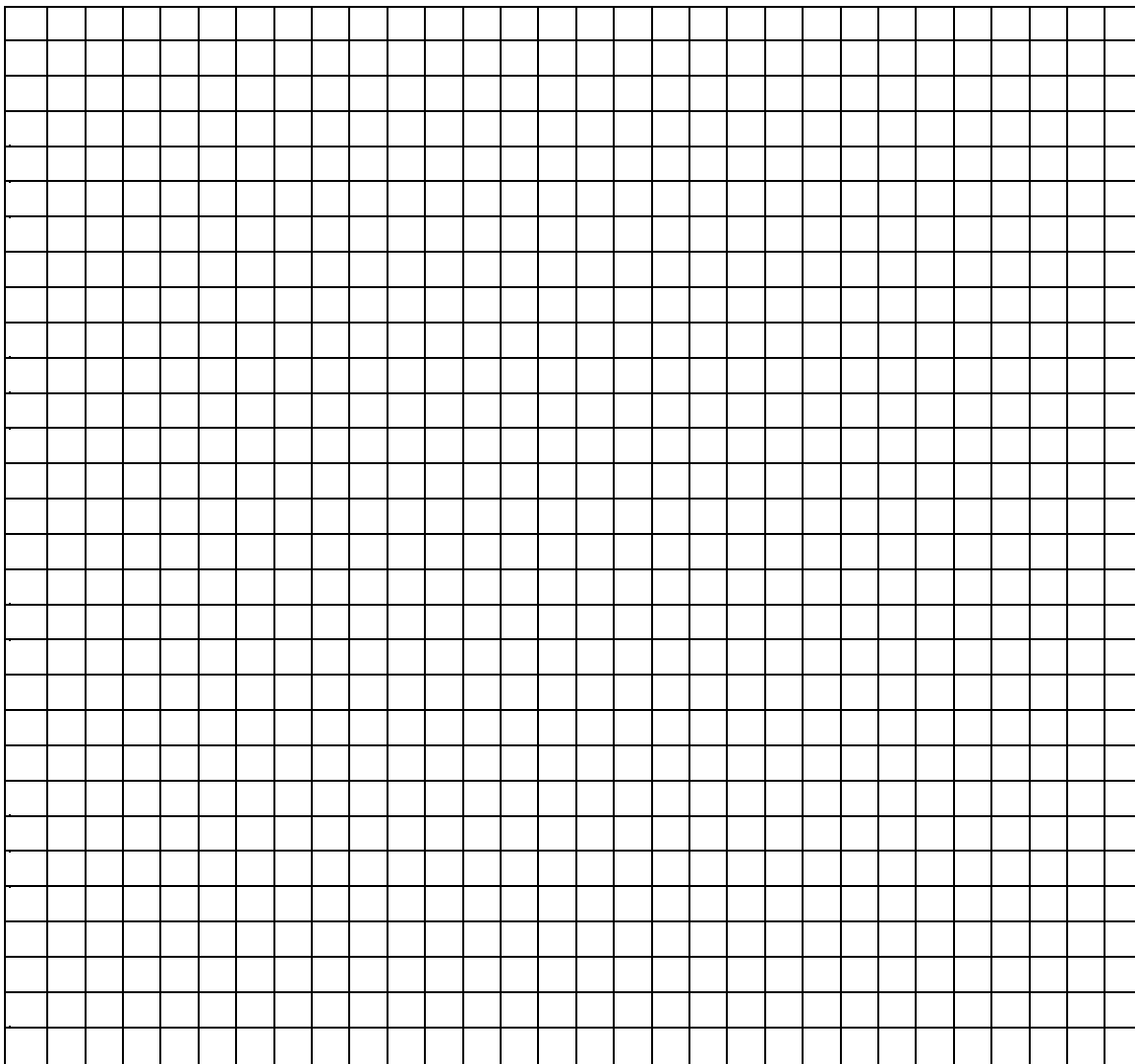
**SCALE 1 square = 1'** Shade unused portion of grid for exhibits smaller than 30' x 30'

Exhibits larger than 30'x 30' must enclosed an exhibit house diagram with scale

**Legend**

●=120v (watts) Ø = 208v (amps) ■ = 480v (amps) Δ= Phone ◆= Data Network

BOOTH ORIENTATION  
FRONT/REAR IN RELATION TO EXHIBIT HALLS OR  
AISLE #



BOOTH ORIENTATION  
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AISLE #