INDOOR ELECTRICAL SERVICE ORDER FORM

Kentucky Exposition Center
937 Phillips Lane
Louisville, KY 40209
kyexpo.org

KENTUCKY EXPOSITION CENTER

Online Ordering Now Available at https://kyexpo.org/order-services/

Discount orders must be completed online or postmarked with payment no later than (21) days prior to the first show day. Any order made online or postmarked after the designated discount date will be charged the regular rate – **no exceptions**.

CONTACT INFORMATION		
Event Name		Event Date(s)
Company Name		Booth Number
Contact Person		
Mailing Address		
City	State	Zip
Phone	Email	

CONDITIONS & REGULATIONS

1. Wall, column and permanent building utility outlets are not part of the exhibit space and are not to be used by exhibitors unless specified.
2. Rates listed are subject to change without notice.
3. Rates listed cover only the provision of service to the exhibit space in the most convenient manner and do not include connection equipment or special wiring.
4. All material and equipment furnished by Kentucky Exposition Center (KEC) for a service order shall remain KEC's property and shall be removed only by KEC at the end of the event.
5. All equipment, regardless of the source of power, must comply with all national, state and local safety codes.
6. All equipment must be properly wired and tagged with complete information including type of current, voltage, phase, cycle, horsepower, etc.
7. All cords provided by an exhibitor must be the 12/3 wireground type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
8. All fountains and pumps should have Ground Fault Interruption (G.F.I.) protection.
9. Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work and operation may be executed without a KEC electrician. However,a KEC electrician must make all service connections and overload protection to such equipment.
10. Unless otherwise directed, KEC electricians are authorized to cut floor coverings to permit installation of service.
11. Claims will not be considered unless filed prior to the end of the event.
12. Exhibitors shall pay for any required services, equipment, material and technicians at prevailing rates and conditions at the time of the event.

STANDARD ELECTRICAL SERVICE

- 208/120 Volt AC — single phase or three phase
- 480/277 Volt AC — single phase or three phase
- 480 Volt AC — single phase or three phase

ELECTRICIAN LABOR

- A one-hour minimum charge will apply
- Straight time — Monday-Friday (7:30am-4:00pm)
- Overtime — All other hours Monday-Friday and weekends
- Doubletime — Holidays

If you prefer to pay by check submit this completed form to:

Kentucky State Fair Board
ATTN: FINANCE DEPT
PO Box 37130
Louisville, KY 40233

Infomation regarding services: **(502) 367-5321**
Infomation regarding payment procedures: **(502) 367-5227**

ELECTRIC SERVICE				
Qnty	**Description**	**Discount**	**Regular**	**Cost**
	120 Volts			
	20 amp	$125	$180	$
	20 amp GFI	$125	$210	$
	30 amp	$150	$225	$
	208 Volts Single Phase			
	30 amp	$275	$465	$
	60 amp	$460	$690	$
	100 amp	$670	$915	$
	208 Volts Three Phase			
	30 amp	$350	$550	$
	60 amp	$555	$860	$
	100 amp	$850	$1,245	$
	200 amp	$1,525	$2,275	$
	480 Volts Single Phase			
	30 amp	$300	$405	$
	60 amp	$750	$950	$
	100 amp	$1,100	$1,300	$
	480 Volts Three Phase			
	30 amp	$550	$800	$
	60 amp	$600	$800	$
	100 amp	$850	$1,055	$
Electrician Labor				
Hours	**Straight**	**Overtime**	**Double**	**Cost**
	$70	$115	$140	$
Extension Cord Rental				
Qnty	**Size**	**Discount**	**Regular**	**Cost**
	25 ft.	$25	$40	$
	6% Sales Tax (extension cord rentals only)			$
			TOTAL	$

Revised 3/29/2019

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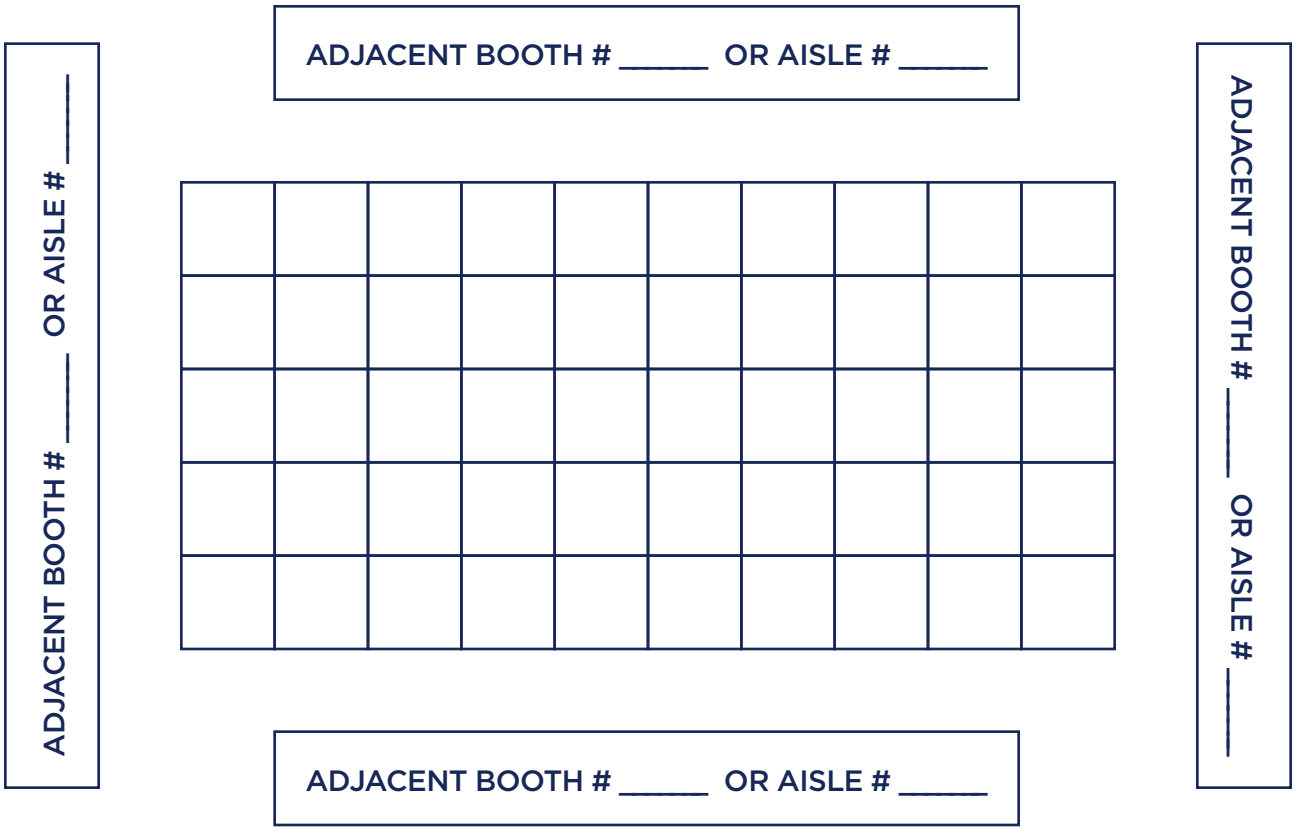
OUTLET AND DISTRIBUTION LOCATION GRID

Please email completed form to Exhibitor.services@kyvenues.com.

Company Name	
Show Name	
Booth Number	Booth Size

1. Either write the measurements or use the boxes as the scale for outlet locations.
   Each square = _____ feet.
2. Mark the adjoining booth # or aisle for orientation.



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Revised 3/29/2019