



ON-SITE ORDERS

Additional Exhibitor Needs

NAME OF EVENT _____ DATE OF EVENT ____/____/____ BOOTH# _____

FIRM NAME _____ CONTACT NAME _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____

PAYMENT: CHECK ___ CASH ___ VISA ___ MC ___ AMEX ___ DC ___ TELEPHONE# _____ FAX# _____

CARD# _____ V Code: _____ (Last 3 Numbers on back) EXP. DATE _____

I ALSO AUTHORIZE SMG TO CHARGE ANY OUTSTANDING BALANCES AT THE TIME OF MOVE-OUT TO MY CREDIT CARD.

SIGNATURE _____ NAME ON CARD _____

*WE DO NOT ACCEPT DINERS CLUB CREDIT CARDS *

 *For a receipt, please provide an **e-mail address**: _____

Additional Exhibitor Needs

QUANTITY	DESCRIPTION	COST	TOTAL
_____	Table (Bare 8' or 6')	\$8.75	_____
_____	Black skirted table (8' or 6')	\$27.50	_____
_____	Chair	\$1.25	_____
_____	Painters Tape Roll	\$10.93	_____
_____	Gaffers Tape Roll	\$21.85	_____
_____	25' Extension Cord	\$16.39	_____
_____	50' Extension Cord	\$27.31	_____

DAYS	DESCRIPTION		
___ 1-3 DAYS	KCC LOADING DOCK PARKING SPACE	\$250	_____
___ 5 DAYS	KCC LOADING DOCK PARKING SPACE	\$416	_____

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* All Prices include State of Tennessee Sales tax

CONDITIONS AND SAFETY REGULATIONS FOR ELECTRICAL SERVICE

1. WALL, COLUMN AND PERMANENT BUILDING UTILITY OUTLETS ARE NOT PART OF BOOTH SPACE AND ARE NOT TO BE USED BY EXHIBITORS UNLESS SPECIFIED OTHERWISE.
2. ALL EQUIPMENT, REGARDLESS OF SOURCE OF POWER, MUST COMPLY WITH ALL FEDERAL, STATE AND LOCAL BUILDING AND SAFETY CODES.
3. ALL SERVICE CONNECTIONS AND OVERLOAD PROTECTION TO SUCH EQUIPMENT MUST BE MADE BY THE "KCC HOUSE ELECTRICIAN" ONLY.
4. ALL EQUIPMENT MUST BE PROPERLY TAGGED AND WIRED WITH COMPLETE INFORMATION AS TO TYPE OF CURRENT, VOLTAGE, PHASE, HORSEPOWER, ETC.
5. ALL APPROPRIATE EXHIBITOR'S EXTENSION CORDS MUST BE OF THE THREE-WIRE GROUNDED TYPE, RESIDENTIAL TYPE EXTENSION CORDS AND POWER STRIP CORDS ARE PROHIBITED BY LOCAL BUILDING AND SAFETY CODES.
6. ALL EXPOSED NON-CURRENT CARRYING METAL PARTS OF FIXED EQUIPMENT, WHICH ARE LIABLE TO BE ENERGIZED, MUST BE GROUNDED.

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