



# UTAH VALLEY CONVENTION CENTER EXHIBITOR SERVICE ORDER FORM

220 WEST CENTER STREET  
PROVO, UTAH 84601  
WWW.UTAHVALLEYCONVENTIONCENTER.COM  
PHONE: (801) 851-2200 FAX: (801) 851-2220  
exhibitor@utahvalleycc.com



## ELECTRICAL

<b>Event:</b>	<b>Company Name:</b>		
<b>Event Dates:</b>	<b>Mailing Address:</b>		
<b>Exhibit Location/Booth:</b>	<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Ordered By:</b>	<b>Phone:</b>	<b>Fax:</b>	
<b>On-Site Contact:</b>	<b>E-mail:</b>		

EQUIPMENT	QTY	14 DAY ADV PRICE	REG PRICE	TAX	TOTAL	24 HR POWER
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**ADVANCED PRICING IS VALID WITH FULL PAYMENT RECEIVED  
14 CALENDAR DAYS PRIOR TO EVENT MOVE IN.**

POWER STRIP		\$ 5	\$ 6	x 7.25%		Y or N
120 V-SINGLE PHASE 10 AMPS (960 WATTS)		\$ 65	\$ 90	N/A		Y or N
120 V-SINGLE PHASE 20 AMPS (1920 WATTS)		\$ 90	\$ 115	N/A		Y or N
208 V-THREE PHASE 30 AMPS		\$ 250	\$ 300	N/A		Y or N
208 V-Single PHASE 30 AMPS		\$ 200	\$ 250	N/A		Y or N
208 V-SINGLE PHASE 50 AMPS		\$ 300	\$ 350	N/A		Y or N
208 V-THREE PHASE 50 AMPS		\$ 350	\$ 400	N/A		Y or N
208 V-SINGLE PHASE 100 AMPS		\$ 400	\$ 500	N/A		Y or N
208 V-THREE PHASE 100 AMPS		\$ 450	\$ 550	N/A		Y or N
24 HOUR POWER = TOTAL PRICE OF OUTLETS _____ X .5				N/A		

**Service may not be  
available day of event.  
Be sure to pre order  
your services.**

If hard wiring of your item  
is required, additional  
charges may apply.  
Please contact  
(801) 851-2219 for  
additional information.

PAYMENT INFORMATION	
<b>Credit Card Type:</b>	<b>Credit Card Number:</b>
<b>Expiration Date:</b>	<b>Security Code</b> (Last 3 on back of card or 4 digits on front of Amex.)
<b>Name on card (Please Print)</b>	
<b>Signature</b>	<b>Date</b>
<b>Billing Address:</b>	
<b>City:</b>	<b>State:</b> <b>Zip:</b>

Please make checks payable to:  
Utah Valley  
Convention Center

**CANCELLATION POLICY**

If cancellation occurs before installation and more than 6 days prior to the first scheduled move-in day: 90% REFUND.  
If cancellation occurs before installation but 6 days or less prior to the first scheduled move-in day: 75% REFUND.  
If cancellation occurs after installation or after the start of the first scheduled move-in day: NO REFUND.

All terms, conditions, and rates on this form are subject to change at any time without notice.

**TOTAL**