



Mechanical

Return Form To: Phone: 561-366-3023
 650 Okeechobee Blvd. Fax: 561-366-3024
 West Palm Beach, FL. 33401
 Attn: Exhibitor Services

To receive advance rate, orders and full payment must be postmarked 14 days prior to the first scheduled show date.

Event Name:			Booth #	
Exhibiting Company:			Dates - From:	
Address:			To:	
City:			Ordered By:	
State:	Zip Code:	E-Mail:		
Phone:		Cell:	Fax:	
Service Descriptions:			Qty.	14 Day Advance Rate
				Show Rate
				Total
Water Fill and Drain Service:				
One - time water fill and drain service. Price is for service to one [1] exhibit.				
0 - 200 Gallons			\$80.00	\$120.00 \$
201 - 500 Gallons			\$105.00	\$160.00 \$
501 - 999 Gallons			\$195.00	\$230.00 \$
1,000 or more Gallons			Call for Quote \$	
Compressed Air Service:				
Exhibitor shall supply drier or regulator for critical applications. Price is for service to one [1] exhibit.				
First connection, up to 1/2inch			\$200.00 + \$13.00 Sales Tax= \$213.00	\$260.00 + \$16.90 Sales Tax= \$276.90 \$
Each additional connection			\$110.00 + \$7.15 Sales Tax= \$117.15	\$143.00 + \$9.30 Sales Tax= \$152.30 \$
Special fittings or connectors may result in additional charges.				\$
Labor:				
\$70.00 per hour, one hour minimum			_____ hr/hrs.	\$
Miscellaneous:				
				\$
TOTAL				\$
Special Instructions:				

Prices listed are for the entire show.

By signing and returning this form, customer agrees to all terms and conditions printed on this form and related documents. The PBCCC reserves the right to correct orders that have been figured incorrectly. Tax rates are subject to change without notice.

Signature _____ Date _____

<input type="checkbox"/> Check: Payable to Palm Beach County Convention Center <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express Account No: _____ / _____ / _____ <div style="text-align: right; margin-right: 50px;">Exp. Date Verification Code</div> Cardholder Name (Please Print) _____ Authorized Signature: _____ Credit Card Billing Address: _____ City/State/Zip: _____	PBCCC USE ONLY Amount Paid _____ Balance Due _____ FOP _____ Date Received _____ Initials _____ Notes _____
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Palm Beach County Convention Center Mechanical Services Terms and Conditions:

Payment:

PBCCC must receive payment in full with your order at least fourteen (14) days prior to the first scheduled show date. Orders received less than fourteen (14) days in advance or without full payment will not receive advance rates regardless of date of receipt from Show Management. Unpaid orders will not be installed. We accept checks, Visa, MasterCard, and American Express.

Any additions or changes to your order, advance or on-site, will require full payment before installation. Any additional charges for damaged or missing equipment will be billed after the end of the event.

Rates and Labor Charges:

- a. These rates only cover bringing service to your booth in the most convenient manner.
- b. Rates do not include connecting equipment to provided services.
- c. Special placement or relocation of service will require a labor charge. Contact Exhibitor Services, at top of Order Form, to order special placement of service.
- d. Late or On-Site Orders: - We cannot guarantee service will be operable by the opening of the show. Installation during show hours may require Show Management approval. No discounts will be given.
- e. All prices are based on current rates and are subject to change without notice.

Install / Disconnect and Use of Service

- a. Orders paid in full will be processed and installation completed in order of receipt whenever possible. Earliest orders usually receive highest priority.
- b. All equipment provided will remain the property of Palm Beach County Convention Center and shall be disconnected / removed by our staff only. The Exhibitor is responsible for replacement, repair costs and damages to equipment during rental period. The rental period is from installation through removal.
- c. Guidelines of Service Connections: ONLY PBCCC engineers will make service connections. Service that crosses aisles will not be installed unless approved by Show Management and Event Management.
- d. Equipment: All equipment must comply with Federal, State and local Safety Codes. The Exhibitor is responsible for supplying necessary regulator, conditioner or the like, where applications require critical regulation of pressure or moisture. All equipment must be properly labeled with appropriate information regarding pressure, flow, capacity, rate-of-fill and/or other factors pertaining to safety.
- e. Attention: Tanks, drums, barrels and other containers requiring water fill/drain above 30 gallons must be filled and drained by PBCCC Engineering Department and are subject to a labor charge. Containers that show signs of leakage will not be filled and those which are found to be leaking during an event may be drained without prior notice, at the discretion of Engineering Supervisor because of safety concerns.

Contact Exhibitor Services via the information found at the top of this order form to inquire about availability of specialized services and price quotation.

CANCELLATION POLICY:

- a. If cancelled before installation and more than six [6] days prior to 1st Show Date = 90% REFUND.
- b. If cancelled before installation, but six [6] days or less prior to the 1st Show Date = 50% REFUND.
- c. If cancelled after the service has been installed = NO REFUND.

NOTICE: We cannot accept responsibility for pressure fluctuation due to temporary conditions beyond our control. For your protection, we advise installing appropriate regulators on any connection requiring critical control of pressure, moisture content and the like. We will not be responsible for damage or loss to any equipment or components or injury to any person caused by unauthorized installation, connection to service or interconnection of any equipment by persons other than the PBCCC Engineering Department.