Sturbridge Host
HOTEL & CONFERENCE CENTER
on cedar lake

ELECTRICAL SERVICE FORM

Please complete this form and enclose your check for the full amount, payable to the Sturbridge Host Hotel, Attn: Conference Coordinator or fax with credit card guarantee to (508)347-3824. All connections must be made by our electrician. All requests must be received in writing ten (10) days prior to show for refund. No power will be provided until payment in full is received. **Please note:** For outside line telephone connections please call VERIZON at 1-800-941-9900 (Allow for a 30 day advance notice).

Show Name: MSLA Show Days & Dates: November 2 & 3, 2008 Booth Number: _____

Your Name: _____ Today's Date: _____ Telephone: _____

Company Name: _____ Fax: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Person in Charge of Exhibit During Show: _____

Credit Card #:_____ Exp. Date: _____ Authorized Signature: _____

Or Total Amount of Check & Check Number: _____

DESCRIPTION	USAGE PRICE	# NEEDED	# OF DAYS	TOTAL $
Outlet to 500 watts, 120 volts	$45.00 per day	_____	_____	_____
Outlet to 900 watts, 120 volts	$50.00 per day	_____	_____	_____
Outlet to 1,800 watts, 120 volts	$55.00 per day	_____	_____	_____
SINGLE PHASE				
Outlet to 10 amps, 208 volts	$55.00 per day	_____	_____	_____
Outlet to 20 amps, 208 volts	$55.00 per day	_____	_____	_____
Outlet to 30 amps, 208 volts	$55.00 per day	_____	_____	_____
***SPECIAL CIRCUITS/THREE PHASE**				
Outlet to 10 amps, 208 volts	$65.00 per day	_____	_____	_____
Outlet to 20 amps, 208 volts	$65.00 per day	_____	_____	_____
Outlet to 30 amps, 208 volts	$65.00 per day	_____	_____	_____
Outlet to 40 amps, 208 volts	$65.00 per day	_____	_____	_____

**NOTE: Labor and material costs for installation of special circuits is extra*

Electrician ……..……$20.00 per person per hour
Houseman……..….$10.00 per person per hour
Please specify day, date, and time with number of housemen needed.

Prices of special services and materials not listed will be given upon receipt of written information. All electrical prices include 5% tax. Per day usage price based on show days only.

On any single or three phase 208 volt circuits, specify whether a neutral is needed. Also, specify type plus NEMA NUMBER or whether a direct hook-up is needed. If a plug-in type is needed and you are not sure of the type of female receptacle, bring a female receptacle with your equipment.

The following current is available: 120 volts single and 208 volts, three phase, all 60 cycle A.C. All equipment must be properly tagged and wired with complete information as to type of current, voltage, amperage, phase, horse power, etc. Overloading and over-current are your responsibility.

Usage price for single phase outlets include your pro-rated share of the cost of special switchboards, temporary lines, and power lines to your booth, as well as removal after the show and current consumption.