

SEE REVERSE SIDE FOR TERMS AND CONDITIONS.

VERY IMPORTANT

Terms & Conditions

- 1 Orders must be received a minimum of five (5) days prior to the date of event move in for pre-paid rates to apply. Orders received less than five (5) days prior to the date of event move in will be charged at the standard rates.
- 2 Conditions for processing service order forms:
 - A. Payment for service in full must accompany service orders.
 - B. Incomplete information may delay processing.
 - C. Booth number (s) must be identified on the face of the form, along with show name.
- 3 Rates listed for all connections include bringing the service to booth in the most convenient manner and DO NOT INCLUDE connecting equipment, special wiring or labor. Normally all electrical outlets to be installed will be on the floor in back of booth.
- 4 Rates are based on current wage scales and are subject to change in the event of wage changes prior to opening or during the operation of the show.
- 5 Additional service charges and labor charges may be assessed for installations. Payment must be rendered IN FULL when billed during the event. Service may be interrupted, if payment is not received.
- 6 All equipment regardless of source of power, must comply with Federal, State and Local codes. Ocean Center reserves the right to inspect all electrical devices and connections to ensure compliance with all codes. Ocean Center is required to refuse connections where exhibitor wiring is not in accordance with local Electrical Code.
- 7 Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by exhibitors.
- 8 All electrical equipment must be properly tagged and wired with complete information as to the type or current required for operation, voltage, phase, cycle, horsepower, etc.
- 9 All exhibitor's cords must be minimum of 14 gauge, grounded, and of proper size for the load connected.
- 10 All exposed non-current carrying metal parts of equipment, which are liable to be energized, must be grounded.
- 11 Ocean Center Electricians are authorized to cut floor coverings when essential for installation of service unless otherwise directed.
- 12 Customer's computers must be free of viruses, worms, trojans, spyware, ransomware, adware, malware, etc., and contain current, up to date anti-virus software. Due to the network environment created by use of customer's computers, the Ocean Center is not liable for any virus (worms, trojans, spyware, ransomware, adware, malware, etc.), infecting customer's computers as a result of the use of our internet services. Ocean Center is not responsible for operating system crashes, data loss or any other computer issues arising from connecting to our high speed internet system.
- 13 Material and equipment furnished by Ocean Center for this service order is furnished on a rental basis and remains the property of Ocean Center and shall be removed ONLY by Ocean Center Electricians.
- 14 Exhibitor holds Ocean Center harmless for any and all losses of power beyond Ocean Center's control including but not limited to losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment or overloads caused by exhibitor.
- 15 Credit will not be given for service installed and not used.
- 16 Any equipment damaged or not returned will be charged at the cost of replacement within 30 days of the end of the show.
- 17 A \$15.00 service charge will be assessed for all returned checks and denied credit cards charges.
- 18 A service charge of 1 1/2% per month on any unpaid balances will be made starting ten (10) days after the date of invoice.
- 19 It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collection, or to file a lien, or foreclosure, or otherwise, exhibitor will pay Ocean Center its attorney fees or applicable agency fees.
- 20 Claims will not be considered or adjustments made unless filed in writing by exhibitor prior to close of event.