

ELECTRICAL SERVICE ORDER

ATLANTA CONVENTION CENTER at AmericasMart Real Estate, LLC

240 Peachtree St. NW, Suite 2200

Atlanta, GA 30303

Hope Clark / Email: hclark@andmore.com

EVENT LOCATION: BLDG 1 • **BLDG 2** • BLDG 3 • FLOOR: 4

AFCEA ATLANTA CONFERENCE

MARCH 11 – 12, 2026

FULL NAME OF EVENT

EVENT DATES

BOOTH NO.

BOOTH OR COMPANY NAME

PHONE

EMAIL

Today's Date:

** Email completed form to hclark@andmore.com **

- FULL PAYMENT IN U.S. DOLLARS **MUST** ACCOMPANY ORDER (NO EXCEPTIONS).
- FULL PAYMENT **MUST** BE RENDERED PRIOR TO INSTALLATION.
- PAYMENT IS NON-REFUNDABLE ONCE SERVICE HAS BEEN INSTALLED.
- **REVIEW NEXT PAGE FOR FULL TERMS AND CONDITIONS.**

<VERSION YR2026>

120-VOLT ELECTRICAL SERVICE SUPPLIED BY SINGLE OUTLET POWER CORD

NOTE: A SEPARATE OUTLET MUST BE ORDERED FOR EACH LOCATION IN BOOTH WHERE EQUIPMENT IS TO BE LOCATED

QUANTITY	DESCRIPTION: Single Outlet Power Cord holds the amount of wattage selected (LABOR INCLUDED)	ADVANCE RATE	FLOOR RATE	AMOUNT
	500 WATTS.....	\$135.00	\$190.00	\$_____
	1000 WATTS.....	\$155.00	\$220.00	\$_____
	1500 WATTS.....	\$185.00	\$260.00	\$_____
	2000 WATTS.....	\$225.00	\$310.00	\$_____
	MULTI-OUTLET POWER STRIP, POWER NOT INCLUDED.....	\$85.00	\$85.00	\$_____

208-VOLT ELECTRICAL SERVICE: SERVICE 200+ AMPS PRICED UPON REQUEST

NOTE: MANDATORY LABOR CHARGE NOT INCLUDED – PRICED BY FACILITY; TRANSFORMERS AVAILABLE – PRICED UPON REQUEST

QUANTITY	DESCRIPTION	PHASE	NEUTRAL REQUIRED	ADVANCE RATE	FLOOR RATE	AMOUNT
	20 AMP.....			1 PHASE \$425.00	3 PHASE \$565.00	1 PHASE \$630.00
	30 AMP.....			\$495.00	\$650.00	\$835.00
	60 AMP.....			\$690.00	\$915.00	\$730.00
	100 AMP			\$940.00	\$1525.00	\$965.00
UPON REQUEST	200 AMP.....			N/A	N/A	N/A

SPOT LIGHTS: POWER FOR THESE LIGHTS ARE INCLUDED; NO OTHER USE AUTHORIZED

QUANTITY	DESCRIPTION: LIGHT(S) INSTALLED ON BOOTH STRUCTURE	ADVANCE RATE	FLOOR RATE	AMOUNT
	PAR-38 LIGHT (EQUIVALENT TO A 90-WATT BULB) Each light can be individually directed	\$130.00	\$185.00	\$_____

PLEASE LIST BOOTH ITEM(S) THAT NEED ELECTRICITY:

** Items with heat-related elements require their own dedicated electrical connection**

LABOR: LABOR FOR ELECTRICAL WORK ON EQUIPMENT INCLUDING INSTALLING CORDS UNDER BOOTH FLOORING, REPAIRS, TRACING MALFUNCTIONS, ETC. WILL BE CHARGED IN 1 HOUR INCREMENTS (MINIMUM CHARGE – 1 HOUR)			
QUANTITY	DESCRIPTION: MUST SUBMIT DESCRIPTION OF LABOR WITH ORDER	RATE	AMOUNT
1 HRS.	MONDAY – FRIDAY, 8:00 AM – 4:00 PM (except holidays)	\$70.00 PER HR.	\$_____
1 HRS.	MONDAY – FRIDAY, 4:00 PM – 8:00 AM AND SATURDAY (except holidays)	\$80.00 PER HR.	\$_____
1 HRS.	SUNDAY AND HOLIDAYS	\$90.00 PER HR.	\$_____

TOTAL AMOUNT: \$

Payment Information:

Credit card, check/money order payable to **AmericasMart Real Estate, LLC**.
All checks must be drawn on U.S. banks. A Service charge of \$20.00 will be assessed on all returned checks. Wire/ACH transfers for this service is not accepted.

SELECT PAYMENT METHOD: (Order must be paid in full before installation)

CREDIT CARD: Please email hclark@andmore.com for payment link.
(1.5% credit card processing fee ~ MAJOR CREDIT CARDS ACCEPTED/No Debit Cards)

CHECK OR MONEY ORDER: (Payable to AmericasMart Real Estate, LLC)

(Please provide the event name, event date, and event number **68783** on the check or money order)

MAIL CHECK TO: AmericasMart Real Estate, LLC

P.O.Box 411539

Boston, MA 02241-1539

COMPLETE FORM ~ SEND TO **HCLARK@ANDMORE.COM** ~ MAKE PAYMENT

TERMS AND CONDITIONS

1. Advance Rate orders must be received a minimum of fourteen (14) days **[FEB 25]** prior to the Commencement Date of the Event.
2. Notification of cancellation must be received in writing a minimum of fourteen (14) days prior to the Commencement Date of the Event.
3. For installation of service(s), **payment in full** must be rendered prior to the Commencement Date of the Event.
4. Credit will not be given for installed and unused electrical/lighting service. NO SHARING OF SERVICES BETWEEN BOOTHS.
5. All materials and equipment furnished by AmericasMart Real Estate, LLC for this service order shall remain AmericasMart Real Estate, LLC's property and shall be removed ONLY by agents or employees of AmericasMart Real Estate, LLC at the close of the Event.
6. Rates quoted for all connections cover only the bringing of service to the booth in the most convenient manner and do not include connection equipment or special wiring. Requests for special services, including but not limited to, placing, or relocating service(s) will incur a labor charge.
7. Walls, columns, ceilings, and permanent building utility outlets/track(s) are not part of booth/event space and are not to be used by Tenants.
8. Building electrical boxes (wall, floor, or column) must remain uncovered and accessible at all times.
9. Tenant fixtures are not permitted on or near any fire sprinklers or sprinkler supply pipes.
10. All equipment regardless of source of power must comply with federal, state and local laws, ordinances and safety codes.
11. Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs, generators/jump starters of any kind in exhibits/booths is **strictly prohibited**. ** Items with heat-related elements require their own dedicated electrical connection**
12. Prices based upon current wage rates and are subject to change without notice.
13. Under no circumstances shall anyone other than AmericasMart Real Estate, LLC agents or employees make electrical/lighting connections. Using any electrical or lighting services **without** payment received by AmericasMart Real Estate, LLC, will incur an additional \$10.00 penalty fee.
14. Special equipment requiring Tenant's engineers or technicians for assembly, servicing, preparatory work and operation may be executed without AmericasMart Real Estate, LLC agent's or employee's supervision. However, all service connections and overload protections to such equipment must be made by AmericasMart Real Estate, LLC agents or employees only.
15. All equipment must be properly tagged and wired with complete information, including but not limited to, type of current, voltage, phase, cycle, horsepower, etc.
16. Electrical Power for lights and displays will be turned on one hour prior to show opening time and off at show closing time daily.
17. Unless otherwise directed, AmericasMart Real Estate, LLC agents or employees, are authorized to cut floor coverings to permit installation of service.
18. All Tenant's cords must be of the 3 wire grounded type. All exposed noncurrent carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
19. Requests for special voltage and/or other "Special Requirements" (see front page) must be received by AmericasMart Real Estate, LLC at least thirty (30) prior to scheduled Tenant arrival and move-in.

Questions regarding service should be directed to:
Trade Show & Event Operations
Hope Clark (hclark@andmore.com)

20. Tenant shall indemnify AmericasMart Real Estate, LLC, its owners, agents, representatives and employees, and hold same harmless from and against all loss, claims, actions, damages, or liability for personal injuries and/or property damage arising from or out of the work performed in connection with this Agreement.
21. Tenant agrees that AmericasMart Real Estate, LLC, its owners, agents, and employees, shall not at any time or to any extent whatsoever be liable, responsible, or accountable for, and Tenant hereby releases AmericasMart Real Estate, LLC and its owners, agents, and employees, and waives all claims of Tenant, against AmericasMart Real Estate, LLC and its owners, agents, and employees for any injury, damage, theft or mysterious disappearance to Tenant's property, equipment, merchandise or business, whether direct or indirect, caused by or arising out of the work performed in connection with this Agreement.

In the event Tenant fails to pay any amount hereunder as and when the same is due and payable, AmericasMart Real Estate, LLC shall be entitled to, and Tenant agrees to pay, interest on such unpaid amount at the same rate of eighteen percent (18%) per annum, together with all costs incurred by AmericasMart Real Estate, LLC in collecting such amounts, including without limitation, AmericasMart Real Estate, LLC administrative costs (not to exceed five percent (5%) of the amount collected, and AmericasMart Real Estate, LLC's Actual attorneys' fees.

STANDARD ELECTRICAL SERVICE AVAILABLE 120 VOLT, A.C., SINGLE PHASE .60 CYCLE 208 VOLT, A.C., SINGLE PHASE .60 CYCLE 208 VOLT, A.C., THREE PHASE .60 CYCLE SPECIAL VOLTAGE AVAILABLE ON REQUEST	GENERAL PLACEMENT OF OUTLET(S): BACK OF BOOTH IF DIFFERENT, INDICATE BELOW <table border="1"><tr><td>L</td><td>REAR</td><td>R</td><td>A</td><td>AISLE# _____</td><td>A</td></tr><tr><td>E</td><td></td><td>I</td><td>I</td><td></td><td>I</td></tr><tr><td>F</td><td></td><td>G</td><td>S</td><td></td><td>S</td></tr><tr><td>T</td><td>STANDARD BOOTH</td><td>H</td><td>L</td><td>ISLAND BOOTH</td><td>L</td></tr><tr><td></td><td></td><td>T</td><td>E</td><td></td><td>E</td></tr><tr><td></td><td></td><td></td><td></td><td>AISLE# _____</td><td># _____</td></tr><tr><td></td><td></td><td></td><td></td><td># _____</td><td>AISLE# _____ # _____</td></tr></table> (DEFAULT LOCATION: BACK OF BOOTH)	L	REAR	R	A	AISLE# _____	A	E		I	I		I	F		G	S		S	T	STANDARD BOOTH	H	L	ISLAND BOOTH	L			T	E		E					AISLE# _____	# _____					# _____	AISLE# _____ # _____	For AmericasMart Real Estate, LLC Use Only: Paid: _____ Installed: _____ Comments: _____ _____ _____
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