

INDOOR ELECTRICAL SERVICE ORDER FORM

Kentucky Exposition Center
937 Phillips Lane
Louisville, KY 40209
kyexpo.org



Online Ordering Now Available at <https://kyexpo.org/order-services/>

Discount orders must be completed online or postmarked with payment no later than (21) days prior to the first show day. Any order made online or postmarked after the designated discount date will be charged the regular rate - **no exceptions.**

CONTACT INFORMATION				
Event Name			Event Date(s)	
Company Name			Booth Number	
Contact Person				
Mailing Address				
City		State	Zip	
Phone		Email		

CONDITIONS & REGULATIONS

1. Wall, column and permanent building utility outlets are not part of the exhibit space and are not to be used by exhibitors unless specified.
2. Rates listed are subject to change without notice.
3. Rates listed cover only the provision of service to the exhibit space in the most convenient manner and do not include connection equipment or special wiring.
4. All material and equipment furnished by Kentucky Exposition Center (KEC) for a service order shall remain KEC's property and shall be removed only by KEC at the end of the event.
5. All equipment, regardless of the source of power, must comply with all national, state and local safety codes.
6. All equipment must be properly wired and tagged with complete information including type of current, voltage, phase, cycle, horsepower, etc.
7. All cords provided by an exhibitor must be the 12/3 wireground type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
8. All fountains and pumps should have Ground Fault Interruption (GFI) protection.
9. Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work and operation may be executed without a KEC electrician. However, a KEC electrician must make all service connections and overload protection to such equipment.
10. Unless otherwise directed, KEC electricians are authorized to cut floor coverings to permit installation of service.
11. Exhibitors shall pay for any required services, equipment, material and technicians at prevailing rates and conditions at the time of the event.
12. By providing your credit card information, you authorize KEC to apply any additional charges associated with your booth.

STANDARD ELECTRICAL SERVICE

- 208/120 Volt AC – single phase or three phase
- 480/277 Volt AC – single phase or three phase
- 480 Volt AC – single phase or three phase

ELECTRICIAN LABOR

- A one-hour minimum charge will apply
- Straight time – Monday-Friday (7:30am-4:00pm)
- Overtime – All other hours Monday-Friday and weekends
- Doubletime – Holidays

If you prefer to pay by check submit this completed form to:

Kentucky State Fair Board
ATTN: FINANCE DEPT
PO Box 37130
Louisville, KY 40233

Information regarding services: **(502) 367-5321**
Information regarding payment procedures: **(502) 367-5227**

ELECTRIC SERVICE				
Qty	Description	Discount	Regular	Cost
120 Volts				
	20 amp	\$160	\$225	\$
	20 amp GFI	\$160	\$225	\$
	30 amp	\$185	\$250	\$
208 Volts Single Phase				
	30 amp	\$345	\$585	\$
	60 amp	\$575	\$865	\$
	100 amp	\$840	\$1,145	\$
208 Volts Three Phase				
	30 amp	\$440	\$690	\$
	60 amp	\$695	\$1,075	\$
	100 amp	\$1,065	\$1,560	\$
	200 amp	\$1,910	\$2,870	\$
480 Volts Single Phase				
	30 amp	\$425	\$730	\$
	60 amp	\$940	\$1,190	\$
	100 amp	\$1,375	\$2,000	\$
480 Volts Three Phase				
	30 amp	\$690	\$1,000	\$
	60 amp	\$850	\$1,450	\$
	100 amp	\$1,215	\$2,070	\$
Electrician Labor				
Hours	Straight	Overtime	Double	Cost
	\$85	\$127	\$170	\$
Extension Cord Rental				
Qty	Size	Discount	Regular	Cost
	25 ft.	\$25	\$40	\$
6% Sales Tax (extension cord rentals only)				\$
TOTAL				\$

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OUTLET AND DISTRIBUTION LOCATION GRID

Please email completed form to exhibitor.services@kyvenues.com.

Company Name	
Show Name	
Booth Number	Booth Size

1. Either write the measurements or use the boxes as the scale for outlet locations.
Each square = _____ feet.
2. Mark the adjoining booth # or aisle for orientation.

ADJACENT BOOTH # _____ OR AISLE # _____	ADJACENT BOOTH # _____ OR AISLE # _____	ADJACENT BOOTH # _____ OR AISLE # _____																																																		
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	ADJACENT BOOTH # _____ OR AISLE # _____																																																			

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COMPRESSED AIR, WATER and DRAINAGE SERVICE ORDER FORM

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Louisville, KY 40209
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CONTACT INFORMATION		
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Company Name		Booth Number
Contact Person		
Mailing Address		
City	State	Zip
Phone	Email	

Connection rates listed below cover bringing service from main line to booth. All work performed within booth attaching lines to equipment will be charged on a time and material basis in addition to connection fees. A separate connection fee will be made for each piece of equipment using connected service, whether connected direct or otherwise.

COMPRESSED AIR: 125 PSI	Discount Order Rate	Regular Order Rate	TOTAL
___ Service Charge for each line run from main line to booth	\$150.00	\$200.00	_____
___ Each additional connection within booth	\$100.00	\$125.00	_____
___ Additional charges for compressor rental (When applicable. Contact KEC Service Desk for details.) plus KY sales tax			_____

KEC standard connection is 1/4". All other sizes are available with advance request and special pricing.

Circle location of connection(s): **Left Rear Right**

CFM Required _____ PSI Required _____

NOTE: Pressure may vary. No guarantee can be made of minimum or maximum pressure. If pressure is critical, exhibitor should arrange to have a pressure regulator valve installed. Service is only available in South Wings A, B and C. All other areas are available with advance request and special pricing.

WATER: Minimum 50 PSI / Maximum 90 PSI / Outlet is 3/4"	Discount Order Rate	Regular Order Rate	TOTAL
___ Service Charge for first connection	\$175.00	\$250.00	_____
___ Each additional connection	\$115.00	\$165.00	_____
___ Fill up only (each time)	\$135.00	\$140.00	_____

NOTE: Service is only available in the North Wing, South Wings A, B and C, West Wing and Pavilion.

DRAINAGE:	Discount Order Rate	Regular Order Rate	TOTAL
___ Service Charge for first connection	\$135.00	\$215.00	_____
___ Each additional connection	\$ 80.00	\$125.00	_____
___ Additional charges for water pump (When applicable. Contact KEC Service Desk for details.) plus KY sales tax			_____

NOTE: Service is only available in the North Wing, South Wings A, B and C, West Wing and Pavilion.

PLUMBER:	Discount Order Rate	Regular Overtime Rate	Regular Order Rate	Regular Overtime Rate	TOTAL
	\$70.00	\$105.00	\$115.00	\$172.50	_____
				GRAND TOTAL	_____

All work performed on equipment by KEC service personnel including repairs, tracing malfunctions, etc., will be charged at prevailing rates in one-hour increments (minimum charge of one hour). Orders received less than 36 hours prior to the show may not be installed in time for opening. **Prices are subject to change without notice.**

For information regarding services, please call **(502) 367-5321.**
For information regarding payment procedures, please call **(502) 367-5227.**

KENTUCKY EXPOSITION CENTER
METHOD OF PAYMENT FORM

937 Phillips Lane
Louisville, KY 40209
kyexpo.org



Click the following link for online ordering: kyexpo.org/order-services

Event Name _____ Event Date(s) _____

Company Name _____ Booth Number _____

Contact Person _____

Mailing Address _____

City _____ State _____ Zip _____

Phone (required) _____ Email (required) _____

PLEASE REMIT THIS FORM TO THE ADDRESS BELOW

Kentucky Exposition Center
ATTN: Finance Dept.
PO Box 37130
Louisville, KY 40233

WIRE TRANSFER

ACH TRANSFER CHECK

Wire Info: 042 000314
Swift# FTBC US 3C

Kentucky State Fair Board
Fifth Third Bank
401 South Fourth Street
Louisville, KY 40202
(502) 562-5215
ABA# 083 002342
ACCT: 0082195031

Authorized Signature _____ Date _____

For information regarding our payment procedures, please call (502) 367-5227.