



**2007 Utility Service Order Form For Vendors**

**Show Name:** \_\_\_\_\_ **Show Dates:** \_\_\_\_\_  
**Booth Name:** \_\_\_\_\_ **Booth Number:** \_\_\_\_\_  
**Contact Name:** \_\_\_\_\_ **Address:** \_\_\_\_\_  
**Phone Number:** (\_\_\_\_) \_\_\_\_\_ **City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip** \_\_\_\_\_  
**Payment Method:**  **Check**  **Cash**   **Master Card**   **Visa**  Credit Cards will not be charged until the week of the Event  
**Cardholder Name:** \_\_\_\_\_ **Card #** \_\_\_\_\_ **Exp Date:** \_\_\_\_\_  
**Signature:** \_\_\_\_\_ I also authorize LDEC to charge any outstanding balances at Move-Out time to my Credit Card

**Electrical Rental:**

Quantity	Description	4 Day Show Rate	Each Additional Day	Total
	20 A – 110 V	\$ 60.00	\$ 15.00	
	20 A – 208 V	\$ 110.00	\$ 25.00	
	30 A - 208 V	\$ 140.00	\$ 40.00	
	Single Outlet Extension Cord	\$ 20.00	N/A	
	Duplex Outlet Extension Cord	\$ 25.00	N/A	
	30 A - RV Hook Up	N/A	\$ 25.00	
	50 A - RV Hook Up	N/A	\$ 35.00	
<b>Electrical Total</b>				

**For Increased Power Needs or Stage & Light Power, please contact the Lamar-Dixon Expo Center Operations Department**  
**Specialty Wiring and Services will be billed at the prevailing rate**

**Please Note:**

- Ø Payment in full must accompany a fully completed Service Order Form to be processed.
- Ø No refunds will be granted after installation. Refunds will be mailed after being processed by the proper Departments.
- Ø Under no circumstances shall anyone other than Lamar-Dixon Plumbers or Electricians make plumbing or electrical connections to the facility’s systems.
- Ø Wall, column, and permanent building utilities are not part of the booth space and should not be used by Exhibitors.
- Ø Rates quoted cover delivery of service to the booth and do not include connecting your equipment.
- Ø All Exhibitor supplied extension cords must be of the three-wire grounded type. Cords must meet both National Electric Code and facility standards. All cords and hoses that cross public walkways must be taped or matted.
- Ø Exhibitors are not permitted to share electrical service. All orders must be placed separately.
- Ø Exhibitors using Electronic Equipment are encouraged to provide surge protectors for their Equipment.
- Ø All furnished materials and equipment remains the property of the Lamar-Dixon Expo Center. All material damaged or removed from the property will be billed accordingly.
- Ø Neither SMG, the Lamar-Dixon Expo Center, or the Parish of Ascension will accept liability for equipment damage due to power interruptions or variances, including but not limited to dips, surges, or power outages.

**Lamar-Dixon Expo Center – 2007 Utility Service Order Form For Vendors**

**Telephone & Internet Rental:**

- Ø Telephone Lines rent at \$150 per line.
- Ø This charge is for service only and does not include an Instrument (Phone or Credit Card Machine).
- Ø Included in this rental is a designated number, free local calls, and installation in the most convenient location to the booth.
- Ø Long Distance Service is available only through using a 1-800-Number.
- Ø The Lamar-Dixon Expo Center will not be responsible for long distance charges.
- Ø **Phone line rental must be set up 10 Business Days prior to the event to ensure lines are available. Every effort will be made to fill orders received inside 10 days, but can not be guaranteed. (Additional charges may apply via the Phone Company)**
- Ø As of March 1, 2006, the Lamar-Dixon Expo Center has provided free Wireless Internet to the entire property. (This is an unrestricted, unsecured connection)

**Plumbing Services:**

Quantity	Description	4 Day Show Rate	Total
	Standard Hose Connection (Hose Not Included)	\$ 65.00	
	Up To 200 Gallon Fill & Drain	\$ 45.00	
	Up To 500 Gallon Fill & Drain	\$ 85.00	
	Each Additional 500 Gallons	\$ 25.00	
		<b>Plumbing Total</b>	

**Service Totals:**

Electrical	
Phone	
Plumbing	
<b>Grand Total</b>	

**Please Send Form and Payment To: Lamar-Dixon Expo Center – 9039 St. Landry Rd. – Gonzales, LA 70737**  
**(225) 621-1700 (Office) – (225) 647-8804 (Fax)**

