

Exhibitor Price List and Order Form
Send to: FARGODOME - Attn: Utility Order Form
 1800 North University Drive • Fargo, ND 58102
 Phone: (701) 241-9100 • Fax: (701) 237-0987

BOOTH#
 COMPLETED: _____
 OFFICE USE ONLY

Name of Event: _____ **Order Date:** _____
Event Date(s): _____ **Booth#:** _____
Company Name: _____ **Form of Payment - (CIRCLE ONE)**
Exhibitor Name: _____ **Cash Check MasterCard Visa Discover Amex**
Address: _____ **Credit Card#** _____
City, State, Zip _____ **Expiration Date:** _____
Ordered By (Name & Title) (Please print): _____ **Telephone: ()** _____
Signature: _____ **Fax: ()** _____

Items requested below are at the expense of the exhibitor at the rates shown below.
FARGODOME equipment and services are being furnished subject to the regulations on the back page.
ORDERS WILL BE COMPLETED ONLY AFTER PAYMENT IN FULL IS RECEIVED.

General Notes: Please complete all requested exhibitor information, above. Quantity refers to the number of items requested. Number of trade show days means the number of days the show is open to the public. Most items are billed per public day.

Electrical Needs: A basic outlet is the first item listed. If you need additional amps, please complete the blanks. If you have a special need and or voltage not shown, please call our office to discuss your needs and pricing with our house electrician.

Water/Drain Needs: Water & Drains are available based on booth location. FARGODOME reserves the right to limit excessive fills/drains, and adjust prices accordingly.

Phone/Data Needs: Additional phone charges apply for long distance calling capabilities and a credit card number is required. One IP address is provided for an Internet Connection. Please indicate a wired or wireless connection. Bandwidth provided will be sufficient for normal browsing and downloads. If you require audio or video streaming, please call our office to discuss your needs and pricing. Log on and Passwords for wireless connections are available at the electrical desk during load in. Up to four additional IP addresses within the same booth are available at a reduced rate. A switch will be provided.

	Qty	Number of days of trade show	FLOOR RATE order & payment received fewer than 5 business days prior to show load in	ADVANCE RATE order & payment received 5 business days prior to show load in	TOTAL
120 Volt 20 Amp Duplex Outlet (standard)	_____X	_____X	\$15.00/day	\$ 10.00/day	= _____
220 Volt 30 Amp Single Phase	_____X	_____X	\$45.00/day	\$ 40.00/day	= _____
220 Volt 50 Amp Single Phase	_____X	_____X	\$45.00/day	\$ 40.00/day	= _____
220 Volt ____ Amp Single Phase	_____X	_____X	\$65.00/day	\$ 60.00/day	= _____
220 Volt ____ Amp Three Phase	_____X	_____X	\$65.00/day	\$ 60.00/day	= _____
					= _____
	Qty	Per Fill			
Water/Drain (available based on location) < 51 gallons	_____X	_____X	\$30.00/fill	\$ 25.00/fill	= _____
Water/Drain (available based on location) 51-1000 gallons	_____X	_____X	\$55.00/fill	\$ 50.00/fill	= _____
Water/Drain (available based on location) > 1000 gallons	_____X	_____X	\$110.00/fill	\$100.00/fill	= _____
		Per Event			
Telephone Line (long distance extra)	_____X	per event X	\$110.00/line per event	\$100.00/line per event	= _____
Internet Access (One IP Address Provided)					
_____ Wired Connection	_____X	per event X	\$175.00/line per event	\$150.00/line per event	= _____
_____ Wireless Connection	_____X	per event X	\$175.00/line per event	\$150.00/line per event	= _____
Additional IP Addresses within one booth (up to 4 additional available & a switch will be provided)					
_____ Wired Connection	_____X	per event X	\$ 75.00/line per event	\$ 75.00/line per event	= _____
_____ Wireless Connection	_____X	per event X	\$ 75.00/line per event	\$ 75.00/line per event	= _____
Other items:					

TOTAL \$ _____

OFFICE USE ONLY - PAYMENT RECEIVED			
	Check#	Amount	Date
Check			
Cash			

Payment Schedule: cash, check (payable to the FARGODOME) MasterCard, Visa, Discover, Amex

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IMPORTANT CONDITIONS AND REGULATIONS

1. Advance orders (paid in full) must be received a minimum of five (5) business days (one calendar week) prior to scheduled exhibitor arrival for move in.
2. Payment in Full must be rendered prior to start of show. Please DO NOT send cash in the mail.
3. Credit will not be given for electrical service installed and not used.
4. All material and equipment furnished by FARGODOME for this service order shall remain in the FARGODOME and shall be removed ONLY by FARGODOME personnel at the close of show.
5. Rates quoted for connections cover only the bringing of service to the booth in the most convenient manner and do not include connecting equipment or special wiring. Rates for special services such as placing cords or relocating service(s) will include a labor charge.
6. Wall, column and permanent building utility outlets are not a part of booth space and are not to be used by exhibitors.
7. All equipment, regardless of source of power, must comply with all federal, state and local safety codes.
8. Use of open clip sockets, latex or lamp cord wire, duplex or triplex attachment plugs in exhibits is prohibited.
9. Claims will not be considered unless filed by exhibitor to the FARGODOME prior to close of show.
10. Rates are based upon current rates and are subject to change without notice.
11. Under no circumstances shall anyone other than authorized FARGODOME personnel make electrical connections.
12. Special equipment requiring company engineers or technicians for assembly, service, preparatory work and operation may be executed without the FARGODOME electrician. However, all service connections and overload protection to such equipment must be made only by the FARGODOME electrician.
13. All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.
14. Electrical power for lights and displays will be turned on one hour prior to show opening time and off at show closing time daily.
15. Unless otherwise directed, FARGODOME electricians are authorized to cut floor coverings to permit installation of service.
16. All exhibitor's cords must be of 3 wire grounded type. All exposed noncurrent carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
17. Requests for special voltage and/or other "Special Requirements" (see front page) must be received by FARGODOME 30 days prior to scheduled exhibitor arrival and move-in.
18. Obstructions blocking utility floor boxes are subject to relocation as necessary.
19. The above listed conditions and regulations are not all inclusive, additional rules will be given as applicable.