



Mechanical

Return Form To:
650 Okeechobee Blvd.
West Palm Beach, FL. 33401
Attn: Exhibitor Services

Phone: 561-366-3000
Fax: 561-366-3023
Email: exhibitorservices@
pbconventioncenter.com

To receive advance rate, orders and full payment must be postmarked 14 days prior to the first scheduled show date.

Event Name:				Booth #	
Exhibiting Company:			Dates - From:		To:
Address:			Ordered By:		
City:	State:	Zip Code:	E-Mail:		
Phone:		Cell:	Fax:		
Service Descriptions			Quantity	14 Day Advance Rate	Base Rate
Water Service					
Run of Show Connection (1/2' or 3/4') or One Time Water Fill and Drain					
0 - 200 gallons				\$80.00	\$120.00 \$
201 - 500 gallons				\$105.00	\$160.00 \$
501 - 999 gallons				\$195.00	\$230.00 \$
1,000 gallons or more				Call for Quote	\$
Compressed Air Service					
Exhibitor shall supply drier or regulator for critical applications. Price is for service to one [1] exhibit.					
First Connection, up to 1/2"				\$200.00	\$260.00 \$
Each Additional Connection				\$110.00	\$143.00 \$
Special fittings or connectors may result in additional charges.					\$
Labor					
\$70.00 per hour, one hour minimum				\$70.00	\$70.00 \$
SUB TOTAL					\$
7% SALES TAX					\$
TOTAL					\$
Special Instructions:					

Prices listed are for the entire show.

By signing and returning this form, customer agrees to all terms and conditions printed on this form and related documents. The PBCCC reserves the right to correct orders that have been figured incorrectly. Tax rates are subject to change without notice.

Signature: _____ Date: _____

<input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Check Payable To: Palm Beach County Convention Center		
Account No: _____	Exp. Date (MM/YY) _____	Verification Code _____
Cardholder Name (Please Print) _____		
Authorized Signature*: _____		
Credit Card Billing Address: _____		
City/State/Zip: _____		

* I ALSO AUTHORIZE CHARGING ANY UNPAID BALANCES TO MY CREDIT CARD. SEE REVERSE SIDE FOR PAYMENT TERMS AND CONDITIONS.

Palm Beach County Convention Center Mechanical Services Terms and Conditions

Payment:

The Palm Beach County Convention Center (PBCCC) must receive payment in full with your order at least fourteen (14) days prior to the first scheduled show date. Orders received less than fourteen (14) days in advanced or without full payment are subject to a rate increase, regardless of date of receipt. Full payment must be received before service is provided. PBCCC accepts Visa, MasterCard, American Express and Checks.

Any additions or changes to your order, advanced or on-site, will require full payment before installation.

Rates and Labor Charges:

1. Listed rates only cover services delivered to each individual location as per the diagram.
2. Rates do NOT include connecting provided services to equipment.
3. Special placement or relocation of service will incur labor charges.
“please contact Exhibitor Services to order special placement of service*“
4. Late or On-Site Orders are not guaranteed by show opening.
5. All prices are based on current rates and are subject to change without notice.

Installation/Disconnection and use of Service:

1. Orders paid in Full will be installed and processed in the order in which they were received.
2. All equipment provided will remain the property of the PBCCC and shall be disconnected/removed by in-house staff only.
3. Any damaged equipment will be billed directly to the Exhibitor responsible.
4. ONLY PBCCC Engineers are authorized to connect ordered services. Services crossing aisles will not be installed unless approved by Show Management and Event Management.
5. All equipment must comply with Federal, State and local Safety Codes. It is the responsibility of the Exhibitor to supply the necessary regulator, conditioner or the like, where applications require critical regulation of pressure or moisture. All equipment must be properly labeled with appropriate information regarding pressure, flow, capacity, rate-of-fill and/or other factors pertaining to safety.
6. Tanks, drums, barrels and other containers requiring water fill/drain above 30 gallons must be filled and drained by PBCCC Engineering Department and are subject to a labor charge.
7. Containers showing signs of leakage will not be filled and those found to be leaking during an event may be drained without notice.

Don't see what you need? Call us! Additional products and services are available!

Cancellation Policy:

- If cancelled before installation and more that six (6) days prior to 1st show date = 90% REFUND
- If cancelled before installation but six (6) days or less prior to 1st show date = 50% REFUND
- If cancelled AFTER the service has been installed = Refunds will not be provided

Legal Notice: The PBCCC cannot accept responsibility for pressure fluctuation due to temporary conditions beyond our control. For your protection, we advise installing appropriate regulators on any connection requiring critical control of pressure, moisture content and the like. The PBCCC is not responsible for damage of personal equipment or injury to persons caused by unauthorized installation.