



Monroeville Convention Center

Electric/Telephone Service Order Form

Order form and payment **must** be received **14 days** prior to show move in to qualify for the **Advanced Rate**

Show:		Booth #
Company Name:	Phone:	Email:
Ordered By:	Signature:	On Site Contact:

Please indicate your method of payment () Amex () MC () Visa () Discover () Check Check #

Credit Card Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Expiration Date

		/				
--	--	---	--	--	--	--

Please Note: Your signature authorizes the Monroeville Convention Center to DEBIT your Credit Card for all balances due.

Signature: _____ **Date:** _____

ELECTRICAL REQUESTS:				
Exhibitors must bring own extension cord(s)				
QTY	Description	Advanced	Standard	Amount
	110V/20 Amp (Standard Electric) Quad Box	\$50.00 First Day	\$75.00 First Day	
		\$15 Each Add Day	\$15 Each Add Day	
	208V/30 Amp/1 Phase	\$130.00	\$175.00	
	208V/40 Amp/1 Phase	\$160.00	\$215.00	
	208V/50 Amp/1 Phase	\$200.00	\$250.00	
	208V/Over 50 Amp/1 Phase	\$275.00	\$380.00	

Electric: 30 amp and higher is a flat rate

TELEPHONE SERVICES				
QTY	Description	Advanced	Standard	Amount
	Data Line	\$175.00	\$225.00	
	Analog Line	\$150.00	\$200.00	

Make check payable to:
 Monroeville Convention Center
 209 Mall Boulevard
 Monroeville, PA 15146

TOTAL DUE: _____
DATE PAID _____

Phone: 412-843-4484
 Fax: 412-372-0291
 Email: jgarcia@doubletreemonroeville.com