



## 2019 FLORIDA RV SUPERSHOW ELECTRICAL SERVICE ORDER FORM

MAKE CHECKS PAYABLE TO THE FLORIDA STATE FAIR AUTHORITY  
MAIL: P.O. Box 11766 Tampa, FL 33680  
FOR CREDIT CARD PAYMENT

PLEASE FILL OUT THE ATTACHED CREDIT CARD AUTHORIZATION FORM  
PHONE: (813) 740-4642 FAX: (813) 740-4293  
SCAN/EMAIL FORM: [Kimberley.Moritz@FloridaStateFair.com](mailto:Kimberley.Moritz@FloridaStateFair.com)

In order to receive the discounted advance rate, orders must be received no later than **December 21, 2018, by 5:00 p.m.** Please include a display layout with marks showing where you need the electrical hookups.

EACH DISPLAY NEEDS SEPARATE FORM	QUANTITY	ADVANCE PRICE	ON-SITE PRICE	TOTAL COST
30 AMP RV		191.00	220.00	
30/50 AMP HYBRID*		274.00	314.00	
50 AMP RV		461.00	530.00	

### TRAVEL TRAILERS & COACHES INSIDE OR OUTSIDE **(SEPARATE FORM REQUIRED PER DISPLAY)**

**\*30/50 AMP Hybrid RV outlet is supplied with 2-30 AMP services.**

**NOTE:** The 30/50 AMP Hybrid is an engineered solution to eliminate the need of a 50 amp to 30 amp adaptor aka dog bone. This solution will allow two air conditioners, lights, and microwave ovens to operate without blowing your breaker.

This is being offered as an economical solution to ordering a 50 amp service. Your cord must plug directly into the receptacles provided by The Florida State Fair Authority.

**ADAPTORS WILL NOT BE ACCEPTED.**

### INSIDE BUILDINGS (OTHER THAN CONNECTIONS TO TRAVEL TRAILERS AND COACHES)

#### **VENDORS ARE RESPONSIBLE FOR ORDERING THEIR OWN ELECTRIC**

EACH DISPLAY NEEDS SEPARATE FORM	QUANTITY	ADVANCE PRICE*	ON-SITE PRICE	TOTAL COST
20 AMP 110V		162.00	220.00	

**LIGHTING REQUESTS:**

Please contact the Florida State Fair Authority at 800-345-3247 for all your lighting needs.

**Custom lighting requests must be received no later than December 21, 2018.**

Dealer Name		Booth #	
Manufacturer Name			
Address		Phone #	
City, State, Zip		Fax #	
Print Name / Title		Cell #	
Contact On-site		Cell #	

**THE FLORIDA STATE FAIR AUTHORITY IS NOT RESPONSIBLE FOR ANY MANUFACTURER OR DEALER OVER-PAYMENT  
THE FLORIDA STATE FAIR AUTHORITY WILL NOT ISSUE ANY REFUNDS. IT IS THE SOLE RESPONSIBILITY OF THE DEALERS  
OR MANUFACTURERS TO ASSESS WHO IS PAYING FOR EACH DISPLAY AND/OR UNIT SPACE.**

By your signature below, you acknowledge that you have read and understand the attached Electric Regulations and General Information.

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

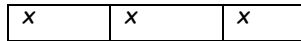
## ELECTRICAL REGULATION AND GENERAL INFORMATION

- Calculate your lighting needs by adding wattage in each location.
- For other equipment, read the ratings from the metal plate attached to the unit (see sample below).  
If the rating is in watts, order in wattage. If the rating is in amps, order in amperage.
- Separate locations require separate outlets. 500 watt minimum.

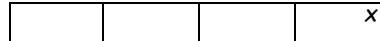
**\*TO RECEIVE THE DISCOUNTED RATE - ORDERS MUST BE RECEIVED A MINIMUM OF FOURTEEN (14) CALENDAR DAYS PRIOR TO EVENT MOVE-IN. ORDERS RECEIVED AFTER THE FOURTEEN (14) CALENDAR DAYS PRIOR TO EVENT MOVE-IN WILL BE CHARGED THE ON-SITE PRICE.**

### WHERE WILL MY OUTLET BE LOCATED?

Your outlet will be located as depicted below unless floorplan is received indicating otherwise.



INLINE BOOTHS – PENINSULA



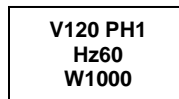
BACK TO BACK PENINSULA BOOTHS

### ISLAND BOOTHS

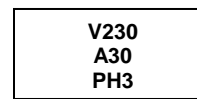
One drop will be placed within booth when power source is located in the ceiling. When power source is located in the floor, the location will be placed at the discretion of the Florida State Fair Authority. **SEE REGULATION # 4, LOCATED BELOW.**

### CHECK THE METAL PLATE ATTACHED TO THE EQUIPMENT BEFORE ORDERING.

#### SAMPLE PLATES



V120 PH1 = 120 VOLT SINGLE PHASE  
Hz60 = 60 CYCLE  
W1000 = 1000 WATTS



V230 = 230 VOLTS  
A30 = 30 AMPS  
Ph3 = PHASE THREE

## **ELECTRIC REGULATIONS AND GENERAL INFORMATION**

*If you have any questions or need technical assistance with placing your order for electric service, please contact **Technical Support at: (800) 345-3247***

1. Florida State Fair Authority (FSFA) is not responsible for voltage fluctuation or power failure due to temporary conditions. For your protection you should install a surge protector on your computer(s) and electronic equipment. All electrical installations and connections must be made by an FSFA technician. FSFA will not be responsible for any damage or loss of equipment, component, computer hardware/software and/or damage or injury to any person caused by the installation, connection or plugging into any electrical outlet by a person other than an FSFA technician.
2. A separate outlet/connection must be ordered for each individual location. Outlets may not be combined for multiple locations or booth spaces.
3. Rates for all connections include bringing the service to the booth/display in the most convenient manner for FSFA and does not include connecting equipment, materials (tape, adaptors, etc.) special wiring and/or labor. Normally all electrical outlets will be placed on the floor in back of booth/display. Island booth/display outlets will be brought to one (1) location at our discretion if no information is provided.
4. All equipment, including but not limited to, extension cords, cables, power strips, cube taps, DC power supplies, inverters, appliances, computers, electronic devices, and lighting fixtures, regardless of the source of power, must comply with Federal, State and local codes, FSFA reserves the right to inspect all electrical devices and connections to guarantee compliance with codes.
5. FSFA reserves the sole right to refuse electrical connections where the vendor/exhibitor wiring outlined above is not in accordance with the National Electrical Code (NEC).
6. Standard wall and other permanent building utility outlets or sockets are not part of booth space and may not be used by vendors/exhibitors. A separate outlet must be ordered at regular price for each location to be connected.
7. All extension cords, cables, power strips, cube taps, dc power supplies, inverters, appliances, computers, electronic devices, and lighting fixtures, must be properly wired and tagged with complete information. All equipment must have either, an U.L. and/or CTL certifications, and the type of current, voltage, phase, cycle, horsepower, etc.
8. All vendor/exhibitors cords must be sized to the piece of equipment being serviced with grounds. All exposed non-current carrying metal parts of fixed equipment which are liable to be energized could be required to be grounded.
9. All material and equipment furnished by FSFA for the service order is furnished on a rental basis, remains the property of the FSFA and shall be removed **ONLY** by FSFA technicians. Price also includes necessary disposable supplies.
10. FSFA technicians are authorized to cut floor coverings when essential for installation of service unless otherwise indicated.
11. Claims for adjustments will not be considered unless the claim(s) is submitted in writing by the vendor/exhibitor prior to the close of the event. The claim(s) must be verified by an FSFA technician prior to close of event.
12. Changes made to vendor/exhibitor electrical service after the initial order is installed will be made at the vendor/exhibitors expense. These changes will be executed on a first come, first serve basis. The charges for new installation will be based on the "Regular" prices, not including any labor and/or material charges incurred if the original install or subsequent install/location is deemed "custom" by FSFA technicians. These changes in pricing will be presented to the vendor/exhibitor in writing for approval before any new installations will be made.
13. Credit will not be given for electrical service installed as ordered on the Electrical Service Order form and not used.
14. It is agreed that in the event it becomes necessary to turn this matter over to an attorney for collections, or to file a lien, or foreclosure, or otherwise, vendor/exhibitor will pay FSFA its attorney fees and/or applicable agency fees.
15. An interest charge of 1.5 % per month will be assessed on any unpaid balances starting Thirty (30) days after the date of invoice until balance is paid in full.
16. Vendor/exhibitor holds FSFA harmless for any and all losses of power beyond FSFA's control including but not limited to losses due to utility company failure, permanent power distribution failure, and power failure caused by vandalism, acts of God, faulty vendor/exhibitor equipment or overloads caused by vendor/exhibitor.
17. FSFA will be responsible for all under carpet distribution of electrical wiring.
18. In the interest of public safety, exhibits in the convention facilities may be inspected to determine if any violations exists. If they are found, qualified electricians may be available to determine if the problem can be corrected without creating a safety hazard. This work will be performed on a time and material basis. If the vendor/exhibitor does not wish to have the fault corrected, electrical service to the offending booth will not be connected. If a vendor/exhibitor is not informed of or does not understand basic safety standards for electrical wiring, an electrician should be consulted. Serious risks are involved which can be eliminated by understanding basic requirements of safe wiring inside your booth. For the safety of you and the public, remember this point:
  - All wiring must have a three (3) wire grounded line cord sized to the piece of equipment being serviced.
19. Electricity will be turned on within thirty (30) minutes of show openings and turned off within thirty (30) minutes after the closing.
20. Additional service charges and labor charged may be assessed for installations. Payment must be rendered in FULL when billed during the event. Service may be interrupted if payment is not received.
21. A \$20.00 service charge will be assessed for all returned checks and credit cards per instance or each time the check/charge is rejected.



**CREDIT CARD AUTHORIZATION**

Please complete the information requested below and return this form for payment on the balance due. For your convenience, we will use this authorization to charge your credit card account for any additional amounts incurred as a result of show/site orders placed by your representative. The Fair Authority at their option will charge a 2.5% processing fee. **Signing this form will authorize the Fair Authority to charge all fees and deposits associated with the Licenses agreements.**

SCAN/EMAIL COMPLETED FORM TO KIMBERLEY MORITZ AT: [KIMBERLEY.MORITZ@FLORIDASTATEFAIR.COM](mailto:KIMBERLEY.MORITZ@FLORIDASTATEFAIR.COM)  
 MAIL TO: FLORIDA STATE FAIR AUTHORITY, P.O. BOX 11766, TAMPA, FL 33680  
 FAX TO: CREDIT CARD PROCESSING DEPARTMENT (813) 740-4293  
 LINE BUSY? USE ALTERNATE FAX # 813-740-3514

**A SIGNED CREDIT CARD AUTHORIZATION FORM MUST BE ON FILE BEFORE WE CAN PROCESS YOUR ORDER**

CREDIT CARD TYPE:     AMERICAN EXPRESS     DISCOVER     MASTER CARD     VISA

**PLEASE PRINT CLEARLY**

ACCOUNT NUMBER																					EXP. DATE					
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<b>SECURITY CODE</b> from back / front of card is required.				
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**AUTHORIZED SIGNATURE REQUIRED:** \_\_\_\_\_

**PLEASE PRINT CLEARLY THE FOLLOWING INFORMATION:**  
**CARDHOLDER'S NAME/COMPANY:** \_\_\_\_\_

**CARDHOLDER'S BILLING ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TO BE USED FOR FLORIDA STATE FAIR AUTHORITY SERVICES ONLY**

Amount Charged: \_\_\_\_\_ Date: \_\_\_\_\_ Purpose of Charge: \_\_\_\_\_

Amount Charged: \_\_\_\_\_ Date: \_\_\_\_\_ Purpose of Charge: \_\_\_\_\_