Earle Brown Heritage Center

6155 Earle Brown Drive
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EBHCAdministration@earlebrown.com

AN HISTORIC RESTORATION
EARLE·BROWN HERITAGE CENTER
Conference & Event Center

Once you have completed this form, please return by mail or email to the contact information above.

2019 CONVENTION SERVICES & ELECTRICAL ORDER FORM

EVENT NAME: _____ EVENT DATE: _____ BOOTH #: _____
COMPANY: _____ PHONE: _____
ADDRESS: _____ CONTACT: _____
CITY, STATE, ZIP: _____ EMAIL ADDRESS: _____

ELECTRICAL:

ITEM	ADVANCE RATE (48 hours notice)	STANDARD PRICE	QUANTITY ORDERED	COST
20 amp - 120 volt	$90.00	$130.00		$
50 amp - 208 volt (single phase)	$150.00	$200.00		$
50 amp - 208 volt (3 phase)	$250.00	*see staff for charge		$
100 amp	$300.00	*see staff for charge		$
200 amp	$500.00	*see staff for charge		$
25' Portable extension cord	$10.73	$10.73		$
Plug-in strip (6 plug-ins per strip)	$21.46	$21.46		$
Labor for special electrical	Please call in advance for a quote		hour(s)	

Rates cover only the bringing of services to the booth in the most convenient manner and do not include connecting motors or special wiring. Connection from outlets to equipment is to be made by customer with grounded customer cord that meets the National Electrical Code. Portable cords must be rated for the current they will be carrying. Cords made of lamp cord (zip cord) are not allowed.

SERVICE ACCESSORIES (48 HOURS NOTICE):

Wired high speed internet	$160.91	*see staff for price		$
Skirted table	$26.82 per table	*see staff for price		$
32" LCD TV	$187.73 per day	*see staff for price		$

GRAND TOTAL: $ _____

PAYMENT INFORMATION:

If paying by check, please make payable to Earle Brown Heritage Center.

If paying by credit card, please call us at 763-569-6300 to make a payment, or provide your information below for us to contact you.

Phone number: _____ Best time to reach you (morning or afternoon): _____

NOTE: All charges are due and payable to the Earle Brown Heritage Center prior to installation.
PRICING INCLUDES TAX • ALL PRICES SUBJECT TO CHANGE