

Note: Departments you have ordered services from ONLY must receive a floor plan.

All Plans Must Include

Show Name  
Exhibiting Collection Name (Name on booth sign)  
Booth Number or Location

Electrical

Fax 212.216.4169  
Mail Electrician c/o JKJCC  
655 West 34<sup>th</sup> Street  
New York City, NY 10001-1188

Plumbing

Fax 212.216.4169  
Mail Plumber c/o JKJCC  
655 West 34<sup>th</sup> Street  
New York City, NY 10001-1188

Telecommunications

Fax 212.216.4169  
Mail Telecommunications Installation c/o JKJCC  
655 West 34<sup>th</sup> Street  
New York City, NY 10001-1188

Important Notice

No service will be provided without a Service Request form AND a credit card on file.