



ENGINEERING SERVICE ORDER FORM

Installation Date:	Day:	Time:
Removal Date:	Day:	Time:
Group: _____ Room/Booth #: _____		
Ordering Company: _____ Event Manager: _____		
Ordering Contact: _____		
Address: _____		
City: _____ State: _____ Zip code: _____		
Phone number: _____ Email: _____		

ELECTRICAL POWER	QUANTITY	COST ADVANCE	COST DAY OF EVENT	TOTAL
20 AMPS, 208 Volts, single phase		\$130/day	\$170/day	
100 AMPS, 208 Volts, three phase (Service for sound- two circuits available)		\$1500/day	\$1800/day	
200 AMPS, 208 Volts, three phase (Service for lighting)		\$2500/day	\$2800/day	
Power Pack Includes 8 duplex receptacles – 50 AMPS MAX, 120 Volt, single phase		\$700/day	\$800/day	
Extension Cord Either 25' or 50'		\$40/each	\$60/each	
Quad Box Includes 4 duplex rec., no surge protection		\$40/each	\$60/each	
PHONE LINE/RENTAL FEE	QUANTITY	COST ADVANCE	COST DAY OF EVENT	TOTAL
In House Line		\$75 each	\$100 each	
In House/Local Line		\$175 each	\$200 each	
In House/Local/Long Distance		\$475 each	\$500 each	

When completed please fax to 202-639-5742 two weeks prior to installation date
All services exclude 5.75% DC Tax