

# UTILITY SERVICE RATES ORDER FORM

## ELECTRICAL SERVICES

### PRE ORDER DISCOUNT RATE

- APPLICABLE TO ORDERS RECEIVED 7 DAYS PRIOR TO OPENING OF EVENT

SERVICE DESCRIPTION <small>(IMPORTANT): Please read the Electrical Rules and Regulations on reverse side. All electrical orders must comply with these rules and regulations. (C.S.A. or local approval)</small>	RATES		* SPECIFY IF NEUTRAL (/) IS REQUIRED	QUANTITY	TOTAL \$
	PRE ORDER DISCOUNT RATE	REGULAR RATE			
Standard 15 Amp - 120 Volt Double Outlet	110.00	138.00	N/A		
Standard 15 Amp - 120 Volt Fourplex w/flat cord	197.00	276.00	N/A		
20 Amp Single Phase - 120 Volt Single Outlet	130.00	182.00	N/A		
30 Amp Single Phase - 120 Volt Single Outlet	158.00	221.00	N/A		
20 Amp Single Phase - 208 Volt	151.00	211.00	N/A		
30 Amp Single Phase - 208 Volt (Tradeshows/dryer plug)	189.00	265.00	N/A		
40 Amp Single Phase - 208 Volt	250.00	350.00	N/A		
50 Amp Single Phase - 208 Volt (Stove plug)	256.00	358.00	N/A		
20 Amp 3 Phase - 208 Volt	208.00	291.00			
30 Amp 3 Phase - 208 Volt	233.00	326.00			
40 Amp 3 Phase - 208 Volt	256.00	358.00			
50 Amp 3 Phase - 208 Volt	296.00	414.00			
60 Amp 3 Phase - 208 Volt	336.00	470.00			
70 Amp 3 Phase - 208 Volt	459.00	643.00			
100 Amp Single or 3 Phase - 208 Volt	560.00	784.00			
200 Amp Single or 3 Phase - 208 Volt	767.00	1,074.00			
400 Amp Single or 3 Phase - 208 Volt	1,458.00	2,041.00			
30 Amp 3 Phase - 600 Volt	289.00	405.00			
60 Amp 3 Phase - 600 Volt	501.00	701.00			
100 Amp 3 Phase - 600 Volt	740.00	1,036.00			
200 Amp 3 Phase - 600 Volt	1,141.00	1,597.00			
400 Amp 3 Phase - 600 Volt	1,833.00	2,566.00			

**NOTE:**

1. Before any equipment can be hooked up electrically, all equipment must have a CSA approval sticker or a local approval from the Office of the Fire Commission - Phone 204-945-3373. ALL electrical connections, installations, assemblies, motors or any electrical operating gear must conform to all federal, provincial, and local electrical and fire codes.
  2. The Centre requires a drawing of your exhibit space detailing machine positions and electrical connections prior to installations of 208 or 600 volt service. This cost includes installation, maintenance, electrical energy and removal of service at the conclusion of event. This cost does not include connecting or disconnecting to exhibitor's equipment.
  3. One standard Double Electrical Service supplies a maximum of 15 amps of electrical power at 120 volts. When exhibitor requirements exceed 15 amps additional units must be ordered to prevent overloading. The cost of each Standard Double Electrical Service Unit includes installation to one specific point, maintenance, electrical energy and removal of service at the conclusion of the event.
  4. Connection Charges cover the cost of electrical conditions, temporary lines and bringing power lines to booth. Service includes bringing power to one point and one connection in booth. Charges include maintenance during show, removal after show and current consumption. **Charges do not cover wiring within booth, repair work or any special wiring from disconnect switch or distribution panel to exhibitor's equipment. Work performed in booth or for special wiring will be charged on a time and material basis.**
  5. Motor Service Connections – One-half horsepower or larger must be 208 or 600 volt. (Minimum charges range from one-half to four hours.)
 

Labour Rates:	Monday - Friday	8:00 a.m. - 4:30 p.m.	\$72.50/hour	Sunday - Thursday	Midnight to 8:00 a.m.	\$217.50/hour
	Monday - Sunday	4:30 p.m. - Midnight	\$145.00/hour	Civic & Statutory Holidays		\$217.50/hour
- ELECTRICAL SERVICE WILL BE PROVIDED AS ORDERED. ANY CHANGES TO ORIGINAL ORDER WILL RESULT IN ADDITIONAL CHARGES.
  - NO REFUNDS WILL BE ISSUED ON ORIGINAL ORDERS.
  - CREDIT OR REFUND WILL NOT BE ISSUED FOR ELECTRICAL SERVICE PROVIDED AND NOT USED.

SUB TOTAL	\$ _____
PROVINCIAL SALES TAX	8% _____
GST REG #R121426019	5% _____
<b>TOTAL</b>	<b>\$ _____</b>

Company Name \_\_\_\_\_ Event \_\_\_\_\_ Date of Event \_\_\_\_\_

Company Address \_\_\_\_\_ City \_\_\_\_\_ Prov or State \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone Number – Head Office \_\_\_\_\_ Phone Number – Local \_\_\_\_\_ Fax No. \_\_\_\_\_

Name of Representative (Please Print) \_\_\_\_\_ Title \_\_\_\_\_

Email: \_\_\_\_\_ Date \_\_\_\_\_

Supplying of services by outside contractors within the RBC Convention Centre Winnipeg may result in a fee charged to the supplier or client.

**PAYMENT IN FULL MUST ACCOMPANY ORDER - SEE OVERLEAF FOR PAYMENT CONDITIONS**

**Please specify:**

CREDIT CARD: \_\_\_\_\_ EXPIRY DATE \_\_\_\_\_

CARD NUMBER: \_\_\_\_\_

CARDHOLDER NAME \_\_\_\_\_

BOOTH NO.

## ELECTRICAL RULES AND REGULATIONS

Before any equipment can be hooked up electrically, all equipment must have a CSA approval sticker or a local approval from the Office of the Fire Commission - Phone 204-945-3373. ALL electrical connections, installations, assemblies, motors or any electrical operating gear must conform to all federal, provincial, and local electrical and fire codes.

ALL equipment regardless of source of power must comply with all safety codes.

EXHIBITORS SHALL BE PROHIBITED from overloading electrical circuits regardless of voltage and amperage. Overloading of circuitry due to equipment failure will be excusable only on the first interruption of power. Equipment must not be restarted until a "RBC CCW Electrician" has checked equipment for source of problem and corrected malfunction.

**UNDER NO CIRCUMSTANCES** shall anyone other than the "RBC CCW Electrician" or a licensed electrical contractor who has been given permission by the RBC Convention Centre Winnipeg make electrical connections or disconnections.

EXHIBITORS SHALL BE PROHIBITED from using equipment not properly protected by some type of overload circuit breaking device. Such device to be a part of the equipment or may be installed as part of the initial installation. When approved by a "RBC CCW Electrician" normal circuit protection will be adequate.

USE OF open clip sockets, latex or lamp cord wire in displays, duplex or triplex attachment plugs are prohibited.

The RBC Convention Centre Winnipeg reserves the right to check and inspect any and all electrical connections, equipment and facilities which any customer uses while in the Centre. "RBC CCW Electrician" may at any time check voltage and amperage at any booth. Any discrepancy found on electrical systems must be corrected immediately or power shall be discontinued.

All complaints must be presented by the exhibitor before the close of the exhibition in order to be properly investigated.

SPECIAL EQUIPMENT requiring company engineers or technicians for assembly, servicing, preparatory work, and operation may be executed without "RBC CCW Electrician", however, all service connections and overload protection to such equipment must be made by "RBC CCW Electrician" only.

ALL EQUIPMENT must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.

ALL MATERIAL and equipment furnished by the Centre for this service order shall remain the Centre's property and shall be removed ONLY by the Centre at the close of the show.

WALL, COLUMN and permanent building utility outlets are not part of booth space and are not to be used by the exhibitor unless specified otherwise.

ELECTRICAL POWER for lights and displays will be turned on one hour prior to show opening time and off at show closing time daily.

UNLESS OTHERWISE DIRECTED, Convention Centre electricians are authorized to cut floor coverings to permit installation of service.

ALL RATES SUBJECT TO CHANGE WITHOUT NOTICE.

**CREDIT WILL NOT BE GIVEN FOR ELECTRICAL SERVICE INSTALLED AND NOT USED.**

### **Important - Please Note Payment Conditions**

1. All orders accompanied by a cheque to the full amount of the order which must include the Provincial Sales Tax and G.S.T.
2. All orders taken on the Exhibit Floor during the designated show/event ingress hours must be paid by cash, cheque (with approved identification) or credit card. (The accepted credit cards are American Express, Visa, and MasterCard).
3. All utility rates charged will be in accordance with the Pre Order Discount Rate or Regular Rate.

COMPLETE THIS FORM, ENCLOSE PAYMENT, AND FORWARD TO:

RBC CONVENTION CENTRE WINNIPEG  
EVENT SERVICES  
375 YORK AVENUE WINNIPEG, MANITOBA R3C 3J3  
Phone: (204) 957-4538 Fax: (204) 957-4576 E-mail: services@wcc.mb.ca