

ASDMARKETWEEK

Las Vegas Convention Center
February 28 - March 2, 2016

POWER

- **How do I know how much power I need?**

First, gather a list of all electrical equipment to be powered on in your booth. Consider some of the following elements: lighting, computer equipment, plasmas, company products, AV equipment, and lead retrieval machine. Next, you will want to notate where in your booth space the items will be placed and retrieve the power required for each item. The power voltage/wattage/ampage can be found on the equipment tag located in the back of the item. Typically most items require 110/120 volt power. Machinery leans more towards the 208 or 480 volt power ordered either in single phase or 3 phase. Now you can start calculating how power will be required in each area in your booth space. Start by combining the wattage for the 110/120 volt devices in each area and select an outlet that meets or exceeds this total. It is safer to slightly overestimate your power requirements to help minimize tripping or outages. You must order separate outlets for the 30 amp 120 volt, 208 or 480 volt power as these are single point connections only.

- **Is the price listed for power per Day?**

No, the prices listed on the Electrical Rental Order Form (E-2) are for the duration.

- **Where does the power come from?**

At the Las Vegas Convention Center, the power source comes from different areas depending on the halls. The North and Central Halls have catwalks available which means the power will drop from the ceiling. In the South Halls, the power comes from the columns placed throughout the exhibit space, meaning the power is run along the floor. For the outdoor lots of the LVCC, power is pulled from building and is run along the floor.

- **Where will my power be located?**

For inline and peninsula booths, you will find your power located on the back side of your booth space. Island booth exhibits will need to submit a diagram indicating where your main power source needs to start from. If GES does not receive this information, the power will be installed in the center of your booth. Any movements of the main power source after installation will be chargeable on time and materials.

- **What is a Main Drop Location (MDL)?**

MDL is the main power source located in your booth. Power is then distributed from this point. You may choose to request additional drops within your booth space billed on a time and material basis. The location of the main drop should be placed in area that can either be hid or kept out of sight, i.e. closet or storage area.

- **How many places do I have to plug into?**

You will have two connection points to plug into. Power strips can provide additional sockets but keep in mind of the power you have reserved for your booth space. Additional sockets do not mean additional power. Power strips are designed to trip at 1500 watts/15 amps. Use of the power strip on a 2000 watt outlet location will drop the use in that location to 1500 watts/15 amps.

- **Do I need 24hr power?**

If you have equipment that requires power service to be on throughout the entire show, i.e. refrigerators, programmable equipments, we would recommend ordering 24 hr services. Power is turned off ½ hour before the show opens and turned off ½ hour after the show closes.

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- **When will my power be turned on during move-in?**

Every attempt is made to have power installed by the end of day on exhibitor's assigned target date. Freight hold areas (typically by freight doors) are done as space becomes available. Any special requests should be communicated to the GES Electrical Department.

LIGHTING

- **Do I need lighting?**

Full facility lights will be turned on during show hours; however, some exhibitors choose to enhance the look of their booth or product by directing light to these areas.

- **Can I hang my own lights?**

Exhibitors not EAC's may hang up to 4 arm lights per total booth space as long as the power does not exceed 2000 watts/20 amps.

- **Do I need to order power for the lighting I use in my booth?**

Any lights brought in by an exhibitor or EAC will need to order power. Lights ordered on the Electrical Lighting Order Form (E-2I), power is included. Lights ordered on the Standard Exhibits System Order Form (D-1) form, power is not included in the lights provided in the packages.

LABOR

- **How do I know if I need to order labor?**

Referencing the G-6 form, for safety and liability reasons, electricians at the LVCC are required to provide distribution of all electrical wiring from the main power source (MDL) to other power locations in your booth typically run under carpet. This is considered Floor work labor. Any connection of an electrical apparatus in your booth space exceeding total combined wattage of a 2000 watt/20 amp service must also be performed by electricians. This includes but not limited to, hook-up of electrical equipment, distribution above carpet, installation of lights, plasmas, hanging signs, and electrical booth structures. This is considered Booth work labor. Both types of labor can be ordered on forms Electrical Labor Order Form (E-3). Dismantle labor is calculated at 50% of the installation time and is based on the date and time the show closes and move-out time frames, overtime rates may apply. It is an automatic charge and does not need to be scheduled. Labor orders submitted for Floor work – Exhibitor Supervised and Booth work must provide date and time. GES does not accept will calls. Floor work – GES Supervised does not require a date and time as this labor will be performed and completed prior to your arrival, dependant on receiving power, floor plan and payment.

- **Do I need to order labor to hang my lights?**

Referencing the Electrical Lighting Order Form (E-2I), for GES lights: For inline and peninsula booths that require placement in the back of the booth, booth work labor is included in the price of the lights. For peninsula and island booths that require placement away from the main power source and throughout the booth space, exhibitors are required to order booth work labor. Keep in mind, depending on location and height, equipment may be required and billed accordingly. If the lights are exhibitor owned, outside of the 4 arm light rule, a booth work labor order is required. If the lights are EAC owned, a booth work labor order is required.

Need Assistance?

Toll Free: 800.475.2098 | Tel: 702.515.5970 | www.ges.com/chat



Order Directly Online:
<https://e.ges.com/>

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- **What if I want to use my own cords and plug strips?**

Exhibitors may use their own extension cords and power strips under the regulations provided on the Electrical Rental Information Form (E-1). Be sure to advise the electricians working in your booth that you have brought your own materials to use in the booth.

- **What is an electrical floor plan and why do I need one?**

An electrical floor plan must be received with all floor work labor orders in order to receive the discount deadline date and more importantly for the electricians to provide the work requested in your booth space. A floor plan must have the following components: must be scaled, have orientation (call out the surrounding booths in accordance to front/back/sides in your booth), MDL, and power distribution points (provide specific measurements of these locations). GES must also receive an electrical floor plan for placements of the of the 1000 watt overhead lights.

- **How can I ensure that I receive the discount rates on my electrical order?**

Be sure to submit the following by the electrical discount deadline date:

G-2 – Complete and valid Payment and Credit Card Authorization.

E-2 – Electrical Rental Order Form.

E-3 – Electrical Labor Order Form. If distribution is required or for the hook up of electrical apparatus.

E-2l – Electrical Lighting Order Form.

H-3 – Booth Layout Form. If floor work labor has been ordered or 1000 watts overhead lights. This can also be submitted in pdf or CAD format.

All of the forms listed above must be received on or before the discount deadline date in order to receive the discount rates. If one form is incomplete or missing, the order is considered incomplete and the outlet rates will be placed at regular rates and the labor rates will be based on when a complete order is received. If you have any questions or concerns, please contact us.

- **What else should I know?**

All floor plans are reviewed prior to show site in order to circuit a hall print for installation of power. A fee of \$50.00 will be billed at this time.

If labor is scheduled and the electrician shows up and there is no one there to direct them, there will be a 1 hour not ready charge billed per worker requested. You will need to go to the service desk when you are ready to place a new order. Show site labor rates may apply.

Two electricians are required when ordering booth work labor for installation of plasmas over 37" and over and when cords need to be fished under carpet for floor work labor.

Additional charge of \$195.00 will be applied for every 1000 watt overhead light ordered when your booth is located in the South Halls or Central Halls 1-2 of the Las Vegas Convention Center due to the nature of the building and equipment required to install these lights.

Materials are charged on an as needed bases and are added to your invoice. Be sure to budget for these incidentals like extension cords, plug strips and tape. GES Electrical can assist you in estimating, though it is difficult to predict the length and amount needed until work is actually performed.