



**ELECTRICAL ORDERING PROCEDURE**  
**FOR PLAN "A" AND PLAN "B" PACKAGE PLANS ONLY**

Electrical outlets included with your Plan A and Plan B package plan must be ordered directly with the Colorado Convention Center on the official forms located in the Official On-line Exhibitor Service Manual posted on VOL / Vendors online. Ordering outside the Official Online Exhibitor Services Manual may result in missed deadlines and additional non-refundable charges. There will be no charge, if your booth space is paid for by Friday, August 29th, 2014 and the electrical service is ordered by the posted discount date of Sunday, September 21st, 2014. While credit card information is not required, it is preferred. No charge electrical outlets do not include, and not limited to electrical labor or lighting. Payment for electrical orders placed after the deadline dates are the responsibility of the exhibitor.

Plan "A" – 1 – 1500 watt outlet per 10'x10' booth.\*

Plan "B" – 1 – 500 watt outlet per 10'x10' booth.\*

Please contact me with any questions at 773-695-5170 or [randy.smith@truevalue.com](mailto:randy.smith@truevalue.com).

Thanks,  
Randy T. Smith  
Exhibit Manager  
Events and Meetings

*\*Terms, conditions and deadlines apply. Actual wattage may vary to accommodate convention center offerings.*

*See Rules & Regulations and forms in Official Online Exhibitor Services Manual for details.*