



# COMPRESSED AIR, WATER, DRAIN & NATURAL GAS SERVICE ORDER FORM

Event Contract # \_\_\_\_\_  
(office use only)

Mail to : SMG managed Albuquerque Convention Center  
Attention: Electrical/Finance Division  
401 2nd Street NW  
Albuquerque, NM 87102  
[eorders@albuquerquecc.com](mailto:eorders@albuquerquecc.com)  
Phone: (505)507-7444 Fax: (866)434-5427



Private Management for Public Facilities

| Quantity | Description | 5 day Advance Rate | Floor Rate | Amount |
|----------|-------------|--------------------|------------|--------|
|----------|-------------|--------------------|------------|--------|

### COMPRESSED AIR CONNECTION (up to 100 psi) up to 1/2" service outlet

Compressed Air Availability is Minimal in West Complex

|  |                                    |           |           |  |
|--|------------------------------------|-----------|-----------|--|
|  | Initial Service Connection         | \$ 186.00 | \$ 234.00 |  |
|  | Each Additional Service Connection | \$ 109.50 | \$ 138.00 |  |

### WATER CONNECTIONS (supplied at City pressure) up to 1/2" service outlet

|  |                                    |           |           |  |
|--|------------------------------------|-----------|-----------|--|
|  | Initial Service Connection         | \$ 174.00 | \$ 222.00 |  |
|  | Each Additional Service Connection | \$ 90.00  | \$ 120.00 |  |

### FILL & DRAIN

|  |                                 |           |           |  |
|--|---------------------------------|-----------|-----------|--|
|  | Fill & Drain 1 to 100 gallons   | \$ 90.00  | \$ 120.00 |  |
|  | Fill & Drain 101 to 250 gallons | \$ 182.50 | \$ 228.00 |  |
|  | Fill & Drain 251 to 500 gallons | \$ 360.00 | \$ 450.00 |  |
|  | Location of Drain _____         |           |           |  |

### GAS CONNECTION\* (normal utility pressure) 1/2" service outlet (service limited)

|  |                                    |           |           |  |
|--|------------------------------------|-----------|-----------|--|
|  | Initial Usage Fee                  | \$ 228.00 | \$ 276.00 |  |
|  | Each Additional Service Connection | \$ 102.00 | \$ 132.00 |  |

### CUSTOM SETUP

|  |                          |          |  |  |
|--|--------------------------|----------|--|--|
|  | On Floor Technician      | \$ 48.00 |  |  |
|  | Evening/Weekends/Holiday | \$ 72.00 |  |  |

Custom setups, other than those listed above, are billed in 1/2 hour increments. Material for custom setup may be supplied by exhibitor or purchased from the facility. Exhibitor supplied gas lines (hose) must meet UL standard 21 and facility standards. Payment is due in advance.

\*3/4" gas service available via custom setup.

|                  |  |  |  |  |
|------------------|--|--|--|--|
| <b>Total</b>     |  |  |  |  |
| <b>Tax 7.88%</b> |  |  |  |  |
| <b>Total Due</b> |  |  |  |  |

Please Type or Print Legibly

Date of Order: \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

Booth #: \_\_\_\_\_

Exhibit Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

### SPECIAL INSTRUCTIONS

Comment: \_\_\_\_\_

Service will be brought to the rear of the booth in the most convenient manner, unless otherwise indicated below

|   |       |   |
|---|-------|---|
|   | REAR  | R |
| L |       | I |
| E |       | G |
| F |       | H |
| T |       | T |
|   | AISLE |   |

Under no circumstances shall anyone other than the "House Technician" make connections to the facility's utility systems.

Refunds/Claims will not be considered unless filed by exhibitor three (3) days prior to start of show.

**CONNECTION INFORMATION:** For each connection required, list the appropriate information in space below.

| Connection Size & Type | PSI Required | Notes |
|------------------------|--------------|-------|
| Air: _____             | _____        | _____ |
| Gas: _____             | _____        | _____ |
| Water: _____           | _____        | _____ |

PAYMENT IN FULL MUST BE RENDERED BEFORE SERVICE IS CONNECTED

**Form of Payment:**

Enclosed is my check or money order made payable to: SMG - Albuquerque Convention Center

American Exp  Visa  Master Card CC# \_\_\_\_\_ Do Not List CC # - Please Call \_\_\_\_\_ CVV# \_\_\_\_\_

Name on Card: \_\_\_\_\_ Exp. Date \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

I authorize SMG - Albuquerque Convention Center to charge my credit card for services listed.

Authorize Signature \_\_\_\_\_