



ELECTRICAL ORDERING INFORMATION

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 Kay Bailey Hutchison Convention Center on the special 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, January 30th, 2015 and the electrical service is ordered by the posted discount date of Friday, February 6th, 2015. 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. Payments are required for electrical orders placed after the deadline dates and are the responsibility of the exhibitor.

All other package plans should use the standard electrical forms to order and pay for any needed electrical service.

Plan "A" or Plan "B" = 1 – 15 Amp /120 Volt outlet per 10'x10' booth.*

Please contact me with any questions regarding this information at 773-695-5170 or 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.