

ORDER FORM



Mechanical

For Mechanical Products and/or Service please complete this form

Client/ Contact Information					
Name of Show/Event			Booth(s) #		
Contact Name			Company Name		
Address			Province / State	Postal / Zip Code	
City			Phone Number		
Email			Fax Number		
Compressed Air – Maximum 110 PSI (CFM Rating is Required for All Compressed Air Services)					
Quantity	Description		Discount Price	Regular Price	Amount
	0 TO 4.5 CU. FT./MINUTE		\$350	\$450	
	5 TO 9 CU. FT./MINUTE		Call for quote		
	10 TO 15 CU. FT./MINUTE		Call for quote		
Drain					
	GRAVITY DRAIN CONNECTION		Call for Availability & Quote		
	PUMPED DRAIN CONNECTION		Call for Availability & Quote		
Water					
	FILL AND DRAIN CONTAINER:	1 GALLON - 50 GALLONS	\$65	\$125	
	FILL AND DRAIN CONTAINER:	51 GALLON - 250 GALLONS	\$120	\$185	
	FILL AND DRAIN CONTAINER:	251 GALLON - 500 GALLONS	\$230	\$290	
	FILL AND DRAIN CONTAINER:	501 GALLON - 1000 GALLONS	\$460	\$520	
	FILL AND DRAIN CONTAINER:	1,001 GALLONS and Over	Call for Quote	Call for Quote	
	1/2 IN. VALVED COLD WATER CONNECTION		\$290	\$400	
Sink					
	SINK/TUB COMPLETE WITH HOT/COLD WATER AND DRAIN CONNECTION		Call for Availability & Quote		
	DBL SINK/TUB COMPLETE WITH HOT/COLD WATER AND DRAIN CONNECTION		Call for Availability & Quote		
Additional Air/Water/Drain Services					
	ADDITIONAL AIR, WATER OR DRAIN SERVICES (SPLIT SERVICE)		Call for Availability & Quote		
	40GAL HOT WATER (ELECTRIC) HEATER		Call for Availability & Quote		
Special Requirements					
SPECIALTY ITEMS SUCH AS HOT WATER TANKS, SINKS OR SPECIAL CONNECTIONS, PLEASE CONTACT US AT LEAST 3-WEEKS PRIOR TO MOVE-IN FOR QUOTATIONS!	Qty.	Item/Service Description	Quote	Amount	
Method of Payment			Sub-Total	\$	
Credit Card Name			HST 13%	\$	
Credit Card #			Total Paid	\$	
Expiry Date			<i>This is your official Receipt/Invoice. Orders will only be accepted if paid in full. Incomplete orders cannot be processed. The Niagara Falls Convention Centre reserves the right to adjust orders not calculated accurately or received after the Discount Price deadline.</i>		
CVV #					
Cardholder's Name	As appears on Credit Card				
Cardholder's Signature					

Booth Layout Form

DO NOT USE THIS FORM if you have ordered power to be placed at the 'Back of Booth'

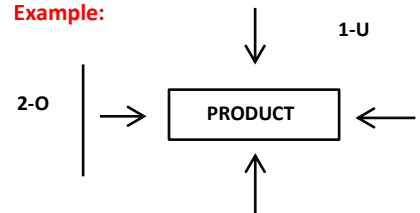
Client/ Contact Information			
Name of Show/Event		Booth(s) #	
Contact Name		Company Name	
Address		Province / State	Postal / Zip Code
City		Phone Number	
Email		Fax Number	
Authorized Contact Name	PLEASE PRINT	Authorized Contact Signature	
Date			

The Niagara Falls Convention Centre must receive this Booth Layout Form along with your completed Electrical Order Form to ensure proper placement of services in your booth.

Use the grid below to indicate placement of Niagara Falls Convention Centre services and your product.

- Use bold lines to indicate the outline of your booth
- Circle the correct booth type and fill in the proper orientation around your booth.
INLINE BOOTH PENINSULA BOOTH ISLAND BOOTH
- Indicate the dimensions of your booth _____
10x10: 1 square = 1 foot; 20x20: 1 square = 2 feet; 40x40: 1 square = 4 feet etc.
- Overhead or Undercarpet outlets: Draw an 'O' for Overhead or 'U' for Undercarpet placement

Example:



BACK OF BOOTH Indicate Adjacent Booth or Aisle Number: _____

FRONT OF BOOTH Indicate Adjacent Booth or Aisle Number: _____

Adjacent Booth or Aisle Number: _____

Adjacent Booth or Aisle Number: _____

All orders are governed by the Niagara Falls Convention Centre Payment Policy and Terms Conditions of Contract as specified on order form or website.

Mechanical Services

SPECIFICATIONS:

1. Compressed air pressure is approximately 110 PSI and available in most spaces by ordering from the Niagara Falls Convention Centre. Please use the NFCC's Mechanical Order Form to order this service.
2. The Niagara Falls Convention Centre does have floor ports equipped with water and drain.
3. Air lines are distributed from floor ports.
4. Only 1/2in. (Half Inch) air lines can be run under carpet in booths.
5. If you are in an Island booth, please indicate a main air drop location on the NFCC's Booth Layout Form and submit with your Mechanical Order Form. The NFCC will distribute any under carpet requirements from that location.
6. Water pressure is approximately 50 PSI and available anywhere in the facility by ordering from the NFCC's Mechanical Order Form.
7. If you require hot water for your booth, an electric hot water tank will need to be installed by the NFCC within your booth space. Please plan accordingly and notify us in the Special Requirements space on the bottom of the NFCC Mechanical Order Form or call us for assistance: 905-357-6222.
8. Sanitary floor drains are located in various locations within the facility. Please check with the Niagara Falls Convention Centre (905-357-6222) as soon as possible if you require a drain connection
9. Prices subject to change without notification.

Contact Info:

Niagara Falls Convention Centre

6815 Stanley Avenue
Niagara Falls, ON L2G 3Y9
Tel. 905-357-6222
Fax. 905-357-6212
Toll Free: 1-888-997-6222

For more information, please visit our Website: fallsconventions.com