



To All Exhibitors:

Hollywood Lights, Inc. is pleased to be the official electrical contractor for the “**NORTHWEST FIRE & RESCUE EXPO**” at the Portland Expo Center, on May 14-15, 2010. In order for us to serve you better, we would like you to know about the services we provide.

Your booth comes equipped with one 600 watt 120 volt outlet.

If you require additional electrical services or lighting, please fill out the enclosed **Electrical Order Form** and return it to us as soon as possible.

Our special **discount payment order price**, which must be received at least **two weeks** in advance of the first show date (April 30, 2010), will save you money off the standard order price. All orders must be paid before service is rendered and payment must accompany the order form. We accept cash, check, Visa, MasterCard, Discover, and American Express. *We regret that we cannot accept phone orders.*

Exhibitors that have ordered electrical service: your service will be energized daily from one hour prior to show opening until 15 minutes after show closing. 24 hour service is available, call for prices.

If you have any questions about your lighting or electrical needs, please feel free to call. We want to provide you with the services you require early, so installation is free of delays.

*Remember advance payment orders will save you money off the floor order price!!

****PRE-ORDER DISCOUNT DEADLINE IS: April 30, 2010****

We now accept orders online at WWW.HOLLYWOODLIGHTS.BIZ

Click on “Order Forms” and enter code **NORF**

Sincerely,
Hollywood Lights Inc.
Electrical Services Division – Oregon

5251 SE McLoughlin Blvd Portland, OR 97202-4836
503.232.8855 FAX 503.517.8686
www.hollywoodlights.biz

ELECTRICAL SERVICES RENTAL FORM



NORTHWEST FIRE & RESCUE EXPO

EVENT: 05/14/2010 - 05/15/2010
 REGISTRATION DATE: 09/17/2009 - 05/14/2010
 EARLY REGISTRATION END DATE: 04/30/2010

PHONE: 503.232.8855
 FAX: 503.517.8686

**PAYMENT MUST ACCOMPANY ORDER. THANK YOU.

Hollywood Lights, Inc. 5251 SE McLoughlin Blvd. Portland, OR 97202 Venue: Portland Expo Center **Online Ordering at www.hollywoodlights.biz . Select "Order Forms". Enter Event Code: NORF		QUANTITY	QUANTITY 24 HOUR (double rate)	PRE-ORDER DISCOUNT PRICE	LATE- ORDER STANDARD PRICE	AMOUNT
120 VOLT DUPLEX RECEPTACLE						
0 - 600 WATTS / 5 AMPS			\$63.00	\$78.75		
601 - 1200 WATTS / 10 AMPS			\$83.00	\$103.75		
1201 - 1800 WATTS / 15 AMPS			\$103.00	\$128.75		
1801 - 2400 WATTS / 20 AMPS			\$123.00	\$153.75		
2401 - 3600 WATTS / 30 AMPS			CALL	CALL		
208 VOLT SINGLE PHASE						
0 - 15 AMP 208 VOLT			\$126.00	\$157.50		
16 - 30 AMP 208 VOLT			\$158.00	\$197.50		
31 - 50 AMP 208 VOLT			\$263.00	\$328.75		
OTHER _____ VOLT _____ AMPS			CALL	CALL		
208 VOLT THREE PHASE						
0 - 15 AMP 208 VOLT			\$142.00	\$177.50		
16 - 30 AMP 208 VOLT			\$194.00	\$242.50		
31 - 50 AMP 208 VOLT			\$310.00	\$387.50		
OTHER _____ VOLT _____ AMPS			CALL	CALL		
ELECTRICAL ACCESSORY RENTAL						
15 AMP 120 VOLT POWER STRIP			\$16.00	\$20.00		
25' 120 VOLT EXTENSION CORD			\$16.00	\$20.00		
15 AMP 120 VOLT GFCI WHIP			\$20.00	\$25.00		
50 AMP 208 VOLT GFCI (HOT TUB)			\$53.00	\$66.25		
50 AMP 208 - 230 VOLT TRANSFORMER			\$58.00	\$72.50		
OTHER			CALL	CALL		
SPOT OR FLOODLIGHTS						
300 WATT FLOOD () OR SPOT ()			\$63.00	\$78.75		
500 WATT ARM FLOODLIGHT			\$63.00	\$78.75		
1000 WATT SPOTLIGHT (ceiling mount)			CALL	CALL		
LABOR RATES	MON-FRI 8:00AM-5:00PM EVENINGS & WEEKENDS HOLIDAYS	\$60 PER HOUR \$90 PER HOUR (CALL) \$120 PER HOUR (CALL)	LABOR : MISC \$ TAX (%) \$			
					TOTAL: \$	

COMPANY NAME :

ADDRESS : CITY : STATE :

ORDERED BY : TEL : ZIP CODE :

SIGNATURE : FAX : BOOTH #(S) :

I authorize Hollywood Lights, Inc. to debit my credit card for the charges listed above and for any additional charges incurred.

Circle one: Visa Mastercard Discover American Express CVV : EXP. DATE : /

CREDIT CARD # : CARDHOLDER:

(Card Holder Billing Address if different than above): AUTH. SIGNATURE :

ALL DISCREPANCIES MUST BE SETTLED BEFORE CLOSE OF SHOW TO RECEIVE FUNDS DATE: _____ CASH: _____ CHECK: _____ CHECK: # _____

GENERAL INFORMATION

Rental Information:

1. Material and equipment provided by this order shall be and shall remain the property of Hollywood Lights, Inc. and shall be removed ONLY by Hollywood Lights personnel at the close of the show.
2. Credit will not be given for service installed as requested in this order even though not used.
3. Exhibitors are not allowed to share power.
4. Outlets are located at the back center of each 10' x 10' booth space. Booths measuring 10' x 20' or larger must order an outlet for each 10' x 10' section if electrical service is required for each.
5. Bulk space and large oversized booth electrical information should be mapped out on drawings to indicate location of outlets. Labor charges apply to these booths.
6. Electrical power is on continually during move in. On show days, power is turned on 30 minutes before show opening and turned off at show closing. If you need power on 24 hours, YOU MUST ORDER 24 HOUR SERVICE. Any exhibitor wishing early turn on or late turn off of electrical to booths, must make special arrangements with the show management and Hollywood Lights, Inc.
7. Wall, column and permanent building utility outlets are not part of your booth space and are not to be used. If services are found to be used which have not been purchased, they will be charged at twice the LATE ORDER rate.
8. Exhibitor holds Hollywood Lights, Inc. harmless for any and all losses of power beyond Hollywood Lights Inc. control, including but not limited to: losses due to utility company failure, permanent power distribution failure, power failure caused by vandalism, faulty exhibitor equipment, Exhibitor equipment not compatible with GFCI outlets or overloads caused by exhibitor.
9. All Electrical Equipment must comply with Federal, State and Local Codes. Hollywood Lights, Inc. is required to refuse connection where the exhibitor wiring is not in accordance with electrical codes.

Labor Information:

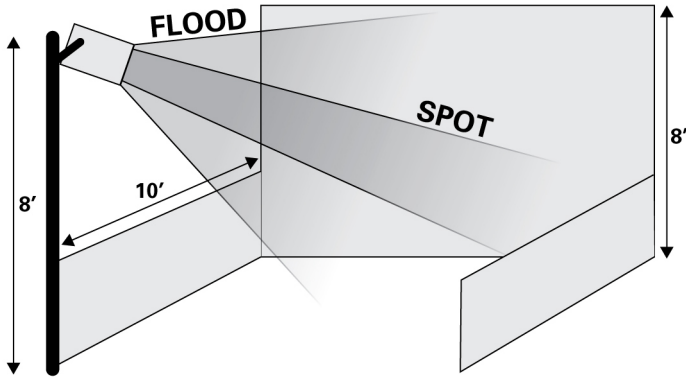
10. Labor charges apply to the following:
 - A) All 208 volt or higher
 - B) All 120 volt outlets above 20 amps
 - C) Power needed other than back wall
 - D) Electrician to tape down cords
 - E) Overhead service requests
11. There is a 1 hour minimum labor charge on all 208-volt orders. Material charges may apply. This includes wiring of our pigtail into your machine or removing your plug and putting ours on. If you require services not posted, please call for a quote.
12. The electricians will not connect any exhibit that does not meet the electrical code. Hollywood Lights, Inc. is not responsible for problems arising from unlabeled, mislabeled and the use of non-standard wiring practices on equipment.

Payment Information:

13. Orders must be received with payment by the pre-order deadline date to receive discounted rate. All other orders will be charged the Standard Rate. Orders received without payment will not be processed. Orders received after the pre-order deadline date will be charged as a late order. Phone orders cannot be accepted.
14. Charges for electrical services must be paid prior to the opening of the show (in US funds) EXHIBITORS are not billed for services provided. (Power will be disconnected for non payment.)

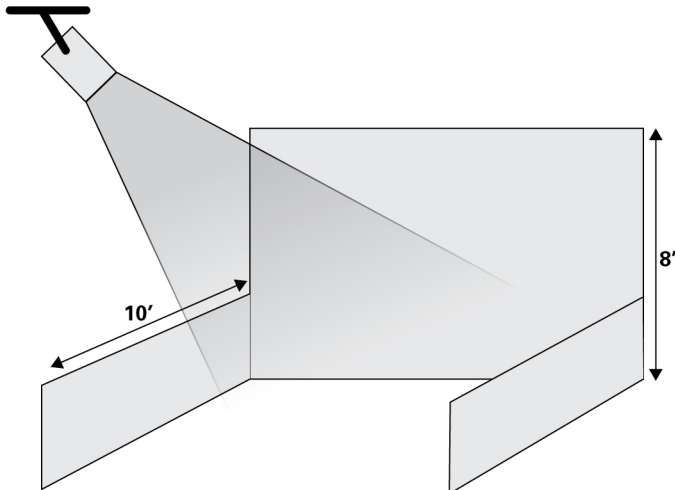
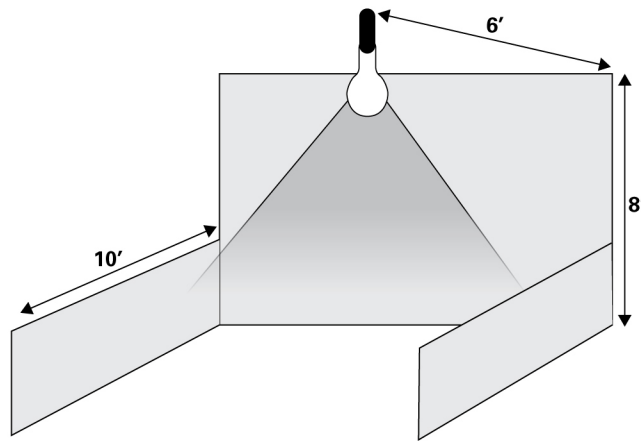
ALL DISCREPANCIES MUST BE SETTLED BEFORE CLOSE OF SHOW

LIGHTING INFORMATION



300-WATT FLOOD
LIGHT OR SPOT
LIGHT MOUNTS ON
8-FOOT UPRIGHT AT
FRONT CORNER OF
BOOTH.

500-WATT FLOOD LIGHT
ATTACHES TO BACKWALL
AND EXTENDS OUT OVER
BOOTH #.
**THIS IS OUR MOST POPULAR
LIGHT.**



500-WATT AND 1000-WATT
QUARTZ SPOTLIGHT
INSTALLED OVERHEAD IN
CEILING. THESE UNITS WORK
WELL FOR LIGHTING SPECIFIC
MACHINERY.