



Please return forms and payment via:  
**Email:** [Exhibit\\_Services@mccno.com](mailto:Exhibit_Services@mccno.com)  
**Fax:** (504)582-3088  
**Mail:** 900 Convention Center Blvd  
 ATTN: Exhibit Services  
 New Orleans, LA 70130  
 Phone: (504) 582-3036  
**For online ordering go to**  
[www.mccno.com/exhibitors](http://www.mccno.com/exhibitors)

900 CONVENTION CENTER BLVD. NEW ORLEANS, LA 70130

**COMPRESSED AIR · WATER · DRAIN · GAS · STEAM**

**Advance Rate Deadline: March 6, 2017**

**Effective January 1, 2016**

<b>PLEASE TYPE OR PRINT</b>		<b>PAYMENT IN U. S. DOLLARS MUST ACCOMPANY ORDER. MAKE CHECKS PAYABLE TO NOPFMI OR PROVIDE CREDIT CARD INFORMATION ON THE PAYMENT AUTHORIZATION FORM.</b>
NAME OF SHOW <b>NACE INTERNATIONAL 2017</b>		
EXHIBITING FIRM NAME	BOOTH NUMBER	DATE(S) OF SHOW
ADDRESS	Email Address	TELEPHONE/FAX
CITY, STATE, ZIP	On site contact name and cell phone #	ORDER CONTACT NAME

**RATES QUOTED INCLUDE APPLICABLE TAX AND LABOR TO CONNECT EQUIPMENT. Discount rates apply to orders received 21 days prior to event start.**

	QUAN.	DESCRIPTION	ADVANCE RATE	STANDARD RATE	AMOUNT
<b>COMPRESSED AIR (90-100 PSI)</b>		Single Outlet up to 1/2 "	325.00	429.00	
		Single Outlet 3/4"	361.00	440.00	
		Single Outlet 1"	432.00	589.00	
		Branch Outlet(s) – EACH	200.00	250.00	
	Total CFM		24 HOUR SERVICE REQUIRED <input type="checkbox"/> YES (Add 50% Outlet)		
Requirements		<b>EXHIBITOR MUST SUPPLY OWN REGULATOR AND FILTER</b>			
<b>WATER (80-90 PSI)</b>		Single Outlet 3/4" Cold Water	300.00	390.00	
		Single Outlet 3/4" Hot Water	400.00	520.00	
		Branch Outlet(s) – EACH	200.00	263.00	
		Fill and Drain to 500 Gallons	287.00	396.00	
	Total GPM		Each Additional 500 Gallons	199.00	250.00
Requirements		Food Grade Hose Required? <input type="checkbox"/> YES			
Requirements		<b>EXHIBITOR MUST SUPPLY OWN FILTER AND REGULATOR</b>			
<b>DRAIN</b>		CONNECTION	257.00	364.00	
	Total GPM	BRANCH OUTLET(S) – EACH	155.00	181.00	
	Requirements	SIZE CONNECTIONS REQUIRED _____			
Requirements		<b>2" MAXIMUM DRAIN LINE</b>			
<b>GAS (6" Water Column)</b>	Total CFM	Single Outlet 3/4", NATURAL GAS	329.00	386.00	
	Requirements	BRANCH OUTLET(S) – EACH	231.00	272.00	
Requirements					
<b>STEAM (100-125 PSI) (Saturated)</b>	Total Lbs./Hr.	CHARGE FOR FIRST CONNECTION - <b>Price Upon Request</b>			
		EACH ADDITIONAL CONNECTION – <b>Price Upon Request</b>			
		SIZE CONNECTION(S) REQUIRED (Up to 1" only) _____			
Requirements		STEAM TRAPS - <b>Price Upon Request</b>			

**MATERIALS AND SPECIAL CONDITIONS**

**AMOUNT**

LABOR: CHARGE WILL BE IN 1/2 HR. INCREMENTS. MINIMUM CHARGE 1/2 HOUR.

.....Hrs. Monday - Friday 8:00 a.m. - 4:30 p.m. (Except Holidays)	\$ 80.00/Hr.
.....Hrs. Monday - Friday 4:30 p.m. - 8:00 a.m., Saturday	\$ 120.00/Hr.
.....Hrs. Sunday and Holidays	\$ 160.00/Hr.

**SUB-TOTAL**

**Orders received on site are subject to an additional 25% fee on the standard rates**

SHOW GENERAL LOCATIONS OF OUTLETS IN BOOTH ON THE UTILITY LOCATIONS FORM. IF A DRAWING IS NOT PROVIDED, THE MCC WILL INSTALL THE SERVICE IN THE REAR CENTER OF THE BOOTH. LABOR CHARGES WILL APPLY TO RELOCATE THE SERVICE.

**TOTAL DUE**

All connections are subject to approval by the Convention Center, and only the Convention Center Mechanics are authorized to make air, water, drain, gas and steam connections. Labor charges will apply for service calls. Labor charges are assessed on the exhibit floor and payment IN FULL must be rendered.

900 CONVENTION CENTER BLVD. NEW ORLEANS, LA 70130  
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## **REQUEST FOR COMPRESSED AIR : WATER : DRAIN : GAS : STEAM INSTRUCTIONS AND CONDITIONS**

1. Orders must be received a minimum of twenty one (21) days prior to scheduled event opening for advance rates. Orders received less than twenty one (21) days prior to scheduled event opening will be charged at the standard rates. Orders received on site are subject to an additional 25% fee on the standard rates.
2. Conditions for processing service order forms:
  - A. Payment for service must accompany service orders. **NO EXCEPTIONS!** Service will not be installed if payment is not received.
  - B. Personal checks will not be accepted.
  - C. Incomplete hook-up or outlet requirement information will delay processing.
  - D. Booth number(s) must be identified on the face of the form.
  - E. Location of outlets in booth must be designated on the UTILITY LOCATION(S) FORM.
3. Rates listed for all connections include connecting the service to the booth and **DO NOT INCLUDE** additional labor and material charges made for:
  - a. Crossing aisles for overhead installations or ramping.
  - b. Making specialized installations.
4. Additional service charges and labor charges may be assessed for installations. Payment must be rendered **IN FULL** when billed during the event. Service may be interrupted if payment is not received.
5. All material and equipment furnished by the Convention Center for this service order shall remain the property of the Convention Center and shall be removed **ONLY** by Convention Center Staff.
6. Adhesive tapes used on floor surfaces must be a type approved by the Convention Center. Contact your service contractor or Exhibit Services Division of the Convention Center for more details.
7. Convention Center personnel are authorized to cut floor coverings when essential for installation of service unless otherwise directed.
8. Installation of any service requirements crossing aisles will not be installed unless approved by show management.
9. The equipment and services will be provided only during the contracted dates of the event the customer is participating.
10. Supply connections and disconnections may only be made by the Convention Center personnel. The end user is responsible for compliance with all applicable federal, state and local codes/laws pertinent to the use of all services. The Convention Center reserves the right to inspect all devices and connections to ensure compliance with all codes and laws.
11. **Any additional cost incurred by MCCNO to (1) assist in trouble diagnosis or problem resolution found not to be the fault of MCCNO or (2) collect information required to complete the installation that customer fails to provide may be billed to the customer at the prevailing rate.**
12. All service issues must be reported to the MCC Service Desk prior to the close of the event. Claims will not be considered unless filed **in writing** by exhibitor prior to close of event. Credit will not be given for service installed and not used.
13. **Cancellations** – **All cancellations must be submitted in writing.** A processing charge of \$50.00 will be applied to orders cancelled prior to installation. No credit is given for service cancelled after installation.
14. Service connectors or fittings may be supplied by the exhibitor.
15. Permanent building utility outlets are not a part of the booth space and cannot be used by exhibitors.
16. If further explanation of your plumbing requirements is necessary, please attach a separate sheet to this form.
17. If a technical data sheet on equipment indicating connections and/or description of equipment to be connected is available, please attach sheet or description to the Utility Location(s) form.



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## PAYMENT TERMS AND CONDITIONS

1. Orders must be received a minimum of twenty one (21) days prior to scheduled event opening for discount rates. Orders received less than twenty one (21) days prior to scheduled event opening will be charged at the standard rates. Orders received on site will be subject to a 25% fee on the standard rates.
2. Conditions for processing service order forms:
  - A. Payment for service must accompany service orders. **NO EXCEPTIONS!**
  - B. Personal checks will not be accepted. Service will not be installed if payment is not received.
  - C. Incomplete hook-ups or power requirement information will delay processing.
  - D. Booth number(s) must be identified on the face of the form.
  - E. Location of power in booth must be designated. Diagrams indicating booth orientation are required.
3. Rates listed for all connections include connecting the service to booth in the most convenient manner and **DO NOT INCLUDE** labor for making specialized installations, special wiring, material or ramping.
4. Additional service charges and labor charges may be assessed for installations. Payment must be rendered **IN FULL** when billed during the event. Service may be interrupted if payment is not received.
5. Claims will not be considered unless filed in writing by exhibitor prior to close of event.
6. Credit will not be given for service installed and not used.
7. There is a 10% charge to change and reprocess the method of payment submitted for an account.

### INTERNATIONAL EXHIBITORS

We require 100% pre-payment of orders. Any orders or services placed at show site must be paid at the show. Payment may be made by check in U. S. funds drawn on a U. S. bank.

### UNPAID BALANCES

Should there be any unpaid balance after the close of the show, terms will be net, due and payable upon receipt of invoice. Effective 45 days after invoice date, any unpaid balance will bear a **FINANCE CHARGE** at the lesser of the maximum rate allowed by applicable law, or 1/5% per month, which is an **ANNUAL PERCENTAGE RATE** of 18%, and future orders will be on a pre-payment bases only. Unpaid balances of \$100.00 or less must be paid at show site.



Return with order and payment to:  
 900 Convention Center Blvd  
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 Email: Exhibit\_Services@mccno.com

# Utility Locations

## MANDATORY

To ensure that your electrical and plumbing outlets, telephones and internet services are properly placed, a Booth Floorplan must be submitted with your order forms. If you do not have a plan, please use the grid on this page and submit it with your order forms.

To use this grid:

- Use bold lines to indicate the outline of your booth.
- Indicate the scale of the grid (e.g. 1 square = 10 feet) or indicate the dimensions of your booth.
- Mark the adjacent booth numbers on aisle numbers. This will help us orient your service correctly.
- Mark outlet locations, expressed in watts or amps and voltage in each location. Mark telephone and internet lines in each location. Locations marked should accurately reflect services ordered.
- Return this form with your prepaid order forms.

Show: NACE INTERNATIONAL 2017

Exhibiting Company: \_\_\_\_\_ Booth #: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_


Adjacent booth or Aisle Number: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_

Adjacent booth or Aisle Number: \_\_\_\_\_