



Mailing: P.O. Box 221, Abbotsford, BC, V2T 6Z6
Street: #4 - 2080 Carpenter St, Abbotsford BC, V2T 6B3
Tel. (604) 851-0224 **Option 1** **Fax.** (604) 853-0300
Email. abbotsford@globalconvention.ca

METHOD OF PAYMENT

Event Name	Name	Date(s)	Date
Exhibiting Company Information			
Exhibiting Company: _____			Booth #
Exhibiting Company Mailing Address: _____			
City / Province / Postal Code: _____			
Contact Name: _____			
Telephone: _____		Email _____	

Third Party Company Information *** If Applicable ***	
Third Party Company Name: _____	_____
Third Party Billing Address: _____	_____
City / Province / Postal Code: _____	_____
Contact Name: _____	_____
Telephone: _____	Email _____

Services to be invoiced to Third Party Company			
<input type="checkbox"/> All Global Services	<input type="checkbox"/> Electrical	<input type="checkbox"/> Material Handling In & Out	<input type="checkbox"/> Booth Cleaning
<input type="checkbox"/> Equipment & Furniture	<input type="checkbox"/> I&D Labour/Supervision	<input type="checkbox"/> In-Booth Forklift	<input type="checkbox"/> Other _____

INFORMATION

- * **Payment must accompany order. Order will not be processed without payment.**
- * **Pre-Show pricing available until the date specified on order forms and when accompanied with payment.**
- * **Global reserves the right to invoice at retail prices on orders received after pre-show deadline.**
- * **Prices are based on duration of event and include site delivery, installation, and removal.**
- * **Prices are in Canadian dollars.**
- * **Exhibitors are responsible for damage or loss of rental material.**
- * **Copy of invoice sent on request only.** Mail Email

CANCELLATION OF ORDERS

- * Cancellation of equipment, or orders, prior to Global set up - subject to a 25% cancellation fee.
- * If full service has been provided - subject to a 100% cancellation fee (no refund).
- * **Upon arrival to your booth for set up**, confirm that all items pre-ordered have been delivered to your booth. Notify the Global Service Desk immediately for any missing items. **NOTE:** Refunds will not be issued post-show if missing item(s) were not reported to Global Service Desk.

PAYMENT INFORMATION	CALCULATION OF ORDER												
<input type="checkbox"/> BANK TRANSFER & e-TRANSFERS * Contact office for details * Customers are responsible for any bank processing fees	Electrical, Lighting & Plumbi \$ _____ Sign & Banner Hanging \$ _____ <table border="1" style="width: 100%;"> <tr> <td style="text-align: right;">Sub-Total</td> <td style="text-align: right;">\$</td> <td>_____</td> </tr> <tr> <td style="text-align: right;">5% GST (on sub-total)</td> <td style="text-align: right;">\$</td> <td>_____</td> </tr> <tr> <td style="text-align: right;">7% PST (on sub-total)</td> <td style="text-align: right;">\$</td> <td>_____</td> </tr> <tr> <td style="text-align: right;">TOTAL ORDER</td> <td style="text-align: right;">\$</td> <td>_____</td> </tr> </table> GST# 12259 9822 RT0001 Canadian Funds	Sub-Total	\$	_____	5% GST (on sub-total)	\$	_____	7% PST (on sub-total)	\$	_____	TOTAL ORDER	\$	_____
Sub-Total		\$	_____										
5% GST (on sub-total)		\$	_____										
7% PST (on sub-total)		\$	_____										
TOTAL ORDER		\$	_____										
<input type="checkbox"/> CREDIT CARD For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include labour & material handling.													
<input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Amex Purchase Order # (if applicable) _____ (P.O. is for vendor's reference only. Payment must accompany order.) Card # _____ Expiry Date _____ Cardholder Name _____ Cardholder Signature _____ Cardholder Telephone _____													
Payment must be submitted with order forms. Email completed forms to: abbotsford@globalconvention.ca													
BC-Revised Oct/2018													



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**ELECTRICAL / LIGHTING /
PLUMBING**

Event Name	Name	Date(s)	Date
Pre-Show Price Deadline:		Date	
Ordering Deadline:		Date	
Contact office for availability after this date			

Exhibiting Company: _____ Booth #

Contact Name: _____ Booth Size

Phone #: _____

ELECTRICAL				
BASIC POWER (INSIDE) -- Power supplied to back wall of booth	Quantity	Deadline	Deadline	TOTAL
1500 watt - 120 volt outlet (approximately 12 amps)		\$75.00	\$85.00	
1500 watt - 120 volt outlet c/w 24 hour power		\$85.00	\$95.00	
Outside power - Add 20% surcharge to outlet required		Add 20%	Add 20%	
Under carpet wiring - Add 20% surcharge (does not include flat cords)		Add 20%	Add 20%	
Regular extension cord		\$23.00	\$28.00	
Flat extension cord		\$35.00	\$41.00	
SPECIAL POWER CONNECTION PRICES (INSIDE) -- Including labour for one (1) tie-in per order				
15 amp - 120/208 volt connection - single phase		\$159.00	\$202.00	
20 amp - 120/208 volt connection - single phase		\$179.00	\$237.00	
30 amp - 120/208 volt connection - single phase		\$195.00	\$247.00	
50 amp - 120/208 volt connection - single phase		Quote upon request		
100 amp - 120/208 volt connection - single phase		Quote upon request		
15 amp - 120/208 volt connection - three phase		\$215.00	\$265.00	
20 amp - 120/208 volt connection - three phase		\$282.00	\$359.00	
30 amp - 120/208 volt connection - three phase		\$346.00	\$445.00	
50 amp - 120/208 volt connection - three phase		Quote upon request		
100 amp - 120/208 volt connection - three phase		Quote upon request		
Outside power - Add 20% surcharge to service required		Add 20%	Add 20%	
Under carpet wiring - Quote upon request (does not include flat cords)		Quote upon request		
Flat extension cord		\$35.00	\$41.00	
LIGHTING RENTAL (INSIDE) -- Includes power supply to operate lights only				
8' stand c/w 2 - 150 watt floodlights		\$85.00	\$95.00	
8' stand c/w 1 - 500 watt Quartz light		\$95.00	\$105.00	
1000 watt quartz halogen hi-bays hung from ceiling		\$130.00	\$175.00	
Outside service - Add 20% surcharge		Add 20%	Add 20%	
SPECIAL REQUIREMENTS				

PLUMBING				
NOTE: Services that are Not self contained are available in limited perimeter booth locations only!				
DESCRIPTION	Quantity	Deadline	Deadline	TOTAL
Cold water fill & drain (less than 500 gallons)		\$150.00	\$175.00	
Cold water fill & drain (over 500 gallons)		Quote upon request		
Hot / Cold water supply, sink & drain		\$350.00	\$410.00	
Self Contained Hot / Cold water supply, Sink & Drain (Centre booths only)		\$450.00	\$510.00	
Self contained small portable double sink (hot/cold, 30"x21"x36")		\$310.00	\$370.00	
Self contained small hand wash station (foot pump powered)		\$300.00	\$360.00	
Cold water supply only		\$100.00	\$125.00	
Hot water supply only		\$150.00	\$175.00	
SPECIAL REQUIREMENTS				

SUMMARY OF ELECTRICAL & PLUMBING
\$
Carry this total to Method of Payment form