

**MOODY GARDENS HOTEL AND CONVENTION CENTER
ELECTRICAL SERVICE ORDER FORM**

Payment Method Options:

Credit Card Convenience Fee = 3.50%

ACH Payment Convenience Fee = \$2.50

Mailed check payments must be received One week prior to event.

Make checks payable to Moody Gardens and include Conference Attending

Send to: Moody Gardens- Catering Department

Seven Hope Blvd., Galveston, TX 77554

Please contact Cathi Griego – Catering Department for assistance

cgriego@moodygardens.org (800) 582-4673 ext 4315

Will accept checks, MasterCard, Visa, Discover and American Express.

Type: CC# _____ - Exp. ____/____

Name on Card: _____ Email: _____

Name of Exhibition or Show: _____ Booth # _____

Firm Name: _____ Phone _____

Address: _____ City _____ ST _____ Zip _____

Ordered By: _____ Signature: _____ Date: _____

(Please print)

Date of Show _____

FOR GUARANTEED SERVICE, ORDERS MUST BE PLACED 30 DAYS IN ADVANCE

Rates quoted below cover only the bringing of service to the booth and does include connecting equipment or special wiring. **If you do not return the Extension cords and/or Power Strips you will be charged for them.**

All wiring or electrical work on exhibitor's display will be charged Per Day and material basis.

Proper tagging of equipment to indicate voltage, phase, current, etc. are exhibitors' responsibility.

Power turned on one (1) hour before show opening and to be turned off at show closing. If power is required before or after these hours, special arrangements must be made with the Hotel.

Number of Days Needed	QTY Please choose one from drop down box	REQUIREMENTS (PER OUTLET)	TOTAL
		Outlets to 1000 watts – 120 volts – Single Phase \$81.19 per Day	
		Outlets to 2000 watts – 120 volts – Single Phase \$97.43 per Day	
		Outlets to 3000 watts – 208 volts – Single Phase \$108.75 per Day	
		Outlets to 6000 watts – 208 volts – Single Phase \$119.01 per Day	
		30 Amp - 250 volts - 3 Phase \$250 per day	
		30 Amp - 480 volts - 3 Phase \$250 per day	
		Phone Line / Hard Wired Internet	
		Air (Per Day Usage)	
		Forklift Rental	

Special instructions: _____