



NEBPP/MWBPP Joint Bridge Preservation Conference 2026

CUSTOMER

COMPANY INFORMATION					
TODAY'S DATE: _____ Show Name: NEBPP/MWBPP Joint Bridge Preservation Conference 2026			Company Name/Booth #: _____ Preferred Install Date: 10/12/2026 9am-5pm Preferred Dismantle Date: 10/15/2026 Noon-4pm On-Site Contact Phone: _____ On-Site Contact Arrival: _____ E-Mail Address: _____		
Company Address: _____ City, State Zip Code: _____ On-Site Contact Name: _____					
ELECTRICAL SERVICE					
Equipment Description	QTY	Continuous Power Qty (Price X2)	Early Rate Before: 10/5/2026	Regular Rate	Total
110 120 VOLT					
15 Amps			\$245.00	\$343.00	\$
20 Amps (Exclusive Outlet)			\$260.00	\$364.00	\$
208 VOLT SINGLE PHASE (REQUIRES LABOR)					
20 Amps			\$440.00	\$616.00	\$
30 Amps			\$495.00	\$693.00	\$
208 VOLT THREE PHASE (REQUIRES LABOR)					
20 Amps			\$495.00	\$693.00	\$
30 Amps			\$620.00	\$868.00	\$
LIGHTING EQUIPMENT					
Pole and Base Dual LED			\$150.00	\$210.00	\$
RENTAL EQUIPMENT					
15' Extension Cord			\$24.00	\$33.60	\$
Power Strip (13 Amp Max)			\$24.00	\$33.60	\$
IN-LINE, PENINSULA BOOTHS		MULTIPLE OUTLET LOCATIONS / ISLAND BOOTHS		208 & HIGHER VOLTAGES	
All 120v power is delivered to the back of the booth or Table at no extra cost.		There is minimum labor charge of (1/2) hour to deliver power to all island booths, and (1/2) hour to remove power. All additional distribution is done by Prime Electricians on a time & materials basis.		There is a minimum labor charge of (1/2) hour installation & (1/2) hour removal of all high voltage services. Material charges may apply.	
LABOR					
Labor Description (Request a labor quote at Chicago@PrimeEES.com)		Labor Hours Qty	Early Rate	On-Site Rate	Total
Straight Time (First 8 hours worked M-F between 7:00 AM - 4:30 PM)			\$149.80	\$149.80	\$
Over Time (Monday-Friday after 4:30 PM, Saturday 8:00 AM - 4:30 PM)			\$217.21	\$217.21	\$
Double Time (Saturday 4:30 PM through Monday 6:00 AM, & Holidays)			\$284.62	\$284.62	\$
Labor is required for the installation of Lightboxes, TV's, LED Walls, Sound Systems unless allowed by the "exhibitor rights agreement". Please call or email us if you have any questions about labor 312-226-6738.					
Notes:					
EQUIPMENT TOTAL: \$ Chicago Transaction TAX: 15% (EQUIPMENT ONLY) \$ LABOR ESTIMATE: \$ (Equipment+Tax+Labor) =SUBTOTAL: \$ SERVICE CHARGE: 3.5% (OF SUBTOTAL PRICE) \$ GRAND TOTAL: \$		Prices reflect rates for the duration of the event. → Prime requires credit card information on-file for any additional charges incurred after the initial payment has been made. → The undersigned has read and agree to all the terms and conditions of this rental agreement. The undersigned authorizes Prime Electrical & Exposition Services to charge the above listed credit card for the TOTAL amount of this order, and for any client approved add-ons and change orders unless another form of payment is provided at time of installation. → CANCELLATIONS: Cancellations received A) within 48 hours of the scheduled delivery date are subject to a 50% fee; or B) on the day of scheduled delivery or "no-shows" are subject to the full amount of the order. Signature: _____			
PLEASE E-MAIL COMPLETED FORMS TO: chicago@Primeees.com or Fax 312-226-1201					

Prime Payment Form

Show Name: NEBPP/MWBPP Joint Bridge Preservation Conference 2026

Show Dates: October 13-15, 2026

In addition to check payment Prime also accepts
American Express, Master Card, Visa and Discover.

Please complete below information.

☐ Check (Must be received by date noted in agreement)

☐ American Express

☐ MasterCard

☐ Visa

☐ Discover

Prime requires credit card information on file for any additional charges incurred after the initial payment has been made. Prime is authorized to apply any additional charges to this card upon completion of installation unless another form of payment is made at such time. A 3.5% service charge will be added to initial deposits if paid with credit card.

Credit Card Information

Credit Card Number:

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Expiration Date:

SIC Code

Signature

Print Cardholder
name

Cardholder address

Authorized Amount to Charge \$ _____ Plus 3.5% Service Fee

Company Name:

Address:

City:

State:

Zip:

Contact Name:

Contact Signature:

Date:

By signing above Prime is authorized to process payment to the credit card provided unless payment is made by check as outlined on this payment form and agrees to the Terms and Conditions.

Terms & Conditions

Prime Electrical & Exhibition Services LLC. (Hereinafter "Prime")

1. All orders are not complete unless accompanied with completed payment form.
2. Prime reserves the right to adjust orders if a miscalculation of charges is apparent on the order form.
3. 120V service rates include delivery to the back of the booth to a single location.
4. 208v or larger are installed based on time and material of the install and dismantle plus the cost of the service requested.
5. Any connections required beyond the finished outlet will be charged for time and material. If you have a special need please contact Prime to discuss in advance of move in.
6. Exhibitor cords must comply with city electrical codes bear a UL tag must be minimum 14-gauge, 3 wire and grounded. No two wire extension cords or lights will be allowed.
7. Refunds will not be authorized if services are installed. Any disputes must be presented before close of show. No refunds will be given after show is moved out.
8. Exhibitor holds Prime harmless for any and all losses of power beyond Primes control, including, but not limited to, losses due to utility company failure, power failure due to vandalism, permanent power distribution failure, faulty exhibitor equipment or exhibitor overload of circuits.
9. Prime electricians are the only labor allowed to distribute power in the exhibit space as well as meeting space within the facility. Except where "Exhibitor Rights" apply.
10. Unless otherwise directed Prime employees will cut access points in carpet in order to complete installation of cords in an exhibit space.
11. Unless a scaled floor plan is provided electric will be installed as the electrician on duty deems necessary or not at all until direction is given.
12. We will make every attempt to install power during straight-time. But will always charge prevailing rates at time of installation.
13. All equipment must be tagged with proper manufacture specifications and be in safe working order. Prime Electricians may deem equipment unsafe and Prime reserves the right to refuse final connection where exhibitor wiring or equipment is not in accordance to local laws and codes.
14. A service charge of 1.5% will be assessed on all unpaid balances starting 15 days after date of invoice. A \$50.00 service charge will be assessed for all returned checks and credit cards. All funds U.S. currency. Exhibitor agrees to pay Prime all applicable rental or sales tax.
15. All labor canceled within 24 hours of call time will be charged in full for the first 8 hours.