

INTER ELECTRICAL SERVICES LTD

Intex House, Avondale Way, Gwent. NP44 1TS
 TEL: 01633 838283 Email: electrics@theintershellgroup.com

ELECTRICS ORDER FORM FOR SHELL SCHEME STANDS ONLY [HIRE ONLY]

EVENT: Building Trade Expo

VENUE: Alexandra Palace

DATES: 29-30 January 2020

DETAILS	Early-Bird Tariff Valid Until 14/01/2020	Standard Tariff Applicable from 15/01/2020	QUANTITY	AMOUNT £	
SHELL SCHEME STANDS ONLY					
PACKAGE					
1 x 1m Light Track Including 2 Spotlights & 1 x 500w Standard 3 Pin Socket	£120.75	£157.00		£	
POWER (Single Standard 3 Pin Socket)					
Loads Upto 1000w (1kw)	£115.50	£150.15		£	
Loads Upto 3000w (3kw)	£178.50	£232.00		£	
LIGHTING					
1m Light Track Including 2 off Spotlights	£63.00	£90.00		£	
Additional Lighting Track Spotlight - 120w	£31.50	£40.95		£	
100w Extended-Arm Spotlight	£44.10	£57.30		£	
6' Fluorescent 75W	£72.45	£94.20		£	
Tungsten Halogen Sunflood 300w	£70.35	£91.45		£	
The above prices, include installation, testing & removal.				NETT	£
				VAT @ 20%	£
				TOTAL	£

ELECTRICS QUICK GUIDE

This is a guide, designed to assist exhibitors plan their power requirements for their stands. Please contact us if you require any additional help & information. The sockets we provide, have different power ratings. Below is a guide which shows the sort of equipment that can be use with each:

1kw (is approx 4.5amps) suitable for:

- A small domestic coffee machine (750w - 1kw)
- Vacuum cleaner (800w - 1kw)
- One computer
- Mobile phone charger
- TV / Video

3kw (is rated at 13amp) suitable for:

- Kettle (2kw-3kw)
- Catering coffee machine (upto 3kw)
- Industrial cleaner (upto 3kw)

The above list is a guide only and indicates individual items that can be used with each socket. The use of more than one item with one socket is not acceptable. At most venues the use of extension cables and sockets is not allowed.

Actual power requirements will vary, dependent upon the equipment being used. All electrical equipment carries information showing its power consumption in KW or watts. It is the exhibitor's responsibility to check their own equipment before ordering.

Onsite if the socket you have ordered is overloaded the fuse will blow. You will be required to pay for the socket to be uprated according to the power that you are using. The socket will not be re-energised until the problem has been rectified. This can cause delays during the build up, to your stand and other exhibitor's located next to you.

CONTACT DETAILS

COMPANY NAME: _____ ORDER NO: _____
 CONTACT NAME: _____ STAND NO: _____
 INVOICE ADDRESS: _____
 _____ POST CODE: _____
 TEL NO: _____ EMAIL: _____

PAYMENT DETAILS *(Please select one)*

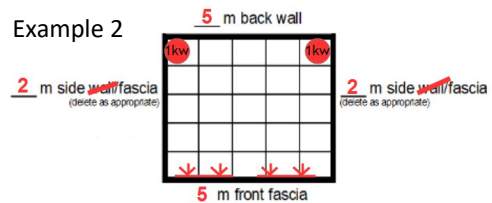
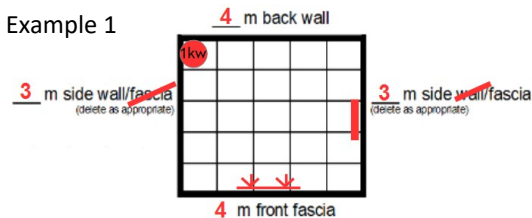
I enclose a cheque made payable to Inter Electrical Services Ltd.
 I enclose a completed card authorisation form for payment *(Please note, we can not accept card details over the phone)*
 Please invoice me, I accept my order can not be processed until payment has been received.
 My payment will be with you by **14 Jan 2020** to guarantee the early-bird discounted prices

TERMS & CONDITIONS

- * To place an order, please complete and return this form using our contact details at the top of page one.
- * All order's must be placed in writing via this form. To avoid any discrepancies onsite we cannot accept your order over the phone.
- * Any queries or complaints should be dealt with during the build up of the event, please contact our service desk onsite for any problems to be resolved. Any queries or complaints after the event, should be sent to us in writing, within five days of the event, to be dealt with appropriately.
- * Any order amended or cancelled by the Exhibitor prior to the event, will be subject to a cancellation admin fee of £10.00 + VAT
- * **Please contact us, if you have not received confirmation of your order within 7 days of placing it.**
You will need your confirmation onsite.

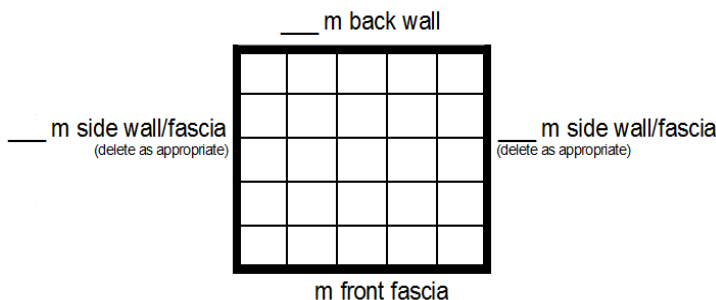
ELECTRICAL GRID

The below grid's show two different size stands with different requirements and layouts. The examples should offer some guidance when completing the grid for your order.



- * Our shell scheme does not have a grided ceiling. If you require your lighting in the centre of your stand i.e. not on a fascia/ wall, you will need to order the correct size light support beam (Intershell Group's Extra's Order Form)
- * We can not install floor sockets unless a raised floor is being installed. Cables can not be run under carpet.
- * This grid is not to scale, it should be used for indication purposes only.

If you do not complete this grid or supply a separate plan, the items you've ordered will be positioned at the discretion of the electrician and you will be charged £25.00 + VAT per item, should you require any item moved.



Symbol's;

- Socket – Load Upto 1kw
- Socket – Load Upto 3kw
- Light Track (2 Spotlights)
- 6ft Fluorescent
- Long Arm Spotlight

Please tick here if you **DO NOT** require fascia's.

SIGNED: _____ DATE: _____

By signing this order form, you agree to the terms and conditions, as outlined above.

INTER ELECTRICAL SERVICES LTD

Intex House, Avondale Way, Gwent. NP44 1TS

TEL: 01633 838283 FAX: 01633 838299 Email: electrics@theintershellgroup.com

Card Charge Authorisation Form

To pay an invoice by credit/debit you need to use this authorisation form, as we are unable to accept card details over the telephone. Please submit the completed form to us, using the above contact details. All information is mandatory and your payment can not be processed if any information is missing (i.e. expiry date, security code, signature)

Company Name: _____

Invoice Number:

--	--	--	--	--

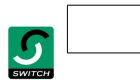
(if known)

I _____ hereby authorise Inter Electrical Services Ltd, to take the

(Cardholder's name)

full amount due of £ _____ from the card details supplied below.

(Please enter the correct amount due, including VAT – the form can't be accepted if this is incorrect or left blank)



WE ACCEPT ALL MAJOR CREDIT CARDS EXCEPT AMERICAN EXPRESS AND DINERS

CARD NO:

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

START DATE:

		/		
--	--	---	--	--

 EXPIRY DATE:

		/		
--	--	---	--	--

 ISSUE NO:

--	--

 SECURITY CODE:

--	--	--

CORPORATE CARD: PERSONAL CARD:

Cardholders Billing Address (Please Print Clearly)

Postcode: _____

Cardholders Signature:- _____ Date:- ____/____/____