



ENGINEERING SERVICE ORDER FORM

Installation Date: _____	Day: _____	Time: _____
Removal Date: _____	Day: _____	Time: _____
Group: _____ Room/Booth #: _____		
Ordering Company: _____		Event Manager: Amsal Gessesse
Ordering Contact: _____		
Address: _____		
City: _____	State: _____	Zip code: _____
Phone number: _____	Email: _____	

ELECTRICAL POWER	QUANTITY	COST ADVANCE	COST DAY OF EVENT	TOTAL
20 AMPS, 208 Volts, single phase		\$130/day	\$170/day	
100 AMPS, 208 Volts, three phase (Service for sound- two circuits available)		\$1500/day	\$1800/day	
200 AMPS, 208 Volts, three phase (Service for lighting)		\$2500/day	\$2800/day	
Power Pack Includes 8 duplex receptacles – 50 AMPS MAX, 120 Volt, single phase		\$700/day	\$800/day	
Extension Cord Either 25' or 50'		\$40/each	\$65/each	
Quad Box Includes 4 duplex rec., no surge protection		\$40/each	\$60/each	
PHONE LINE/RENTAL FEE	QUANTITY	COST ADVANCE	COST DAY OF EVENT	TOTAL
In House Line		\$75 each	\$100 each	
In House/Local Line		\$175 each	\$200 each	
In House/Local/Long Distance		\$475 each	\$500 each	
BANNER USAGE CHARGE	QUANTITY	COST ADVANCE	COST DAY OF EVENT	TOTAL
Banner Usage Charge (\$150 minimum)		\$15 per Linear Foot	\$20 per Linear Foot	

***all power is taxed at 6%**

Email completed form to Amsal.Gessesse@hilton.com