



# 2022 Electrical Order Form

**Deadline to submit is January 10, 2022**

**Email to [AshleyM@mpeshows.com](mailto:AshleyM@mpeshows.com)**

**Free Electrical:** Standard electric is provided free of charge (500 watts/110 volt electricity is provided every 30 feet for linear exhibit spaces). Exhibitors must provide a 16 gauge or larger extension cord (this is not a standard extension cord). If this meets your requirements, you do not need to complete an order form.

**Paid Electrical:** If you require an electrical box or more than 500 watts/110 volt electricity, each additional plug is \$75. Please list how many your booth requires below, the equipment you will be using, and the required amount of power needed. List the equipment total amperage or wattage and what voltage your equipment is, either 120 or 240.

<b>Date of Submission:</b>	
<b>Exhibiting Company Name:</b>	
<b>Booth #:</b>	
<b>On-Site Contact Name for Setup:</b>	
<b>On-Site Contact Phone Number:</b>	
<b>Description of Electrical Needs:</b>	
<b>Total of Additional Electrical (\$75 each):</b>	\$

**Payment Instructions:** Complete and submit this form to [AshleyM@mpeshows.com](mailto:AshleyM@mpeshows.com). We will process your order within one business day and send you a link to pay online. We accept Visa, Mastercard, AMEX, or you can pay by check online via ACH.

If you have questions, please contact Show Coordinator Ashley McKenzie at (704) 969-6818 or email [AshleyM@mpeshows.com](mailto:AshleyM@mpeshows.com). If you miss the deadline and need paid electrical service on-site, see the Show Office for arrangements. Additional fees apply for orders submitted after the pre-show deadline.