

BOCO Enterprises, Inc. 46100 Grand River Avenue Novi, MI 48374 Phone: 248-348-5600 Fax: 248-380-3005

You may also order all services online at www.rockfinancialshowplace.com

NAME OF SHOW: _____ DATE OF SHOW: _____
 COMPANY NAME: _____ CUSTOMER NAME: _____
 ADDRESS: _____ CITY: _____ ZIP: _____
 EMAIL ADDRESS: _____
 PHONE NUMBER: _____ EXT: _____ FAX NUMBER: _____ BOOTH NUMBER: _____ ORDER DATE: _____
 FORM OF PAYMENT: CASH CHECK MASTERCARD VISA AMERICAN EXPRESS DISCOVER
 CHECK / CREDIT CARD NUMBER: _____ EXP. DATE: _____ AUTHORIZED CHARGE AMOUNT: _____
 IF PAYING BY CREDIT CARD, PLEASE PLACE AUTHORIZATION SIGNATURE HERE: _____

PLEASE MAKE CHECKS PAYABLE TO BOCO ENTERPRISES, INC. * NO REFUNDS FIVE DAYS PRIOR TO SHOW

Rates quoted include bringing of service to the exhibit booth. All wiring of electrical work on exhibitors display are charged on time and material basis. Tagging of equipment for proper voltage, phase, connections, etc. is exhibitor's responsibility. Exhibitors using sensitive electronic equipment should provide their own power conditioning. Boco Enterprises and/or Rock Financial Showplace are not responsible for voltage or frequency variances.
 * FULL PAYMENT MUST ACCOMPANY ORDER TO RECEIVE ADVANCE RATE. NO EXCEPTIONS. PAYMENT IN FULL MUST BE RENDERED PRIOR TO OPENING OF SHOW. ADVANCE ORDER DEADLINE: FIVE (5) WORKING DAYS PRIOR TO FIRST MOVE-IN DAY. ALL ORDERS RECEIVED AFTER DEADLINE OR ON SITE ARE SUBJECT TO FLOOR ORDER RATE. ANY ORDERS REQUIRING COLLECTION DURING OR AFTER THE SHOW ARE SUBJECT TO THE FLOOR RATE, INCLUDING DECLINED CREDIT CARDS.

REQUIREMENT(S)	120 V - Single Phase			208 V - Single Phase			208 V - Three Phase			480 V - Three Phase			TOTAL
	QUAN.	ADVANCE	FLOOR	QUAN.	ADVANCE	FLOOR	QUAN.	ADVANCE	FLOOR	QUAN.	ADVANCE	FLOOR	
LIGHTING OUTLET 120 VOLT													
60 CYCLE OUTLET UP TO 2000 WATTS		\$65	\$95										
30 AMP					\$170	\$250		\$200	\$285		\$625	\$950	
40 AMP					\$240	\$340		\$275	\$410				
50 AMP					\$245	\$345		\$285	\$425				
60 AMP					\$390	\$445					\$750	\$1050	
100 AMP					\$595	\$835		\$685	\$950		\$1200	\$1200	
150 AMP					\$775	\$1050		\$895	\$1160				
200 AMP					\$1170	\$1260		\$1370	\$1460				

EXHIBIT BOOTH CLEANING
 BOCO ENTERPRISES, INC. IS THE EXCLUSIVE CONTRACTOR FOR ALL CLEANING SERVICES AT THE ROCK FINANCIAL SHOWPLACE. FOR YOUR CONVENIENCE, WE ARE OFFERING AN INDIVIDUAL BOOTH CLEANING SERVICE FOR YOUR UPCOMING SHOW. THIS IS AN OPTIONAL SERVICE THAT WILL NOT BE PROVIDED WITHOUT THE RETURN OF THIS FORM AS WELL AS ADVANCED PAYMENT.

CHOOSE ONE:
 A. **Nightly Cleaning Services** - Carpets vacuumed or floor swept, wastebaskets emptied, tables wiped. Service is provided nightly, after show closing. Service commences on the final night of move in and ends the night before closing of the show.
 Total Booth Sq. Ft. x .11 x Show Days = Total Cost _____
 B. **One time Cleaning Service** - Carpets vacuumed or floor swept, wastebaskets emptied, tables wiped. One time service provided the night before the first open show day only.
 Total Booth Sq. Ft. x .15 x Show Days = Total Cost _____
 TOTAL DUE: _____

PHONE AND INTERNET
 ALL ORDERS FOR PHONE SERVICE MUST HAVE CREDIT CARD NUMBER AND EXPIRATION DATE FILLED OUT ON TOP OF FORM. EVEN IF PAID BY CASH OR CHECK. PHONE SERVICE INCLUDES ALL CONNECTION AND INSTRUMENT IF NECESSARY.
 Please note:
 All credit card machines, lap tops, fax machines, etc., must be programmed to dial "9" for ALL outgoing calls. Data transmission capabilities are limited and exhibitors should inquire if there are questions concerning the compatibility of any equipment with Boco Enterprises, Inc. phone system. Direct Lines may need to be ordered through SBC. Customers are responsible for all local and long distance charges made on phone lines from move-in through move-out of show. Billing for all additional charges will be at a later date.

QUAN.	ADVANCE	FLOOR
Telephone Services - Outgoing Calls	\$150	\$175
Telephone Services - Incoming/Outgoing Calls	\$175	\$200
All internet services provided on-site by <i>Bright House Networks</i> . The service is accessed through Internet Explorer and paid for by credit card. The service is \$20.00 per day with additional charges for IT support.		
Cable/Hardwire Internet Installation Fee	\$65	\$95
TOTAL DUE:		
GRAND TOTAL:		

WATER/DRAIN/AIR/GAS
 WATER SERVICE IS 3/8" POLY PIPE WITH SHUT OFF. ANY REQUIRED CONNECTIONS ARE THE RESPONSIBILITY OF THE EXHIBITORS. DRAINS ARE PROVIDED VIA PUMP. POWER OUTLET IN BOOTH IS REQUIRED FOR DRAIN BUT MAY BE CONNECTED WITH OTHER EQUIPMENT. *IF DRAINING ANY TUB OR UNIT, A SMALL AMOUNT OF EXCESS WATER WILL REMAIN. EXHIBITORS SHOULD USE CAUTION WHEN MOVING UNITS IN THE BUILDING.

QUAN.	ADVANCE	FLOOR
Water	\$145	\$185
Drain	\$175	\$225
**Air	\$235	\$295
Gas	Contact Boco Enterprises, Inc. directly at 248-348-5600 ext. 205 for pricing and connection information.	
Labor	\$50.00 per hour Straight Time \$75.00 per hour Overtime	
TOTAL DUE:		

No fax orders will be accepted after move-in for your event has begun. Once move-in has begun, please visit the service desk for all order related issues.