

## EL PASO CONVENTION CENTER PARKING FEES

### EXHIBITOR PARKING PASSES:

1 to 5 Days      \$10.00

Over 5 days      \$15.00

### LEASE WEST PARKING LOT:

\$300.00

\*\*\$324.75 (including tax)

TRACTOR TRAILER      \$25.00 per day + tax - \$27.06

R.V.      \$15.00 per day + tax - \$16.24

COMMERCIAL TRUCK (25ft. or less)      \$15.00 per day + tax - \$16.24

### CAR STORAGE AND OVERNIGHT PARKING:

1 Day \$6.00 + tax - \$6.50

2 Days \$12.00 + tax - \$12.99

3 Days \$18.00 + tax - \$19.49

4 Days \$24.00 + tax - \$25.98

5 Days \$30.00 + tax - \$32.48





**EL PASO CONVENTION  
PERFORMING ARTS CENTER**

**ELECTRICAL ORDER FORM  
MAIL OR FAX WITH PAYMENT  
1 CIVIC CENTER PLAZA  
EL PASO, TEXAS 79901**

PHONE (915) 534-0611 : FAX (915) 534-0687

Cardholder signature authorizes the El Paso Convention Center to charge any unpaid balance to the credit card show below.

SHOW NAME:		LOCATION:		SHOW DATES:	
COMPANY NAME:				BOOTH NUMBER:	
STREET ADDRESS		CITY		STATE	ZIP CODE
ORDERED BY: (SIGNATURE)		PLEASE PRINT NAME			PHONE NUMBER
CREDIT CARD INFORMATION <input type="checkbox"/> MC <input type="checkbox"/> VISA <input type="checkbox"/> AmEx <input type="checkbox"/> DISCOVER <input type="checkbox"/> CHECK MAKE CHECKS PAYABLE TO EL PASO CONVENTION CENTER		ACCOUNT NO. PRINT LEGIBLY		EXP. DATE	FAX NO
CARDHOLDER'S SIGNATURE			CARDHOLDER'S NAME PLEASE PRINT		

ELECTRICAL OUTLETS				Maximum of 2 outlets per power order		DISCOUNT DEADLINE DATE:	
QTY	DESCRIPTION	DISCOUNT PRICE	2 WEEKS PRIOR TO EVENT	FLOOR RATE	SUBTOTAL	IMPORTANT	
1 2 0						<b>24 Hour Power &amp; Dedicated Circuits Available.</b> <ul style="list-style-type: none"> <li>To receive discount prices, we must receive your order and full payment by the deadline date.</li> <li>No credits will be issued on any Order once installed, even though not used.</li> <li>Electricity will be turned on within 30 minutes of show opening and off within 30 Minutes after show closing.</li> </ul>	
V	UP TO 1000 WATTS	\$ 55.00	\$ 75.00	\$ 110.00			
O	UP TO 2000 WATTS	\$ 70.00	\$ 90.00	\$ 132.00			
L T							

**POWER OUTLETS FOR MOTORS & EQUIPMENT**  
 (Maximum of 1 outlet per power order) Exhibitors must provide female connector to match their male connector. Please submit a description of equipment that will be used for proper power distribution and charges.

QTY	DESCRIPTION	DISCOUNT PRICE	2 WEEKS PRIOR TO EVENT	FLOOR RATE	SUBTOTAL	<ul style="list-style-type: none"> <li>There is a minimum labor charge of One hour for installation of Island Booths &amp; 208 volts or Higher Service.</li> </ul>
2 0 8 V O L T	10 AMPS SINGLE PHASE	\$ 57.00	\$ 90.00	\$ 132.50		
	20 AMPS SINGLE PHASE	\$ 103.00	\$ 140.00	\$ 207.50		
	30 AMPS SINGLE PHASE	\$ 146.00	\$ 190.00	\$ 282.50		
	60 AMPS SINGLE PHASE	\$ 260.00	\$ 315.00	\$ 470.00		
	100 AMPS SINGLE PHASE	\$ 338.00	\$ 410.00	\$ 612.50		
	150 AMPS SINGLE PHASE	\$ 512.00	\$ 613.00	\$ 917.00		
	200 AMPS SINGLE PHASE	\$ 681.00	\$ 816.00	\$ 1221.50		
	10 AMPS THREE PHASE	\$ 74.00	\$ 118.00	\$ 174.50		
	20 AMPS THREE PHASE	\$ 135.00	\$ 185.00	\$ 275.00		
	30 AMPS THREE PHASE	\$ 192.00	\$ 251.00	\$ 374.00		
	60 AMPS THREE PHASE	\$ 345.00	\$ 418.00	\$ 624.50		
	100 AMPS THREE PHASE	\$ 603.00	\$ 722.00	\$ 1080.50		
	150 AMPS THREE PHASE	\$ 902.00	\$ 1081.00	\$ 1619.00		
	200 AMPS THREE PHASE	\$ 1201.00	\$ 1440.00	\$ 2157.50		

MISCELLANEOUS					
QUANTITY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	Floor Rate	
	50' EXTENSION CORD		\$ 15.00		
AMPS	Transformer to boost 208V to 230V in addition to electrical service		\$ 1.00 per AMP	\$ 1.50 per AMP	

SUBTOTAL FOR SERVICE ORDERS	\$
TAX (8.25%)	\$
LABOR CHARGE TOTAL	\$
TOTAL OF ORDER	\$

EFFECTIVE MAY 15, 2007.

Cardholder signature authorizes SMG to charge any unpaid balance to the credit card show below and accepts responsibility for any and all long distance calls made on this line for the duration of the event for which it was ordered.

SHOW NAME:		LOCATION:		SHOW DATES:	
COMPANY NAME:				BOOTH NUMBER:	
STREET ADDRESS		CITY		STATE	
				ZIP CODE	
ORDERED BY: (SIGNATURE)		PLEASE PRINT NAME		PHONE NUMBER	
CREDIT CARD INFORMATION <input type="checkbox"/> MC <input type="checkbox"/> VISA <input type="checkbox"/> AmEx <input type="checkbox"/> CHECK MAKE CHECKS PAYABLE TO SMG		ACCOUNT NO. PRINT LEGIBLY		EXP. DATE	
				FAX NO	
CARDHOLDER'S SIGNATURE		CARDHOLDER'S NAME PLEASE PRINT			

**DISCOUNT DEADLINE DATE:**

TELEPHONE SERVICE	QUANTITY	ADVANCE RATE	FLOOR RATE	TOTAL
Telephone Line Charge (Local 800)		\$ 100.00	\$ 150.00	
Telephone Line Change (Long Distance) * additional deposit required if paying by check		\$ 100.00	\$ 150.00	
Line Access		\$100.00	NA	
Dedicated T-1 Line(Separate connection up to T1 (1.54 Mbps) bandwidth. 32 IP address block. Cat 6 line to Fiber Optic backbone, RJ45 connector to booth.		\$ 2400.00	\$ 4000.00	
ETHERNET IP ADDRESS TO SHARED T-1 (SINGLE IP ADDRESS)		\$ 200.00	\$ 315.00	
ADDITIONAL IP ADDRESS		\$ 75.00	\$ 125.00	
8 PORT HUB RENTAL		\$ 75.00	\$ 100.00	
LABOR/FLOOR WORK FEE PER HOUR	HR.	\$ 75.00		

TOTAL PAYMENT MUST ACCOMPANY ORDER. CREDIT CARD USERS MAY FAX ORDER TO 915-532-2963.

**NOTES:**

1. For your convenience we will use this authorization to charge your credit card for any additional amounts incurred.
2. The El Paso Convention Center accepts payment in US dollars, Checks drawn on a US bank or the following credit cards (AMEX, VISA, MC) Make all checks payable to LMI.
3. Installations are due 24 hours prior to show opening.
4. Customer provided/ordered circuits must be installed and operational two (2) days prior to show move-in.
5. Attach any required additional floor plans/diagrams.
6. Rates listed include a single IP address, bringing the service to the booth in the most convenient manner and does not include computer equipment, nic card, TCP/IP software or power to booth.
7. Due to the nature of the Internet, the El Paso Convention Center cannot guarantee any level of performance or accessibility beyond our gateway.
8. The choice of the Internet Service Provider (ISP) is at the sole discretion of the El Paso Convention Center.
9. 10 Mbps and less service are provided on 10 Mbps Ethernet based connectivity with RJ-45 jacks for each connection ordered.

SUBTOTAL	\$
TAX (8.25%)	\$
\$ 50.00 DEPOSIT IF PAYING BY CHECK	\$
TOTAL OF ORDER	\$

**FOR OFFICE USE ONLY**

DATE ORDER RECEIVED	
METHOD OF PAYMENT	
AMOUNT RECEIVED	
RECEIVED BY	

**FORKLIFT ORDER FORM**

SMG  
EL PASO CONVENTION AND PERFORMING ARTS CENTER

MAIL OR FAX WITH PAYMENT  
1 CIVIC CENTER PLAZA  
EL PASO, TEXAS 79901  
PHONE (915) 534-0611 : FAX (915) 532-2963

Cardholder signature authorizes SMG to charge any unpaid balance to the credit card shown below.

SHOW NAME:		LOCATION:		SHOW DATE(S):	
COMPANY NAME:			BOOTH NUMBER:		
STREET ADDRESS		CITY		STATE	
				ZIP	
CREDIT CARD INFORMATION __MC__VISA__AMEX  __CHECK (MAKE PAYABLE TO LMI (Include Drivers License # and expiration date)		ACCOUNT NO PRINT LEGIBLY		EXP. DATE	
				FAX NO.	
CARDHOLDER'S SIGNATURE			CARDHOLDER'S NAME PLEASE PRINT		
DEADLINE DATE:					

**LABOR:**

DESCRIPTION	Number Of Hours	Rate Per ½ hour	Rate Per Hour	TOTAL DUE
Forklift with operator		\$ 40.00	\$ 75.00	

SUB TOTAL: \_\_\_\_\_  
TAX 8.25 %: \_\_\_\_\_  
TOTAL DUE: \_\_\_\_\_

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DATE RECEIVED	
METHOD OF PAYMENT	
AMOUNT RECEIVED	
RECEIVED BY	



EL PASO CONVENTION &  
PERFORMING ARTS CENTER

El Paso  
Convention & Performing Arts Centers  
Credit Card Authorization

SMG dba EL PASO CONVENTION & PERFORMING ARTS CENTERS

**DATE:** \_\_\_\_\_

**Credit card authorization for charges from services/supplies rendered.**

**NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VISA/MC/AMEX/DISCOVER:** \_\_\_\_\_

**CREDIT CARD NUMBER:** \_\_\_\_\_

**EXPIRATION DATE:** \_\_\_\_\_

**AUTHORIZED PERSON/CARD HOLDER:** \_\_\_\_\_

**SERVICES RENDERED: DESCRIPTION OF SERVICES/SUPPLY RENDERED:**  
\_\_\_\_\_  
\_\_\_\_\_

**AMOUNT OF CREDIT CARD CHARGE:**  
\_\_\_\_\_

**\*SIGNATURE**  
\_\_\_\_\_

**A 5% service charge is assessed to any credit card charge over \$500.00**

\*Signature indicates approval for the amount of the credit card charge.

# TEXAS SALES TAX EXEMPTION CERTIFICATE

Name of Purchaser, Firm or Agency:

Address (Street & number, PO Box or Route Number:

Phone (area code & number)

City, State, Zip Code:

I, the purchaser named above, claim an exemption from payment of sales taxes for the purchase of taxable items described below or on the attached order or invoice:

Description of items to be purchased, or on the attached order or invoice:

Purchase claims this exemption for the following reasons:

I understand that I will be liable for payment of the Sales Tax which may become due for failure to comply with the provisions of the State, City and/or Metropolitan Transit Authority Sales and Use Tax Laws and Comptroller rules regarding exempt purchases. Liability for the tax will be determined by the price paid for the taxable items purchased or the fair market rental value for the period of time used.

I understand that it is a misdemeanor to give an Exemption Certificate to the seller for taxable items which I know, at the time of purchase, will be used in a manner other than that expressed in this certificate and that upon conviction may be fined not more than \$500.00 per offense.

Purchaser

Title

Date

SIGN  
HERE

NOTE: This certificate cannot be issued for the purchase, lease or rental of a motor vehicle.

THIS CERTIFICATE DOES NOT REQUIRE A NUMBER TO BE VALID.

Sales and Use Tax "Exemption Numbers" or "Tax Exempt" Numbers do not exist

This certificate should be furnished to the supplier. Do not send the completed certificate to the Comptroller of Public Accounts.