

# General Exposition Services

THE TRADE SHOW SERVICE CONTRACTORS



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Dear **Greater Philadelphia Home Show Exhibitor:**

Welcome to the online exhibitor service kit for the upcoming **Greater Philadelphia Home Show** being held at the **Valley Forge Casino Resort** on **January 6-8, 2023**.

This letter contains instructions on how to access the Online Exhibitor Kit. You may print it out for easier step by step viewing.

## **Online Exhibit Kit Instructions:**

To access our ONLINE kit for the **Greater Philadelphia Home Show** you have 2 options.

### **DIRECT LINK**

<https://www.generalexposition.com/online-servicekit.php> (click to follow link)

### **MANUAL ENTRY**

Please click the following link or copy and paste the link into your browser's window - [www.generalexposition.com](http://www.generalexposition.com)

Next, click on the Online Services button located in the upper right hand corner of the Web page. This will take you to the log in page.

**AT THE LOG IN PAGE** - Enter the password: **VFS23**

**At the Sign In page, you will be prompted to sign in with an existing exhibitor account, or if you do not have an account setup, you will be prompted to setup a new account.**

**Now that you are signed in with the show, you can read through the important show information. Scroll down to the bottom of the screen to see the links for which services you wish to order, including carpet, furnishings, labor, etc.**

**For any additional custom forms you may need, please click on the appropriate links listed under "References".**

**As you place orders for your items, all furnishings and services will be placed in your shopping cart, and you will be prompted for payment information upon checkout.**

We look forward to being of service to you. If you have any questions, please give us a call at 610-495-8866, mention the upcoming **Greater Philadelphia Home Show**, and one of our Customer Service Reps will be happy to assist you.

# ELECTRIC & IT ORDER FORM



**DISCOUNT DEADLINE**  
**12/15/2022**

EVENT / GROUP: **Greater Philadelphia Home Show**

EVENT DATE: **January 6-8, 2023**

BOOTH # : \_\_\_\_\_

NAME OF BOOTH / COMPANY: \_\_\_\_\_ PHONE: \_\_\_\_\_

ONSITE CONTACT: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**PLEASE BE SURE HANDWRITING IS LEGIBLE SO ORDERS CAN BE PROCESSED CORRECTLY**

*Orders received after the discount deadline will be invoiced for the standard rate. \* All orders MUST be received two (2) weeks prior to move in or cannot be guaranteed. Electric & IT will be setup ONLY to orders that have paid in full prior to move in.*

STANDARD ELECTRIC						
<i>To determine the wattage of electric ordered: Multiply the amps times the volts (i.e., 20amp x 120v = 2400watts)</i>						
ELECTRIC	QUANTITY	DISCOUNT RATE	TOTAL	STANDARD RATE	TOTAL	COMMENTS
120 VOLTS / 15 AMPS <i>*All 15amps include a (5) plug power strip</i>		\$ 125.00		\$ 250.00		<i>*Please note any special hookup requests such as location, special plugs/socket type, etc.</i>
120 VOLTS / 20 AMPS		\$ 165.00		\$ 295.00		
<b>HOOK UP FEE*</b>			<b>\$ 25.00</b>	<b>HOOK UP FEE*</b>	<b>\$ 50.00</b>	
SUB TOTAL:						
TAX (6%) :						
TOTAL:						

HEAVY ELECTRIC & WATER							
<b>*Must be ordered two weeks in advance of show date* Exhibitors are required to provide their own male plugs for equipment, VF CR will supply the female plug. Orders for heavy electric received within two weeks of event are not guaranteed</b>							
VOLTS	AMPERAGE	QUANTITY	DISCOUNT RATE	TOTAL	STANDARD RATE	TOTAL	COMMENTS
208/240 VOLTS • Single Phase	20 AMPS		\$ 290.00		\$ 375.00		<i>*Please note any special hookup requests such as location, connections, wiring, plugs, etc.</i>
	30 AMPS		\$ 315.00		\$ 415.00		
	60 AMPS		\$ 380.00		\$ 510.00		
	100 AMPS		\$ 500.00		\$ 690.00		
208/240 VOLTS • Triple Phase	20 AMPS		\$ 430.00		\$ 490.00		
	30 AMPS		\$ 360.00		\$ 455.00		
	60 AMPS		\$ 440.00		\$ 580.00		
	100 AMPS		\$ 680.00		\$ 935.00		
WATER	0-100GLS		\$ 395.00		\$ 495.00		
	100-300GLS		\$ 495.00		\$ 595.00		
	300+ GLS		\$ 595.00		\$ 695.00		
<b>HOOK UP FEE*</b>			<b>\$ 25.00</b>	<b>HOOK UP FEE*</b>	<b>\$ 50.00</b>		
SUB TOTAL:							
TAX (6%) :							
TOTAL:							

*\*Heavy electric will be installed once the exhibitor is checked in. The exhibitor may incur additional hook up fees if they require equipment to be moved and rewired*

HARDWIRED INTERNET & PHONE						
<b>Wi-Fi is complimentary. No form is needed. Orders for internet lines received within two weeks of event are not guaranteed</b>						
Internet	QUANTITY	DISCOUNT RATE	TOTAL	STANDARD RATE	TOTAL	COMMENTS
Internet Line (1st line)		\$ 425.00		\$ 525.00		<i>*Please note any special hookup requests such as location, special plugs/socket type, etc.</i>
Additional Line (2nd line and more)		\$ 195.00		\$ 195.00		
Telephone Line		\$ 185.00		\$ 265.00		
<b>HOOK UP FEE*</b>			<b>\$ 25.00</b>	<b>HOOK UP FEE*</b>	<b>\$ 50.00</b>	
SUB TOTAL:						
TAX (6%) :						
TOTAL:						

PAYMENT INFORMATION
All completed orders to be EMAILED to VFBoothServices@boydgaming.com.
<b>After your order has been emailed to us, we will invoice you for the amount owed through our online payment portal, Sertifi.</b>
<b>**Please check your spam folder if you do not see the email come through**</b>
<b>After receiving the payment request, click the "review and pay" button to complete payment.</b>
<b>Receipts can be printed directly through Sertifi immediately after payment has been processed.</b>
<i>If you wish to pay by check, please first submit your order by email, then you may mail your check AFTER receiving your invoice from Sertifi</i>
<b>Contact for Questions: vfboothservices@boydgaming.com or 610-768-3215</b>