

# IMPORTANT ELECTRIC SERVICE CHECKLIST

- Electrical service is not included with the rental of your booth space and/or meeting room.
- Exhibitors are permitted to run cords along the drape line ONLY. Exhibitors are NOT permitted to run cords over/under carpet or tape any cords down.
- All exhibitor extension cords must be grounded 3-wire 12-gauge UL listed approved cords.
- In all booths (including booths less than 600 sq/ft) where an Exhibitor Appointed Contractor (EAC); I&D (Install & Dismantle Contractor) or Decorator is utilized, PCCA/SMG electricians must install all light fixtures, lit signage, and all other work deemed as electrical jurisdiction.
- Each electrical drop within a booth is a minimum of 500 watts.
- Electrical service will be turned off one hour after the close of show and restored one hour prior to opening of show each day.
- 24HR service is available for perishables, refrigeration, electronics, pumps, etc. at an additional cost.
- All hard wiring and/or splicing of lights and electrical equipment is assigned to PCCA/SMG electricians.
- Labor calls for PCCA/SMG electricians must be selected as “Under Supervision” OR “Without Supervision”. A floor plan must be provided with either option.
- If labor will be provided “Under Supervision” a date and time of installation MUST be provided.
- All equipment provided by the exhibitor shall be UL listed and approved. Equipment must be compliant with the National Electrical Code, Philadelphia Building Codes, Fire Marshall and PCCA/SMG safety standards.
- Vehicle batteries shall be disconnected and reconnected by PCCA/SMG electricians per Fire Marshall.
- One and half (1½) hours minimum labor is required when installing public use computers in all booths.
- Facility reserves the right to disconnect violators after sending notice to Show Management.