



**GATEWAY<sup>TM</sup>**  
**C E N T E R**  
**UTILITY RULES & REGULATIONS**

All electric must be ordered through and connected by Gateway Center.

All electrical apparatus must be “listed” for intended use and comply with the “National Electric Code” and all Federal, State, and Local Safety Codes.

Standard wall, column, and permanent building electrical outlets are not part of booth space and are not to be used by exhibitors unless specified otherwise.

Under NO circumstances shall anyone other than “house electricians” make electrical connections.

Gateway Center reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by Gateway Center’s electrical supervisors.

Special equipment must be properly tagged and marked with complete information as to the type and/or amount of current, voltage, phase, frequency, horsepower, etc. required.

Booth power will be turned on 1 hour prior to event move-in and turned off 30 minutes after show close. Twenty-four (24) hour service will be provided only to those locations that have ordered and paid for 24-hour service.

Advance orders must be postmarked a minimum of ten (10) business days prior to first move-in day.

All exhibitors’ 120 VOLT cords must be of the 3 wire, grounded type. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.

A house electrician is required for any electrical connection that exceeds a standard 20AMP/120V service at the expense of the exhibitor or show management and will be billed at prevailing rates.

Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work, and operating may be executed without “house electrician”. However, “house electrician” must make all service connections and overload protection to such equipment only.

Rates quoted for all connections cover only the bringing of one service to the booth in the most convenient manner and do not include connecting equipment or wiring.

All fountains and pumps must have Ground Fault Interruption (GFI) protection.

**ALL MATERIALS AND EQUIPMENT FURNISHED BY GATEWAY CENTER FOR THIS SERVICE ORDER SHALL REMAIN PROPERTY OF GATEWAY CENTER AND SHALL BE REMOVED ONLY BY GATEWAY CENTER AT THE CLOSE OF THE SHOW.**

Use of open sockets, latex or lamp cord wire, unapproved duplex or triples attachment plugs in exhibits are prohibited.

Obstructions blocking utility floor boxes are subject to relocation as necessary.

Advance orders shall receive priority service. Payment in full must be rendered prior to service connection.

Credit WILL NOT be given for outlets installed and not used.

Any marks left on the floor from an exhibitor taping down cords with unauthorized tape will incur a clean up fee at the discretion of Gateway Center Management.

PRICES ARE BASED UPON CURRENT WAGE RATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.