

**Omaha Civic Arena EXHIBITOR SERVICES ORDER FORM**

Omaha Civic Auditorium Mailing Address: 1804 Capitol Street, Omaha, NE 68102  
 Phone: (402) 444-3353 Fax: (402) 444-4705 Website: www.omahacivic.com  
**FULL PAYMENT FOR SERVICES ORDERED MUST ACCOMPANY THIS FORM**  
 Advance Order Deadline Is Two Weeks (14 Days) Before Move In Date!

Service	Quantity	Standard Rate	Total
<b>Information Technology</b>			
<b>DATA</b>			
Broadband Internet		\$175	
Analog Modem/Fax Line		\$175	
5 Port Switch Rental (IP/PCs not Incl.) PER DAY		\$100	
PC Rental - per Day CALL FOR AVAILABILITY		\$110	
Laptop Rental - per Day CALL FOR AVAILABILITY			
<b>VOICE</b>			
Analog Phone Line		\$175	
Analog Fax Line		\$175	
ISDN (only available in limited locations)		\$250	
<b>Total Information Technology</b>			
Other Services Available Upon Request			

**Banner & Sign Hanging**

Contact Omaha Civic Auditorium for quote 402-444-3353.

**Exhibitor Information**

**ALL INFORMATION REQUESTED BELOW IS REQUIRED:**

Event Name \_\_\_\_\_

Company Name \_\_\_\_\_ Booth # \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-mail \_\_\_\_\_

On Site Contact \_\_\_\_\_

If Delivery Date Differs from Actual Show Dates Please Indicate Here

Delivery Date \_\_\_\_\_ Time \_\_\_\_\_

**By signing below, I acknowledge that I have read, understand,  
and agree to the Utility/Technical Services Rules & Regulations.**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Not all above services are available in every space at the  
Omaha Civic Auditorium. Please call for availability.**

Equipment	Quantity	Advance Rate	Standard Rate	Total
<b>Mechanical</b>				
<small>Compressed Air: Exhibitor must supply own drier or regulator for critical applications. 1/2" Universal Quick Disconnect w/ 3/8" line required. Call for fill &amp; drain over 1,000 gallons of water. Water/Drain (Fill): One time water fill &amp; drain up to 1,000 gallons. Below prices are for up to a 4 day event.</small>				
Compressed Air		140	175	
Additional Air Lines		40	50	
Natural Gas Line w/1/2" connection		140	175	
Additional Gas Lines		40	50	
Sink Connection/drain (continuous)		175	275	
Fill/drain tank/spa 500g max		100	125	
Fill/drain tank/spa 500-1,000g max		125	175	
<b>Total Mechanical</b>				\$

**Electrical**

120v, 20 Amp		65	95	<input type="checkbox"/>	Place an "X" in the box for 24 Hour Power	
208v, 30 Amp, Single Phase		100	150	<input type="checkbox"/>		
208v, 50 Amp, Single Phase		125	185	<input type="checkbox"/>		
208v, 20 Amp, 3 Phase		115	175	<input type="checkbox"/>		
208v, 30 Amp, 3 Phase		175	265	<input type="checkbox"/>		
208v, 40 Amp, 3 Phase		230	345	<input type="checkbox"/>		
Extension Cord (incl tax)		23.54	23.54	<input type="checkbox"/>		
Power Strip (6 outlet-incl tax)		23.54	23.54	<input type="checkbox"/>		
<b>24 Hour Power = Total Price of Outlets</b>						Add extra charge below
<b>Total Electrical</b>				\$		

**Services Grand Total \$**

**Payment Information**

\_\_\_\_\_ Company Check (Payable to MECA) **{U.S. Funds Only}**  
 \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express \_\_\_\_\_ Discover

**NO PERSONAL CHECKS ACCEPTED**

**CREDIT CARD INFORMATION:**  
 Company/Cardholder's Name \_\_\_\_\_  
 Cardholder's Billing Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Phone # \_\_\_\_\_

Are You The Cardholder ( ) Yes ( ) No Is This a Corporate Card ( ) Yes ( ) No

This Card will be used to pay for charges by the following authorized users:  
 Please print.  
 1) \_\_\_\_\_ 2) \_\_\_\_\_

Credit Card # \_\_\_\_\_ Exp. \_\_\_\_\_  
 Signature \_\_\_\_\_ Date \_\_\_\_\_