

THE HOLIDAY SHOW 2018

ADDITIONAL ELECTRICS Pre-payment Order Form

Please complete this Form and return **IMMEDIATELY** with payment to:
 Electromaher Ltd, 10 Knockmitten Close, Western Industrial Estate, Naas Road, Dublin 12. D12 Y367
Tel: 01 450 6661/7 **Fax** 01 450 7889 **Email:** exhibitions@electromaher.com **Contact:** Ms Cecilia Ryan
 10% Early Bird Discount applicable to orders received and **PAID** before **14th December 2017**

The Official Electrical Contractor must supply all electrical requirements on this site. For bonding, insurance and security reasons, no other electrical contractor may carry out work in the halls. The Official Electrical Contractor for this show is as above. As power requirements will be very substantial, we advise return of forms **with total kilowatt loading** early, as power will be allocated on first come, first served basis.

EXHIBITOR DETAILS

PLEASE COMPLETE IN BLOCK CAPITALS

Stand number:	Shell scheme: <input type="checkbox"/>	Space only: <input type="checkbox"/>	Estimated power load (kilowatts):
Company name:		(optionally) NON-ROI VAT no.:	
Mr/Ms/Mrs:	First Name:	Surname:	Signature:
Invoice address:			
Mobile:	Telephone:	Fax:	E-mail:

OPTION 1

**For shell scheme stands up to total load of 1kW.
 For maximum 1kW load only!** No extension leads permitted.

	Cost	Qty	Total
150 W spotlight	€42.30		
5' fluorescent	€50.40		
500 W QI floodlight	€77.00		
13 amp 3-pin single socket	€58.00		
13 amp 3-pin double socket	€65.70		
Total			
Early Bird Discount for orders received & paid by 14th December 2017 - deduct 10%			
Add 2.5% fee if paid by credit or debit card (Avoid by paying EFT)			
Add VAT 23%			
Grand Total			

Please **sign below** to accept the **max 1kW total** for Option 1 load terms (see manual for electrical explanation of the above):



.....
 Signature Date

Prices in all options include the hire, wiring, installation and dismantling of all fittings and standby electrician during the show. See overleaf for grid to indicate positioning of your electric requirements. **If your requirement is not listed, please call and we will accommodate your specific request.**

If you require any assistance with this order form, please call our office (contact no's above).

OPTION 2

Mandatory for shell scheme stands exceeding 1kW load and all space only stands. MAINS required. No extension leads permitted

* Mains for stands using sockets in compliance with ETCI fourth edition regulations c/w CER regulations (711.1-711.559.14.04) must have mains supply + main fuse.

	Cost	Qty	Total
20 amp single phase mains (4 kW)	€81.00		
30 amp single phase mains (6 kW)	€99.00		
20 amp 3-phase mains (12 kW)	€121.50		
30 amp 3-phase mains (18 kW)	€139.50		
AND THEN CHOOSE YOUR REQUIRED ELECTRICS:			
16 amp BLUE Ceeform socket	€85.00		
32 amp BLUE Ceeform socket	€117.50		
16 amp RED 3-PHASE Ceeform socket 5-pin	€128.00		
32 amp RED 3-PHASE Ceeform socket 5-pin	€144.50		
13 amp 3-pin single socket	€41.50		
13 amp 3-pin double socket	€56.00		
150 W spotlight	€39.60		
5' fluorescent	€45.00		
100 W LED floodlight (high output)	€75.50		
500 W QI floodlight	€67.00		
1000 W QI floodlight	€89.00		
Metal halide (150 W)	€97.00		
Heavy duty metal halide	€140.00		
Fridge (domestic type)	€90.00		
24hr power connection (in addition to above)	€85.50		

Total
 Early Bird Discount for orders received & paid by 14th December 2016 - deduct 10%
 Add 2.5% fee if paid by credit or debit card (Avoid by paying EFT)
 Add VAT 23%
Grand Total

BANK TRANSFER:

Bank of Ireland, Newlands Cross
 A/c. 54906895, Sort code 90-01-21
 IBAN: IE20 BOFI 9001 2154 9068 95
 SWIFT: BOFIIE2D

CHEQUE:

SHOULD BE CROSSED AND MADE
 PAYABLE TO: ELECTROMAHER IRELAND

PAYMENT OPTIONS

Please tick chosen
 payment method

CREDIT CARD (please add 2.5% fee for credit / debit card payments - avoid these charges by paying by bank transfer)

Visa Mastercard Cardholder name: _____ Signature: _____ Date: _____

Card no. _____ Expiry Date: ____ / ____ CCV: _____

Total: _____ Address: _____

STAND LAYOUT

Draw on this grid the plan of your stand indicating the position of the required work or submit your own specific plans. Utilise each square as 1 sq. metre.

Key:

- I - wall
- O - light
- X - socket

	1	2	3	4	5	6	7	8	9	10
1										
2										
3										
4										
5										
6										
7										
8										
9										
10										

CONDITIONS FOR THE SUPPLY OF ELECTRICITY

1. Electromaher Ltd. has been appointed as the official Electrical Contractor for this show. The official Contractor is responsible to the owners, exhibition, promoters, licensing and fire authority or the safety and conformity to regulations of the entire electrical installation (both temporary and permanent). Because of this responsibility only electrical installations constructed by the contractor will be connected to the mains distribution system. As it is essential to design a load distribution systems which will, as near as possible, provide for a balanced demand on all phases of the supply cable, Exhibitors are requested to inform the contractor of their electrical requirements as early as possible but not later than the **14th December 2017** as they may require alterations or additions to be maintained and may also involve the Contractor in overtime working.
2. The materials used in the exhibition installations are on hire, and remain the contractor's property and must be returned in good condition at the end of the exhibition. Should any client require constant mains guaranteed (i.e. computers, memory etc) we recommend that they protect their equipment with ups back up supply or similar.
3. Please carefully list all your electrical requirements overleaf, complete the order form and return same to Electromaher **NOT LATER THAN 14th DECEMBER 2017**. A structure must be provided on which your electrical supply and/or lighting can be mounted.
4. Where an exhibitor requires fittings in a specific position a sketch must be enclosed with this order form. In the absence of specific instructions, all lighting fittings will be positioned on the rear of the fascia boards, and power points at floor level on the rear wall. The use of multiway adaptors is not permissible.
5. Prefabricated electrical sections of an exhibit must be inspected prior to the exhibition. **No reduction in schedule rates will be allowed because of pre-site wiring.**
6. **Payment in full must be forwarded with this order form. A receipted detailed invoice will be returned in acknowledgement. No orders will be processed until payment in full is received. A VAT invoice & receipt will be issued on receipt of payment.**
7. Electromaher Ltd will be pleased to submit separate quotations for any electrical requirements or work not covered by this standard form, including special lighting effects, power supply, low voltage lights, LED lighting etc.
8. **All display Contractors must order their requirements for their clients via the Application for Electric's Form and will be invoiced accordingly. (Exhibitors shall be responsible for any non-payment by their sub-contractor).**
9. For contractors or others who wish to do their own electrical work on stands, we will be pleased to submit costings separate to the stated costings within (POA). Any stands being implemented in this method must submit certification of their installed electrics prior to show opening to the official electrical contractor. Failure to submit will result in supply being withdrawn.

HEALTH & SAFETY - ELECTRICAL INSTALLATIONS

Presently the Health & Safety Authority (HSA) are in the process of implementing safety requirements to the exhibition Industry. This is ongoing at the moment. This however does not mean that HAS requirements do not have to be adhered to - the opposite is the fact. To this end we as the Electrical Contractor appointed by the organiser request that all exhibitors (and their designers/contractors where appropriate) be required to adhere to all **HSA & ETCI 4** regulations presently in force for this location.

Failure to know or understand these regulations is not admissible in law as exoneration. Kindly be aware of the following:

1. The EC "provision and use of work equipment regulations 1998" places general duties on employers and lists minimum requirements for work equipment to deal with selected hazards whatever the industry.
2. If the exhibitor / employer contracts out the work on their stand making each stand (space or shell) into its own separate "workplace" and the "exhibitor" therefore "the employee" is subject to all relevant laws and regulations. Exhibitors are directly responsible for the safe use and maintenance of every element on their stand and it's surrounding environs.
3. All electrical equipment must be constructed, installed, maintained, protected and used as to prevent danger.
4. Electromaher Limited is the official Electrical Contractor appointed by the Organiser for the show. All work on stands, including any prefabbing, must be ordered through the official Electrical Contractor. It is essential that all information relating to an exhibitor's stand is given to Electromaher to allow for load balance and programming of installations during and before the build up period. Appliances and prefabbed electrics supplied and used by exhibitors must be tested before being used and proof of this will be required. It is the exhibitors responsibility to provide proof of competency for this issue, particular attention must be paid to the regulations relating to extra low voltage (SELV) lighting. **All electrics to ETCI 4 regulations and CER requirements.**
5. We reserve the right to disconnect the electrical supply to any installation which in our opinion or the Organiser's opinion is dangerous or likely to cause annoyance to visitors or other exhibitors or could cause overloading.
6. Failure to advise Electromaher of **all electrical requirements** for your stand is a breach of the above safety requirements and arising from this, claims or damage caused shall be the exhibitors responsibility.
7. ***Mains for stands using sockets in compliance with ETCI fourth edition regulations c/w CER regulations (711.1-711.559.14.04) must have mains supply + main fuse (no extension leads). In Option 1 the double socket will have a mains supplied but this will be fused down to 1kW loading. If requesting this option, exhibitors must sign the form on application and submitting of electrical form.**

Please contact the official Contractor for any advice or assistance you may require with your electrical requirements at the following address or numbers:



Electromaher Limited

10 Knockmitten Close, Western Industrial Estate, Naas Road, Dublin 12

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