



Los Angeles Convention Center

2012

PLUMBING SERVICE ORDER

Events Held: January 1 - December 31, 2012

EXHIBITOR SERVICES DIVISION
1201 SOUTH FIGUEROA STREET
LOS ANGELES, CA 90015
(213) 741-1151, EXT. 5470
FAX: (213) 765-4444
TDD: (213) 763-5080
Email: exhibitorservices@lacclink.com

NAME OF EVENT, EVENT DATE(S), EXHIBITING FIRM/COMPANY, ON-SITE CONTACT NAME & NUMBER (PLEASE PRINT), ADDRESS, TELEPHONE AND EXTENSION, FAX, EMAIL

ORDER ONLINE AT: www.lacclink.com

For order(s) to be processed, a completed and signed Los Angeles Convention Center Credit Card Authorization form must be returned with the service order. Orders can be faxed or mailed. Do not send emails containing sensitive or personal information like credit card numbers, check numbers, etc. Emails are not secure.

PLEASE SEE BACK OF FORM FOR RATE DEFINITIONS AND INFORMATION AND CONDITIONS FOR SERVICES PROVIDED

(1) COMPRESSED AIR (Separate outlets must be ordered for each piece of equipment) (Not available in Concourse or Petree Halls)
Table with columns: QTY, DISCOUNT, STANDARD, ON-SITE, AMOUNT. Rows for Single Outlet 1/2", 3/4", 1" and Branch Outlet(s).

(2) WATER (Separate outlet must be ordered for each piece of equipment) (Not available in Concourse or Petree Halls)
Table with columns: QTY, DISCOUNT, STANDARD, ON-SITE, AMOUNT. Rows for Single Outlet 1/2", Branch Outlet from Single Outlet, Fire Sprinkler Connection.

(3) FILL AND PUMP OUT (Without Additives) (Not available in Concourse or Petree Halls) (Includes one visit to fill and one visit to pump out)
Table with columns: QTY, DISCOUNT, STANDARD, ON-SITE, AMOUNT. Rows for 0-149 Gallons, 150-299 Gallons, 300-500 Gallons, More than 500 Gallons.

(4) DRAINAGE - (Not available in Concourse or Petree Halls)
Table with columns: QTY, DISCOUNT, STANDARD, ON-SITE, AMOUNT. Rows for Drain Line (check one) Sink Pump, Drain Branch from Drain Line.

(5) GAS - (Standard installation ONLY) (Not available in Concourse or Petree Halls)
Table with columns: QTY, DISCOUNT, STANDARD, ON-SITE, AMOUNT. Rows for Single Outlet 3/4" - Natural Gas, Branch Outlet from Single Outlet.

(6) LABOR (1-Hour Minimum)
Labor: ST / OT / Special Equipment

SERVICE LOCATION - For 10 X 10 in-line and peninsula booths, use the space below to indicate placement of service. Island booths must submit a floor plan that includes proper orientation and measurements in feet and inches.
Diagram showing Front of booth and Rear of booth.
FOR OFFICIAL USE ONLY
Payment type:
Amount: Date:
Entered by:
Date Received Discount Cut-Off Date

Plumbing Labor Rates:
Plumber ST \$80/HR OT \$160/HR NR \$240/HR

Straight Time (ST) hours are Monday - Friday (excluding holidays) 8:00 A.M. to 4:30 P.M. Overtime (OT) hours are 6:00 A.M. to 8:00 A.M. and 4:30 P.M. to 10:30 P.M. (Monday - Friday), and 6:00 A.M. to 10:30 P.M. on weekends and holidays. Night Rate (NR) hours are 10:30 P.M. to 6:00 A.M. 7 days a week. LABOR IS TO BE ORDERED AT LEAST 20 DAYS PRIOR TO THE FIRST MOVE-IN DAY.

By submitting this order, the parties requesting service acknowledges they have read and understand the Information and Conditions on the reverse side of this order form, and agree to the terms therein.

## INFORMATION AND CONDITIONS

The Los Angeles Convention Center (LACC) is the exclusive provider of plumbing services within its facilities. This includes all exhibit halls, meeting rooms, public area, exterior areas, and parking lots/garages. All requirements for services, labor, installation, connection or repairing equipment are to be completed by LACC personnel only.

In providing the services requested in this order, neither the City of Los Angeles, nor its officers, employees, agents, contractors nor subcontractors shall be liable to client, Exhibitor, and related vendors for special, incidental or consequential damages for loss, damage, or expense, directly or indirectly arising from the provision or non-provision of the services herein requested, for commercial loss of any kind (including loss of business or profits) whether or not the City of Los Angeles has been advised of the possibility of such damage or loss.

### A. SERVICE ORDER REQUEST AND PAYMENT

1. For the discount rate to apply, this service order must be received with full payment or credit card payment by the Discount Cut-Off Date established for the respective show. See Discount Flyer Notice in the Exhibitor Manual, or contact Exhibitor Services for exact Discount Cut-Off Date.
2. Orders must be accurate and come with accurate floor plans denoting placement of services to qualify for the discount. All changes in service will be charged at the standard rate. All additional services ordered or changed on-site will be subject to the on-site rate (see No. 3 below)
3. **All service orders received on or after the first move in day are subject to a 10% on-site charge.**
4. Booth number and location of service must be identified for processing of order.
5. Credit cannot be given for service or equipment installed and not used.
6. **Refunds will not be granted for service installed and deemed inoperative due to faulty Exhibitor equipment or off site service problem.**
7. A \$35.00 service fee will be charged for returned checks.
8. Checks are not accepted for on site orders or at the Exhibitor Services Desk.
9. Payments for service must be made prior to installation.
10. Plumbing labor must be ordered when the type of service requested exceeds standard installation, for requests to alter, repair exhibit equipment, to relocate service, and when exhibitor requests a specific time for installation. Examples for additional labor include: installing service to specific locations other than at location of the floor box/port; installing pipe or hoses throughout the booth, through walls and trusses, etc.; relocating service(s); installing service from overhead (where possible) or across aisles; scheduling plumber for a specific date/time; performing internal (secondary) connections and/or custom installations.
11. For additional installation assistance, please contact LACC Plumbing Division at (213) 741-1151, Ext. 5761.
12. Compressed air, water, and gas installation are not available in Concourse and Petree Halls and Meeting Rooms.
13. The LACC has a limited supply of rental equipment available. This includes fire extinguishers, sinks, and water heaters of various capacities. Contact LACC Exhibitor Services to obtain equipment price list.

### B. REQUIREMENTS/SERVICE RESTRICTIONS

1. All LACC provided material remains LACC property and must be removed only by LACC personnel.
2. Only LACC personnel are allowed to make primary source supply connections and disconnections.
3. Once LACC has installed plumbing service to the primary connection point of a machine or piece of equipment, Exhibitors may supply material and hook-up any remaining internal (secondary) connections within the machine. All equipment, supplies materials, and methods of installation must meet all applicable laws, codes, and acceptable standards as set forth by the City of Los Angeles Plumbing Code, the Los Angeles County Health Department, and applicable National Agencies.
4. Chemicals, solvents, and other industrial or commercial liquids must be approved prior to bringing on LACC property. **A LACC MSDS Information Form must be completed** and sent to LACC Building Superintendent 20 (twenty) days prior to move-in. Removal of all industrial liquids must be done by an Official Industrial Waste Management contractor, and coordinated through the official General Service Contractor. **Under NO circumstances are any such liquids/chemicals permitted to enter any LACC drains.**
5. Exhibitors are responsible to outfit their machines and equipment with proper filters and regulators to protect against the potential of moisture, oil, water, pressure fluctuations, etc.
6. LACC outlets terminate in standard female pipe equipment.
7. LACC is not responsible for air and water pressure failure and fluctuation.
8. The use of Compressed Gas and/or Liquefied Gases will **NOT** be allowed unless the Exhibitor obtains a permit from the Los Angeles Fire Department **"PRIOR TO"** the move-in beginning, AND the containers meet all applicable Pressure Vessel Codes and standards as required by the City of Los Angeles and other applicable agencies.

**THE LOS ANGELES CONVENTION CENTER IS A NON-SMOKING FACILITY**