IOWA EVENTS CENTER

State Tournament Media Exhibitor Services Order Form

EVENT: 2020 STATE TOURNAMENTS: WRESTLING / GBB / BBB **DATE SUBMITTED:**_____

STATION NAME:_____

ON SITE CONTACT NAME:_____ PHONE: (_____)_____

ADDRESS:_____ CITY, STATE:_____ ZIP:_____

******NO ORDERS WILL BE PROCESSED WITHOUT PAYMENT******

If paying by VISA, Master Card, American Express, or Discover

CARD HOLDER NAME:_____

ACCOUNT #:_____ EXPIRATION DATE:_____

CARD HOLDER SIGNATURE:_____ CODE: _____

EMAIL ADDRESS FOR RECEIPT: _____

MAKE CHECKS PAYABLE TO IOWA EVENTS CENTER: CHECK # _____

- **Credit will not be given for services ordered and installed but not used.**
- **Building wall and post outlets are not part of booth space and are not to be used by the exhibitors unless otherwise specified.**
- **Customer is responsible for loss or damage to personal property or Iowa Events Center equipment.**
- **NEMA CONFIGURATIONS: All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc. and must comply with all federal, state and city safety codes.**
- **Electrical power for lights and displays will be turned on one hour prior to show opening and off at the show closing time each day.**

Qty	Electrical Service	Advanced	Onsite	Amount Due
	120 Volt- Duplex outlet (up to 1000 watts)	$75	$100	
	Extension Cord Rental ☐ or Power Strip ☐	$25 each		
	Phone Line Service	**Rate**		
	Single Line: STATE WRESTLING TOURNAMENT ONLY	$150		
	Single Line: ONE STATE BASKETBALL TOURNAMENT ONLY *Please indicate which one by circling in the next column.	$150 for Girls OR Boys		
	Single Line: BOTH STATE BASKETBALL TOURNAMENTS	$175 for both Girls AND Boys		
	Single Line: ALL THREE STATE TOURNAMENTS	$200 for Wrestling AND both Girls AND Goys		
	Other IT Services	**Advanced**	**Onsite**	
	First Internet Connection	$200	$275	
	Each additional Connection	$100	$125	
	16 Port Switch	$100	$125	
	Antenna Feed	$100	$150	
Note: Computers must have an Ethernet port.				
			TOTAL DUE:	

RETURN FORM & PAYMENT TO:

IOWA EVENTS CENTER
Attention: Carrie Petersen
730 3rd Street
Des Moines, IA 50309

Contact Carrie Petersen at (515) 564-8018 or Carrie.Petersen@SpectraXP.com
with questions or for additional information.