



Green Bay Expo Services
A Division of Midwest Event & Expo, LLC.
598 Borvan Ave
Green Bay, WI 54304
(920)405-0100

Electrical Services Order Form
Advanced Rate Deadline: 12/15/2025

For us to properly service all exhibitors this order form must be filled out and submitted prior to the show. Indicate your power needs by filling out the table below along with the Payment Authorization Form.

Note:

- Cost is reflective of the access to one outlet
 - If you have multiple booths, ensure the Qty reflects the number of outlets needed
- Power strips in vendor booths are not permitted by the venue

Qty:	Description	Advanced Rate	Standard Rate	Same Day Install (+\$25)	Total:
	110-Volt Outlet	\$100	\$175		
	Amperage or Wattage of 110-Volt Equipment	\$250- advanced order only			
	20-50 AMP 1 Phase	\$250- advanced order only			
	30 AMP 3 Phase	\$300- advanced order only			
	50 AMP 3 Phase	\$400- advanced order only			
	Above 50 AMPS 3 Phase	\$500- advanced order only			

Terms and Conditions:

1. Orders not received prior to set up day are subject to a \$25 same day set up fee above and beyond the above communicated rates
2. Credit will not be given for electrical services or equipment installed and not used
3. Electrical power supplies to an exhibitor shall not be shared with any other exhibitor
4. Under no circumstance shall anyone other than authorized personnel make electrical connections
5. Wall, column and permanent building utility outlets are not a part of booth space and are not to be used by exhibitors

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Completed Exhibitor Kits can
be submitted via email to
info@gbexposition.com
or sent by mail to the address
shown in the header

Event Name: Fox Cities Home & Garden Show

Event Date(s): January 16-18, 2026

Payment Authorization Form (Advanced Rate Deadline: 12/15/2025)

*Please fill out form in its entirety and ensure handwriting is legible to allow for proper data entry

Company Name: _____

Booth #: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone #: _____

E-Mail: _____

Ordered By (print): _____

Date: _____

METHOD OF PAYMENT:

IF YOU ARE TAX EXEMPT, YOU MUST INCLUDE A COPY OF YOUR CERTIFICATE WITH YOUR ORDER.

☐ COMPANY CHECK

Please make check payable to: Midwest Event & Expo (use mailing address in header)

☐ CREDIT CARD

AMERICAN EXPRESS

DISCOVER

MASTERCARD

VISA

Card Number: _____

Exp. Date: _____

Security Code: _____

☐ Personal Credit Card ☐ Company Credit Card

Cardholder Name (print): _____

Signature: _____

Cardholder Billing Address (if different from above): _____

City: _____

State: _____

Zip: _____

Furnishing/ Accessories	Install Labor	Dismantle Labor	Booth Cleaning	Material Handling	Electrical Services	Sub Total	5.5 % Tax	Total

- Confirmation of order will be sent within 2 business days- if you do not receive this please call (920)405-0100 to follow up
- Receipt of payment will be sent to the email you list above- emails will come from Good Shuffle