



ELECTRICAL SERVICE ORDER FORM 2025-2026

Keystone Agricultural & Recreational Centre Inc.

Keystone Centre is the exclusive provider of all electrical services. All orders must be received Two Week prior to event start date.

Scan or email completed forms to Jessica@keystonecentre.com
or fax to (204) 727-5552

EXHIBITOR INFORMATION		METHOD OF PAYMENT	
Event Name:		PLEASE CIRCLE PAYMENT METHOD:	
Booth #(s):		MASTERCARD VISA	
Company Name:		CARD #:	
Address:		EXPIRY DATE:	
Phone #:		CARD HOLDER:	
Fax #:		CVV:	
Email:		SIGNATURE:	
		DATE:	

PAYMENT DETAILS

A 25% cancellation fee will be processed for orders received and then cancelled. If service has already been provided, 100% of the original order will be applied.

ELECTRICAL SERVICE

Extention cords are **not provided**, Electrical drops will be placed as close as possible to each booth location. Exhibitors are responsible for supplying their own extention cords and power bars as needed. *NOTE: Power is 120/208 VOLT.

(ORDERS RECEIVED AFTER THE DEADLINE - ADD 35%). All services are sold on a **per booth or per exhibitor basis per event**.

SERVICE DESCRIPTION	RATE + GST/PST	QUANTITY	TOTAL
15 AMP single receptacle- 120 VOLT	\$95		
15 AMP - A-Frame (4 receptacle) - 120 VOLT	\$285		
20 AMP single receptacle- 120 VOLT	\$105		
20 AMP A- Frame (4 receptacle) - 120 VOLT	\$315		
30 AMP - 120/208 VOLT	\$265		
50 AMP - 120/208 VOLT	\$360		
100 AMP single phase/3 phase-only in designated areas	\$825		

CONNECTION TYPE REQUIREMENT

Note: For All Specialty Electrical Requests Please Note Plug and Equipment Type

LABOUR RATES

Special requests may have additional labour rates. Please contact the Keystone Centre for more information

KEYSTONE CENTRE ELECTRICAL RULES AND REGULATIONS

Before any equipment can be hooked up electrically, all equipment must have a CSA approval sticker, or a local approval from the Office of the Fire Commission – Phone 204-726-6855. All electrical connections, assemblies, motors or any electrical operating gear must conform to all federal, provincial, local electrical and fire codes.

All services are sold on a per booth or per exhibitor basis. The connection in a booth cannot be shared.

Wall, column, and permanent building utility outlets are not part of booth space and are not to be used by the exhibitor unless they are purchased and paid for. Unauthorized use of receptacles with bill accordingly and a 15% unauthorized service fee will be charged on top of usage rate.

The service provided includes installation of temporary power lines to the booth, maintenance during the show, electrical energy and removal of service at the conclusion of the event. However, it does not include connecting/disconnecting to exhibitors equipment.

One standard double electrical Service supplies a maximum of 15 amps of electrical power at 120 volts. When exhibitor requirements exceed 15 amps, additional units must be ordered to prevent overloading. Exhibitors shall be prohibited from overloading electrical circuits regardless of voltage and amperage. Overloading of circuitry due to equipment failure will be excusable only on the first interruption of power. Equipment must not be restarted until a "Centre's Electrician" has checked equipment for source of problem and corrected malfunction. Such device to be a part of the equipment or may be installed as part of the initial installation. When approved by a "Centre's Electrician" normal circuit protection will be adequate.

Under no circumstances shall anyone other than the "Centre's Electrician" or a licensed electrical contractor who has been given permission by the Keystone Centre make electrical connections or disconnections. Supplying of services by outside contractors within the Keystone Centre may result in a fee charged to the supplier or client.

The Keystone Agricultural & Recreational Centre reserves the right to check and inspect any and all electrical connections, equipment, and facilities, which any customer uses while in the Centre. "The Centre's Electrician" may at any time check voltage and amperage at any booth. Any discrepancy found on electrical systems must be corrected immediately or power shall be discontinued.

All complaints must be presented by the exhibitor before the close of the exhibition in order to be properly investigated.

Special equipment requiring company engineers or technicians for assembly, servicing, preparatory work, and operation, may be executed without "The Centre's Electrician", however, all service connections and overload protection to such equipment must be made by "The Centre's Electrician or appointed Electrician" only.

All equipment must be properly tagged and wired with complete information as to type of current, voltage, phase, cycle, horsepower, etc.