

# VENDOR ELECTRIC REQUEST

(To be completed by event/festival vendors and submitted to event organizer)

Event \_\_\_\_\_ Date(s) \_\_\_\_\_

Booth# \_\_\_\_\_

Booth Name: \_\_\_\_\_ Contact \_\_\_\_\_

Person: \_\_\_\_\_

Address : \_\_\_\_\_ Day Phone: \_\_\_\_\_

(\_\_\_\_) \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip \_\_\_\_\_

## Procedure for Electric Service for Festival Booths & Small Electric Requests

### 1. Determine your electric needs by using the guidelines provided:

A. **120 volt, 20-amp.** Maximum of two 20-amp circuits provided per customer. One circuit means

one duplex outlet.

B. **240-volt, 50-amp.** Please note locations and allotments for the 240-volt service are limited.

Those

requesting 240-volt service must supply a 50 amp NEMA 14-50p plug with at least 15 feet of UL listed

cable rated for service required. (See page 2 diagram)

### 2. Determine total cost:

A. Base fee - \$25.00

B. 120 volt, 20 amp = base fee + \$10.00 per circuit

C. 240 volt, 50 amp = base fee + \$20.00

### 3. Service Required:

120 volt, 20 amp - 1 circuit = **\$35.00**

120 volt, 20 amp - 2 circuit = **\$45.00**

240 volt, 50 amp - 1 circuit = **\$45.00**

**Total Cost:**

\$ \_\_\_\_\_

**Your Electrical connection point will be within 100 ft, of your booth space.**

Payment of fee should be returned with this application to your festival organizer. **Make checks payable to "Country Applefest Inc."** Your organizer will coordinate your services and location with the City of Lebanon Electric Department. All requests must be made no later than four (4) weeks prior to the event. Requests after that date may not be honored.

### Read the following Agreement statement and sign:

***I understand that overloading of electrical circuits is prohibited. If I have overloaded a circuit, I will***

***be required to remove an appliance or appliances from service. If Electric Department Personnel are***

***called for an overloading problem, I understand that I will be billed for a service call of \$40.00. I***

***understand that electric heaters of any kind are prohibited. Under no circumstances will I be***

***permitted to plug into street lighting.***

Signature \_\_\_\_\_

Date \_\_\_\_\_