



IN YOUR PLANNING AND BUDGETING, PLEASE BE AWARE OF THE INFORMATION BELOW.

CLEANING..... Reliant Park is the exclusive cleaning contractor. To pre-order, please use the cleaning order form attached. Daily vacuuming is provided by Show Management for all INDOOR EXHIBITORS. **ONLY OUTDOOR EXHIBITORS NEED TO ORDER SWEEPING SERVICE.** Make company checks payable to Reliant Park. No personal checks accepted.

PARKING PERMITS..... May be ordered in advance and picked up at the Service Desk upon arrival. You will not be charged a parking fee for the first day of move-in. After the first day, the entry fee is \$8.00 at the gate. If you pay this fee, please bring the parking stub to the Service Desk on show site, and we will give you an \$8.00 credit towards the purchase of a parking permit. This permit allows you in and out privileges without having to pay each time you enter. To pre-order, please use the permit order form attached. **NO REFUNDS** for permits not picked up at the Service Desk. **ALL SALES FINAL**. Make company checks payable to Reliant Park.

ELECTRICAL..... Harper Wood Electric is the exclusive electrical contractor for Reliant Park. In order to guarantee power installation by the first day of the show, we must receive your requirements by the deadline date. **NOTE:** Discounted rates apply only to orders received by the deadline date. Standard rates apply to **all** orders received after deadline date and at show site. Please include the date that you require installation. Payments required – actual amount due (no tax required). Material orders are taxable. Make check payable to Harper Wood Electric.

PLUMBING SERVICE..... Harper Wood Electric is the exclusive plumbing contractor for Reliant Park. In order to guarantee service by the first day of show, we must receive your plumbing order by the deadline date. **NOTE:** Discounted rates apply only to orders received by the deadline date and at show site. Standard rates apply to **all** orders received after the deadline date and at show site. Please include the date that you require installation. Payment required – actual amount due (plus 8.25% tax). Make check payable to Harper Wood Electric.

IMPORTANT! IF YOU ARE RELOCATED, PLEASE NOTIFY THE SERVICE DESK IMMEDIATELY IN ORDER TO AVOID A RELOCATION CHARGE ON ANY SERVICE YOU MAY REQUIRE. IF SERVICES ARE INSTALLED PRIOR TO NOTIFICATION, THERE WILL BE AN ADDITIONAL CHARGE ADDED TO YOUR INVOICE.