



DAVID L. LAWRENCE
CONVENTION CENTER
PITTSBURGH

In order to make your service ordering experience quick and efficient, we invite you to order all services provided by the DLCC, through our website.

The following are services provided by the DLCC:

- Electric
- Custom Cleaning and Porter Service
- Plumbing and Compressed Air
- Security
- Steel Plate for Heavy Equipment Displays
- Internet Services
- Booth Catering

Please click on the link to place your order now:

<http://www.pittsburghhcc.com/exhibitors/exhibitor-services/>

If you require assistance, please call our Exhibitor Services Department.

412-325-6102

Exhibitorservices@pittsburghhcc.com

2025 REQUEST FOR ELECTRICAL SERVICES



***Online ordering services available at www.pittsburghhcc.com**

(PLEASE PRINT)

Name of Event	Event Dates	Booth #
Company Name	Phone #	Fax #
Company Address	City/State	Zip Code
Email Address		
Authorized By	Signature	Date

Electrical Service (Electrical outlets approximately 120/208 A.C. 60 Cycle)	Connection Type	Quantity	*Advance Rate	Standard Rate	Total
Up to 20 AMPS (120 Volts) - Triple Outlet	Extension Cord	\$155.50	\$209.90	\$	
Up to 30 AMPS (208 Volts, Single Phase)	Receptacle or disconnect	\$321.00	\$433.35	\$	
Up to 60 AMPS (208 Volts, Single Phase)	Disconnect	\$574.00	\$774.90	\$	
Up to 100 AMPS (208 Volts, Single Phase)	Disconnect	\$755.50	\$1,020.00	\$	
Up to 30 AMPS (208 Volts, Three Phase)	Receptacle or disconnect	\$592.50	\$799.90	\$	
Up to 60 AMPS (208 Volts, Three Phase)	Disconnect	\$1,067.75	\$1,441.50	\$	
Up to 100 AMPS (208 Volts, Three Phase)	Disconnect	\$1,489.75	\$2,011.15	\$	
Up to 30 AMPS (480 Volts, Three Phase)	Disconnect	\$1,136.98	\$1,534.90	\$	
Up to 60 AMPS (480 Volts, Three Phase)	Disconnect	\$1,420.55	\$1,917.75	\$	
Up to 100 AMPS (480 Volts, Three Phase)	Disconnect	\$2,012.80	\$2,717.30	\$	
Over 100 AMPS (480 Volts, Three Phase)	Disconnect	\$2,406.73	\$3,249.10	\$	
<i>Cable Service:</i>					
Digital service with digital converter box (does not include monitor)		\$375.00	\$375.00	\$	
Advanced Rate pricing: In order to receive Advance Rate, the order form with payment (US Dollars) must be received 15 days prior to first exhibitor move-in day.				Total	\$ 0.00

Electrical Labor (1/2 hour minimum)	Date Needed	# of Hours	Rate per hour	Total
Straight time			\$102.18	\$0.00
			Total	\$ 0.00

Additional Services	Quantity	*Advance Rate	Standard Rate	Total
<i>Electrical Equipment:</i>				
• Extension Cord: 3 wire, multi plug, does not include power		\$39.75	\$47.95	\$
• Clip on Spotlight: 100 watt, includes installation and labor		\$98.00	\$132.30	\$
			Subtotal	\$ 0.00
			Tax (7%)	\$ 0.00
			Total	\$ 0.00

Total for all Electrical Services: \$ 0.00

2025 REQUEST FOR ELECTRICAL SERVICES



(PLEASE PRINT)

Name of Event

Event Dates

Booth #

Company Name

Phone #

Fax #

TERMS AND CONDITIONS

1. Advance order payment guarantees discounted rate.
 2. Payment in full must be rendered prior to delivery of service.
 3. Credit will not be given for service installed, but not used. If service is cancelled prior to installation, a 50% cancellation fee applies.
 4. Change of orders after installation may be subject to labor charges. Minimum of 1/2 hour.
 5. All material and equipment furnished by DLCC for the service shall remain the property of DLCC and shall be removed only by the DLCC staff at the close of the show.
 6. Rates quoted for all connections cover the delivery of service to the booth/space in the most convenient manner and do not include connecting equipment or special wiring. Requests for special services such as placing cords or relocating service(s) will be subject to additional labor charges.
 7. Service outlet size will be determined by the volume required.
 8. Walls, columns, and permanent building utility outlets are not part of booth space and are not to be used by exhibitors.
 9. Claims will not be considered unless filed by the exhibitor prior to the close of the show.
 10. All equipment to be connected by the DLCC technicians must comply with federal, state and local safety codes.
 11. Under no circumstance should anyone other than a DLCC technician make service connections.
 12. All equipment must be properly tagged and wired with completed information as to type of current, voltage, phase, cycle, horsepower, etc. All equipment using water must have an inlet and outlet properly tagged.
 13. Electrical service for lights and displays will be turned on one (1) hour prior to show opening and turned off at show close.
 14. All exhibitors' cords must be of the 3-wire grounded type and comply with Federal, State, Local Safety and Electric Codes. All exposed non-current carrying metal parts of fixed equipment, which are liable to be energized, must be grounded.
 15. Unless otherwise noted, DLCC electricians are authorized to cut floor coverings to permit installation of service.
 16. The DLCC is not responsible for equipment that is not powered down correctly at end of day.
 17. A receipt for services is available upon request.
 18. If an exhibitor hires a contractor to install a video array with multiple component interconnected screens to form a large LED video wall, the exhibitor must hire AV tech support through the DLCC.
 19. Utility will be installed at the back of the booth and/or in the most convenient manner.
- * If installation is required in an exact location (other than the most convenient) or a special connection is required, a labor charge will apply. Please include a floor plan with your order for exact placement of utility.

PLEASE NOTE

- There will be a \$30.00 fee for returned checks
 - Payment in full must be rendered prior to delivery of service
 - Check, Visa, MasterCard, American Express & Discover accepted online
 - Prices effective January 1–December 31, 2025
- * In order to receive the ADVANCE rate, the order form with payment (US Dollars) must be received 15 days prior to first exhibitor move-in

The David L. Lawrence Convention Center is proud to be PCI Compliant and will not receive Credit Card Orders via email.

To pay for services with a Credit Card, please visit www.pittsburghhcc.com/exhibitors/exhibitor-services and order online

To pay by check, please mail this form with payment to:

Exhibitor Services Department, David L. Lawrence Convention Center
1000 Fort Duquesne Blvd., Pittsburgh, PA 15222, Phone: (412) 325-6102, Fax: (412) 325-6009,
exhibitorservices@pittsburghhcc.com

Internet Services Order Form

ORDER ONLINE: www.shownets.net
 Phone: 800-310-4454 | Email: orders@shownets.net

Company Name:	Booth/ Room #:		
Billing Address:	City:	State:	Zip:
Event Name:	Event Run Dates:		
On-Site Contact:	Phone:		
Email Address:	Fax:		

Exhibit Area Network / Voice Services (Advanced pricing is greater than 14 days prior to event start with full payment)

A. BASIC WIRED INTERNET SERVICES - NOT FOR STREAMING

Includes: 1 Private IP Address, Routers prohibited and will not work	Qty	Advanced	Standard	Total
Up to 3 Mbps (DHCP) intended for light internet usage		\$895	\$1,368	
Additional Device (s) Per Device up to 4 (6 or more please contact sales at the number below)		\$150	\$275	

B. STANDARD WIRED INTERNET SERVICES - FOR STREAMING, GAMING & WEBCAST

Includes: multiple Private IP Addresses, Routers SUPPORTED	Qty	Advanced	Standard	Total
Dedicated 5 Mbps		\$3,495	\$4,3704	
Dedicated 10 Mbps		\$5,900	\$7,3750	
Dedicated 15 Mbps		\$11,700	\$14,630	
Dedicated 20 Mbps		\$15,500	\$19,380	
For Public Routed Addresses please contact us at the number below				

C. ADDITIONAL PRODUCTS AND SERVICES - for more options please contact us at the number below

Products or Services	Qty	Advanced	Standard	Total
Additional Wired Connections (section A)		\$100	\$125	
Switch Rental - managed or unmanaged up to 23 host ports		\$185	\$225	
Patch Cable Rental		\$50	\$62	
Distance Fee of \$500 Internet / \$100 Telephone for each line extended outside the venue				
For extension of 3rd party data circuits please contact us at the number below				

D. VOICE / PBX SERVICES - US long distance included, International long distance charged by individual usage

Products or Services	Qty	Advanced	Standard	Total
Single Line		\$275	\$345	
Multi-line option (1 main with 1 roll over line) - includes device rental		\$415	\$620	
Speaker Phone line - includes device rental		\$465	\$575	
To disable "DIAL 9" access as default circle "Yes"		Yes		
To enable International Long Distance, circle "Yes"		Yes		

E. WIRELESS SERVICES - for more options please contact us at the number below

SUBTOTAL	
Estimated 7% TAX/ FEE	
GRAND TOTAL	

Custom solutions tailored to your requirements as well as additional bandwidth and hardware options are available by calling the number below



Internet Services Order Form

To avoid additional charges, your order is not complete until you include a diagram of your booth indicating your drop location(s).

Payment Type: Please select one. Credit card payments appear as "showNets, LLC" on monthly statements.

- Check Payable to: showNets, LLC
 Credit Card: AMEX MASTERCARD VISA

Credit Card #: _____ Ex. Date: _____ Sec. Code: _____ (3-4 Digits)

Cardholder Name (Print)	Cardholder Name (signature)
-------------------------	-----------------------------

Information and Conditions

showNets (Supplier) is the exclusive provider for wired and wireless network services at the David L. Lawrence Convention Center. This includes all exhibit halls, meeting rooms, exterior areas and temporary structures. Only the company (its officers, employees and agents) that orders service is authorized to use the Internet connection. This service cannot be re-sold or distributed to any other company or individual. Our rates are based on a per device charge. Each device attached to the showNets network must pay for networking service.

DISCLAIMER; LIMITATION OF LIABILITY; CUSTOMER'S RESPONSIBILITIES SUPPLIER'S OBLIGATIONS UNDER THIS AGREEMENT ARE IN LIEU OF ALL WARRANTIES, EXPRESS OR IMPLIED. SUPPLIER WILL NOT BE LIABLE FOR INCIDENTAL, SPECIAL, INDIRECT OR CONSEQUENTIAL DAMAGES, THIRD PARTY CLAIMS, LOSS OF PROFITS OR INCOME, OR LOSS OF USE OR OTHER BENEFITS, ARISING OUT OF OR IN CONNECTION WITH CUSTOMER'S USE OR INABILITY TO USE THE SERVICE HEREIN REQUESTED, OR FOR COMMERCIAL LOSS OF ANY KIND (INCLUDING LOSS OF BUSINESS OR PROFITS) WHETHER OR NOT SUPPLIER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGE OR LOSS. THE SERVICE IS PROVIDED ON AN "AS IS" BASIS. THIS IS IN LIEU OF ALL OTHER WARRANTIES, INCLUDING WITHOUT LIMITATION, WARRANTIES OF MERCHANTABILITY AND FITNESS FOR ANY PARTICULAR PURPOSE. YOUR EXCLUSIVE REMEDY AND SHOWNETS MAXIMUM LIABILITY SHALL BE THE ACTUAL AMOUNT PAID TO SHOWNETS WITH RESPECT TO THE DEFICIENT SERVICES. Customers/exhibitors accept responsibility to ensure that all of their files are adequately duplicated and documented. Supplier is not responsible for Customer's failure to do so, or for the cost of reconstructing data stored on disc files, tapes, memories, etc., lost during the performance of service under this Agreement. Supplier will not be liable for loss of funds contained in, dispensed by, or associated with any Services under this Agreement. Supplier will not be responsible for failure to provide service due to strikes or causes beyond Supplier's reasonable control. Services Order Request and Payment THIS SERVICES ORDER MUST BE RECEIVED WITH FULL PAYMENT AND/OR CREDIT CARD AUTHORIZATION TWO WEEKS PRIOR THE START OF SHOW TO QUALIFY FOR THE ADVANCED RATE. Orders received inside of the two week period will be charged the standard rate. Both wireless access and on-site orders will go through our automated system and will require a credit card for payment. For a wired connection, booth location and location of the Network Connection must be identified to process your order. All monies are collected by showNets. All requests for credit or refund should be directed to showNets. Credit can not be given for service installed and not used. Refunds will not be granted for service installed and deemed inoperative due to faulty exhibitor equipment or off-site service problems. A \$50.00 service fee will be charged for all returned checks. Services Installation And Equipment Use For a wireless connection, the process is automated. Open a browser and enter the information requested, choose a service level and enter your credit card information. There is a \$10.00 Service fee for all Manual Wire transactions. For a private wired connection, you will receive access to the Internet via a userid and password for one device. If you order prior to the event, connect your machine to the Cat5 cable that is installed at your location. Open a browser and enter your userid and password to access the Internet. If you order on-site, connect your machine to the Cat5 cable installed in your location. Open a browser and enter the information requested, choose a service level and enter your credit card information. For a public IP wired connection, a printed copy of the full TCP/IP address information will be provided to you prior to the event to facilitate your configuration of the demonstration machine. To connect additional devices to the network you will need to order additional network connections. Please see the Order Form. Enter your IP information into your machine and then connect your machine to the Cat5 cable that is installed at your location. Keep in mind; the Internet is a public domain. We do not guarantee the performance of any connection outside of the facility. showNets has no control over nor is it responsible for the external network performance once the network traffic leaves the David L. Lawrence Convention Center network and is received by the ISP's POP router and beyond.. REMEMBER, ONE (1) PUBLIC OR PRIVATE TCP/IP ADDRESS MUST BE ORDERED FOR EACH MACHINE TO BE CONNECTED TO THE INTERNET. NO ROUTERS, DHCP SERVERS, NAT SERVERS, PROXY SERVERS, STREAMING APPLICATIONS OR VOIP ARE ALLOWED WITH ANY OF OUR SERVICES. IF YOU REQUIRE ANY OF THESE SERVICES, WE WILL ACCOMMODATE YOUR REQUEST WITH A WRITTEN QUOTATION. NO WIRELESS DEVICES ARE ALLOWED ON THE NETWORK WITHOUT SHOWNETS PRIOR WRITTEN CONSENT. IF YOU REQUIRE YOUR OWN WIRELESS NETWORK WITHIN YOUR LOCATION, WE WILL REVIEW YOUR REQUEST AND FOLLOW UP WITH A WRITTEN QUOTATION IF APPROPRIATE. Cancellation Policy showNets must be notified in writing two (2) weeks prior to show date to cancel an Internet Access Order. The cancellation fee is \$200.00. Orders placed inside 2 weeks of the show cannot be cancelled and are non-refundable.

Customer Acceptance of Information and Conditions (see above).

Customer - Print Authorized Name	Customer - Authorized Signature	Date
----------------------------------	---------------------------------	------

Customer - Print Authorized Name

Customer - Authorized Signature

Date



With a Wi-Fi enabled device, find and connect to the wireless network of your choice.

Once connected, open up an Internet browser and you should be automatically redirected to an easy to use splash page

Follow the on screen instructions to complete a purchase for one of our paid services or agree to the terms and conditions to gain access to our complimentary Wi-Fi

DLLCC - Exhibitor Product

Perfect for Exhibitors, Meeting Planners and discerning Attendees alike. Exhibit Wi-Fi available everywhere you need it. More speed, more opportunities, more capabilities.

10Mbps - Available throughout the entire building

1 Day - \$75.00 per device

DLLCC - Premium

Great for anyone needing a little more than just basic Wi-Fi access around the building but not inside the Exhibit Halls.

Email, Browse and stay connected!

5Mbps - Available in all lobby and meeting room areas

\$12.95 per day, per device

DLLCC - Guest

Just need a basic connection for a moment? We understand. Hop on our complimentary Wi-Fi and save your data plan for when you really need it.

3 Mbps- Available in public spaces only

If you need help or are having problems connecting, please call our helpline:

1 (800) 310-4454