



Furniture Order Request

Please complete this form to pre-order any furniture items you will need during the 2025 Tucson Home Show.

There will be very few tables & chairs for rental onsite so please pre-order to avoid disappointment.

Please note that table linens are **NOT** provided and that you will need to provide your own if you are ordering a table.

COMPANY NAME	BOOTH # (if known)	TABLES @ \$20 EACH (6' x 30")	CHAIRS @ \$5 EACH

TOTAL TO CHARGE: \$

Payment Process:

Complete and return the Credit Card Authorization Form in your Exhibitor Package and email it back to brian@taysideproductions.com along with this completed Furniture Order Request Form. Please be sure to match your name and company name on both forms so that they are easily matched up.

We will then process your order and have your items ready for you at your booth for when you arrive to set up.

Please order as far in advance as possible so that we can ensure that you will have everything you need.

Welcome to the 2025 Tucson Home Show!

Credit Card Authorization Form

PLEASE PRINT OUT AND COMPLETE THIS AUTHORIZATION AND RETURN TO US.
All information will remain private and confidential.

Cardholder Name: _____

Billing Address: _____

ZIP Code: _____

Credit Card Type: _____ Visa _____ Mastercard _____ Discover _____ AmEx

Credit Card Number: _____

Expiration Date: _____

CVV Number (3 digits on the back of the card) _____

Amount to Charge: \$ _____ (USD)

I authorize Tayside Productions to charge the agreed amount listed above to my credit card provided herein. I agree that I will pay for this purchase in accordance with the issuing bank cardholder agreement.

Cardholder – Print Name, Sign and Date Below:

Signed: _____

Dated: _____

Printed Name: _____

Once signed please return the completed form to:

brian@taysideproductions.com

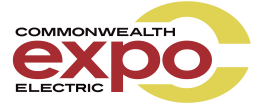


Rates Effective Jan. 1, 2024-Dec. 31, 2025
Information & Online Ordering
www.commonwealthexpo.com



Submit Form To:

Commonwealth Electric Company
 260 South Church Ave, Tucson, AZ 85701
 PH 520.623.2155 Fax 520.623.3401
 Jennifer Sutherland
 CELL: 520.940.8377



jsutherland@commonwealthelectric.com

Please note that electrical orders can only be placed online or via this form, phone orders not accepted.

Event Tucson Home Show - January 2025		Dates January 4 -5 , 2025			
		Event # 499478			
For Discount Payment Price we must receive your order and payment prior to this DISCOUNT DEADLINE DATE OF: 12/18/2024					
Company Name		Booth			
Standard Electrical Outlets **Rates are for duration of event**		<p>If you require services not listed on this form please call for a quote.</p> <p>24 HOUR SERVICES: Rates are DOUBLE the Outlet Rate Check if required</p> <p>OVERHEAD POWER: Rates are Time and Material, please call for quote.</p> <p>208V and 480V SERVICES: There is a MINIMUM labor charge of (1) hr. for installation/removal of all 208V service. There is a MINIMUM labor charge of (2) hrs. for installation/removal of all 480V service.</p> <p>ELECTRICAL LABOR: Outlets requested to be placed anywhere other than the back of the booth will require a layout and a MINIMUM of (1) hour labor. Please call for quotes on labor if your booth is an Island booth or needs overhead power.</p> <p>Okay to proceed (layout with scaled orientation attached.) Order will be installed prior to exhibitor move in.</p> <p>Layout to follow</p>			
Qty	Description			Discount	Regular
120V Motor & Equipment Outlets (3 Pronged)					
	500 Watts			\$91.11	\$118.45
	1000 Watts			\$115.49	\$150.14
	2000 Watts			\$141.16	\$183.51
1 Phase 208V A.C. 60 Cycle **Requires MINIMUM (1) hr Labor					
	10 Amp 208V 1 Phase			\$159.13	\$206.86
	20 Amp 208V 1 Phase			\$189.92	\$246.90
	30 Amp 208V 1 Phase			\$232.27	\$301.95
	40 Amp 208V 1 Phase	\$302.85	\$393.71		
	50 Amp 208V 1 Phase	\$377.28	\$490.47		
	60 Amp 208V 1 Phase	\$449.14	\$583.89		
3 Phase 208V A.C. 60 Cycle **Requires MINIMUM (1) hr Labor					
	10 Amp 208V 3 Phase	\$206.61	\$268.59		
	20 Amp 208V 3 Phase	\$245.10	\$318.64		
	30 Amp 208V 3 Phase	\$302.85	\$393.71		
	40 Amp 208V 3 Phase	\$395.25	\$513.82		
	50 Amp 208V 3 Phase	\$491.49	\$638.94		
	60 Amp 208V 3 Phase	\$589.02	\$765.73		
Rental Items					
	Extension Cord 15'	\$28.66			
	Extension Cord 25'	\$32.39			
	5-way power strip	\$28.66			
	3-way adaptor	\$26.16			
In line booths with standard electrical placement (along back drapeline) will NOT incur labor charges					
Labor for Layout/Overhead/Qty and 208V Services					
ST (M-F 8am-4:30pm)		\$85.00			
OT (M-F 4:30pm-12am & Sat 8am-12am)		\$127.50			
DT (M-Sat. 12am-8am & all Sun/Holidays)		\$170.00			
State of Arizona Tax Exempt Form 5000 must be submitted with order to receive exemption. **By signing the order form, I have read and agree to all of Commonwealth Electric Company's Conditions and Regulations.**		Total Order			
		8.7% Sales Tax			
		Labor Amount			
		Total Due			
FOR SUPERVISED LABOR ONLY					
Exhibitor supervision requested, requires a MINIMUM of (1) hour of labor.					
Date/Time Requested					
Onsite Contact					
Onsite Contact Cell #					
Company Name		Phone			
		Cell Phone			
Address		City	State Zip		
Email Address		Onsite Contact; Name & Number			
Signature		Print Name			
Paid by: CK AX MC VS	Credit Card Number	CVV	Exp Date		
Cardholder Signature		Print Name			



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Event Tucson Home Show - January 2025				Dates January 4 - 5, 2025	
				Event # 499478	
For Discount Payment Price we must receive your order and payment prior to this DISCOUNT DEADLINE DATE OF: 12/18/2024					
Company Name				Booth	
Water Fill (One Time Fill)					
Qty	Description	Discount	Regular	Amount	
	Up to 50 Gallons	\$108.25	\$140.72		
	51-500 Gallons	\$271.20	\$352.56		
	501-1,000 Gallons	\$337.55	\$438.81		
	Additional Water - per 1,000 Gallons (Over 1,000 only)	\$263.06	\$341.97		
Continuous Water					
	Continuous Supply, Connect or Disconnect NOT Included	\$257.24	\$334.41		
Do you need a drain? (Check One)			Yes	No	
Please contact us for availability of potable water.					
Additional labor charges will apply for refills of water or if your water is requested to be turned on/off throughout the duration of the event. See labor rates below.					
Water Labor				Connect Date AND Time	
ST (M-F 8am-4:30pm)	\$85.00				
OT (M-F 4:30pm-12am & Sat 8am-12am)	\$127.50				
DT (M-Sat. 12am-8am & all Sun/Holidays)	\$170.00			Disconnect Date AND Time	
State of Arizona Tax Exempt Form 5000 must be submitted with order to receive exemption.			Total Order		
By signing the order form, I have read and agree to all of Commonwealth Electric Company's Conditions and Regulations.			8.7% Sales Tax		
			Labor Amount		Notes
			Total Due		
Company Name				Phone	
				Cell Phone	
Address				City	State
				Zip	
Email Address				Onsite Contact; Name & Number	
Signature				Print Name	
Paid by: CK AX MC VS			Credit Card Number		CVV
					Exp Date
Cardholder Signature				Print Name	

Payment Policy:

1. **Payment in full:** is required on all orders at the time the order is placed. Purchase orders are not considered payment. There will be an additional \$35 service charge on all returned checks. For your convenience, we accept the following forms of payment: Check, Visa, MasterCard and American Express. **No cash will be accepted.**
2. **Tax:** All amounts, except labor, are subject to a combined Arizona State and City sales tax. If you are tax exempt in the state of Arizona, please attach sales tax exemption certificate (form 5000) to your order. Orders submitted online will not be accepted as tax exempt, and credit will not be given for sales tax paid online. Tax exempt orders must be submitted with the order form and not placed online.
3. **Discount Rates:** Please see order form for exact date for each event.
4. **Regular Rates:** are applied to all orders received after the deadline for the discounted rates and orders received on-site at the event.
5. **Refunds:** will not be issued on services that have already been installed. Refunds will not be considered unless submitted in writing by customer prior to the close of the event.
6. **Contract Agreement:** Lessor will not be responsible for strikes, accidents, an Act of God, or delays beyond control. If by any reason of any default on the part of the lessee, hereunder, it becomes necessary to engage an attorney, the lessee agrees to pay all costs, expenses, and the attorney's fees expanded or incurred by lessor in connection therewith. Payment or receipt of this contract constitutes acknowledgment that lessee has read and agrees to all conditions and regulations as stated in this contract.

Outlets & Equipment:

1. All electrical outlets are provided at an additional charge and are not part of a booth package unless otherwise indicated on the Commonwealth Electric order form.
2. Each outlet ordered is ONE (1) SINGLE plug-in.
3. In-line and peninsula booths: each outlet will be located at the back of the booth. Island booths: outlets will be placed at the most convenient location for Commonwealth Electric unless otherwise noted by the customer. Should outlets be required in any other location within the booth, a labor charge will be incurred, and a layout must be submitted with order.
4. Outlets are to be ordered separately by each customer and may not be shared with other customers.
5. Building utility outlets are not a part of the booth space and are not to be accessed, blocked or used by customers.
6. Electrical floor boxes must not be covered or blocked by customer unless prior arrangements have been made with Commonwealth Electric.
7. All materials and equipment furnished by Commonwealth Electric for this service order, shall remain the property of Commonwealth Electric and shall only be removed by Commonwealth Electric at the close of the event. Any equipment removed by the customer shall be charged the replacement cost of the specific equipment.

Labor:

Labor charges shall be incurred for the following: (please refer to the order form or contact Commonwealth Electric for labor minimums per service)

- Request for your outlet to be placed anywhere other than the back of your booth. A layout must be attached to your order with booth orientation & dimensions.
- All 110V (120V) services above 20 amps.
- All 208V (220V) services ordered with a minimum of one (1) hour labor per connection.
- Conversion of customer power connection.
- All overhead services.
- Ordering eight (8) or more services within the same booth space.
- Requested customer supervision for service installation.

Conditions and Regulations:

1. Commonwealth Electric will provide standard NEMA connections for all services 208V (220V) or higher. Please check with Commonwealth Electric for specific type of connection per facility. It is the responsibility of each customer to convert to each facility's connection.
2. Customers are responsible for supplying all converters 220V-110V for international equipment. Should Commonwealth Electric supply, there will be an additional charge. Contact Commonwealth Electric for specific charges.
3. Commonwealth Electric will not be responsible for any cutting or altering of any floor covering in order to bring services to a booth in a specific location.
4. All equipment, regardless of source of power, must comply with all Federal, State, and City safety codes.
5. All equipment must be approved by Underwriters Laboratory and properly UL labeled with complete information as to current, voltage, phase, cycle, horsepower, etc. If equipment is not UL approved and tagged, Commonwealth Electric reserves the right to refuse to energize.
6. All customer supplied cords must be of the three (3) wire grounded type. Use of open sockets, latex or lamp cord wire is prohibited.
7. All exposed, non-current carrying metal parts of fixed equipment, which are liable to be energized, shall be grounded.
8. Commonwealth Electric is not responsible for voltage fluctuations or power failure because of temporary conditions.

FAQ:

1. How much power do I need to order?

Answer: You will need to check the electrical tag/sticker on each piece of equipment to determine the actual wattage or amperage required. Please feel free to contact the Commonwealth Electric Account Manager for your event if you need assistance.

2. How much power will I need to order for a laptop?

Answer: You may power up to three (3) laptops per 500-watt outlet ordered.

3. How much power will I need to order for lighting?

Answer: Please add up the wattage of each lightbulb to determine total amount of wattage needed to order. Example: Four (4) sixty (60) watt lightbulbs would total two hundred forty (240) watts. You would need to order a 500-watt outlet to power these lights.



Display of Motorized Vehicles

Your Event Coordinator must be notified in advance if motorized vehicles are to be displayed during an event. Displayed motorized vehicles shall comply with the following and may also have to comply with additional rules and regulations required by the Fire Inspector.

Any use or storage of LPG/CNG is forbidden within the building unless approved by TFD.

Any vehicle within the buildings or within 20' of any building opening shall comply with the following regulations:

All vehicles must have a notice posted (form attached below) on the dashboard declaring that the battery supply has been disconnected and that the fuel tank has been reduced and sealed as follows:

- Vehicle fuel tanks shall not exceed one quarter of the tank capacity or 5 gallons (18.9 L) whichever is less
- All fuel tank openings shall be sealed in an approved manner to prevent escape of vapors (taped)
- The battery cables must be disconnected from the terminals and remain disconnected while the vehicle is inside the building. Loose cable ends must be taped to cover all the exposed metal
- No vehicle may be started or operated within any TCC building during show hours without approval of the Fire Inspector.
- Adding or removing fuel within any TCC building is prohibited. Fuel can be added outdoors, not under the canopy, in an approved location by the Fire Inspector. The use of special fuel blends inside the building is subject to approval by TFD.
- A vehicle key must be left in the Security Control Office for emergencies.

Fire protection shall be approved by TFD code official for motor vehicle shows/events. The level of protection required shall be determined for each event.





TEMPORARY PERMIT

INTERNAL COMBUSTION ENGINES USE

ISSUED DATE _____ EVENT _____

The Tucson Fire Code requires a permit for displaying an internal combustion engine for each motor vehicle, boat, aircraft or machinery. Display permit on passenger side window or dash.

The undersigned hereby agrees to abide by the Tucson Fire Code (TFC) as follows:

- 1) Fuel of any type shall be limited. Fuel, in fuel tanks, shall not exceed one quarter of a tank capacity or 5 gallons, whichever is less.
- 2) All fuel tank openings shall be sealed in an approved manner to prevent the escape of vapors.
- 3) Vehicles or equipment shall not be fueled or de-fueled within the building and only in approved location. Promoter shall provide spill containment materials and their proper disposal
- 4) The battery must be disconnected and remain disconnected while the vehicle is inside the building. Cable ends must be taped and all the exposed metal covered
- 5) LPG/CNG tanks shall be removed

	YES	NO
Visual Inspection for leaks		
Fuel Tank Sealed		
Keys on Site		
LPG Tank Removed		
Battery Disconnected, Leads Taped		
This Form Signed		

I certify that I have read the above Tucson Fire Code provisions and that any violation(s) will be grounds for possible civil infraction(s) and revocation of this permit. A revoked permit shall result in removal of the exhibit from the show floor immediately.

Exhibitor's Signature: _____ **Date:** _____

Contact Phone #'s: _____

Application for Temporary Food Establishment Permit

- **Submit application and payment 14 days before the event**
- \$45.00 late fee for applications and payment submitted less than 14 days before event**
- **Fill out one application for each vendor for each event**

1. **Event Date(s):** _____ to _____ **Food Service Begins:** _____ AM PM **Ends** _____ AM PM
MONTH/DAY/YEAR MONTH/DAY/YEAR

(If the event is on non-consecutive dates and/or times, attach a schedule with application.)

2. **Name of Event:** _____ **Type of Event:** Athletic League Celebration

3. **Event Location:** _____ Farmer's Market Fundraiser
NAME OF PARK /RAMADA OR AREA, CHURCH, FACILITY/ADDRESS

4. **Applying as a:**

- a. **Business** – Attach a copy of your current food permit and proof of lawful presence with application.
 - Fee Exemption pursuant to A.R.S. §3-353
 - If your permit is not current, attach a copy of the most recent food permit issued by a Health Authority.
 - For businesses located outside Pima County, you must provide a copy of the current operating permit and an inspection report issued by your regulatory authority within the past six months.
- b. **Charitable-** Attached: 501(c)(3) Fund use statement
- c. **Individual** – Attach your registration documentation from the event coordinator (e.g. fee receipt, acceptance letter).
 - Type of Identification presented _____

5. **Applicant's Name:** _____ **Telephone:** _____
NAME OF BUSINESS, ORGANIZATION, INDIVIDUAL or GOVERNMENT AGENCY

6. **Booth/Tent Name and Assigned Number:** _____

7. **Applicant's Address:** _____ ADDRESS ZIP CODE

8. **Name of "Person-in Charge" for Food Booth** _____ **Telephone:** _____
 Must be available weekdays between 8 am and 5 pm, and can give detailed information about the menu, food preparation and how food is served.

9. **Name of Event Coordinator** _____ **Telephone (daytime):** _____

I hereby consent to inspection by the Pima County Health Department. I acknowledge that receipt and retention of this permit depends on compliance with the Food Code. I understand that:

1. Food must be prepared in a kitchen approved by the Health Department;
2. Food prepared at home cannot be served to the public (Pima County Food Code Chapter 3-201.11(B));
3. If the Health Officer finds a food code violation, I **cannot open** until all violations have been corrected;
4. Menu items must be approved by the Health Department.
5. Application fees are non-refundable.

Copies of the Food Code are available for purchase, or download from www.pima.gov/health, link - "Consumer Health and Food Safety."

PRINT NAME

SIGNATURE

DATE

Fees:

\$60.00 temporary , 1-14 days, one event, one location	\$120.00 seasonal 15-120 days, one event, one location or one league season.
\$20.00 temporary sampling fee.	\$40.00 seasonal sampling fee.
\$30.00 charitable non-profit temporary	\$60.00 charitable non-profit seasonal
\$10.00 charitable non-profit temporary sampling fee	\$20.00 charitable non-profit seasonal sampling fee

Submit a completed application, required documents and payment:

1. In person, at Consumer Health and Food Safety, 2nd floor of Abrams Public Health Center, 3950 South Country Club Road,
2. By mail, to Consumer Health and Food Safety, 3950 South Country Club Road, Suite 100, Tucson, AZ, 85714, or
3. By fax, to (520) 724-9597 and calling (520) 724-7908 with a MasterCard or Visa credit card number to pay for the license fee.

FOR OFFICE USE ONLY	
Total Collected: \$ _____	By: _____

Menu

- ▶ **Menu items are limited to the approved items on application**
- ▶ **Menus submitted must be approved by the Health Department**

Main Dishes/Side Dishes	Condiments/Garnishments	Snack Foods	Beverages

NOTE: You will be required to provide proof of purchase from an approved source for PHF products to the health inspector.

Preparation of Menu Items

Location of Food Preparation:

Name and address of preparation kitchen: _____

- The location for foods prepared (wash, cut, refrigeration, cooking) before the event must be at a kitchen approved by the Health Department.
- Unlicensed kitchens will require an inspection at least **10 days prior** to the event.
- Food **cannot** be prepared in a private home.

Dates and times of food preparation in the kitchen:

Date	Time
	<input type="checkbox"/> AM <input type="checkbox"/> PM
	<input type="checkbox"/> AM <input type="checkbox"/> PM

Please check applicable boxes for each category: All categories must be completed prior to approval.

1. Temperature Control Methods

Cooking and/or Re-Heating	Hot Holding	Cold Holding	Transport
<input type="checkbox"/> Grill <input type="checkbox"/> Microwave <input type="checkbox"/> Oven <input type="checkbox"/> Propane burner <input type="checkbox"/> Wok Other: _____	<input type="checkbox"/> Grill/BBQ <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Steam Table <input type="checkbox"/> Stove/Oven <input type="checkbox"/> Wok Other: _____	<input type="checkbox"/> Refrigerators <input type="checkbox"/> Freezers <input type="checkbox"/> Insulated ice chest with ice No. of Ice chests _____ Other: _____	<input type="checkbox"/> Cambros <input type="checkbox"/> Hot Holding Warmers <input type="checkbox"/> Insulated Ice Chests Other: _____

2. Food Booth Enclosure/Concession Trailer

- Food Booth: with screening; overhead covering; floor
- Tent: screening on 4 sides; ground cover, concrete pad, or asphalt; overhead covering; 1 door
- Concession Trailer

3. Ware Washing

- Sanitizing Pail with 100 ppm Chlorine
- Three-compartment Sink at site
- Other: _____

4. Hand Washing Facilities

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Portable commercial hand sink connected to potable water <input type="checkbox"/> Permanent sink in food booth connected to potable water <input type="checkbox"/> Hand sink inside of a concession trailer/mobile food unit | <ul style="list-style-type: none"> <input type="checkbox"/> Gravity flow container temporary hand wash setup <input type="checkbox"/> Commercial portable hand wash system Other: _____ |
|---|--|

5. Water Supply

- | | |
|--|---|
| <ul style="list-style-type: none"> <input type="checkbox"/> Public Water System-Connected to hose bib at event site <input type="checkbox"/> Commercially Packaged Bottled Water <input type="checkbox"/> Water Brought from Home Service from: <input type="checkbox"/> Water Company <input type="checkbox"/> Well | <ul style="list-style-type: none"> <input type="checkbox"/> Holding Tank filled at Base of Operation, or Commissary <input type="checkbox"/> Holding Tank filled at Approved Business, e.g. RV Park Other: _____ |
|--|---|

6. Power Source

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Temporary Electrical Connection <input type="checkbox"/> Portable Generator | <ul style="list-style-type: none"> <input type="checkbox"/> Propane Other: _____ |
|---|--|