

UTILITY SERVICES – ELECTRICAL [LEVEL 6] **ORDER FORM**

[OF-030C]

This order form is for booking of a power turn on/off slots. Please complete and return this form to your dedicated Experience Manager no later than 14 days prior to move-in day of the event.

All forms are to be completed by the signatory of the licensing agreement. To change authorised personnel for submissions, please complete AP-001 Change in Authorised Personnel Permit.

Contact Details

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Eve	ent	Nan	ne:							

ļ	Lice	nsir	ng /	Agre	em	ent	Nu	mb	er:
	С	Ρ							

Eve	ent	Loc	atio	on (Hal	/Ro	om	Number):

Terms & Conditions

- All installations to be conducted by a licenced electrical worker from the Centre's approved list, see **Approved** LEWs & Utility Contractor Services.
- All electricians are required to adhere to the regulations in accordance to the Singapore Standards CP5.
- A licenced electrical worker is required to be on-site during all power turn on appointments. For technical specifications, see **Technical Guide [Venue]**.
- In addition to the appointment fee, connection point and consumption charges are applicable. Please refer to your licence agreement for rates.
- All wiring is to be set within trench pits (where provided). Between trench pits or where pits are not available, wiring is to be set on top of carpet (where applicable) and placed within wiring trays and must be clearly marked with tiger tape.
- When removing trench pit covers, contractors should ensure that clear signage is placed to denote the potential trip hazard and provide a cover for trenches once the installation work is completed.
- Wiring should not block doors or access points to decoys.
- Upon submission of this form, Suntec Singapore will issue a contract for appointment charges.
- Invoices for appointment charges will be issued upon receipt of signed contract. Invoices for connection and consumption charges will follow after the event.
- Pre-payment is required for all appointment charges.
- Suntec Singapore reserves the right to revise the indicative prices and service offerings without prior notice given.
- All confirmed orders are non-refundable and non-returnable.
- All prices are subject to prevailing government taxes.
- All standard terms and conditions apply.
- All information is intended as a guide only.
- All prices are quoted in Singapore Dollars [SGD].
- This form is valid till 31 December 2023.

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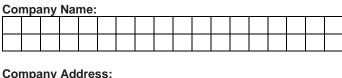
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[OF-030C]

Service Offerings

	Turn On & Off Mandatory Charges	
Item Code	Item	Price
USEC001	Turn ON Time [Between 0800hrs to 2200hrs]	\$0.00
USEC002	Turn ON Time [Between 2201hrs to 0759hrs]	\$400.00
USEC003	Turn OFF Time [Between 0800hrs to 2200hrs]	\$0.00
USEC004	Turn OFF Time [Between 2201hrs to 0759hrs]	\$400.00
USEC005	5 For late submission (less than 14 days but no less than 48 hours prior to turn on time), a late charge is applicable in addition to the standard stipulated charges.	\$400.00

Appointment Charges – Billing Details*



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Consumption Charges – Billing Details^

Company Name:

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_										

Company Address:

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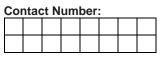
Connection Charges – Billing Details^

(Cor	npa	iny	Ad	dre	ss:						

* Appointment charges will be billed prior to the event.

^ Consumption and connection charges will be billed after the event. Please refer to your contract for a list of rates

Соі	ntad	ct N	am	e:				



Со	ntad	ct N	am	e:				

Contact Number:

Contact Name:										

Contact Number:



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Order Submission

Request [1]									
Turn <u>ON</u> Date		Turn <u>OFF</u> Date							
Turn <u>ON</u> Time	:	Turn OFF Time	:						
LEW's Name		LEW's Contact Number							
LEW's Company Address									
above temporary electricity installation to installation is in accordance with the Sin specifications, and conditions under whi Suntec Singapore Convention & Exhibit I further certify that the said temporary en- Insulation resistance of all circuit conduct and results to be attached when submitte I, the undersigned have included a copy Incoming power supply (denotin Location of main circuit breaker Location of residual current dev Location and quantity of power It would be appreciated if arrangements	Location of residual current device (RCD)								
LEW Licence Number Temporary Electrical Supply Location									
LEW's Signature	LEW's Signature								
Temporary Electrical Installation Stamp Drawing Number:									



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Request [2]									
Turn <u>ON</u> Date		Turn OFF Date							
Turn <u>ON</u> Time	:	Turn <u>OFF</u> Time	:						
LEW's Name		LEW's Contact Number							
LEW's Company Address									
 installation is in accordance with the Sin specifications, and conditions under whi Suntec Singapore Convention & Exhibit I further certify that the said temporary explanation resistance of all circuit conduct and results to be attached when submitted. I, the undersigned have included a copy Incoming power supply (denoting the Location of main circuit breaker) Location of residual current dev Location and quantity of power 	 Location of residual current device (RCD) 								
LEW Licence Number		Temporary Electrical Supply Location							
LEW's Signature		LEW Endorsement							
Temporary Electrical Installation Stamp Drawing Number: Stamp									



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[OF-030C]

	Request [3]							
Turn <u>ON</u> Date		Turn OFF Date						
Turn <u>ON</u> Time	:	Turn <u>OFF</u> Time	:					
LEW's Name		LEW's Contact Number						
LEW's Company Address								
 I,								
LEW Licence Number		Temporary Electrical Supply Location						
LEW's Signature		LEW Endorsement						
Temporary Electrical Installation Stamp Drawing Number: Stamp								