

APPENDIX C

TEMPORARY COLD WATER SERVICE

Bringing cold water supply to booth complete with ½" shut-off valve at booth
Water service is available on Level 2 – Gatineau Salon (205,206) and Ottawa Salon (213,214),
Level 3 – Parliament Foyer (pre-function area), Canada Hall (1 - 3) and Level 4 – Trillium Ballroom
No guarantee can be made on minimum pressure.

SHOW NAME	BOOTH NUMBER	
SHOW DATE	COMPANY NAME	
ON-SITE CONTACT NAME	TELEPHONE	E-MAIL
ADDRESS	WATER INSTALL DATE	WATER REMOVAL DATE

Cost

ITEM REQUIRED	NUMBER OF CONNECTIONS	CHARGE PER CONNECTION CDN. FUNDS	TOTAL
Water (standard ¾" hose connection supplied to booth)		\$100.00	
Drainage (1 ½" drain)		\$75.00	
Labour (for connect)		\$46.00/hr (minimum 1 hour)	
*Late Charge		\$50.00	
		TOTAL	
		13% HST	
		TOTAL TEMPORARY COLD WATER	

**Late charges will apply to orders received less than 48 hours prior to show move-in time*

Method of payment

(Must be made at time of ordering):

CHEQUE made payable to the Ottawa Convention Centre

CREDIT CARD (please check): Visa Mastercard AMEX

CARDHOLDER'S NAME (Please print)	CARD NUMBER	
CARDHOLDER'S SIGNATURE	EXP. DATE	3 DIGIT SECURITY CODE
CLIENT SIGNATURE	DATE	

Save and e-mail the completed form to eventservices@ottawaconventioncentre.com or print and fax the completed form to the Ottawa Convention Centre at 613-563-7646.