

PA Bridal and Wedding Expo  
PA Convention Center-Hall F  
January 4-5, 2025

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Dear PA Bridal and Wedding Expo Exhibitor:

Welcome to the online exhibitor service kit for the upcoming **PA Bridal and Wedding Expo being held at the PA Convention Center on January 4-5, 2025.**

This letter contains instructions on how to access the Online Exhibitor Kit. You may print it out for easier step by step viewing.

**Online Exhibit Kit Instructions:**

To access our ONLINE kit for the **PA Bridal and Wedding Expo** you have 2 options.

**DIRECT LINK**

<https://www.generalexposition.com/online-servicekit.php> (click to follow link)

**MANUAL ENTRY**

Please click the following link or copy and paste the link into your browser's window -

[www.generalexposition.com](http://www.generalexposition.com)

Next, click on the Online Services button located in the upper right hand corner of the Web page. This will take you to the log in page.

**AT THE LOG IN PAGE** - Enter the Exhibit Code: **Bridal25**

**At the Sign In page, you will be prompted to sign in with an existing exhibitor account. If you do not have an account set up with General Exposition Services, you will be prompted to create one.**

**Now that you are signed in with the show, you can read through the important show information. Scroll down to the bottom of the screen to see the links for which services you wish to order, including carpet, furnishings, labor, etc.**

**For any additional custom forms you may need, please click on the appropriate links listed under "References".**

**As you place orders for your items, all furnishings and services will be placed in your shopping cart, and you will be prompted for payment information upon checkout.**

We look forward to being of service to you. If you have any questions, please give us a call at 610-495-8866, mention the upcoming **PA Bridal and Wedding Expo**, and one of our Customer Service Reps will be happy to assist you.

# PCC Electrical Safety Standards For Exhibit Booths



Pennsylvania  
Convention Center  
*PHILADELPHIA*

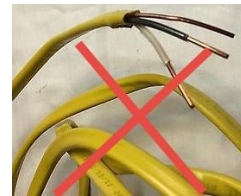
AN  MANAGED FACILITY

All exhibitors must use hard or extra hard cords as per National Electrical Code Standards. Cords must be UL listed, 12 AWG, and grounded. Exhibitors can run the cord along the drape line of their booth. An electrician is needed to distribute the power under the floor or to a certain location other than the drape line. Any cords that are smaller than 12 gauge or ungrounded along with ramps or cord coverings of any sort are prohibited within the booth.

Cords are available to rent through our Exhibitor Services Department.

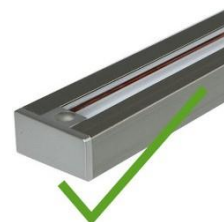


Any/all wiring that may need to be spliced onsite must be done by a PCC electrician. These connections must also be in a box per the National Electrical Codes standards.



All track lights **must** have a capped end. An Opened-ended track is considered a live wire and a hazard, especially when attached to metal booth pipe & drape. All lighting fixtures must be UL listed and listed/labeled for its intended use as per National Electrical Code standards.

Caps are available for purchase through our Exhibitor Services Department.



Separately derived power systems are **PROHIBITED** to be used in the building.



## PCC Convenience Outlet Policy

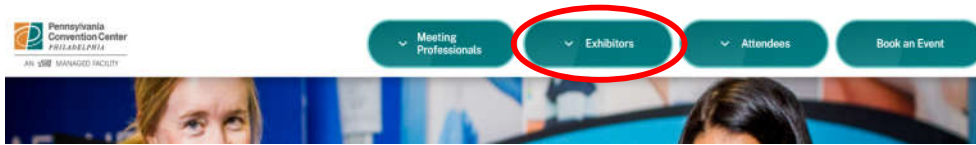
To insure patron safety, the PCC has installed safety devices in meeting rooms, ballrooms and public area corridors. Should you require an adaptor, please contact your Event Manager or our Client Utilities Department at 215-418-2190.

1. Outlets are not to be used by exhibitors under any circumstance.
2. 3rd party vendors are required to place an order with the Client Utilities Department when power is needed.
3. A licensee may use one outlet for personally owned computers (limit 2). The Client Utilities Department will provide an adaptor at not cost.
4. A contractor may use one outlet per meeting room for an AV Presentation. The Client Utilities Department will provide an adaptor at no cost.
5. A licensee may use one outlet per meeting room for an AV Presentation provided the equipment is personally owned. Any equipment used from a 3rd party would require an electrical service order. The Client Utilities Department will provide an adaptor at not cost.
6. AV presenters that supply their own cord must use a grounded 12/3 flat cord which is in compliance with Fire Marshal regulations.

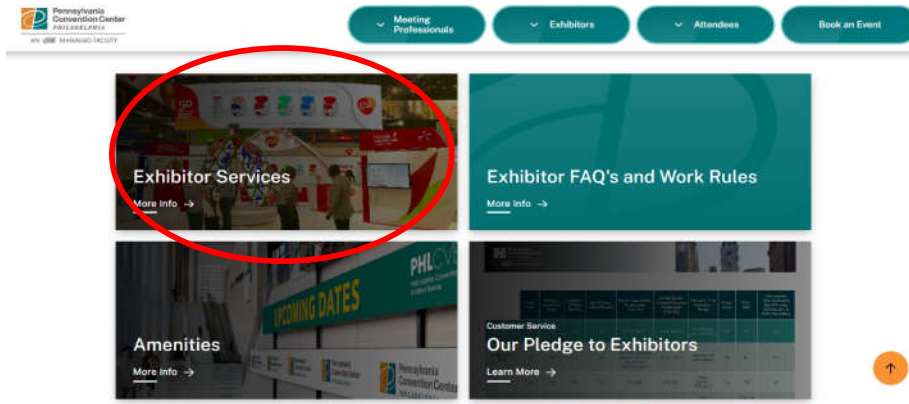
# PENNSYLVANIA BRIDAL & WEDDING EXPO

## ELECTRICAL ORDER FORM

- To access the exhibitor utility services, please visit: [www.paconvention.com](http://www.paconvention.com)
- On the home page, click on the "Exhibitors" tab

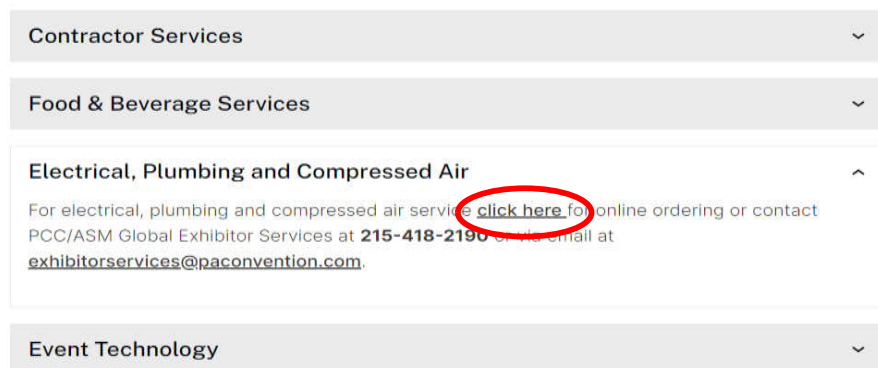


- Scroll down and click on "Exhibitor Services"



- Click the "Electrical, Plumbing and Compressed Air" option which will open a drop down. From there click the "click here" link.

## Exhibitor Services



- Scroll down to find and click on "Pennsylvania Bridal & Wedding". This will bring you to next page where you will set up an account and place your order.
- If you are having difficulties placing orders or accessing your account:  
**Please contact PCC/ASM Global Exhibitor Services**  
Phone: 215.418.2190  
Email: [exhibitorservices@paconvention.com](mailto:exhibitorservices@paconvention.com)