



Connecticut Convention Center

100 Columbus Blvd., Hartford, Connecticut 06103

Phone: 860.948.1972

Fax: 860.948.1960

Forms available online at www.ctconventions.com

Services Provided by PSAV



TC _____

TELECOMMUNICATIONS SERVICE ORDER FORM

Name of Event:	Date of Event:
Firm Name:	Booth Number:
Street Address:	Contact Person:
City, State, Zip:	On-Site Phone Number:
E-mail Address:	

Payment notice – services will not be supplied until total due is paid in full.
 Tax must be included unless you produce State of CT Tax Exemption documentation.
Internet codes are priced per computer and per day.

Payment Information Must Accompany Order

Money Order #:	Check #:
<input type="checkbox"/> Mastercard <input type="checkbox"/> Discover Card <input type="checkbox"/> Visa <input type="checkbox"/> American Express	
Name on Card:	
Credit Card #:	
Expiration Date:	
Authorized Signature:	

Internet Daily Rates *Weekly packages quoted per group *Wired connections incur a \$75.00 labor charge	Rate per Day	*\$75.00 Labor Charge (if applicable)	# of Days	# of Computers	20% Service Charge	CT 6.35% Tax	Total
Wired/Wireless Booth Internet 384kb *Please circle connection type (wired (add \$75.00 labor) or wireless). *(1) Dedicated line – No more than (4) lines per group	\$75.00						
Indicate dates of activation here:	___/___/___ - ___/___/___						
Wired/Wireless Booth Internet 512kb *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$500.00						
Indicate dates of activation here:	___/___/___ - ___/___/___						
Wired/Wireless Booth Internet 1MB *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$750.00						
Indicate dates of activation here:	___/___/___ - ___/___/___						
Wired/Wireless Booth Internet 1.5MB *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$1,500.00						
Indicate dates of activation here:	___/___/___ - ___/___/___						
Wired/Wireless Booth Internet 2MB *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$2,000.00						
Indicate dates of activation here:	___/___/___ - ___/___/___						
Phone Daily Rates	Rate per Day	Labor Charge	# of Days	20% Service Charge	CT 6.35% Tax	Total	
Analog or IP Phone *Please Circle: <u>Phone</u> <u>Fax</u> <u>Credit Card</u>	\$75.00 /each	\$75.00					
Audio Conference Phone	\$150.00 /each	\$75.00					

*Labor charges for complicated set up or long cable runs discussed as needed at \$75.00 per hour.

*Exhibitor Packages to satisfy larger groups are available.

Please call Exhibitor Services at 860.728.2640 for more information.

ORDER TOTAL: