



Connecticut Convention Center

100 Columbus Blvd., Hartford, Connecticut 06103
Phone: 860.728.2640 **Fax:** 860.728.2641 **Cell:** 860.604.6790
 Forms available online at www.ctconventions.com
Services Provided by PSAV

IT _____

TELECOMMUNICATIONS SERVICE ORDER FORM

Name of Event:	Date(s) 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 submit State of CT Tax Exemption documentation with your order form.
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 <small>*Weekly packages quoted per group</small>	Rate per Day	# of Days	20% Service Charge	CT 6.35% Tax	Total
Pre-Paid - Wireless Internet (3 days prior) (per device/10 devices max)	\$45.00 /each				
Indicate dates of activation here:	___/___/___ - ___/___/___				
On-Site - Wireless Internet (per device/10 devices max)	\$75.00 /each				
Indicate dates of activation here:	___/___/___ - ___/___/___				
Wired Internet - Initial Connection	\$250.00				
Indicate dates of activation here:	___/___/___ - ___/___/___				
Wired Internet - Additional Line(s)	\$100.00 /each line				
Indicate dates of activation here:	___/___/___ - ___/___/___				
Hub/Switch <small>*Required for 2 or more wired lines</small>	\$30.00				
Dedicated bandwidth Pre-Paid (512kb) (unlimited devices)	\$500.00				
Indicate dates of activation here:	___/___/___ - ___/___/___				
Higher Dedicated Bandwidth Available	Please call for pricing and other information				

Phone Daily Rates	Rate per Day	Labor Charge	# of Days	20% Service Charge	CT 6.35% Tax	Total
Analog or IP Phone <small>*Please Circle: Phone Fax Credit Card</small>	\$75.00 /each	\$70.00				
Audio Conference Phone	\$150.00 /each	\$70.00				
ISDN Line	\$500.00 /each	\$70.00				

*Labor charges for complicated set up or long cable runs discussed as needed at \$70.00 per hour.
 *Exhibitor Packages to satisfy larger groups are available.
 *Long distance usage will be monitored and the CTCC will charge accordingly.
Please call Exhibitor Services at 860.728.2640 for special internet connection or more information.

ORDER TOTAL: