



Data Services

Return Form To:
 650 Okeechobee Blvd.
 West Palm Beach, FL. 33401
 Attn: Exhibitor Services

Phone: 561-366-3023
 Fax: 561-366-3024

To receive advance rate, orders and full payment must be postmarked 14 days prior to the first scheduled show date.

Event Name:			Booth #	
Exhibiting Company:			Dates - From:	
Address:			To:	
City:			Ordered By:	
State:	Zip Code:		E-Mail:	
Phone:	Cell:		Fax:	
Service Descriptions:			Quantity	14 Day Advance Rate
				Show Rate
				Total
Wireless High-Speed Internet Service:				
Daily Rate - Per Connection				\$99.00
Run of Show - Per Connection - up to 14 days				\$300.00
Each Additional Connection - Run of Show, to 14 days				\$200.00
Hard-Wired High-Speed Internet Service:				
Daily Rate - Per Connection				\$130.00
Run of Show - Per Connection - up to 14 days				\$390.00
Each Additional Connection - Run of Show, to 14 days				\$260.00
Other Data Services:				
1 Block of 16 IP Addresses at 1 location				\$499.00
ISDN Service from your Carrier, extended to your booth				30 Day Notice Only
T1 Service, from your Carrier, extended to your booth.				30 Day Notice Only
Data Equipment Rentals:				
16 Port Ethernet Switch			\$150.+ \$9.75 Sales Tax= \$159.75	\$195.+ \$12.68 Sales Tax= \$207.68
Ethernet Patch Cable			\$35.+ \$2.28 Sales Tax= \$37.28	\$45.+ \$2.93 Sales Tax= \$47.93
Labor:				
IT Technicians are available for Customer Support				
at a Rate of \$80.00 per hour, 1/2 hour minimum.				
				_____ hr/hrs.
				\$
Miscellaneous:				
				\$
TOTAL				\$
Special Instructions:				

Prices listed are for specific periods, please read carefully.

By signing and returning this form, customer agrees to all terms and conditions printed on this form and related documents. The PBCCC reserves the right to correct orders that have been figured incorrectly. Tax rates are subject to change without notice.

Signature _____ Date _____

<input type="checkbox"/> Check: Payable to: Palm Beach County Convention Center <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express Account No: _____ / _____ / _____ Exp. Date Verification Code Cardholder Name (Please Print) _____ Authorized Signature: _____ Credit Card Billing Address: _____ City/State/Zip: _____		PBCCC USE ONLY: Amount Paid _____ Balance Due _____ FOP _____ Date Received _____ Initials _____ Notes _____
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Palm Beach County Convention Center Data Services Terms and Conditions:

Payment:

PBCCC must receive payment in full with your order at least fourteen (14) days prior to the first scheduled show date. Orders received less than fourteen (14) days in advance or without full payment will not receive Advance Rates, regardless of date of receipt from Show Management. Unpaid orders will not be installed. We accept checks, Visa, MasterCard, and American Express.

Any additions or changes to your order, advance or on-site, will require full payment before installation. Any Long Distance charges or replacement of damaged / missing equipment will be billed after the end of the event.

Rates and Labor Charges:

- a. These rates only cover bringing service to your booth in the most convenient manner.
- b. Rates do not include connecting equipment to provided services.
- c. Special placement or relocation of service will require a labor charge. Contact Exhibitor Services, at top of Order Form, to order special placement of service.
- d. Late or On-Site Orders: - We cannot guarantee service will be operable by the opening of the show. Installation during show hours may require Show Management approval. No discounts will be given.
- e. All prices are based on current rates and are subject to change without notice.

Install / Disconnect and Use of Service

- a. Orders paid in full will be processed and installation completed in order of receipt whenever possible. Earliest orders usually receive highest priority.
- b. All equipment provided will remain the property of Palm Beach County Convention Center and shall be disconnected / removed by our staff only. The exhibitor is responsible for replacement, repair costs and damages to equipment during rental period. The rental period is from installation through removal.
- c. Computers: If you need guidance configuring your computer equipment, an IT technician can assist you for a labor charge of \$80. /Hour or \$40. minimum charge. PBCCC cannot be responsible for the re-configuration or incidental internal or external damage to your personal or rental computer equipment.
- d. Attention: The rental of an IP Address is for ONE DEVICE ONLY. The use of routers, switches, hubs, DHCP, wireless LAN's or other applications for the purpose of sharing an IP Address is PROHIBITED. Those persons found in violation of this policy will be liable for additional fees or may have this service DISCONNECTED without notice or refund of fees at the sole determination of the PBCCC.

Contact Exhibitor Services via the information found at the top of this order form to inquire about availability of specialized services and price quotation.

CANCELLATION POLICY:

- a. If cancelled before installation and more than six [6] days prior to 1st Show Date = 90% REFUND.
- b. If cancelled before installation, but six [6] days or less prior to the 1st Show Date = 50% REFUND.
- c. If cancelled after the service has been installed = NO REFUND.

NOTICE: The Palm Beach County Convention Center is not responsible for damage to personal equipment and/or personal injury due to the misuse of provided services. Any tampering with IT equipment [including, but not limited to, utility floor boxes, cabling, or rented equipment] at any time may result in the disconnection of services and/or additional charges. PBCCC cannot be responsible for any injuries or damages that may occur as a result of this tampering.