



# DALLAS MARKET CENTER Telecommunications Order Form

Cypress Communications  
2100 Stemmons Frwy., 5<sup>th</sup> Floor  
Dallas, Texas 75207  
(214) 583-8777 FAX (214) 583-8779

Company _____		
Address _____		
City _____	State _____	ZIP _____
Contact Name _____		
Phone _____	FAX _____	
Name of Event/Show _____		
Start Date of Service _____		End Date _____
Room and/or Booth # _____ Building (WTC,APM,MWM,TM,MH) _____		
<b>Limited Facilities available at Market Hall</b>		

List quantity of each. Cypress Communications will provide a telephone number, the equipment you indicate, and a 25' line cord for all single line telephones. Unless otherwise arranged, rates are per event for up to one week of service. **PLEASE SUBMIT THIS APPLICATION FOR SERVICE NO LATER THAN 10 DAYS BEFORE THE EVENT.** Orders received after that time will be subject to a **\$50.00 LATE FEE** and will be handled on a first come first serve basis.

LINE TYPE:	1 <sup>st</sup> Unit Charge	Add'l Unit	Qty.	Total Charge
Line only *(for credit card,laptop,fax)	\$125.00	\$ 50.00	_____	\$ _____
Line with telephone set	\$150.00	\$ 75.00	_____	\$ _____
Line with digital multi-line set	\$250.00	\$100.00	_____	\$ _____
Voice mail box	\$ 25.00	\$ 25.00	_____	\$ _____

**Order Subtotal** \$ \_\_\_\_\_

**Long Distance/Restrictions:(Please check one)**

Local and Toll Free access ONLY  \_\_\_\_\_  
 Local AND Long distance access  \_\_\_\_\_  
 (Credit Card **REQUIRED** for long distance service)

Federal Excise Tax (3%)	\$ _____
State & Local Tax (8.25%)	\$ _____
Surcharge, Local Svc. (7.12%)	\$ _____
TIF Reimbursement (1.35%)	\$ _____
Federal USF Charge (5.54%)	\$ _____

Please indicate location of lines

**ORDER TOTAL** \$ \_\_\_\_\_

REAR

LEFT **BOOTH** RIGHT

FRONT

**Payment REQUIRED prior to service installation**

\_\_\_\_ Check attached payable to Cypress Communications  
 \_\_\_\_ Charge to Credit Card TYPE: (AMEX, MC, V)  
 Card#: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
 I hereby authorize Cypress Communications or its agents to install the services described above. I will be responsible for all charges incurred, and for any equipment lost or damaged while in my care.

For office use only: Connect Order \_\_\_\_\_ Disconnect Order \_\_\_\_\_

Extensions: \_\_\_\_\_

**\* NOTE : Modems and Credit Card Approval Machines must be programmed to dial "9" to make outgoing calls.**