



# Connecticut Convention Center

100 Columbus Blvd., Hartford, Connecticut 06103

Phone: 860.948.1972

Fax: 860.948.1960

Forms available online at [www.ctconventions.com](http://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
<b>Wired/Wireless Booth Internet 384kb</b> *Please circle connection type (wired (add \$75.00 labor) or wireless). *(1) Dedicated line – No more than (4) lines per group	\$75.00						
<b>Indicate dates of activation here:</b>	___/___/___ - ___/___/___						
<b>Wired/Wireless Booth Internet 512kb</b> *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$500.00						
<b>Indicate dates of activation here:</b>	___/___/___ - ___/___/___						
<b>Wired/Wireless Booth Internet 1MB</b> *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$750.00						
<b>Indicate dates of activation here:</b>	___/___/___ - ___/___/___						
<b>Wired/Wireless Booth Internet 1.5MB</b> *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$1,500.00						
<b>Indicate dates of activation here:</b>	___/___/___ - ___/___/___						
<b>Wired/Wireless Booth Internet 2MB</b> *Please circle connection type (wired (add \$75.00 labor) or wireless). *Call for specifics on estimated number of users	\$2,000.00						
<b>Indicate dates of activation here:</b>	___/___/___ - ___/___/___						
Phone Daily Rates	Rate per Day	Labor Charge	# of Days	20% Service Charge	CT 6.35% Tax	Total	
<b>Analog or IP Phone</b> *Please Circle: <u>Phone</u> <u>Fax</u> <u>Credit Card</u>	\$75.00 /each	\$75.00					
<b>Audio Conference Phone</b>	\$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.

\*Long distance usage will be monitored and the CTCC will charge accordingly.

Please call Exhibitor Services at 860.728.2640 for more information.

**ORDER TOTAL:**