



**Baltimore Convention Center**  
 1 West Pratt Street  
 Baltimore, Maryland 21201-2499  
 Ph. 410.649.7000 • Fax 410.649.7005

# Telecommunications Service Order Form

Federal Tax Identification 52 6000769

**ORDER ONLINE [www.bccenter.org](http://www.bccenter.org)**

EVENT NAME		PHONE NO. (required)	DATES
EXHIBITOR NAME	E-MAIL ADDRESS (Required for confirmation receipt)		BOOTH NUMBER

**STANDARD TELEPHONE SERVICE:** Standard service includes a one-time installation and removal of a single line set and 25 foot cord. **INCLUDING ALL LOCAL CALLS** (all applicable taxes) will be billed at AT&T D.D.D. rates. Any rental equipment not returned to the Baltimore Convention Center will be billed to the responsible party. Relocating services after installation will be charged on a time and material basis. **STANDARD RATE: Standard Prices will be applied to orders not received 21 days prior to show opening.**

QUANTITY	LINE REQUIREMENT SERVICES	DISCOUNT	STANDARD	TOTAL
	Line with unlimited local service	\$295/line	\$ 395/line	
	Non-Dedicated Modem Line	\$295/line	\$ 395/line	
	Dedicated Modem Line	\$325/line	\$ 425/line	

### ADDITIONAL FEATURES AND EQUIPMENT

*(Credit card number must accompany this form to receive long distance capability)*

	Long Distance Capability (Minimum Long Distance Toll Charges \$1.00)	(circle) Yes/No		
	Voice Mail	\$20/ea		
	Call Forwarding	\$5/ea		
	Call Waiting	\$10/ea		

### SPECIALTY SERVICES

	<b>ISDN-BRI</b> (usage charge will be billed at \$0.03 for local/per minute and \$0.28 for long distance per minute)	\$645	\$ 968/line	
	<b>Wireless Internet Access.</b> Provides 802.11 Internet access for one wireless client (requires unique username & password). If additional wireless clients will be connected, additional IP addresses must be purchased. Internet access is provided via the shared 45 Mbps, T3 connection.	\$895 / 1st Client	\$1,190 / 1st Client	
	<b>Internet Access.</b> An internal hookup is required for any exhibitor requiring Internet service. The internet hookup includes one 10BaseT shared media port and one IP address, and if additional nodes will be connected, additional IP address must be purchased. Internet access is provided via the shared 45Mbps, T3 connection.	\$995/line	\$1,323/line	
	<b>T1 - Dedicated.</b> T1 frame relay access between show floor and Internet Service Provider. This comes with 4 additional IP address.	\$2,795	\$3,634	
	<b>Additional IP Addresses.</b> IP addresses are sold per node, and there must be one IP purchased for each node using the service. No proxy server, (Network Address Translation), multi terminal extenders, or any other type of gateway may be used to provide multiple nodes access through the purchase of lesser number of IP address. In the event such a device is used, one IP address must be purchased for the gateway and one for each node using the gateway.	\$125/IP	\$156/IP	
	<b>Point to Point.</b> Point to Point connections available on request. Please call for pricing.	CUSTOM	CUSTOM	
	<b>Hub.</b> 8 port hubs are available for customers wishing to establish LANs on the exhibit floor. These hubs are 8 port unmanaged 10BaseT patch cable. Exhibitors may provide their own patch cables.	\$100		
	<b>Patch Cable.</b> Patch cable are available in lengths from 6 to 15 feet. Additional lengths available on request. These are Category 5 10BaseT patch cable. Exhibitors may provide their own patch cables.	\$25		
	Multi-line station (with digital set)	\$395/line	\$ 593/line	
	Cable Television Connection	\$295/line	\$ 450/line	

**Technical Support** for issues not related to physical connectivity will be charged at a rate of \$65 per hour with a minimum of one hour charged time.

REQUESTED DATE OF CONNECTION	Every effort will be made to provide service 4 hours prior to the end of the first exhibitor move in date. Disconnection will be 4 hours after published close of event. Lines will be paced in the most convenient location unless detailed plan is attached.	<b>SUBTOTAL + 2% PSC tax</b>	
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SPECIAL INSTRUCTIONS	<b>NET CHARGES</b>	
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LOCATION/BOOTH #

Indicate telephone location in Booth with an X.

Rear

Left

Standard Booth

Right

Island Booth

Aisle # \_\_\_\_\_ Aisle # \_\_\_\_\_

The location must be provided to ensure service by the due date. Use above area or attach floor plan. A \$65.00 move/change fee will be charged for moves requested after line is installed.

**NO CREDIT CAN BE ISSUED ON SERVICES INSTALLED AND NOT USED. RATES SUBJECT TO CHANGE WITHOUT NOTICE.**

**CHECK OR CREDIT CARD INFORMATION MUST ACCOMPANY ORDER.**

PAYMENT ENCLOSED \$ \_\_\_\_\_ OR CHARGE TO:

AMEX  VISA  MASTERCARD

ACCT # \_\_\_\_\_ EXP. DATE \_\_\_\_\_

CARD HOLDER \_\_\_\_\_

**AUTHORIZED SIGNATURE** \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_

Phone No. \_\_\_\_\_ Order Placed By \_\_\_\_\_

**I also authorize charging any unpaid balance to my credit card.**



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SPECIAL INSTRUCTIONS	<b>NET CHARGES</b>
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