Connecticut Convention Center

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Forms available online at www.ctconventions.com

IT _____

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 submit State of CT Tax Exemption documentation with your order form.
Check payment method only accepted on prepaid orders.
Internet codes are charged per computer and per day.
Pre-Paid rates apply order paid in full and received 1 day prior to first scheduled move in day.
On-Site rates apply to after the 1 day cut off rate. No exceptions.

Payment Information Must Accompany Order

**** Online Checkout → Instant Email Confirmation ****
1) Visit **www.ctconventions.com** 2) Select **Exhibitors** 3) Select **Order Services**

Money Order #:	Check #:

☐ MasterCard ☐ Discover Card ☐ Visa ☐ American Express

Name on card:

Billing Address **(if different from above):**

Billing City: State: Zip Code:

Credit Card #:

Expiration Date: Security Code:

Authorized Signature:

Internet Daily Rates	Pre-Paid Rate	On-Site Rate	Quantity	# of Days	CT 6.35% Tax	Total
Wireless Internet **(per device/per day)**	$25	$45				
Wired Internet – Initial Connection **(per line/per day)**	$45	$65				
Dedicated Bandwidth	**Please Call for Pricing and Other Information**					

Phone Line Daily Rates	Pre-Paid Rate	On-Site Rate	Quantity	# of Days	CT 6.35% Tax	Total
Phone Line ***Please Circle:** Phone Fax Credit Card **(per device/per day)** *The CTCC Does NOT Provide Phone, Credit Card or Fax Machines*	$75	$100				
Additional Phone Services Available	**Please Call for Pricing and Other Information**					

***Indicate dates of activation here: _____/_____/_____ - _____/_____/_____**

***Exhibitor Packages to satisfy larger groups are available.**
***Please contact Exhibitor Services at 860.728.2642 for additional pricing and information.**

ORDER TOTAL: