

FOR OFFICIAL USE ONLY:

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CLARK COUNTY  
**EVENT CENTER**  
*at the Fairgrounds*

**TELECOMMUNICATIONS SERVICE ORDER FORM**

**SUBMIT TO:**

Clark County Event Center | FSMG  
17402 NE Delfel Road, Ridgefield, WA 98642  
phone: 360.397.6180 • fax: 360.397.6185

Name of Event: \_\_\_\_\_ Event Dates: \_\_\_\_\_

Exhibitor Name: \_\_\_\_\_ Booth #/Location: \_\_\_\_\_

Exhibitor Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Show General Location of Line Placement in Booth:

LEFT

REAR

RIGHT

FRONT AISLE

**Form of Payment:**

Credit

Debit

Card information:

Visa

MasterCard

Discover Card

Account Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Telecommunications Services:** To receive the Advance Order rate, orders must be received with payment a minimum of 14 days prior to the load-in of the event. Orders received after that time will be charged the Floor Order Rate. Prices are per event.

<u>Quantity</u>	<u>Service</u>	<u>Advance Order</u>	<u>Floor Order</u>	<u>Total</u>
_____	Analog phone line	\$140.00	\$175.00	_____
_____	Additional analog lines	\$100.00	\$135.00	_____
_____	Internet Access	\$140.00	\$175.00	_____

Does Exhibitor require Virtual Private Network (VPN)?  Yes  No (**NOTE:** Only limited VPN access available. VPN may not be available due to limited IP addresses for Exhibition Hall)

Total Telecommunications Charges: \$ \_\_\_\_\_

Less Payment Received: \$ \_\_\_\_\_

Additional Long Distance Charges: \$ \_\_\_\_\_

Remaining Balance: \$ \_\_\_\_\_

Date of Charge to Credit or Debit card: \$ \_\_\_\_\_

Duration of Telecommunication Service: from \_\_\_\_\_ to \_\_\_\_\_

**Additional Information:**

Exhibitor will be expected to provide any and all equipment used on the analog phone lines and the internet lines provided by the Fairgrounds Site Management Group.

Please specify what type of equipment you will be using on this line, i.e. modem, fax, phone, visa machine, or computer.

Type of equipment: \_\_\_\_\_

Price includes \$20 (non-refundable) long distance services. Any charges incurred above \$20 will be charged to the Exhibitors credit or debit card.

It will be necessary to dial a "9" when placing a call.

Wireless internet connection (WiFi) is available in the Exhibition Hall at NO charge.

If you have any questions regarding the telecommunications serviced, please contact the Fairgrounds Site Management Group at 360.397.6180