

FOR OFFICIAL USE ONLY:

Date Received: _____

Date Processed: _____

Confirmation: _____



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