



INTERNET AND TELEPHONE SERVICES ORDER FORM

COMPLETE AND FORWARD THIS ORDER ALLOWING AT LEAST 7 DAYS NOTICE TO ENSURE INSTALLATION OF SERVICE BY THE DATE REQUIRED.

LATE SERVICE CHARGES MAY BE APPLICABLE ON ORDERS RECEIVED LESS THAN 7 DAYS PRIOR TO THE REQUIRED DATE.

PLEASE PRINT

NAME OF SHOW OR EVENT		DATE OF EVENT		LOCATION OF SERVICE FLOOR #		BOOTH #	
COMPANY NAME				Area Code		Telephone Number	
REPRESENTATIVE				Area Code		Fax Number	
MAILING ADDRESS :							
CITY OF TOWN		PROV. OR STATE		POSTAL CODE OR ZIP			

DATA OR COMPUTER SERVICE ONLY

<p>HI SPEED (HARDWIRED) INTERNET ACCESS 10 MBPS BURSTABLE TO 40 MBPS # OF ETHERNET JACKS: _____ (PRIMARY) _____ (ADDITIONAL) For P.O.S. MACHINE <u>Y/N</u></p> <p>COST OF EACH COMPUTER CONNECTION: Primary Single Line-\$230.00 (per line)per event duration Switch/split line-\$85.00 per computer per event duration *** SEE OVER RE CONNECTION INSTRUCTIONS ***</p> <p>HI SPEED WIRELESS: _____ (PRIMARY) _____ (ADDITIONAL) COST : Primary Single connection (✓ Preferred Choice) ____ \$40.00 each, per day, ____ \$80.00 each, per event duration ____ \$30.00 each additional per day, ____ \$60.00 per event duration</p> <p>For a minimum of 5 connections: (✓ Preferred Choice) ____ \$26.00 per day per connection, total cost \$130.00 ____ \$80.00 per week per connection, total cost \$400.00</p>	<p style="text-align: center;">HOT SPOT SERVICE</p> <p style="text-align: center;">FREE SERVICE FOR 1 HR(USER CANNOT LOG IN & OUT) AFTER THAT USER CANNOT LOG IN FROM SAME COMPUTER FOR 3 HRS 3 HR PAID SERVICE - \$15.00 24 HR PAID SERVICE - \$25.00</p> <p style="text-align: center;">SELF-SERVICE – VIA PAYPAL</p> <p style="text-align: center;">FROM AVAILABLE WIRELESS NETWORKS, SELECT <u>WCC-PUBLIC</u></p> <p style="text-align: center;">HOT SPOT SUPPORT SERVICE 8 :30 AM TO 4 :30 PM (M – F) AT 956-1720</p> <p style="text-align: center;">DOWNLOAD SPEED 1 MBPS – UPLOAD SPEED 384 KBPS</p> <p style="text-align: center;">NOTE : PLUS APPLICABLE TAXES</p>
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TELEPHONE & FAX SERVICE ONLY

<p>VOICE TELEPHONE SERVICE</p> <p># OF LINES: _____ # OF PHONE SETS: _____ FOR BANK MACHINE <u>Y/N</u></p>	<p>FAX SERVICE</p> <p># OF LINES: _____</p>
◆ COST PER LINE - \$185.00 PLUS APPLICABLE TAXES	◆ VOICE MAIL EXTRA \$26.00 EACH PHONE
◆ TOUCH TONE TELEPHONE INCLUDED	◆ PLEASE SEE ☎ NOTE RE DEPOSIT (BACK PAGE)
◆ LONG DISTANCE CHARGES EXTRA	◆ CLIENTS RELOCATING AN MTS CENTREX SERVICE WILL BE CHARGED A FEE OF \$80.00 PER CONNECTION
◆ SPEAKER PHONE EXTRA \$11.00 EACH	◆ ADDITIONAL FEATURES AVAILABLE, PLEASE CALL FOR RATES AND FEATURES

PLEASE PROVIDE CREDIT CARD INFORMATION

CREDIT CARD NAME & NUMBER: _____ EXPIRY DATE: _____

CARD HOLDER NAME: _____ CARD HOLDER SIGNATURE: _____


INTERNET INFORMATION

- Please see our A/V technicians for a user name and password
- If you have any questions, **please contact our IT Department at (204) 957-4518**
- **LABOUR CHARGE**, (if required)
Labour rates for IT Technician **\$73.00** per hour, minimum 1 hour

POLICIES

- The Winnipeg Convention Centre is the sole provider of hardwired high speed internet service in the facility
- Use of each paid connection is to be used by one computer only
- No connection can be resold
- Splitting of each connection for additional computers is subject to an additional charge of **\$85.00** per connection
- Use of wireless network components is not allowed except for the express purpose of demonstrating a product in an exhibit booth. In such cases, all wireless network components must be secured to prevent general public access. Customer installed equipment is not allowed to provide wireless internet access.
- Other additional charges may be incurred if the above policies are not abided by.

TELEPHONE INFORMATION

INCLUDE:  **\$285.00 (CANADIAN FUNDS)** ADVANCE PAYMENT FOR EACH TELEPHONE LINE ORDERED. COST OF SERVICE, I.E. PHONE SERVICE PLUS LONG DISTANCE CHARGES TO BE CHARGED AGAINST DEPOSIT. DIFFERENCE WILL BE REFUNDED. PLEASE PROVIDE CREDIT CARD INFORMATION, OR YOUR MONEY ORDER OR CHEQUE SHOULD BE MADE PAYABLE TO THE CONVENTION CENTRE CORPORATION.

PAYMENT IN FULL MUST ACCOMPANY ORDER.

MAIL TO: Winnipeg Convention Centre
Tradeshaw Services
375 York Avenue
Winnipeg, Manitoba, R3C 3J3

or

FAX TO: (204) 957-4576
E-MAIL: maryf@wcc.mb.ca
CALL: (204) 957-4538

1. All telephones and other equipment (the "Equipment") provided by the Winnipeg Convention Centre or designate ("WCC") to the customer specified above (the "Customer") will remain the property of WCC at all times, and must not be removed from the Convention Centre premises. **The Customer is responsible for all applicable LONG DISTANCE charges as well as the Equipment at all times while the Equipment is under the care, custody or control of the Customer.**
2. The Winnipeg Convention Centre will pick up telephone equipment at the conclusion of the event.
3. Failure to return the Equipment to The WCC will result in The WCC billing the customer for the cost of the Equipment.
4. There will be a minimum charge of \$62.25 to move/change location (**if possible**) of already installed lines.
5. Services ordered, installed but not used, will **NOT** be refunded.
6. All claims or discrepancies must be settled at the Convention Centre site prior to the show closing.

IF WE CAN BE OF FURTHER HELP CALL US AT AREA CODE 204-957-4538

➤ *RATES ARE SUBJECT TO CHANGE WITHOUT NOTICE*

