

Exhibitor Order Form



San Jose McEnergy Convention Center (SJCC)
High Speed Internet Access Service Order Form

Contact information:

Team San Jose Technology Services:

Phone: 408-792-4188 Fax: 844-272-0992 or email: techservices@sanjose.org

Event Name: _____ Date: _____
 Company/Organization: _____ Booth/Room Location: _____
 Billing Contact: _____
 Phone Number: _____ Fax Number: _____
 Contact Address: _____
 Contact Email: _____

Payment/Method: Check: Checks should be made payable to "Team San Jose" & sent to 408 Almaden Blvd, San Jose, CA 95110
 Attention: Billing/Finance

Credit Card: (Check one and complete all lines below)

Visa _____ MasterCard: _____ AMEX: _____
 Card# _____ Exp. Date _____ CVV2 _____ (3 digit # back of card)
 Name on Card: _____ Authorized Signature: _____

Service Summary: The San Jose McEnergy Convention Center has deployed a start-of-the-art wired and wireless network for servicing clients with industry leading technology. The Convention Center internet connectivity is powered by two redundant 10 gigabit internet connections from Hurricane Electric and Cogent Communications. Dark fiber is available for rental to one of the west coast's premier co-locations facilities allowing you to contract directly with the service provider of your choice. Shared bandwidth up to 1 gigabit is available for both wired and wireless connectivity. In addition, dedicated bandwidth is also available up to an additional 1 gigabit. Additional bandwidth available upon request.

PLEASE INCLUDE YOUR PLACEMENT DIAGRAM TO AVOID ADDITIONAL CHARGES.

DESCRIPTION OF SERVICE	QTY	BASE	TOTAL	Balance
WiFi at Convention Center, Airport and Downtown (WickedlyFastWifi) – No Order Form Needed	XXXXXXX	FREE	FREE	XXXXXXXXXXXX
Basic Hardwire Connection (WiFi Routers, Switches, Hubs Prohibited - No Public Static IP)		\$650		
Premium Hardwire Connection (WiFi Routers, Switches, Hubs, Public Static IP upon request)		\$2650		
Additional Connections – Connections within 25 ft of primary connection		\$250		
Booth Access Point (20mbps) SSID: _____ PW (Minimum 8 Characters): _____		\$2000		
Damaged Access Point, Switch, or Bridge		\$1000		
Conference Phone w/ VOIP Connection		\$700		
Analog Voice Line with 50 state dialing (Fax Capable)		\$325		
Custom (Administrative Use Only):		\$		
Hourly Service Charge		\$150		

Terms and Conditions

1. **All outside switches, hubs, wired/wireless routers, access points, and/or any other network distribution devices for which San Jose McEnery Convention Center (SJCC) directly or indirectly provides Internet/Network connectivity will fall under the billing scope of a “Premium Hardwire Connection”.**
2. Any changes in placement to connections will be accounted for as added connections.
3. Assistance required outside our hours of work will incur an hourly service charge.
4. Only SJCC personnel are authorized to modify system wiring or cabling. Material and equipment furnished by SJCC for this service contract shall remain the property of SJCC.
5. **Service problems** must be reported immediately. Service claims will not be considered unless filed in writing by Customer prior to close of the show.
6. The prices listed on this contract do not include Federal, State, Local or Other Taxes and Tax surcharges. Taxes/Tax surcharges will be included on your final bill.
7. **Equipment Management:** The customer will be fully responsible for returning all rental equipment to the SJCC Tech Services Desk within one (1) hour following the close of the show.
8. **Cancellations** must be in writing. Some broadband services and special circuits cannot be cancelled once ordered. Charges will apply for orders that have already incurred.
9. **Placement Diagrams:** **Failure to provide a placement diagram will result in the drop and/or drops being placed at the rear center of your booth. Additional costs will be associated with moving each drop to the correct location.**

All Customer contracts and agreements are solely between San Jose McEnery Convention Center (SJCC) and the prospective Customer.

CUSTOMER ACCEPTANCE OF ALL SAN JOSE MCENERY CONVENTION CENTER TERMS AND CONDITIONS/ATTACHMENTS:

With execution of this document the Customer hereby authorizes SJCC to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions and Attachments contained herein & on the Website.

Print Authorized Name

Authorized Signature

Date