



Telecommunications – Internet – Networking
Service Order Form
 NO FAX ORDERS

Date Received _____
 Service Order # _____
 Ph: 503.235.7578
 Mail: Oregon Convention Center
 777 NE MLK Jr. Blvd.
 Portland, OR 97232
 Attn: OCC Operations Dept.
 Email: servicedesk@oregoncc.org

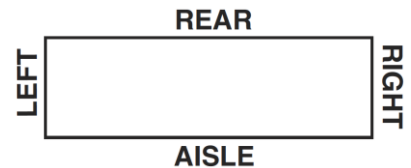
Oregon
 Convention
 Center

Effective dates: 07/01/2017 - 06/30/2018
 Prices subject to change without notice
 See other side for Terms of Service

Shared Internet Access	Quantity	Daily Rate Standard	Daily Rate Floor	Max/Run-of-show Rate Standard	Max/Run-of-show Rate Floor	Total
Basic Internet – Wired – Up to 3Mbps for 1 device		\$230.00	\$260.00	\$920.00	\$1,040.00	
Business Class Internet – Wired – Up to 10 Mbps for 10 devices; includes 1 wired drop (use of layer 2 Ethernet switch permitted)	1	\$680.00	\$750.00	\$2,720.00	\$3,000.00	
Business Class – Wiring (additional device wiring for Business Class Internet)				\$120.00	\$140.00	
Business Class Wi-Fi – Up to 10 Mbps per connection		\$50.00	\$50.00	\$200.00	\$200.00	
Business Class Group Wi-Fi – Up to 10Mbps for 10 devices	1	\$340.00	\$380.00	\$1,360.00	\$1,520.00	
The use of routers – wired or wireless – or other network equipment, is prohibited without prior authorization. Please see complete Terms of Service for more information.					SUBTOTAL:	
Telephone Services	Quantity	Daily Rate Standard	Daily Rate Floor	Max/Run-of-show Rate Standard	Max/Run-of-show Rate Floor	Total
Standard Voice Line – Includes line with telephone		\$175.00	\$200.00	\$275.00	\$315.00	
Credit Card / Fax Line – Includes line with jack		\$175.00	\$200.00	\$275.00	\$315.00	
Do you want long distance? (please circle one) yes no	-	-	-	-	-	
					SUBTOTAL:	
Miscellaneous Services	Quantity	Daily Rate Standard	Daily Rate Floor	Max/Run-of-show Rate Standard	Max/Run-of-show Rate Floor	Total
Switch Rental 5-8 port		-	-	\$55.00	\$65.00	
Network Cable Rental – 25' or 50' Quantity: 25ft _____ ; 50ft _____		-	-	\$55.00	\$65.00	
Custom Requirements: (dedicated Internet access, public IP address, VLANs, etc. (call for pricing))				503.235.7578	503.235.7578	
					SUBTOTAL:	
Terms of Service: I agree in placing this order that I have accepted OCC's terms of service outlined on back of the order form. Credits will not be made for services delivered and not used.					GRAND TOTAL:	

Service Placement

- Service will be installed at the rear of the booth
- Any variation must be marked on the diagram. Labor charges may apply
- Please attach a second page with additional placement information if necessary
- If island booth, please attach a drawing of an adjacent booth for reference



Name of Event _____ Event Date(s) _____
 Exhibitor Name _____ Booth _____
 Email _____ Phone _____
 Address _____ City _____ State _____ Zip _____
 Form of Payment: Enclosed is my check or money order in the amount of: \$ _____ (payable to Oregon Convention Center)
 Visa MasterCard American Express Discover Account No. _____ Exp. Date _____
 Name: _____ Authorized Signature: _____

Payment in full must be rendered before service is provided.