



INTERNET SERVICE REQUEST FORM



PAYMENT FORM MUST ACCOMPANY THIS ORDER

Internet Access

- 1 3Mbps - 25Mbps Access
Burstable to 100Mbps
- 2 Fiber-optic Based-
Reliability and quality
- 3 Tier 1 Internet Access-
Most direct route to Internet
- 4 Constant Connection-
No dial-up busy signals
- 5 Installation-
Quick and easy

Make Your Tradeshow Sizzle!

Our high-speed fiber-optic based Internet service provided by Cox Business Services can make your tradeshow presentations sizzle with pictures, sound and streaming video across the Internet. Real time access to your files and information means rapid lead responses, lead tracking and information for exhibitors and attendees.

Static IP Addresses

One dynamic (DHCP) IP address provided for each connect. Additional IP addresses and static IP addresses are available at an additional charge.

CAT5 10baseT/RJ45 Connection

Industry standard connection to computer NIC cards.

Deadline In order to receive advance rates, orders must be received with payment a minimum of 20 days prior to the first move in date. Orders received after that date or without payment are required to pay standard rates. Please refer to the Show Facts form for specified date.

Terms and Conditions

- ADVANCED ORDERS SHALL RECEIVE PRIORITY SERVICE.
- All material and equipment furnished by the Cox Convention Center shall remain the property of the Cox Convention Center.
- Credit will not be given for service installed and not used.
- Payment in full must be rendered prior to installation.
- Claims will not be considered unless filed by the exhibitor prior to the close of the show.
- The internet is a shared environment and as such actual speed will vary.
- The Cox Convention Center is not responsible for networking exhibitor computers or setting up IP addresses.
- Wireless networks are strictly forbidden within the Cox Convention Center without prior written approval from SMG.

Service Requested

<u>Quantity</u>	<u>Service</u>	<u>Advance Rate</u>	<u>Standard Rate</u>	<u>Total</u>
_____	3Mbps	200.00	300.00	_____
_____	10Mbps	500.00	600.00	_____
_____	25Mbps	1000.00	1250.00	_____
_____	Additional IP Addresses		100.00	_____
_____	Dry line hook-up (Floor Connection/Vendor other than Cox)		200.00	_____

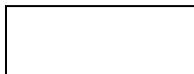
Please note: Rates are guaranteed through December 31, 2007.

Labor Labor is based on a rate of \$45 and billed in half hour increments. Services are provided in the most convenient manner for the Convention Center technicians. Special placement, connections, and/or changes after the initial installation will require additional labor and material charges. Rates are also subject to additional labor charges for orders requested in non-service areas.

Connection Placement

In the space provided, please place an "X" to indicate where you would like the connection to be placed in the booth.

Back of Booth



Front Aisle

Show name: _____

Date: _____

Company name: _____

Booth #: _____

Authorized by: _____

Phone#: _____



PAYMENT FORM



THIS FORM MUST ACCOMPANY ALL ORDERS

- Payment in full must be submitted with order prior to deadline in order to receive discounted rates.
- All orders received without payment, after deadline or on-site will be charged standard rates.

Order Summary

Please list totals from appropriate order forms.

Electrical Service _____

Telephone Service _____

Internet Service _____

Other _____

GRAND TOTAL \$ _____

Payment Method

☐ **CHECK:** Please make check for full amount payable to 'SMG.' Checks must be drawn on a U.S. funds account.

☐ **CREDIT CARD:** For your convenience this form will be accepted as authorization for the order listed above as well as any additional costs incurred on-site as a result of orders placed at the Service Desk by your representative(s). These charges may include charges incurred by the Cox Convention Center on behalf of the exhibitor, including but not limited to shipping charges. Please provide complete credit card information below.

☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS Expiration Date: _____

Account Number: _____ Security Code: _____

Cardholders Name: Print _____

Sign _____

Billing Address: _____

City/State/Zip: _____

Show name: _____ Date: _____

Company name: _____ Booth #: _____

Address: _____ City: _____ State: _____ Zip: _____

Ordered by: _____ Phone#: _____

Please submit along with payment and order forms to:
Cox Convention Center
One Myriad Gardens
Oklahoma City, OK 73102
Phone # (405) 602-8500 Fax # (405) 602-8505