



Baltimore Convention Center
1 West Pratt Street
Baltimore
Maryland 21201-2499

For The Most Up-to-Date Order Form, Please Visit:
http://www.bccenter.org/downloads/files/telecom_proof.pdf

TELECOMMUNICATIONS SERVICE ORDER FORM

Services Provided by:
M.C. Dean, Inc.

For service and order inquiries please contact Martin Husbands
at (410) 649-7097 or via Fax at 1-877-819-4023

EVENT NAME:	Today's Date:	Your Expected Setup Date:	Requested Date of Connection
EXHIBITOR NAME:	Onsite/Event Day Contact & Phone #	Booth(s) or Room #(s):	

TELEPHONE SERVICE: Standard phone service includes the one-time installation and removal of a single line, a handset if needed, and up to a 25 foot cord.
HIGH SPEED INTERNET: High speed internet access guarantees a *minimum* data rate of 512k and includes the one-time installation and removal of a single network connection and up to a 25 foot cord.
EQUIPMENT RETURN: All equipment and cabling that is damaged, or is not returned to the Baltimore Convention Center will be billed to the responsible party.
RATE CHANGE: All rates are subject to change without notice.

†STANDARD RATE: The 'Standard Rate' (see below) will be applied to all orders not received 21 days prior to show opening date.

Item Qty.	TELEPHONE SERVICES	ADVANCED RATES	STANDARD RATES	EXTENDED TOTALS
	Single Analog Telephone Line: Unlimited local dialing and incoming calls (PBX Switched 'Dial-9' phone line with public number. Best suited for standard Incoming & Outgoing Voice Communications)	\$295 (Per Line, Per Event)	\$395 (Per Line, Per Event)	\$ -
	Dedicated Analog Telephone Line: Unlimited local dialing and incoming calls (Standard Direct-Dial phone line with public number. Best suited for Outgoing Credit Card & Modem Service)	\$325 (Per Line, Per Event)	\$425 (Per Line, Per Event)	\$ -
	Multi Line/Digital Telephone Line: Unlimited local dialing and incoming calls (PBX Switched 'Dial-9' phone line with public number. Best suited for standard Incoming & Outgoing Voice Communications)	\$395 (Per Line, Per Event)	\$475 (Per Line, Per Event)	\$ -
	ISDN BRI: Client must provide their own ISDN Router. (Usage charge will be billed at \$0.03 for local /per Min and \$0.28 for long distance per Min)	\$645 (Per Line, Per Event)	\$968 (Per Line, Per Event)	\$ -
	Long Distance Capability: If yes, enter Qty. of lines needing LD. *A credit card# must be provided (below) to receive LD capability	*Any LD Usage Will Be Billed Following Event At \$0.25/Min		
	Telephone Handsets Required? If yes, enter Qty. of lines needing Handsets.	*Single Line Handsets Provided As Needed At No Addtl Charge		
Qty.	<input type="checkbox"/> Voice Mail - \$20 (Per Line, Per Event)	<input type="checkbox"/> Call Forwarding - \$5 (Per Line, Per Event)	<input type="checkbox"/> Call Waiting - \$10 (Per Line, Per Event)	\$ -

Item Qty.	INTERNET / SPECIALTY SERVICES / EQUIPMENT	ADVANCED RATES	STANDARD RATES	EXTENDED TOTALS
	High Speed Internet Access (HSIA): An internet connection is required for any exhibitor requiring internet service. The internet connection includes one 10/100BaseT shared media port and one IP address. If additional nodes will be connected, additional IP Addresses must be purchased.	\$995	\$1,325	
	Wireless Internet Access: Provides 802.11G internet access for one wireless client (requires unique username & password). If additional wireless clients will be connected, additional username & passwords must be purchased.	\$795	\$1,095	
	Dedicated T1. + 8 Additional IP Addresses: A 1.5Mb of dedicated bandwidth between exhibitor & BCC Internet Service Provider. **NEW>> Dedicated 3Mbps thru 30Mbps also available. Please call for pricing and availability.	\$2,795	\$3,795	
	Additional IP Addresses are for all <u>additional</u> users of each HSIA base connection. Exhibitors must purchase one IP address for each node/user also using internet service. No proxy server, Network Address Translation (NAT), or any other type of gateway or IP sharing device may be used to provide access for multiple nodes through the purchase of a lesser number of IP addresses. In the event such a device is used, one IP address must be purchased for the gateway and one for each node using the gateway. - (Hub/Switch required)	\$125	\$150	
	VLAN/Point-to-Point Connection	\$250	\$285	
	Hub/Switch Rental: These are typically 4 to 8 port, unmanaged 10/100BaseT devices.	\$100	\$125	
	Hub/Switch Rental: These are typically 16 port, unmanaged 10/100BaseT devices.	\$200	\$225	
	Patch Cables: Patch cables are available in lengths from 25 to 50 feet. These are Category-5, 10/100BaseT patch cables.	\$35	\$50	
	Cable Television Connection: Services provided by Comcast	\$295	\$450	
	Technical Support for issues not related to the physical connectivity of ordered services will be charged at a rate of \$65 per hour with minimum one hour charge.		\$65 (Per Hour)	

Every effort will be made to have service(s) available for use at least 4 hours prior to the date and time indicated in the "... Services First Required" block located in the top-right corner of this form. Lines will be installed using the most logical placement unless a detailed diagram is provided by the customer with this form. Disconnection will generally occur within 1 hour after published close of event.	Subtotal \$ -
	6% PSC Taxes \$ -

Special Instructions:	Tax Exemption Cert #
	Grand Total \$ -

--- CHECK OR CREDIT CARD PAYMENT INFORMATION MUST ACCOMPANY ORDER ---

PAYMENT AMOUNT ENCLOSED \$ _____ CHECK NUMBER _____
 AMEX VISA MASTERCARD (If Applicable)

CREDIT CARD NUMBER _____ EXPIRATION _____

NAME ON CREDIT CARD _____ CVC Code _____
 (Exactly as it appears on credit card) (from back of card)

AUTHORIZED SIGNATURE _____
 (Must be signed in ink) *My signature also authorizes any unpaid balance be charged to this credit card.*

Company: _____

INDIVIDUAL PLACING ORDER: {Required}

Address: _____

Name: _____

City: _____

Email Address: _____

State: _____ Zip: _____

Contact Phone No: _____

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