

BROADBAND SERVICES & FEES

	<u>Advance Price*</u>	<u>Show Price</u>
Standard Data Services		
A. Shared Broadband (Single IP Address)	\$ 895	\$1,045
B. Additional IP Address	125	125
C. Bulk Broadband Service (includes 250 IP's, Hub & Booth-cabling not included)	6,600	6,600
D. Broadband "VPN" Point to Point	Call for Pricing	
E. Dedicatated Point to Point Non-Internet Service	Call for Pricing	

Analog Voice Services

A. Dedicated Line (no handset)	195	245
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Networking & Extension of 3rd Party Special Circuits

A. Inside Wiring (Analog) Per Pair	150	200
B. Booth Cabling/Networking	125/hour plus the cost of cables	

Equipment Rental

A. 8-Port Hub Rental	100	150
B. Switch Rental	300	350
C. Router Rental	300	350
D. Phone Handset Rental	35/Day	45/day

***30 Days Prior**

TERMS AND CONDITIONS FOR TELEPHONE, INTERNET AND NETWORKING SERVICES

1. **The Monterey Conference Center is the exclusive provider of telephone and data service.**
2. **Telephone and Data Specific:**
 - a. **ALL** telephone service within the Monterey Conference Center **MUST** be ordered through the Conference Center.
 - b. The analog lines work with standard telephone instruments, which are not included in the installation fee. Instruments are available for rent, or they can be provided by the user. **INTERNET SERVICE IS NOT PROVIDED WITH THE ANALOG CONNECTIONS.**
 - c. For an analog line, service must be requested two weeks in advance to guarantee service.
 - d. There will be additional charges for equipment and services if they are required. Please contact the Conference Center Office for this information
 - e. The Monterey Conference Center does not allow customers to resell Conference Center services.
3. **Charges and Refunds:**
 - a. A \$10 Service Charge will be made for returned checks.
 - b. A minimum of \$75 will be charged to move an installed line.
 - c. A minimum \$75 charge will be made for lost or damaged telephone instruments.
 - d. A \$10 charge will be made for lost or damaged connector cords.
 - e. A charge of \$20 per line will apply for reprogramming changes in class of service and change in calling restrictions for telephone service.
 - f. Line cancellation charges are \$50 within 72 hours prior to installation.
 - g. After event begins, there will be no refunds for the cancellation of phone lines.
 - h. Refunds will be made payable or credited to the customer/exhibiting company, as listed, within 30 days of the close of the event.
4. **Authorization:** The order form constitutes authorization of the Monterey Conference Center

to:

- a. Provide services and to handle negotiations for the installation of telecommunication services and equipment, including rearrangement and/or disconnection of service and equipment.
 - b. Make credit card charges against the credit card provided on file.
5. **Payment Policy:**
- a. To receive the advance order price, the order must be received two weeks prior to show move-in for analog lines, and 30 days prior to show move-in for Broadband Service.
 - b. Payment by credit card (VISA, MASTERCARD or AMERICAN EXPRESS only) or check must accompany this order.
 - c. Long distance charges are payable by cash, check or credit card at the end of the show.

BROADBAND ORDER

INFORMATION

Standard Data Services	Quantity	Total Price
A. Shared Broadband (Single IP Address)	_____	_____
B. Additional IP Address	_____	_____
C. Bulk Broadband Service (includes 250 IP's, Hub & Booth-cabling not included)	_____	_____
Analog Voice Services		
A. Dedicated Line (no handset)	_____	_____
Equipment Rental		
A. 8-Port Hub Rental	_____	_____
B. Switch Rental	_____	_____
C. Router Rental	_____	_____
D. Phone Handset Rental	_____	_____
TOTAL ORDER	_____	_____

PAYMENT POLICY

To receive the advance order price, the order must be received two weeks prior to show move-in for analog lines and 30 days prior to show move-in for Broadband services. Payment by credit card (VISA, MASTERCARD, or AMERICAN EXPRESS only) or check must accompany this order. Long distance charges are payable by cash, check or credit card at the end of the show.

AMERICAN EXPRESS/
VISA/ MASTERCARD ONLY

EXP DATE _____

Signature _____

Conference:
INTERNET LIBRARIAN 2003

Company: _____

Address: _____

Contact: _____

Phone: _____

Fax: _____

On-Site _____ Rep: _____

Location: _____

Booth# _____

Delivery Date: _____ Time: _____

Pickup Date: _____ Time: _____

Mail to:

Monterey Conference Center
1 Portola Plaza
Monterey, CA 93940
831-646-3770

Fax to: 831-646-3777