



MOSCONE CENTER

747 Howard Street ~ San Francisco, CA 94103 ~ Phone: 415-974-4080 ~ FAX: 415-974-4065



TELECOMMUNICATIONS ORDER FORM

CONTACT INFORMATION:		
Event Name: SEMICON West/ES Design West 2019	Event Date(s): June 09 - 11, 2019	
Company:	Booth Number:	
E-Mail:	Phone:	
SEND INVOICE TO:		
Company:	Attn:	
Address:		
City:	State:	Zip Code:
E-Mail:	Phone:	

Terms and Conditions

- Moscone Facility Services (MFS) is the exclusive telecommunication services provider for the Moscone Center.
- This order form gives MFS authorization to:
 - Provide services (rearrangement and/or disconnection of service and equipment) and to handle negotiations of telecommunications services and equipment
 - Make appropriate charges on the credit card provided

3. **Service cancellations and refunds:**

Order Changes/Cancellations	Fee
Returned check service charge	\$25.00
Move an installed line	\$100.00
Lost/damaged telephone instruments	\$75.00
Internet/Phone Line cancellation before installation	\$50.00
Phone Line cancellation after installation	\$100.00
Internet Line cancellation after installation	\$200.00

**THERE WILL BE NO CANCELLATION OF ANY SERVICES AFTER EVENT BEGINS
SERVICE REFUNDS WILL BE MADE WITHIN 30 DAYS OF THE EVENT CLOSE DATE**

3. **Equipment procedures:**

- Exhibitors can pick up telephone instruments or obtain help at the Telecommunications Service Desk
- Exhibitors are responsible for maintaining and returning equipment to the Service Desk after the show
- Rental equipment provided remains the property of MFS
- Only MFS personnel are authorized to modify system wiring and cabling
- All exhibitors bringing equipment must comply with F.C.C. regulations

METHOD OF PAYMENT

Services will not be provided until completed order form and payment is received
REMAINING BALANCES WILL BE APPLIED TO CREDIT CARD ON FILE

Payment by Check: _____ Check (must ALSO enclose CC number)

Payment by Credit Card: _____ American Express _____ MasterCard _____ Visa

Credit Card Number: _____

Billing Address: _____

City: _____ State: _____ Zip Code: _____

Print Name on Card: _____ Expiration Date: _____

Card Holder Signature: _____ Security Code: _____

Please fax/mail order form along with payment to:

Moscone Facility Services
Attn: Telecommunications Department
747 Howard Street
San Francisco, CA 94103-3118

Event Name: SEMICON West/ES Design West 2019	Service Dates: June 09 - 11, 2019
Company :	Booth Number:
Contact On-Site:	Phone:

	Advanced Rate <small>10 business days before event</small>	Standard Rate	TOTAL	Includes:
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TELEPHONE SERVICES

Single Line Telephone	_____ x \$250.00	_____ x \$295.00	= _____	* Dial '9' to access outside line * Touch-Tone telephone instrument, Telephone line and Dial tone * Voice/Fax/Data analog unrestricted telephone service * Unused deposit balances are refundable
Multi Line Telephone	_____ x \$305.00	_____ x \$355.00	= _____	
Speaker Telephone	_____ x \$305.00	_____ x \$355.00	= _____	
Polycom Telephone	_____ x \$450.00	_____ x \$500.00	= _____	
Deposit for Usage Charge		_____ x \$75.00	= _____	
Additional Services				
Restricted Calls		_____ x \$15.00	= _____	* All calls including local and long distance are charged on a per minute basis. This includes telephones used for dial-up service
Call Waiting		_____ x \$15.00	= _____	
Remove Dial '9' Function		_____ x \$15.00	= _____	
Voicemail		_____ x \$25.00	= _____	

INTERNET SERVICES

Economy Plus	_____ x \$625.00	_____ x \$725.00	= _____	1 Access code for 1 device at 512Kbps
Standard Internet	_____ x \$1,145.00	_____ x \$1,345.00	= _____	2 Access codes for 2 devices at 10Mbps shared
Standard Wireless	_____ x \$650.00	_____ x \$700.00	= _____	1 Access code for 1 device at 10Mbps shared

ShowConnect (Dedicated Network)

Basic	_____ x \$3,995.00	_____ x \$4,595.00	= _____	3Mbps with 4 static IP addresses and wireless
Advanced	_____ x \$4,995.00	_____ x \$5,595.00	= _____	6Mbps with 28 static IP addresses and wireless

Additional Services

Additional Bandwidth (per Meg)	_____ x \$1,000.00	_____ x \$1,250.00	= _____	Can be added to ShowConnect only
Additional Access Code	_____ x \$135.00	_____ x \$165.00	= _____	Can be added to Standard Internet and Standard Wireless only
Additional Location	_____ x \$450.00	_____ x \$550.00	= _____	Can be added to ShowConnect only
Each additional Ethernet Cable	_____ x \$45.00	_____ x \$60.00	= _____	under 50 feet
Each additional Ethernet Cable	_____ x \$80.00	_____ x \$105.00	= _____	over 50 feet
In-Booth Hub Rental	_____ x \$125.00	_____ x \$175.00	= _____	

TOTAL DUE FOR ALL SERVICES = _____

Please Note: Customer/exhibitor provided wireless AP/router are not permitted on site.
All 802.11 wireless/RF will be provided by Moscone Facility Services.
Please email customer service, internet@moscone.com, with any questions and we will be happy to assist you.

Please specify phone and/or Internet location in booth-drawing below or attach floorplan

Aisle No. _____

Front of Booth

Aisle No. _____

MFS USE ONLY		
Last 4-digits: _____	Extension No: _____	
Date: _____	Amount: _____	Auth no: _____
_____	_____	_____
_____	_____	_____