

Showtel Communications / Phone & Internet Service Order Form

Please complete the form below and fax to: 505-992-2765
 Questions can be directed to Showtel at: 888-679-6111

Company: _____
 Contact: _____
 Phone: _____
 Fax: _____
 Show: _____
 Show Location: Albuquerque Convention Center
 Booth Number: _____

Requirements:

Service/Equipment	Qty	Cost	Total
High Speed Internet Access*	_____	\$350 per terminal	\$ _____
Computer Configuration	_____	\$50 per half hour	\$ _____
Booth Cable Pulls**	_____	\$50 per half hour	\$ _____
Telephone Lines	_____	\$195 flat	\$ _____
Telephones	_____	\$20 flat	\$ _____
Long Distance***	_____	\$25.00 flat	\$ _____

Please check here if you require long distance access _____

* Pricing is per computer accessing the internet This service requires an ethernet/network card. This service requires DHCP configuration settings on all computers to be used. Configuration assistance is available (see above)

** If your booth requires cable to be laid beneath carpet, please select this option. Quantity should equal the number of lines and/or computers required. Please contact Showtel at 888-679-6111 to provide installation schedule and layouts

*** This service includes 200 minutes of domestic long distance service. Additional minutes are billed at \$0.10 per minute.

INSTALLATION NOTE: Showtel does not guarantee specific installation times. All services are installed based on the limitations of the facility and the predetermined show schedule. Showtel guarantees that all pre-ordered services will be installed on the day/s designated for exhibitor move-in.

Subtotal \$ _____
 4.25% Telecommunication Taxes & Fees \$ _____
 6.75% NM Gross Receipt Tax \$ _____
TOTAL \$ _____

Credit Card Information (We Accept Visa, Mastercard, Discover ONLY)

Name Of Cardholder: _____
 Credit Card Number: _____
 Expiration Date: _____
 Credit Card Billing Address: _____
 Signature: _____

Please make checks payable to: Sycamore Communications Corporation
 233 N. Guadalupe, #290, Santa Fe, NM 87501

**PAYMENT IS DUE PRIOR TO INSTALLATION OF SERVICES
 ALL SALES ARE FINAL UNLESS STATED IN WRITING BY SHOWTEL
 THIS COMPLETED ORDER FORM IS YOUR FINAL STATEMENT
 PLEASE MAINTAIN A COPY FOR YOUR RECORDS**

Showtel Communications Service Agreement

The undersigned (hereinafter referred to as "Client") agrees to receive services from Sycamore Communications Corporation, doing business as Showtel Communications (hereby referred to as Showtel), as described in the attached order form (hereinafter referred to as "Services"). Client agrees that upon the execution of this Service Agreement, Client accepts full responsibility and guarantees payment for all Services outlined within the attached order form. Client agrees that all sales are final unless otherwise stated in writing by Showtel. Showtel agrees that upon the execution of this Service Agreement, Showtel will successfully complete all Services outlined within the attached order form. Client agrees that payment for Services outlined in the attached order form is due prior to delivery of Services. Client agrees that Showtel may pursue all avenues of collection, including use of collection agencies. Client agrees that there will be a service charge for this method of collection. Showtel is not a manufacturer of any equipment provided for use by the Client and has not made and does not make any representation, warranty, or covenant, express or implied, with respect to the condition, quality, durability, or suitability of the equipment or services. Showtel does not guarantee uninterrupted service and Showtel shall not be liable for the inability of Client to complete telephone calls or send or receive data for any reason including but not limited to Client's use of equipment. This Service Agreement cannot be assigned or transferred by Client. This Service Agreement constitutes the full agreement between Showtel and Client.

ATTENTION THOSE ENGAGED IN CREDIT CARD OR CELLULAR FRAUD: Showtel cooperates fully and aggressively with Federal and State law enforcement agencies to prosecute, to the fullest extent of the law, anyone engaged in: unauthorized credit card transactions, credit card theft and/or credit card fraud.

PLEASE HAVE THE CREDIT CARD HOLDER SIGN AND DATE BELOW:

Signature: _____ **(TO) Print:** _____ **Date:** _____
Company: _____ **Show:** _____ **Booth #:** _____

SHOWTEL COMMUNICATIONS

A Division of the Sycamore Communications Corporation
233 N. GUADALUPE, #290, SANTA FE, NM 87501
Phone 888-679-6111
Fax 505-992-2765