



MAIL OR FAX FORMS WITH PAYMENT TO :
ENCORE PRODUCTIONS AT LAS VEGAS HILTON
5150 So. Decatur Blvd., Las Vegas, Nevada 89118
 Ph: (702) 967-4300 Fax: (702) 967-3844 Email:services@encoreproductions.net



Booth Number:		To receive advanced rate prices, Encore Productions must receive your completed order, with billing information, fourteen (14) days prior to show move-in.		EVENT NAME:	
EVENT DATES:			INSTALL LOCATION IN ROOM/BOOTH: (Provide floor plan if available)		
INSTALL Date & Time:			DISCONNECT Date & Time:		
EXHIBITING COMPANY NAME:					
BILLING ADDRESS:					
CITY:		STATE:	ZIP:	ON-SITE CONTACT:	
TELEPHONE NUMBER:		FAX NUMBER:		ON-SITE PHONE:	
ORDERED BY:			EMAIL ADDRESS:		
CREDIT CARD TYPE:		EXP. DATE:	CREDIT CARD NUMBER:		
CARDHOLDERS SIGNATURE:			PRINT CARDHOLDERS NAME:		

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM (PAGE 2). PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER. AUTHORIZED SIGNATURE ON THE BOTTOM OF PAGE 2 IS REQUIRED BEFORE ORDER CAN BE PROCESSED

<small>Please call for additional services that are not listed on this order form, or for custom quotes for large orders</small>	<small>NO REFUNDS ONCE SERVICE INSTALLATION BEGINS</small>	<small>Installation cannot begin until order is finalized and payment method has been received</small>
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TELECOMMUNICATIONS / INTERNET SERVICES FORM

VOICE SERVICE / EQUIPMENT	Advanced Event Rate	Standard Event Rate	Quantity	Local & Long Distance Access? **	Total
Single Line **	\$215.00	\$265.00		Yes - No	
2-Line Multi-Line **	\$315.00	\$365.00		Yes - No	
Additional Multi-Lines Each **	\$135.00	\$175.00		Yes - No	
Single Handset *	\$35.00	\$50.00			
Multi-Line Handset *	\$100.00	\$150.00			
Conference Phone - DAILY RATE *	\$125.00	\$175.00		x _____ Days	

* Equipment is a rental and must be returned - Replacement costs for non-returned or broken equipment: \$50 Handset, \$150 Multi-Line Handset, \$500 Conference Phone

** Local and Long Distance Charges will apply for call usage. Please see Terms and Conditions (Page 2) for pricing structure

INTERNET SERVICES	Advanced Event Rate	Standard Event Rate	Quantity		Subtotal
Single Connect Basic - single device DHCP NAT'd IP Address via wired 256Kbps synchronous connection	\$300.00	\$400.00			
Single Connect Plus - single device DHCP NAT'd IP Address via wired 512Kbps synchronous connection	\$500.00	\$600.00			
Room/Booth Connect - 2 devices, single location, DHCP (Static available) IP Addresses via shared, wired Ethernet connection.	\$1,000.00	\$1,250.00			
Event Connect - 29 devices, 3 locations, DHCP (Static available) IP Addresses via separate VLAN connections. 5Mbps bandwidth.	\$5,000.00	\$5,500.00			
Additional Devices - (Booth Connect & Event Connect only)	\$75.00	\$125.00			
Additional Locations - (Event Connect only)	\$300.00	\$400.00			
Additional Bandwidth - (Event Connect only) 1Mbps increment	\$1,000.00	\$1,250.00			
Hub Rental - 8, 16 or 24 port 10/100 Hub (\$100 replacement value)	\$100.00	\$125.00			
Cable Rental - Cat5e patch cable up to 50' each	\$50.00	\$75.00			
Technician Labor - Hourly Rate - Straight Time	\$75.00	\$100.00			
Technician Labor - Hourly Rate - After Hours & Weekends	\$125.00	\$150.00			

Please call for additional services not shown on order form, or for custom quotes for large orders.

NO ROUTERS OR WIRELESS DEVICES OF ANY KIND WILL BE PERMITTED WITHOUT WRITTEN AUTHORIZATION

SUBTOTAL

TOTAL

Las Vegas Hilton, Encore Productions, Inc. and their contractors or subcontractors shall not be liable for, and are hereby released from any direct, special, indirect, incidental, or punitive consequential damages, including without limitations lost profits, damage to business reputation, lost opportunity or commercial loss of any kind, to the customer that results directly or indirectly from the use of or the inability to use any of the services or equipment that is contemplated herein.

Terms and Conditions:

- 1.) Acceptance of terms: Client expressly acknowledges by receipt of services and/or products delivered by Encore Productions to Client or its designee, to the terms and conditions herein contained.
- 2.) Every device connected to the Internet/Network must have a purchased IP address from Encore Productions, regardless of whether the IP address is actually used or not.
- 3.) Servers and/or Routers of any type are allowed only on an Event Connect order. No Servers or Routers are allowed on Basic Connect, Basic Connect Plus, or Room Connect orders, including, but not limited to NAT, DHCP and Proxy Servers.
- 4.) Encore Productions reserves the right to disconnect any equipment that is found to be causing overall network problems without offering any refunds for services that have been disconnected.
- 5.) Client agrees not to resell, extend, bridge or otherwise misuse Encore Productions connections and/or services. Encore Productions reserves the right to disconnect any client found to have violated this usage agreement.
- 6.) Specific service location is defined as the area in the booth/room designated by the client. Service extended beyond rooms, air walls, doorways, walkways or 50' distance from the drop point will require an additional location and incur an additional fee.
- 7.) Encore Productions is not responsible for cable and/or equipment provided by the client or any third party.
- 8.) Modification: This agreement shall not be amended by the parties except by written instrument signed by both parties.
- 9.) Choice of Law: This agreement shall be governed by, and construed in accordance with, the laws of the State of Nevada. In event of litigation, the place of venue shall be in the county of Clark in the State of Nevada.
- 10.) Entire Agreement: This agreement contains the entire understanding and agreements between the parties hereto the within subject matter, and there are no representations, agreements, or understandings, oral or written, between and among the parties hereto relating to the subject matter of this agreement which are not fully expressed herein.
- 11.) Facsimile Signatures: Signatures sent/received via facsimile shall be considered as originals, and as such are valid signatures.
- 12.) Equipment Responsibility: Client fully understands and accepts complete responsibility for all equipment leased to Client. Such responsibility shall include, but not be limited to, damage, any necessary repairs, replacement of equipment not capable of being repaired to a fully functional status, loss of equipment, loss of income, and all other forms of loss or damage. All equipment, accessories, remote controls, cables, knobs, switches and cases are included in equipment responsibility.
- 13.) Equipment procedures: a) Exhibitors will be responsible for the protection of any equipment rented from Encore Productions and will ensure that all equipment is returned to Encore Productions. Encore Productions reserves the right to charge the customer for any lost equipment. b) Rental equipment provided by Encore Productions for this order will remain the property of Encore Productions. c) Only Encore Productions personnel are authorized to modify system wiring or cabling within the facility. d) All equipment must comply with F.C.C. Regulations.
- 14.) Cancellation Policy: A 10% fee will be applied to orders canceled between the date the order is placed, and the install date. NO REFUNDS OR CREDITS for orders cancelled after installation has begun.
- 15.) **Phone Usage Charges:** Usage charges are billed by the hotels through Encore Productions. These charges come directly from the hotel; Encore Productions has no control over them. Local calls - First 30 minutes free + 10¢ for each additional minute. Toll-free calls - \$1.00 for the first 30 minutes + 10¢ for each additional minute. Long distance calls are billed at AT&T Operator Assisted rates.

- 16.) Encore Productions does not provide an expressed or implied warranty for the equipment and services provided, including no warrant of fitness for particular purpose or merchantability. Part of the Agreement with Encore Productions is a limitation of liability so that Client's sole remedy or recourse against Encore Productions shall be the return of the price that the Client paid for services and/or equipment rental, regardless of type, nature or basis for the claim. Encore Productions shall have no liability whatsoever for personal injury, property damage, business loss, business interruption, consequential or punitive damages.

Wireless (802.11) Internet Declaration

Wireless Internet service is inherently vulnerable to interference from other devices that transmit similar radio frequency signals or that operate within the same frequency spectrum. Encore Productions cannot guarantee that interference will not occur. Encore Productions does NOT recommend wireless service for mission critical services such as product presentation or demos. For demonstrations or to present products and other mission critical activity, via the Internet, Encore Productions highly recommends Customer(s) purchase hardwired services such as a Room/Booth Connect or Event Connect. If you are unsure which of our products will best suit your needs, please contact us at (702) 967-4300 and one of our staff will be happy to assist you.

ALL WIRELESS ACCESS POINTS NOT AUTHORIZED BY ENCORE PRODUCTIONS ARE PROHIBITED.

NO Customer provided access points are authorized for use within the Facility without Encore Productions' prior approval (wireless access points without adjustable power outputs cannot be authorized under any circumstances). Customer(s) who attempt to set up their own wireless system can interfere with the facilities and/or Encore Productions Wireless Network. Encore Productions requires all Customers showcasing their wireless products to contact Encore Productions no less than 14 days prior to the show move-in so that we may engineer a cohesive network operating without interference. Approvals may incur a site survey fee.

AUTHORIZED SIGNATURE:

BY SIGNING AND DELIVERING THIS FORM CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ASSOCIATED WITH THIS FORM. PLEASE READ THOROUGHLY FOR ALL INSTRUCTIONS PRIOR TO PLACING ORDER.

