



5931 Campus Circle Drive West
Irving, Texas 75063
Phone: (972) 751-9400
Email: pack.east@packexposervices.com
www.packexpoeast.com



March 21-23, 2022
Pennsylvania Convention Center
Philadelphia, PA USA

Internet Terms and Conditions

Discount Deadline:
February 7, 2022
(excludes labor)

1 Terms and Conditions

1. INSTRUCTION FOR COMPLETING ORDER FORM

- a. Order must be typed or clearly printed, illegible forms will delay processing.
- b. Services requested at location other than back of booth must include floor plan.
- c. For services and equipment not listed on the service order form, contact PES Services.

2. EXPLANATION OF SERVICE

- a. Rates shown for services are for the duration of event and includes installation to exhibitor booth in the most convenient manner, in most cases to the back center of an in line booth or perimeter of island and peninsula booths. All services originate from the floor unless otherwise noted or requested.
- b. Advance orders will be installed based on the schedule determined by PACK EXPO Services. On site orders will be processed in the order that they are received at the PACK EXPO Services Desk.

3. RULES & REGULATIONS FOR INTERNET SERVICE

- a. Services provided may not be shared by multiple exhibits.
- b. All materials and equipment furnished by Pennsylvania Convention Center and/or PACK EXPO Services shall remain the property of PACK EXPO Services/Pennsylvania Convention Center and/or its sub-contractors.
- c. Pennsylvania Convention Center and PACK EXPO Services are authorized to cut floor coverings to gain access to utility floor ports should this be required during installation.
- d. The use of any wireless devices including, but not limited to, wireless routers and switches that interfere with the PES/PCC wireless frequency is prohibited.
- e. PACK EXPO Services does not guarantee the routing, throughput or performance expressed or implied of any data circuits with regards to Internet access, network backbones beyond any facility we service.
- f. PACK EXPO Services will not supply security services such as firewalls etc. for any data circuit we provide. It is the responsibility of exhibitors or customers to provide such security measures.
- g. PACK EXPO Services requires that all devices accessing the PCC Network have the latest virus scan software, windows security updates and any other precautions necessary to protect yourself and others from viruses, malicious programs and other disruptive applications. Any device that adversely impacts PCC's network will be disconnected from the network with or without prior notice at PES/PCC's discretion. Additional charges may apply for troubleshooting diagnosis and/or problem resolution.
- h. All Internet and equipment will be collected within one (1) hour after close of show; exhibitors are responsible for loss or damage to PES/PCC equipment until PES/PCC staff receives said equipment.
- i. It is the responsibility of the client to provide the following:
 1. Standard 10BaseT Ethernet adapter (RJ 45 Interface) for each computer.
 2. Network Driver: TCP/IP
 3. Proper configuration of computer equipment for TCP/IP connection.
 4. Electrical service for your booth, room, or service location.

4. PAYMENT TERMS & CONDITIONS

- a. **Full payment is due with service order.** Credit Card Pre-authorization for onsite charges is required when placing an order. Acceptable forms of payment are: company check (drawn on a U.S. bank) payable to PACK EXPO Services, wire transfer and accepted credit cards. Service orders will not be processed without payment.
- b. Advance rates will be applicable to service orders received by PACK EXPO Services by February 7, 2022. Service orders received after February 7, 2022, will be billed at the standard rate.
- c. Outstanding balance for services will be automatically billed to the credit card on file.
- d. Credit will not be given for service installed and not used. Services canceled after February 27, 2022, are subject to a cancellation fee of 25%.
- e. A \$25.00 handling charge will be assessed for returned checks due to insufficient funds.
- f. Claims regarding services provided by PACK EXPO Services will not be considered unless filed by customer issued prior to the close of show.
- g. Refunds of overpayments will be issued by submitting request to PACK EXPO Services within 30-days of the close of final invoicing.
- h. International exhibitors are required to make 100% pre-payment for services. Payment may be made by check in U.S. funds drawn on a U.S. bank or by approved credit card.
- i. For companies exempt from sales tax, PACK EXPO Services requires an exemption certificate for the Commonwealth of Pennsylvania. Resale certificates are not valid unless re-billing charges to customers.



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Internet Service

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		Qty	Advance Price	Standard Price	Total
1 Dedicated Public Internet	Dedicated Public Internet Service will accommodate internet functions such as: viewing streaming video, surfing the Internet, viewing websites and checking email. These services provide "real IPs", there are no blocked ports and they will support multiple users with VPN connections.				
	Dedicated Public 9Mb - includes (10) IP addresses, can expand to (28) total IP addresses		X \$9,900.00	\$14,142.90 =	
	Dedicated Public 6Mb - includes (10) IP addresses, can expand to (28) total IP addresses		X \$7,700.00	\$11,000.00 =	
	Dedicated Public 3Mb - includes (6) IP addresses, can expand to (11) total IP addresses		X \$4,675.00	\$ 6,678.60 =	
	Dedicated Public 1.5Mb - includes (6) IP addresses, can expand to (11) total IP addresses		X \$2,750.00	\$ 3,928.60 =	
	Additional Dedicated Public IP Address		X \$ 176.00	\$ 251.45 =	
2 Private Internet Service	Private Internet Service will accommodate general internet functions such as: viewing streaming video, surfing the Internet, viewing websites and checking email. These services will not support multiple users with VPN connections.				
	Private 9Mb - includes (4) IP addresses		X \$1,980.00	\$ 2,828.60 =	
	Private 6Mb - includes (4) IP addresses		X \$1,320.00	\$ 1,885.75 =	
	Private 3Mb - includes (4) IP addresses		X \$1,100.00	\$ 1,571.45 =	
	Additional Private IP Address		X \$ 137.50	\$ 196.45 =	
3 Dry VLAN Connection	THIS SERVICE IS NOT INTERNET ACCESS. This service is inclusive of the origination and destination points.				
	Dry VLAN connection		X \$ 660.00	\$ 942.90 =	
	ORIGINATION POINT: DESTINATION POINT:				

Cancellation Policy: Please see page one of this section for Payment Terms and Conditions.

ADDITIONAL INFORMATION	CALCULATING YOUR TOTAL
An Internet floor plan must be provided with this order. See next page for placement grid template.	Subtotal _____
<input type="checkbox"/> Attached	Taxes and Fees Multiplied by 8% of Subtotal _____
<input type="checkbox"/> To Follow <i>(Must be received by Disc. Deadline for Advance Rate)</i>	Late Floorplan Fee (received after 2/25/22) \$500.00
<input type="checkbox"/> Standard Location	TOTAL _____

Exhibiting Company: _____

Booth Number: _____

Print Name: _____

Date: _____

Authorizer's Signature: _____



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Internet Floor Plan Template

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On-Site Contact Name: _____
 Email: _____
 Cell Number: _____

Using the legend below, please complete this form for all utility services you order. A change of location on an installed or partially installed utility service may result in additional costs to you. If you are submitting your own detailed drawing, please be sure to include the following items:

- Add your company name, booth number, your office phone, e-mail and fax numbers, your on-site contact, their cell phone number and their expected arrival date, your equipment delivery date and your carpet (flooring) installation date.
- Submit one floor plan copy for each utility service ordered (e.g. 2 copies if ordering electrical and plumbing services).
- Be sure to check-in at a PACK EXPO Services Desk upon your arrival to notify our staff when you are ready for your services.

Aisle or Booth # _____ (Back of Booth)

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
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1																					1
0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	

Adjacent Booth#

Adjacent Booth#

Feet Back
 ↑

Feet Over
 →

Aisle # _____ (Front of Booth)

INTERNET ACCESS _____

Exhibiting Company: _____

Booth Number: _____