

22 E. FIFTH STREET, DAYTON, OH 45402 | 937.535.5300 | EXHIBITORSERVICES@DAYTONCONVENTION.COM

**EVENT NAME:**

**BOOTH #:**

**EVENT DATE:**

**# DAYS EXHIBITING:**

**BOOTH/COMPANY NAME:**

**CONTACT NAME:**

**PHONE:**

**EMAIL:**

SERVICE DESCRIPTION	RATE	QTY	# DAYS	TOTAL
<b>Single User Private Wireless Network</b> (One device, per event day) <i>Encrypted and secure wireless internet access at up to 50 Mbps for a single device.</i>	\$125/ DAY			
<b>Multi User (2+) Private Wireless Network</b> (Per event day) <i>Encrypted and secure wireless internet access for an unlimited number of connections at up to 250 Mbps.</i>	\$500/ DAY			
<b>Hard Wired Internet</b> (Per drop, per event day) <i>Physical ethernet connection to the network/internet at up to 250 Mbps                      Static IP is available for an additional fee.</i>	\$500/ DAY			

**ARE YOU UTILIZING WIFI FOR PAYMENT PROCESSING?**      \_\_\_\_\_ YES      \_\_\_\_\_ NO

**TOTAL: \$**

*Electronic invoices will be emailed to email address listed above 10-14 days after receipt of order form.  
 Invoices are paid online - Visa, Mastercard & American Express are accepted.*

**TERMS & CONDITIONS**

1. Payment for services must be received 14 DAYS prior to the start of the event. Orders received within 14 days of event are subject to a 15% expediting fee.
2. service rates are per event day, between the hours of operation outlined on the Dayton Convention Center contract.
3. Refunds will not be given for services ordered and not used.
4. Only HarborLink Network or DCC personnel are authorized to modify system.
5. HarborLink Network and DCC are not responsible for any level fluctuations or circuit failure due to venue or local ISP conditions.
6. All wireless equipment used must comply with the 802.11a/b/g/n standards.
7. Prices are based on current rates and are subject to change without notice.
8. All necessary credentials, IP settings or other information will be sent via email prior to the scheduled event.

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## ELECTRIC

208 VOLT ELECTRICAL SERVICES	PRE-ORDER RATE (per event)	ON-SITE RATE (per event)	QTY	TOTAL
Single Outlet - 20 amp	\$150	\$170		
30 amp - Single Phase	\$175	\$195		
60 amp - Single Phase	\$225	\$245		
100 amp - Single Phase	\$350	\$370		
30 amp - Three Phase	\$325	\$425		
60 amp - Three Phase	\$565	\$735		
100 amp - Three Phase	\$785	\$1,000		

## PLUMBING

SERVICE	PRE-ORDER RATE (per event)	ON-SITE RATE (per event)	QTY	TOTAL
Dock Washing Station	Call for quote	Call for quote		
Water Access - 500 gal	\$125	\$175		

## COMPRESSED AIR

COMPRESSED AIR	PRE-ORDER RATE (per event)	ON-SITE RATE (per event)	QTY	TOTAL
15 Gal; 225 Max PSI	\$100	\$150		

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**NUMBER OF PACKAGES HELD:**

**PACKAGE CONTENTS & SIZE/WEIGHT:**

**CARRIER:**

**TRACKING NUMBER:**

**DATE SHIPPED:**

**EXPECTED DELIVERY DATE:**

### TERMS & CONDITIONS

- Payment for services must be received prior to the start of the event.
- The DCC will only receive and store packages. Packages will not be opened by DCC staff members.
- The DCC will accept and store packages up to 50 lbs. Any packages over 50 lbs. must be approved prior to shipping.
- A rate of \$50/package will be charged for packages up to 50 lbs. Packages over 50 lbs. are subject to increased rates.
- Packages must be shipped within 2 weeks of the event date. Packages received over two weeks from the event date will be subject to increased holding fees.
- The DCC will immediately report any occurrences of damaged packages to the owner.
- Package owners are responsible for return shipping arrangements and fees.

**SHIP TO:**

Dayton Convention Center  
Attention: Security Desk  
22 E. 5th Street  
Dayton, Ohio 45402

**TOTAL: \$**

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