



EXHIBITOR ORDER FORM 2016

This form is your official invoice – please keep a copy for your records
 All Prices Subject to Applicable Taxes • All Prices Subject to Change Without Notice
 All orders must be accompanied by payment
 Credit will not be given for orders installed but not used
 or orders cancelled within 48 hours of installation
 (Please see reverse side for terms & conditions)

EVENT # 200389
BOOTH #

Please Include Booth Plan

EVENT INFORMATION:

EVENT NAME: IMATS VANCOUVER SHOW 2016

EVENT DATES: JULY 16 – 17, 2016

CUSTOMER INFORMATION:

COMPANY NAME: _____

COMPANY ADDRESS: _____
STREET CITY PROVINCE/STATE POSTAL/ZIP CODE

CONTACT NAME: _____ TELEPHONE#: _____

EMAIL: _____ FAX#: _____

Customer provided wireless routers, wired routers, switches, hubs or access points are not permitted anywhere within the Vancouver Convention Centre. All Network devices must be provided by the Convention Centre.

EXHIBITOR WIFI:

A separate access code is required for each device. Access codes are not transferable from one device to another. This service will work throughout the Vancouver Convention Centre. For private networks or more bandwidth please call for more information 604-647-7206.

Service up to 5Mbps

	Number Required		Rate	Total Amount
1 Day Service - First User	_____	@	\$140.00	
1 Day Service - Additional User	_____	@	\$100.00 Each	
2 Day Service - First User	_____	@	\$250.00	
2 Day Service - Additional User	_____	@	\$100.00 Each	
3 Day Service - First User	_____	@	\$295.00	
3 Day Service - Additional User	_____	@	\$100.00 Each	
4 Day Service - First User	_____	@	\$395.00	
4 Day Service - Additional User	_____	@	\$100.00 Each	
5 Day Service - First User	_____	@	\$495.00	
5 Day Service - Additional User	_____	@	\$100.00 Each	

PRIVATE WIFI NETWORK (DHCP)

SSID (NAME): _____

Password : _____
8 CHARACTER MINIMUM

Additional Wireless Devices

Each device accessing the internet must be counted

WIRED INTERNET SHARED 50Mbps (DHCP)

	Number Required		Discount Rate	Standard Rate	On-Site Rate	Total Amount
Daily Rate	First Device	@	\$ 495.00	\$ 595.00	\$ 795.00	
Conference Rate (3 Days)	First Device	@	\$1395.00	\$1450.00	\$1495.00	
Additional Devices	_____	@	\$ 130.00	\$ 140.00	\$ 150.00	
Each device accessing the internet must be counted						
Switch Rental – 5 or 8 Port	_____	@	\$ 75.00	\$ 75.00	\$ 75.00	
Switch Rental – 12 or 16 Port	_____	@	\$ 125.00	\$ 125.00	\$ 125.00	

WIRED INTERNET DEDICATED Enhanced

	Number Required		Orders placed up to 7 days prior to move in date Discount Rate	Orders placed less than 7 days prior to move in date Standard Rate	Orders placed on-site On-Site Rate	Total Amount
Wired Internet Enhanced – 20Mbps 1 IP Address, Dedicated Bandwidth Daily Rate	First Device	@	\$ 1595.00	\$ 1695.00	\$ 1895.00	
Wired Internet Enhanced – 20Mbps 1 IP Address, Dedicated Bandwidth Conference Rate (3 Days)	First Device	@	\$ 4495.00	\$ 4695.00	\$ 4995.00	
Wired Internet Enhanced – 100Mbps 1 IP Address, Dedicated Bandwidth Conference Rate (3 Days)	First Device	@	\$10995.00	\$11995.00	\$12995.00	
Wired Internet Enhanced: Each Additional Location	_____	@	\$ 595.00	\$ 625.00	\$ 775.00	
Each Additional Device	_____	@	\$ 130.00	\$ 140.00	\$ 150.00	
Each Additional IP Address	_____	@	\$ 130.00	\$ 140.00	\$ 150.00	
Switch rental – 5 or 8 Port	_____	@	\$ 75.00	\$ 75.00	\$ 75.00	
Switch rental – 12 or 16 Port	_____	@	\$ 125.00	\$ 125.00	\$ 125.00	

VOICE CONNECTIVITY

IP Telephone	_____	@	\$ 295.00	\$ 335.00	\$ 395.00	
IP Polycom Set Rental (Per Day)	_____	@	\$ 110.00	\$ 115.00	\$ 175.00	
Fax Line – Equipment Not Included	_____	@	\$ 295.00	\$ 335.00	\$ 395.00	
POS Line – Equipment Not Included	_____	@	\$ 295.00	\$ 335.00	\$ 395.00	

Please check type of **POS** connection required Analog Phone Line Wired Internet (Ethernet)

DIGITAL SIGNAGE

Media Wall – 9 Screen Matrix West Building Main Entrance, 15 Sec. Spot/Day	_____	@	\$ 700.00	\$ 800.00	\$ 1000.00	
Main Entrance Package 3 Entrances, 15 Sec. Spot/Day	_____	@	\$ 1600.00	\$ 1700.00	\$ 1900.00	
Digital Signs – advertising per screen	_____	@	\$ 995.00	\$ 1195.00	\$ 1495.00	
Portable Digital Sign Rental 47” – 52” Rate Per Day	_____	@	\$ 550.00	\$ 650.00	\$ 795.00	
Portable Digital Sign Rental 80” Rate Per Day	_____	@	\$ 900.00	\$ 1000.00	\$ 1200.00	
Virtual Presence Device – BEAM Robot Per Day	_____	@	\$ 1200.00	\$ 1400.00	\$ 1500.00	

Payment Information:

Make cheques payable to:
Vancouver Convention Centre
1055 Canada Place
Vancouver, B.C. Canada
V6C 0C3

To fax your form or for further enquiries:
Call (604) 647-7206
Fax (604) 647-7325

Payment method:

- Cash
- Cheque
- Visa
- MasterCard
- American Express
- Bank Wire Transfer - please inquire for additional details

SUB TOTAL	
5% GST #100432764	
7% PST #1001-0174	
TOTAL CANADIAN	

Credit Card Number: _____ **Expiry Date:** _____

Print Name as it Appears on Card: _____

I hereby authorize the Vancouver Convention Centre or its agents to install the service(s) described above and agree to assume complete responsibility for all charges for service.

Authorized Signature: _____ **Print Name and Title of Authorized Representative**

TERMS & CONDITIONS

1. Requests for service and special arrangements at the discount rate must be received no less than seven (7) days prior to scheduled arrival time for move-in. Otherwise, the standard rate applies to each service.
2. Complete information must be provided on the Telephone/Internet Order Request Form to ensure prompt processing of the order. Incomplete information will delay processing.
3. Conditions for processing service order forms:
 - a) Payment for service must accompany service orders.
 - b) For new service required at time of show please call (604) 647-7299 or visit the Vancouver Convention Centre Service Desk located on the floor of your show during scheduled move-in times.
4. Credit will not be given for service installed and not used.
5. The Customer will be fully responsible for the safekeeping of any equipment during the show and its prompt return at the close of the show to Vancouver Convention Centre personnel.
6. It is understood that if after assignment, Vancouver Convention Centre must change a pre-assigned I.P. address, the Customer has no recourse for compensation against Vancouver Convention Centre. Every effort will be made to maintain the originally assigned address.
7. Only Vancouver Convention Centre personnel are authorized to modify system wiring or cabling.
8. Material and equipment furnished by Vancouver Convention Centre for this service order shall remain the property of Vancouver Convention Centre.
9. Customer shall not and shall not permit any of its users or other third parties to:
 - (a) disclose private communications without permission to parties other than the intended recipient, or the disclosure of confidential information;
 - (b) restrict or inhibit any other user from using and enjoying the Internet;
 - (c) post or transmit any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (d) post or transmit any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (e) upload, post, publish, transmit, reproduce, or distribute in any way, information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto, without obtaining permission of the copyright owner or rightholder; or
 - (f) abuse or fraudulently use the Internet in any way not specifically set forth above.
10. Limitation of Liability
 - (a) Customer understands that Customer and its users may access the Internet through the service. Customer understands further that neither the Vancouver Convention Centre nor its Internet Service Provider operate or control the Internet in any way, and that all merchandise, information and services offered or made available or accessible on the Internet are offered or made available or accessible by third parties.
 - (b) Customer assumes total responsibility and risk for Customer's and its users' use of the service and the Internet. Neither the Vancouver Convention Centre nor its Internet Service Provider make any express or implied warranties, representations or endorsements whatsoever (including without limitation warranties of title or noninfringement, or the implied warranties of merchantability or fitness for a particular purpose) with regard to any merchandise, information or service provided through the Internet, and neither the Vancouver Convention Centre nor its Internet Service Provider shall be liable for any cost or damage arising either directly or indirectly from any such transaction. It is solely Customer's and its users' responsibility to evaluate the accuracy, completeness and usefulness of all opinions, advice, services and other information, and the quality and merchantability of all merchandise, provided on the Internet generally.
 - (c) Customer understands further that the Internet contains unedited materials some of which are sexually explicit or may be offensive to some people. Customer and its users access such materials at their own risk. The Vancouver Convention Centre and its Internet Service Provider have no control over and accept no responsibility whatsoever for such materials.
 - (d) The service is provided on an "as is" and "as available" basis without warranties of any kind, either express or implied, including but not limited to warranties of title, noninfringement or implied warranties of merchantability or fitness for a particular purpose. No advice or information given by the Vancouver Convention Centre or its Internet Service Provider or their affiliates or their contractors or their respective employees shall create a warranty. Neither the Vancouver Convention Centre nor its Internet Service Provider warrants that the service will be uninterrupted or error free or that any information, software or other material accessible on the Internet is free of viruses, worms, trojan horses or other harmful components.
 - (e) Under no circumstances shall the Vancouver Convention Centre or its Internet Service Provider or their affiliates or contractors be liable for any direct, indirect, incidental, special, punitive or consequential damages that result in any way from Customer's or its users' use of or inability to use the service or to access the Internet or any part thereof, or Customer's or its users' reliance on or use of information, services or merchandise provided on or through the service, or that result from mistakes, omissions, interruptions, deletion of files, errors, defects, delays in operation, or transmission, or any failure of performance.
 - (f) Without in any manner limiting the express limitations contained in this section, neither the Vancouver Convention Centre nor its Internet Service Provider shall be liable to Customer or its users or any other parties for any:
 - (i) act or omission of a telecommunications carrier whose facilities are used in establishing connections;
 - (ii) disclosure of private communications to parties other than the intended recipient, or the disclosure of confidential information;
 - (iii) restriction or inhibition imposed by a third party;
 - (iv) posting, transmittal or receipt of any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (v) posting or transmittal of any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (vi) uploading, downloading, posting, publishing, transmittal, reproducing, or distributing in any way, of information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto;
 - (vii) infringement of patents or other proprietary rights; or
 - (viii) abuse or fraudulent use of the Internet in any way not specifically set forth above.