



EXHIBITOR FORM

Please Complete and Fax To: 519-661- 5990
 For Information Contact: Tel: 519-661-6200 Toll Free: 1-800-203-1992
 Email: csr@londoncc.com

Function: 2012 National Franchise Show	Date: March 10-11, 2012	Booth No:
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Company Name: _____	Contact Name: _____
Street Address: _____	City, Province: _____
Postal/Zip Code: _____	Email: _____
Telephone: _____	Fax: _____

TELEPHONE AND DATA ORDER FORM – T103	FMS/CS
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The following rates include a one-time installation in the location of your choice. Changes to the original placement will be subject to a labour charge.

- ALL LONG DISTANCE CALLS (Including directory assistance) are extra and will be charged at the prevailing rate.
- Must dial an access code of "9" for an outside line.

A. TELEPHONE SERVICES	PRE-ORDER	ON-SITE	Qty.	AMOUNT
Regular Voice Phone	\$ 75.00	\$ 100.00		\$
Regular Voice Phone with Voicemail	\$ 80.00	\$ 105.00		\$
Fax or Modem Line	\$ 75.00	\$ 100.00		\$
Combination Voice / Modem Unit	\$120.00	\$ 145.00		\$
Section A Subtotal				\$
B. DATA SERVICES	PRE-ORDER	ON-SITE	Qty.	AMOUNT
ISDN Line (NOTE-System Requirements: Must provide own Equipment)	Quote Available	Quote Available		\$
Bell Microlink Line Must be Pre-ordered 30 Days in Advance (Note-System Requirements: Must provide own Equipment)	Quote Available	Unavailable		\$
Bell Microlink (T-1) Line Must be Pre-ordered 45 Days in Advance (Note-System Requirements: Must provide own Equipment)	Quote Available	Unavailable		\$
Section B Subtotal				\$
C. INTERNET	PRE-ORDER	ON-SITE	Qty.	AMOUNT
High Speed DSL Connection (NOTE-System Requirements: 10 base-T-Ether Net Card or a Twisted Pair RJ-45 Connector)	\$ 125.00	\$ 155.00		\$
Section C Subtotal				\$
Subtotal (Section A + B+ C)				\$
13% HST (#R136385242)				\$
TOTAL AMOUNT PAYABLE				\$

SEE CONDITIONS AND REGULATIONS ON REVERSE SIDE OF THIS ORDER FORM

METHOD OF PAYMENT: <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express	Expiry Date:
Credit Card Number:	Name on Card:
Signature:	
Date:	(Please Print Clearly)

Please retain a copy for your records and return original with payment

EXHIBITOR FORM

TELEPHONE AND DATA – T103

CONDITIONS & REGULATIONS

1. All materials and equipment supplied remain the property of the London Convention Centre (LCC).
 2. Unless otherwise directed, the LCC Facility & Maintenance Services (FMS) Technicians are authorized to cut floor coverings.
 3. Credit will not be given for connections installed and not used.
 4. It is the exhibitor's responsibility to ensure safe return of rented equipment to LCC FMS.
DO NOT LEAVE EQUIPMENT UNATTENDED IN BOOTH.
 5. Disputes concerning service must be filed by the exhibitor with LCC FMS Services prior to the close of the show.
 6. Payment Terms:
 - a) Advanced rates apply to orders received up to **10 days** prior to the "move-in time" for the show. Order received after this time shall be considered as "on-site orders" and shall be subject to the "on-site" rate.
 - b) Payments must accompany all Service Orders. No Service Order will be processed without payment. Exhibitors with outstanding balances from prior shows must satisfy payment requirement or services will not be provided. Current show balances and/or charges incurred for additional services must be paid in full prior to show opening or services will be disconnected. No exceptions please.
 - c) Only American Express, Mastercard and VISA credit card transactions will be accepted.
 - d) Refunds for overpayment will be processed by LCC FMS within thirty (30) days after the show closing date.
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