



Irving Convention Center at Las Colinas an ASM Global Managed Facility  
 500 W. Las Colinas Blvd. Irving, Texas 75039  
 Phone: 972.401.7773 Fax: 972.401.7759



You can also email the form to: [onlineorders@asmicc.com](mailto:onlineorders@asmicc.com)

Event Name:	Event Date:
Exhibitor Name:	Booth #

\*Advance Rate applies if ordered **ONE** week prior to Load In Date, if received after that date On Site Rate Applies

<b>STANDARD INTERNET &amp; NETWORK SERVICES</b>				
Quantity	Description	Advance Rate*	On Site Rate	Amount
	High-Speed Internet Connection 1 IP	\$ 450.00	\$ 500.00	\$
	Additional IP Addresses	\$ 75.00	\$ 100.00	\$
	16 Port Hub Rental	\$ 150.00	\$	\$
	7 ft. Cat 5 Cable	\$ 20.00	\$ 25.00	\$
	15 ft. Cat 5 Cable	\$ 30.00	\$ 35.00	\$
	25 ft. Cat 5 Cable	\$ 50.00	\$ 55.00	\$
<b>DEDICATED INTERNET (Recommended for Webcasting)</b>				
	Dedicated 5MB Service (1 IP Address)	\$ 550.00	\$	\$
	Dedicated 10MB Service (1 IP Address)	\$ 900.00	\$	\$
	Dedicated 15MB Service (1 IP Address)	\$ 1,350.00	\$	\$
Rates above are for 1 day of service, multi-day and higher rates available upon request.				
<b>STANDARD TELECOMMUNICATIONS SERVICES</b>				
	Standard Phone line for Calls	\$ 425.00	\$ 450.00	\$
	Standard Phone line for Credit Cards*	\$ 450.00	\$	\$
	Polycom Phone for Conference Call	\$ 400.00	\$ 450.00	\$
	Telephone Unit	\$ 30.00	\$ 35.00	\$
<b>Fee for Faxed or Mailed in Orders (Please use Online Order System to Avoid)</b>				<b>\$ 10.00</b>
			<b>Total Due</b>	<b>\$</b>

**WIFI**

Wi-Fi is available during your event, the center does not charge for the service. It is shared with everyone in the building. Exhibitors will be provided with a passcode to get on to the Exhibitor Wi-Fi Signal. Please see the Exhibitor Services Desk for Passcode.

Service will be brought to the rear of the booth in the most convenient manner, unless otherwise indicated below. (please circle)

REAR

AISLE

LEFT  RIGHT

\* Credit Card Phone lines are limited in the building and must be ordered in Advance

Convention Center Staff are responsible for all connections. Under no circumstances shall anyone other than the "House Technician" make connections to the facility's system.  
**Pricing Subject to Change.**

**PAYMENT IN FULL MUST BE RENDERED BEFORE SERVICE IS CONNECTED**

( ) American Exp ( ) Visa ( ) MasterCard CC# \_\_\_\_\_

Name on Card: \_\_\_\_\_ Exp.Date \_\_\_\_\_ Security Code \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_  
 (address must match where card statement is mailed)

Email Address: \_\_\_\_\_ Phone #: \_\_\_\_\_

I authorize SMG - Irving Convention Center at Las Colinas to charge my credit card for services listed and have read the terms and conditions on page two of this form.

Authorized Signature \_\_\_\_\_