

# 2 ELECTRICAL/TELEPHONE/INTERNET SERVICE ORDER FORM

**INSTRUCTIONS:** Please print or type. Order and pre-payment for requested service must be received prior to **OCTOBER 14, 2005** in order to guarantee services.

EVENT: **55th Conference on Exceptional Children**

EVENT DATE: **November 7 – 8, 2005** BOOTH NUMBER: \_\_\_\_\_

EXHIBITOR/FIRM: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

TELEPHONE: ( ) \_\_\_\_\_

AUTHORIZED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

|   | DESCRIPTION  | UNIT PRICE                       | QUANTITY | TOTAL     |
|---|--|----------------------------------|----------|-----------|
| <b>ELECTRICAL*</b>  | 120 Volt Outlet (1 connection)   | \$37.45* / each                  |          |           |
|   | 120 Volt Outlet (with use of powerstrip)   | \$107.00* / each                 |          |           |
|   | 208 Single Phase 30 Amp  | \$107.00* / each                 |          |           |
|   | 208 Three Phase 60 Amp   | \$428.00* / each                 |          |           |
|   | **Additional electrical service used above ordered amount will result in additional charges as outlined to be paid prior to event closing.**<br>ELECTRICAL SERVICE NOTE: If service above does not meet your specifications, list your full requirements on a separate sheet and submit with this form. Additional fees will apply and be quoted upon receipt. |                                  |          |           |
| <b>TELEPHONE</b>  | Unrestricted House Phone – Access Fee<br><i>(9 plus number dialed)</i>   | \$53.50* / per line              |          |           |
|   | Private Line – Access Fee<br><i>(Client must secure service &amp; billing through BellSouth)</i>   | \$53.50* / per line              |          |           |
|   | ***A credit card guarantee is required for ALL telephone service***  |                                  |          |           |
| <b>INTERNET</b>   | High Speed Internet Access   | \$160.50* / per line,<br>per day |          |           |
| <b>TOTAL AMOUNT DUE</b>   |  |                                  |          | <b>\$</b> |
| *NC State Sales Tax of 7% is applicable and has been added to the prices shown above. |  |                                  |          |           |

## PAYMENT INFORMATION

Payment must be included with this order form. Order and pre-payment for requested service must be received prior to **October 14, 2005** to guarantee services. Payment may be made by cash, check or credit card.

NOTE: A credit card guarantee is required for ALL telephone service.

**AMOUNT DUE:** \$ \_\_\_\_\_ **PAYMENT METHOD:**  Cash  Check  Credit Card

CREDIT CARD: Type \_\_\_\_\_ Number \_\_\_\_\_ Exp \_\_\_\_\_

## SUBMIT PAYMENT AND SERVICE ORDER TO:

SHERATON GREENSBORO HOTEL AT FOUR SEASONS/JOSEPH S. KOURY CONVENTION CENTER  
 3121 High Point Road, Greensboro, North Carolina 27407  
 ATTN: ACCOUNTING  
 FAX: (336) 292-9500