

# TELECOMMUNICATIONS ORDER FORM

<b>Event Name:</b>			<b>Date of Event:</b>		<b>Booth#:</b>
<b>Order Completed by:</b>			<b>Phone Number:</b>		
<b>Business Name:</b>			<b>On-Site Contact:</b>		
<b>Address:</b>			<b>On-Site Cell Phone:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>	<b>On-Site Email:</b>		

For questions on this form, please contact your Event Manager

<b>INTERNET SERVICES</b>	ITEM QTY.	# OF DAYS OF SERVICE	ADVANCE RATE MORE THAN 14 DAYS NOTICE	STANDARD RATE LESS THAN 14 DAYS NOTICE	TOTAL (ITEM QTY. x # OF DAYS x RATE)
Shared WiFi (Unsecured, Portal Login)			COMPLIMENTARY	COMPLIMENTARY	
Dedicated Wifi* (Secured, Password Protected)			\$350.00	\$400.00	
Shared Wired/LAN Internet (Unsecured, Supports One Device)			\$150.00	\$180.00	
Dedicated Wired Internet* (Additional Routers Available)			\$295.00	\$354.00	
Patch Cables - CAT 6 (Available in lengths o/6 to 100/t.)			\$25.00	\$35.00	
Technical Support (Minimum Charge 1 hour)			\$75.00	\$95.00	
<b>TELECOMMUNICATION SERVICES</b>	ITEM QTY.	# OF DAYS OF SERVICE	ADVANCE RATE MORE THAN 14 DAYS NOTICE	STANDARD RATE LESS THAN 14 DAYS NOTICE	TOTAL (ITEM QTY. x # OF DAYS x RATE)
Analog Service			\$150.00	\$180.00	
<b>Grand Total</b>					<b>\$</b>

## PAYMENT INFORMATION

Make Check Payable To: MASSMUTUAL CENTER

Mail To:

MASSMUTUAL CENTER

1277 MAIN STREET, SPRINGFIELD, MA 01103

ATTN: FINANCE DEPARTMENT

TO PAY BY CREDIT CARD: PLEASE CALL (413) 271-3247 | EMAIL: kgraham@mgmspringfield.com

Or

PLEASE CALL (413) 271-3209 | EMAIL: narobinson@mgmspringfield.com

THERE IS A 3.5% PROCESSING FEE FOR ALL CREDIT CARD TRANSACTIONS

<b>Authorized Signature:</b>	<b>Date:</b>
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