

Exhibitor Order Forms Now On-line

2009

Now you can order your Direct Energy Centre Exhibitor Booth Services quickly and easily on-line! Please have a valid credit card available to complete your transaction.

Every order will receive an e-mailed confirmation sent directly to your computer summarizing each item, the cost and applicable taxes for your records.

HERE IS YOUR LOG-IN INFORMATION:


Show: IDEX/Neocon Canada
Show Dates: September 24 – 25, 2009

ADVANCE RATE DUE DATE:

Wednesday September 9, 2009.

SHOW PASSCODE: 3485IID9 *Note: the password is a combination of numbers and letters. Refer to the guide below.*

3	4	8	5	I	I	D	9
Numeric	Numeric	Numeric	Numeric	Alpha	Alpha	Alpha	Numeric



Directions:

Log-on to the Direct Energy Centre website at www.directenergycentre.com

Click on the "Exhibitor Services tab on the Home page
Use your unique Show passcode, as shown above to gain access to our forms.

Questions? E-mail the Exhibitor Services Department at exhibitorservices@directenergycentre.com or call us at 416-263-3064 during regular business hours.

We'd be pleased to assist you!



An Exhibition and Convention Centre

Exhibition Place, 100 Princes' Blvd.
Toronto, Ontario, Canada M6K 3C3
Tel: (416) 263-3064
Fax: (416) 263-3069

Web: www.directenergycentre.com

INTERNET & COMPUTER RENTALS



An Exhibition and Convention Centre

IIDEX/Neocon Canada 2009
September 24th-25th, 2009
Halls A & B

HOW TO ORDER: To qualify for the ADVANCED discount rate, completed order form with full payment must be received prior to **Wednesday September 9th, 2009**. All orders forms with full payment received after this date will be subject to STANDARD Rate pricing. No exceptions. Read TERMS & CONDITIONS on reverse side.

Exhibiting Firm Name : _____
 Booth Number(s) : _____
 On-Site Contact : _____
 Street Address : _____
 City: _____ Prov/State: _____ Postal/Zip: _____
 Phone Number: _____ Fax: _____ Email: _____

ADVANCED RATES

STANDARD RATES

INTERNET SERVICES	Unit	5%GST	8%PST	Unit Total	Unit	5%GST	8%PST	Unit Total	QTY	TOTAL
INTERNET via ETHERNET [Public IP] – (2) Public IP addresses incl. Static Public IP's	750.44	37.52	60.04	848.00	938.05	46.90	75.04	1060.00		
Each additional Public IP Address, in excess of 2 (incl. above)	150.44	7.52	12.04	170.00	187.61	9.38	15.01	212.00		
INTERNET via ETHERNET [Private IP] - (1) IP addresses incl. Dynamically allocated private IP's	525.66	26.28	42.05	594.00	656.64	32.83	52.53	742.00		
Each additional Private IP Address, in excess of 1 (incl. above)	100.00	5.00	8.00	113.00	125.66	6.28	10.05	142.00		
Each additional per device fee (customer internet equipment)	100.00	5.00	8.00	113.00	125.66	6.28	10.05	142.00		
INTERNET via Wireless – WIFI Lite – (Single connection per order)	299.12	14.96	23.93	338.00	373.45	18.67	29.88	422.00		
INTERNET via Wireless – WIFI PRO – (Can support up to 5 devices per service) (1 connection included)	524.78	26.24	41.98	593.00	656.64	32.83	52.53	742.00		
INTERNET via Wireless – WIFI PRO – additional access	100.00	5.00	8.00	113.00	125.66	6.28	10.05	142.00		
VOIP Quality Network Connection (max. 3 phone lines per order)	850.44	42.52	68.04	961.00	1062.83	53.14	85.03	1201.00		
Ethernet Networking – includes 2 locations point to point	400.00	20.00	32.00	452.00	500.00	25.00	40.00	565.00		
20 MEGABIT dedicated Internet pipe (Five (5) IP address incl.)	1500.00	75.00	120.00	1695.00	1875.22	93.76	150.02	2119.00		
Dry Pair (no signal) point-to-point copper conductors	350.44	17.52	28.04	396.00	437.17	21.86	34.97	494.00		

COMPUTER HARDWARE RENTALS	Unit	5%GST	8%PST	Unit Total	Unit	5%GST	8%PST	Unit Total	QTY	TOTAL
17" LCD monitors	200.00	10.00	16.00	226.00	250.44	12.52	20.04	283.00		
PC Computer	250.44	12.52	20.04	283.00	312.39	15.62	24.99	353.00		
LAPTOP Computer	450.00	22.50	40.50	513.00	562.28	28.11	50.61	641.00		
5 Port switch	50.44	2.52	4.04	57.00	62.83	3.14	5.03	71.00		

SALE ITEMS-NEW available at our on-site Order Desk (all items are final sale - no returns please) mouse ps2/usb/optical -\$52.00, 10 ft cat 5e cable & cat 5 patch cable \$20.00, 25 ft cat 5e cable \$29.00 (all prices include applicable taxes). For more information on any of the above services or complete computer / telephone networking: Phone: 416-263-3075 or email: telecom@directenergycentre.com

TOTAL \$

PAYMENT: Order must be accompanied by full payment in Canadian Funds. Incomplete order forms will not be processed and will be subject to Standard Rate pricing. Orders received after the due date noted above, are subject to standard rate pricing and will be charged accordingly. Payment can be made by cash, credit card or certified cheque payable to DIRECT ENERGY CENTRE.

I authorize charging any unpaid balance to my credit card.

 EXPIRY DATE /
 Month Year
 Visa Mastercard
 AMEX Cash
 Enclosed Certified Cheque

Cardholder's Signature _____
 Print Name of Cardholder _____

Please indicate approximate location of service placement within the booth (x). If necessary, attach additional documentation to ensure accurate placement of service(s). In the event that no location(s) is specified, service(s) will be installed at the most convenient location. Hardware Rentals require signature confirming delivery and acceptance of terms (on reverse side). **A \$90.00 charge will apply if relocation of services is required.**

	NORTH	
WEST	BOOTH # _____	EAST
	SOUTH	

DIRECT ENERGY CENTRE OFFICE USE ONLY: 09/ **3 4 8 5** **1 1 7 3 0**

EXHIBITOR SERVICES ORDER #

Exhibitor Services Department, Direct Energy Centre, Exhibition Place, 100 Princes' Blvd., Toronto Ontario M6K 3C3, Tel: (416) 263-3064 | Fax: (416) 263-3069
 Email: exhibitorservices@directenergycentre.com | Web: www.directenergycentre.com

TERMS & CONDITIONS

1. PAYMENT in Canadian Funds or credit card must accompany all orders PRIOR to delivery of services in accordance with the applicable rate schedule. Due to the temporary nature of the installations, all claims / disputes must be brought to the attention of the Exhibitor Services Order Desk PRIOR to the move-out of the show/event. No service(s) will be provided without payment in full. NO EXCEPTIONS. On-Site payments prior to the scheduled move-IN date(s) of your show/event are welcome by appointment. Please contact our office in advance.
2. ALL ORDERS MUST BE RECEIVED by the Exhibitor Services Department, in accordance with the date specified on the reverse side to qualify for the ADVANCED DISCOUNT Rates. NO EXCEPTIONS.
3. PROVINCIAL SALES TAX (PST) EXEMPTION STATUS applies to those who are purchasing services for re-sale. A valid tax exemption certificate must be furnished with your order. Exemptions DO NOT apply to the end-user.
4. EXHIBITOR APPOINTED CONTRACTORS are ultimately the responsibility of the exhibiting firm. In the event that an appointed contractor does not meet any of the terms and conditions set herein; the exhibiting firm will be held liable.
5. INTERNET SERVICES ARE PROVIDED WITHOUT ANY WARRANTIES. Direct Energy Centre and its internet service provider are unable to guarantee uninterrupted service, or that the information accessed through the web will be free from worms, viruses, Trojan Horses or other harmful malware. Direct Energy Centre shall have no liability whatsoever for claims, losses, actions, damages, suits or proceedings resulting from other users accessing your hardware; security breaches; eavesdropping; interception of traffic being sent or received. Nor shall the NTC, hold any liability for the loss or deletion of files, errors, defects, delays in operation and transmissions. The Service speed can vary depending on location, line quality, inside wiring, Internet traffic, and other factors beyond the control of Direct Energy Centre. Direct Energy Centre provides the service on a "best effort" standard and does not guarantee upload or download speeds. Users agree not to post or transmit any unlawful, threatening, abusive, libelous, defamatory, profane, obscene, pornographic or racist information/material of any kind.
6. SHARING / BORROWING SERVICE is NOT permitted at Direct Energy Centre. Exhibitors found using services without an order will be subject to the standard rate.
7. SAFETY REGULATIONS: The Electrical Safety Authority currently enforces Rule 2-022 of the Electrical Safety Code, stipulating that any and all equipment energized, displayed and / or offered for sale MUST BE APPROVED. All electrical / mechanical equipment must conform to the Canadian Standards Association and Canadian Electrical Code. The use of two wire ungrounded extension cords is prohibited. NOTE: Direct Energy Centre and its governing agents are fully committed to the safety and well being of all visitors and employees. As such, Direct Energy Centre's Management Team reserves the right to investigate any and all cause for concern that may put safety at risk.
8. ONLY AN AUTHORIZED Direct Energy Centre Technician is permitted to do any wiring in the facility. Delivery of ALL data transmission lines ordered from an outside vendor will only be allowed to a demarcation point specified by Direct Energy Centre. No electrical / mechanical equipment shall be energized if failure is detected until an authorized electrician or technician has investigated and corrected the source of the malfunction.
9. ALL MATERIAL furnished by Direct Energy Centre for this service order shall remain the property of Direct Energy Centre, and shall be removed ONLY by Direct Energy Centre Personnel.
10. INSTALLATIONS that need to be re-located are subject to a \$90.00 fee.
11. RATES quoted for service include delivery of service(s) in the most convenient manner and DO NOT include special wiring , testing, overhead drops and / or special placement of communications services. Labour may be ordered through the Exhibitor Services Department at an additional cost.
12. ADDITIONAL LABOUR will be charge in one-hour increments. The current labour rate is \$90.00 per hour for both telecommunications and computer services.
13. TELEPHONE SERVICE(S) will be disconnected on the last day of the show/event, one hour after the official closing time.
14. INTERNET SERVICE(S) does not include Computer or Hardware Rentals.
15. INVENTORY OF COMPUTER HARDWARE IS LIMITED and provided on a "first come – first served" basis. Exhibitors are encouraged to forward orders in advance to reserve equipment.
16. COMPUTER and HARDWARE RENTALS require signature accepting delivery and terms of rental. Exhibitor is responsible for retrieval and safe return of rented equipment the Order Desk, within ONE (1) HOUR after the official closing time. Exhibitor assumes responsibility for any rented equipment that is lost or damaged during the rental period at an additional cost that will be determined at the discretion of Direct Energy Centre.
17. ALTERATIONS TO FLOOR COVERINGS: Direct Energy Centre will not be held responsible for any cutting or altering of floor coverings in order to provide service to a booth.
18. CHANGES to original orders will require a service order to be signed by the exhibitor acknowledging receipt of service.
19. CANCELLATIONS: Notification of cancellation must be received in writing a minimum of seven (7) days PRIOR to scheduled opening date. There will be a \$50.00 administration fee for all refunds requested. Cancellations after the deadline will be subject to full rental charges. Credit will not be given for equipment / connections installed and not used.
20. UNPAID BALANCES: Any balance(s) outstanding after the Move-OUT period will be charged to the exhibitor's credit card. Direct Energy Centre reserves the right to apply a finance charge to unpaid balances after 30 days at 1.5% per month, equivalent to 18.0% per year. If by any reason of any default on the part of the exhibitor, hereunder, it becomes necessary to engage an attorney, the exhibitor agrees to pay all costs, expenses, and the attorney's fees expended or incurred by Direct Energy Centre or Exhibition Place in connection therewith. There will be a \$20.00 charge for returned payments.
21. DISCLAIMER: Direct Energy Centre will not be responsible for any labour strikes, accidents, fires, an Act of God or delays beyond our control, including power surges, spikes or loss of power. Direct Energy Centre accepts no responsibility for direct or indirect damages to booths in regards to rented items.
22. NON-DISCLOSURE: Customer Account information will not be disclosed to third parties without your consent except as permissible by law and our policy.

