

EXECUTIVE EXPO TELEPHONE SERVICESHOW: AQS Quilt Show 2008MUST RECEIVE BY: MARCH 14, 2008

Cutoff Date

BOOTH # : _____

LOAD IN DATE: See AQS Contract

	<u>Qty</u>	<u>Advance</u>	<u>*Floor</u>	<u>Amount</u>
Standard Single Line Telephone Service	___	\$ 65	\$ 95	\$ _____
<ul style="list-style-type: none"> • Extension off attended Switchboard - allows incoming calls • Dial your own calls: (Outgoing Calls Only) <ul style="list-style-type: none"> Unlimited local calls Direct Dialing with assigned Access Code No Direct Incoming Calls or Faxes 				
Incoming Single Line Telephone Service	___	\$115	\$180	_____
<ul style="list-style-type: none"> • Receives incoming calls direct to phone • Limited availability 				
Double Jack on Single Line	___	\$ 7	\$ 12	_____
<ul style="list-style-type: none"> • Enables 2 Instrument hook ups on Single Line 				
Long Distance Access Deposit (per line)	___	\$ 60		_____
<ul style="list-style-type: none"> • Can be transferred to Room Acct at check-in if staying at Executive Inn 				
Touch Tone Phone	___	\$ 15	\$ 25	_____
<ul style="list-style-type: none"> • Must be picked up & returned to Service Desk • Unreturned phones (by end of Show) entail \$40 charge & will be charged to Credit Card 				
Internet – High Speed	___	\$ 175	\$ 250	_____
Wireless Internet	___	\$ 50	NA	_____
<ul style="list-style-type: none"> • Must be ordered in advance by cutoff date. NO FLOOR/LATE ORDERS NO EXCEPTIONS!!! • This is a per user charge, and only authorizes one user. All addition users subject to full rate 				
TOTAL ORDER				\$ _____

*Floor Rates apply to orders received after cutoff date and cannot be guaranteed.

Long Distance Charges:

> I understand that any long distance charges made from this extension are my responsibility and the method of payment will be: Deposit Included in above Total by Check: _____ Charge my Credit Card

below: _____

*If this section is not filled out, the phone service provided will only be service within the hotel/convention center complex. A service charge of \$45 will be levied to convert to long distance accessibility after show load in.

Make Checks Payable to: Executive Inn

PAYMENT: By Check _____ CC# _____ Exp _____

(Visa, MC only)

Firm Name _____ Phone _____ Booth # _____

Fax # _____ E-Mail _____

Address _____ City & State _____ Zip _____

By _____ Name _____ Date _____

Signature

Print Name

Return Options: Mail: Executive Inn, Attn: W Doom, One Executive Blvd., Paducah, KY 42001**Fax: 270-444-5317 Attn: Wilma Doom**

PAYMENT IN FULL MUST ACCOMPANY ORDER. PRE-PAYMENT IS NON-REFUNDABLE FOR NON USE OR NO SHOW. BRING COPY OF FORM TO SHOW WITH YOU. SEE BACK FOR CREDIT CARD MACHINE PROGRAMMING.

PHONE INFORMATION

- 1) **A long distance deposit or credit card is required (see front) or the phone service will only be within the hotel/convention center complex. A Service Charge of \$45 will be levied to convert to long distance accessibility after show load in and could result in delayed service.**
- 2) Credit Card Processor Information:
 - Processor must be programmed with a 9 + 1 + 800 number
 - Baud Rate – 2400
- 3) After installation, should your credit card processing equipment not work:
 - Make sure it is programmed with a 9 preceding the number.
 - Call your technical service representative.
- 4) Service Calls: Before calling the service representative at the extension number given after installation, be sure you have programmed your equipment correctly and the baud rate is 2400. A service charge of \$25 will be levied if the problem is not with the phone service.
- 5) Executive Inn Telephone Service shall properly connect and set up all requested telephone equipment; however, it is fully understood that the Executive Inn does not guarantee the quality of the transmission over lines not within its control.
- 6) Orders received after the cutoff date will be charged at the floor rate and are not guaranteed due to configuration of system.
- 7) Telephone Service will be disconnected on the final day 30 minutes after the show closes.

Telephone Service Form Standard

Revised: 10//15/07