



Ancillary Services Order Form – Southern Christmas Show

Company Name: _____ Exhibit Space #: _____
 Address: _____ City, State, Zip: _____
 PRINT Name: _____
 Date: _____ Office #: _____ Cell #: _____
 Email Address: _____ **FOR CONFIRMATION/RECEIPTS**

NOTE: To secure advance price, full payment must accompany order no later than ten (10) days prior to first exhibitor move-in date. FOR SOUTHERN CHRISTMAS SHOW THIS DATE IS OCTOBER 26, 2018. All other orders will be charged the "At Show" rate. Payment must be made before receipt of service.

| Quantity | Service | Advance Rate | At Show Rate | Total |
|----------------------------|-------------------------------|--------------|--------------|----------|
| ELECTRICAL SERVICES | | | | |
| _____ | 120V Single Phase: 0-20 Amps | \$100.00 | \$150.00 | \$ _____ |
| _____ | 120V Single Phase: 21-30 Amps | \$115.00 | \$160.00 | \$ _____ |

Please contact The Park if you have needs beyond 120V service.

| | | | | |
|--|-----------------------|----------|----------|----------|
| PHONE LINE SERVICES (no instrument) | | | | |
| _____ | Phone Line Connection | \$275.00 | \$330.00 | \$ _____ |

| | | | | |
|--|--------------------------------|----------|----------|----------|
| INTERNET SERVICES (see 2nd page for multiple device rates) | | | | |
| _____ | WiFi (Per Device) for the show | \$150.00 | \$180.00 | \$ _____ |
| _____ | Dedicated High Speed Internet | \$355.00 | ---- | \$ _____ |

| | | | | |
|-------------------------|--|---------------|---------------|----------|
| PARKING SERVICES | | | | |
| _____ | Reserved Parking Behind Bldg. No more than 12ft per space | \$110.00 | \$115.00 | \$ _____ |
| _____ | Six Acre Lot Trailer Parking | \$60.00 | \$65.00 | \$ _____ |
| _____ | Reserved RV Parking: Behind Liberty Hall Date & Day In Date & Day Out | \$25.00 daily | \$30.00 daily | \$ _____ |

Do you have pullouts? Yes No If yes, please provide dimensions: _____
 Vehicle Description: _____ Vehicle Dimensions: _____

| | | | | |
|-----------------------|------------|---------|---------|----------|
| OTHER SERVICES | | | | |
| _____ | Water Drop | \$75.00 | \$95.00 | \$ _____ |
| _____ | Drain | \$75.00 | \$95.00 | \$ _____ |
| _____ | Gas | \$50.00 | \$70.00 | \$ _____ |

Total Enclosed for All Services: \$ _____

**All Checks and Money Orders can be mailed to 800 Briar Creek Road, Suite 506, Charlotte NC 28205
 Attention: Administrative Services
 Make Checks Payable To: The Park Expo & Conference Center**

If paying by credit card, email completed order form to ancillary@theparkexponc.com or fax to 980.209.0724
 3.5% Handling Fee on CC Payments
 We no longer accept American Express Credit Cards

Credit Card Information: Card #: _____ Exp: _____ CVV Code: _____ Name on Card: _____

800 Briar Creek Road, Suite AA506, Charlotte, NC 28205
 980-365-7571



INTERNET SERVICES

The Park Expo and Conference Center IT Services (ITS) is the exclusive provider and installer on the Facility property of all Voice, Data, and Network services (wired and wireless) including communication cabling. This includes but is not limited to all cabling fiber optic, twisted pair (Category 5 and 6), coaxial and all other data and telecommunications related cabling to meeting rooms, booths, and other locations on the Facility property.

The network connection(s) provided by ITS may be used only by the Customer and cannot be resold or distributed to other companies or individuals.

Advance Rate applies when a completed order with payment is received no later than 10 days prior to the first day of show move-in. At Show Rate applies to all orders One (1) to Thirteen (9) days before show move-in has started or (b) orders received on or before the 10 day Incentive Deadline without payment. Orders placed on site or after show move-in has started will be at Advance Rate plus an additional 20%.

Use of Network Connection: (a) Services provided by ITS are intended to facilitate communications between the Customer’s authorized users and the entities reachable through the Internet. Users of ITS services shall use reasonable efforts to promote efficient use of the networks to minimize, and avoid, if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks. (b) Users of ITS services shall not disrupt any of the ITS or other associated networks as a whole or any equipment of system forming part of networks, or any services provided over, or in connection with any of the ITS or other associated networks. ITS services shall not be used to transmit any communication where the meaning of the message, or its transmission, distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.

Wireless Specific: (a) ITS is the exclusive provider of voice, wired and wireless data service(s) for the Facility. Wireless Devices not authorized by ITS are strictly prohibited. If Customer desires to showcase its wireless products, it must contact ITS 21 days in advance of show move-in to register their device. ITS will investigate the potential of ITS engineering a customized cohesive network to operate without interference to other Customers, (applicable charges may apply). (b) The use of any wireless device that interferes with the facility’s 2.4/5 GHz wireless data frequency range is prohibited and subject to disconnection at the Customer expense.

Multiple Device Rates

| No. of Devices | Rates per Device | |
|----------------|------------------|----------|
| | Advance | At Show |
| 1 – 3 | \$150.00 | \$180.00 |
| 4 – 7 | \$85.00 | \$100.00 |
| 8 – 10 | \$65.00 | \$75.00 |

Internet Performance Disclaimer: ITS does not guarantee the performance, routing, or throughput; either expressed or implied, of any data circuit (s) connectivity with regards to the internet and/or Internet backbone(s) beyond the Facility.

Only ITS personnel are authorized to modify system wiring or cabling. Material and equipment furnished by ITS for this service order form shall remain the property of ITS.

CANCELLATION – There is a minimum of \$150 or 10% Cancellation Fee (whichever is lower). Cancellations must be in writing. Additional cancellation charges will apply for orders that have already incurred labor, material, and/or engineering costs. Credit will not be given for service(s) installed and not used.

Service problems must be reported to the Service Desk. Service problems will not be considered unless filed in writing by Customer prior to close of show.

WiFi passwords will be distributed upon move-in. Please see The Park Service Desk.

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GENERAL INFORMATION

- We reserve the right to refuse service.
- We cannot guarantee service prior to Show opening.
- No refund will be issued once service has been connected.
- No ancillary services orders will be taken over the phone
- No new electric and or dedicated service orders will be connected during show hours