



**Orders will not be processed unless this form is returned with the Payment Form Please note a 20% surcharge will apply for forms returned less than 5 business days prior to the commencement date.**

**CONTACT DETAILS**

*\*MANDATORY FIELD – Please note that forms submitted without the mandatory fields completed will **not** be processed*

*First name:	<input type="text"/>	*Surname:	<input type="text"/>
*Stand name:	<input type="text"/>	*Stand no:	<input type="text"/>
*Company address:	<input type="text"/>	Suburb:	<input type="text"/>
Phone:	<input type="text"/>	Postcode:	<input type="text"/>
*Name of event:	<input type="text"/>	Email:	<input type="text"/>
*Installation Date:	<input type="text"/>	Event dates:	<input type="text"/>
*Activation Date:	<input type="text"/>	*Time:	<input type="text"/>
		*Removal:	<input type="text"/>

For further information on PCEC Internet infrastructure, please refer to our Event Manual ([PCEC Event Manual](#)).

**CABLED INTERNET**

Access Speed	Cost Per Connection		Total No. of Days	Additional Devices		Sub-Total
	Daily Rate	Additional Days		No of devices	Cost per device <small>(flat rate)</small>	
6Mb Access*						
8Mb Access*						
10Mb Access*						
<b>TOTAL</b>						

\*Includes one connection

\*\* To share the connection with multiple devices an additional log-in for each device is required

- If exhibitors decide to arrange their own laptop computers, please ensure that they have Wireless capabilities.
- Rates listed include delivery and installation of service(s) ordered to the stand in the most convenient manner, and DO NOT include any additional equipment, or any computer hardware/software configuration. Technical support is available at \$93.50per hour (or partthereof).

*Please note that a cabled internet connection is not required for activities necessitating anything below a 6mb Internet Connection. For your ease of reference, please refer to the below table:*

Required for	Speed required	Type of connection
Email	2Mb	Wireless
Regular browsing	2Mb	Wireless
Online voting	2Mb	Wireless
Social Media	2Mb	Wireless
EFTPOS / POS	2Mb	Wireless
YouTube (medium quality)	4Mb	Wireless
Skype (low/medium quality)	4Mb	Wireless
Small file sharing	4Mb	Wireless
YouTube / Streaming – HD	6Mb	Wireless / Cabled
Skype (high quality)	6Mb	Wireless / Cabled
Large file sharing	6Mb	Wireless / Cabled
Netflix Streaming	6Mb	Wireless / Cabled



**Please note:** If no location is provided within 2 days before show bump-in date, cabled connections will be placed in the most convenient location and the customer is then responsible for the final placement of services.

**Cabled Internet Location:**

**Custom Flooring:**  YES  NO **Floor Plan Included:**  YES  NO

**Date/Time of Custom Floor installation:**

Please indicate the approximate location of service(s) within the booth.

If available, please attach any additional documentation/floor plans to ensure accurate placement of service/s.

Back of Stand		
<b>Key:</b> (C) – Cabled internet		
Front of Stand		

- PCEC reserves the right to charge for any damaged or unreturned equipment and cabling belonging to PCEC.
- Notification of cancellation must be received a minimum of seven (7) days prior to commencement date. There are no refunds for orders cancelled after show commencement or for services installed and not used during the event.

I  agree that the above order is true and correct.

Signed \_\_\_\_\_

Please return this form along with the Payment Form to [exhibitor@pcec.com.au](mailto:exhibitor@pcec.com.au)