

PTC'07: Beyond Telecom
HIGH SPEED INTERNET ORDER FORM
INFORMATION SHEET

* ORDER FORM DEADLINE IS THURSDAY, NOVEMBER 30, 2006 *

INSTRUCTIONS:

- 1) Fill out the top section of the PTC'07 High Speed Internet Order Form (Page 2).
- 2) Computer Requirements:
 - Only hard wired connections will be available in the meeting / exhibit spaces
 - Web Browser (such as Internet Explorer or Netscape Navigator)
 - Available Ethernet port on the computer/laptop

* Computer equipment may be rented from the Xerox Business Center (808-949-0656) *

** Hilton will not be responsible for the guest / customer's computer equipment **
- 3) Fees / Charges:
 - First Five Computers:
 - \$150.00 (**per computer per day**) for the first three days.
 - \$75.00 (**per computer per day**) each day thereafter.
 - Additional Computer (6+):
 - \$100.00 (**per computer per day**) for the first three days.
 - \$50.00 (**per computer per day**) each day thereafter.
 - Setup fee - \$75 per hour (minimum one hour charge per order).
 - Equipment rental fees may be incurred for special requests and large setups.
 - **Support** – We assume responsibility for connectivity to the **Internet** up to the point of the line provided by us. Support issues beyond that point are the responsibility of the client.
- 4) In the middle section of the Order Form, fill in the appropriate information.
- 5) Add late charges for order forms submitted after Thursday, November 30, 2006.
 - A \$100.00 late fee will be applied to all forms submitted after the above date.
 - Orders received within 96 hours of required installation date / time, will also be assessed a \$100.00 rush charge (per item) and will be handled on a first come, first served basis. **There is no guarantee of installation for orders received within this period.**
- 6) Cancellation deadline for orders is Monday, January 8, 2007. Any services cancelled after this date will be charged one day service.
- 7) Return completed and signed form to:
 - Hilton Hawaiian Village Beach Resort & Spa
 - Attn: Telecommunications
 - 2005 Kalia Road
 - Honolulu, HI 96815-1999 USAOr Fax to: 808-947-7970
- 8) All orders will be processed by our Telecommunications Office. Telecommunications will fax back a confirmation that your orders have been received. Please call the hotel at 808-949-4321 (or fax 808-947-7970) and ask for Telecommunications if you have further questions.

**PTC'07
HIGH SPEED INTERNET
ORDER FORM**

NEW
 REVISION
 CANCELLATION
 Date: _____
 Order # _____

Function: PTC'07: Beyond Telecom ES Manager: _____
 Group/Company: _____ Company Contact: _____
 Address: _____ Telephone: _____ FAX: _____
 City: _____ E-Mail: _____
 State / Province: _____ On-Site Contact: _____
 Postal Code: _____ Country: _____
 Cardholder: _____ Credit Card #: _____ Exp: _____
 Cardholder Signature: _____

Billing:
 Payment Enclosed
 Master Account
 On-Site Guest Room
 Credit Card

GUEST WILL REQUIRE THE FOLLOWING TO USE HIGH SPEED ACCESS: <p style="text-align: center;">SEE INFORMATION SHEET</p>	FEES / CHARGES	
	1.5 Mbps Shared DSL (340 Kbps up)	
	FIRST 5 COMPUTERS	ADDITIONAL COMPUTERS
	<u>Daily Rate Per Computer</u>	<u>Daily Rate Per Computer</u>
	\$150.00 (First 3 days) \$75.00 each day thereafter	\$100.00 \$50.00
Setup Fee: \$75.00 per hour		
* Rental Fees may be incurred for hubs, cables, etc...		

# of Devices	Type	Location (Room / Area)	Installation Date/Time	Disconnect Date/Time	Cost	Total
** ALL PRICES ARE SUBJECT TO CHANGE **					Late Fee	
CANCELLATION POLICY: SEE INFORMATION SHEET					Sub-Total	
LATE / RUSH FEE: SEE INFORMATION SHEET					Tax	
CUSTOMER SIGNATURE:					GRAND TOTAL	

(SEE ATTACHED FOR DESCRIPTION OF TYPE OF SERVICE & COST)

TELECOMMUNICATIONS USE ONLY

Request Received _____

by: _____

Billing Completed by: _____ Sent to Finance by: _____ on _____

Copies to: Finance Banquets (2) MIS XBS Returned to ES MGR _____