

2017 Connectivity Order Form

Event Name:	VegFest 17
Event Date:	20 - 22 October 2017
Stand Number:	
Stand Name:	
Order to be returned by*:	20/09/2017



Olympia's dedicated IT Partner

***Any bookings received past the 'Order to be returned by' date stated above will incur a 20% surcharge**

Product	QTY	Rate by tenancy			Total
		1 Day	2 Days	3 Days	
Wired Internet Connection (LAN) - Connection via a CAT5E cable with RJ45 termination					
Internet access via Ethernet connection for 1 PC or device with 1 private IP Address					
Up to 1 Mbps		£190	£290	£440	
Up to 2 Mbps		£255	£395	£605	
Up to 4 Mbps		£460	£660	£1,010	
Up to 8 Mbps		£765	£1,180	£1,805	
Up to 10 Mbps		£975	£1,490	£2,295	
Up to 12 Mbps		£1,055	£1,615	£2,485	
Up to 15 Mbps		£1,415	£2,170	£3,150	
16Mbps to 20Mbps are available on request		POA	POA	POA	
Additional IP address (price per address)			£62		
Network HUBs and cables - Please note you will require to arrange for small appliance power supply					
Uninstalled 10/100 Mbps, 8 Ports for networking multiple PC devices			£58		
Installed 10/100 Mbps, 8 Ports for networking multiple PC devices*			£78		
*(Pls submit Stand Plan)					
Uninstalled CAT5e Patch Lead (5 meter)			£18		
Installed CAT5e Patch Lead (5 meter)			£32		
WiFi Zones -					
Covers areas up to 48 Sqm and up to 30 concurrent users		£580	£1,165	£1,750	
Covers areas up to 20 Sqm and up to 10 concurrent users		£475	£740	£1,150	
VLANS - Internet connections must be ordered separately					
Connect multiple stands via Ethernet CAT5e cabling (Price per location)			£170		
Creates a network for your wired and wireless devices on the stand		£255	£330	£410	
Also available at multiple stands (Each location will incur the above detailed charge)					
WiFi internet - up to 2 Mbps for 1 device					
1 User name & Password with support cable (for use with Laptop or PC only!)		£160	£245	£390	
1 User name & Password without support cable		£60	£88	£128	
Telephones and Faxes - Call charges excluded and will be billed post event					
Analogue Exchange Line - for Telephone / Fax / PDQ		£152	£152	£152	
Analogue Telephone Handset (Purchase)			£22		
Full prepayment is required prior to the event in order to receive any services booked					
Any bookings received past the 'Order to be returned by' date stated above will incur a 20% surcharge					£0
Any bookings received during the tenancy period will incur a 40% surcharge					£0
Sub Total (ex VAT)					£0
20% VAT					£0
Total (Inc VAT)					£0

Please tick this box to confirm you have read and understood our WiFi information Sheet

Please tick this box to confirm you have read and accepted our Terms & Conditions

For further information on any of our services or to talk to us about your requirements please contact our Sales Team on 020 7598 2400

Event Name:
 Stand Number:
 Stand Name:
 Event Date:
 * Please advise us of any changes to stand number or location as any associated work will incur additional fees

Exhibitor Details

Company Name:
 Contact Name (Mr / Mrs / Ms / Miss):
 Email:
 Telephone:
 Mobile:
 Invoice Address:
 Postcode:
 Country:
 VAT exemption code if applicable (EU Customers):

**Payment We will not be able to provide any services until full prepayment has been completed
 Please note we no longer accept cheques**

Please debit my card **Bacs / Chaps transfer**
 (please forward a remittance advice to allow us to attach the payment to your order)
 Visa **MasterCard** **AMEX**

Please call us to process any credit card transaction on 020 7598 2400

Your credit / debit card details will be used for security against all call charges, and/or damages to eForce equipment
 Any outstanding balance will be debited from the card provided.

eForce Bank Account details

Account Number: 42125804
 Sort Code: 60-07-14
 SWIFT Code: NWBKGB2L
 IBAN NO: GB75NWBK60071442125804
 Name: Olympia Ltd trading as eForce
 Banks Address: National Westminster Bank
 Earls Court Branch
 195 Earls Court Road
 London SW5 9AP
 VAT Registration number: GB 386 2131 53

**Please note our bank details
 have changed**

This order is accepted on the understanding that full Eforce terms & conditions apply. Copies are available on requestor can be viewed at www.eforce.co.uk/terms. Terms of cancellation (Please revert to clause 4 of the Eforce terms and conditions): If an order is cancelled, in writing, 4 weeks prior to the start of build up of the event, the Services ordered will be charged at 25%. If an order is cancelled, in writing 2 weeks prior to the start of build up of the Event, the Services ordered will be charged at 50%. If an order is cancelled, in writing, 1 week prior to the start of build up of the Event, the Services ordered will be charged at the full rate.

Order Confirmation

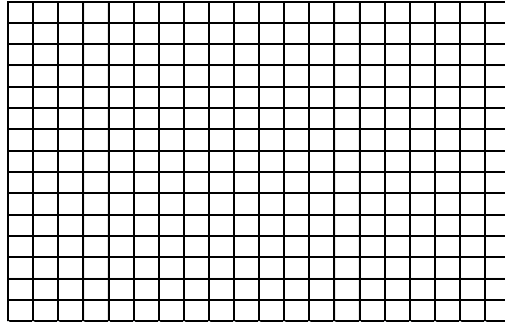
The signatory declares that he/she has read and accepted eForce's Terms & Conditions:

Authorised Signature:
 Print Name:
 Date:

Stand location and layout (please supply your own drawing where possible)

Please indicate the adjacent stand numbers as we require an orientation to install the cable as close to the desired position as possible

Adjacent Stand Number ____



Adjacent Stand Number ____

Note: 5 meters to 10 meters of cable will be provided to the nearest possible position before the stand is built. Please instruct your stand builder to route the cabling through any stand construction to your point of service.

Please indicate the type of stand:

- Stand Contains Platform
- Stand is Space Only
- Stand is Shell Scheme