



Calgary Stampede Event Services
2016 Exhibitor Order Form Package

Advance Pricing deadline is 14 days prior to the 1st day of your event move in

Phone: 403-261-0377

Fax 403-261-0144

Box 1060, Station M Calgary Alberta T2P 2K8
Email: eventservices@calgarystampede.com

Online order at <http://exhibitor.calgarystampede.com>

The Calgary Stampede Event Services is proud to be the exclusive supplier of temporary electrical, sign/banner hanging, internet, telephone services and plumbing services. We also offer Audio Visual Equipment and Digital Signage.

Services we offer:

- Temporary Electrical – **Section 1**
- Audio Visual Equipment – **Section 2**
- Sign and Banner Hanging (as per Show Managements' Rules and Regulations and limitations of venue structure) – **Section 3**
- Internet and Telephone Services – **Section 4**
- Plumbing Services – **Section 5**
- Exhibitor Parking Permits – **Section 6** (more information in this section)
- Digital Signage – **Section 7**
- Totals Page (mandatory in order to process exhibitor order) – **Section 8**

Pricing:

- ***Discount Pricing:*** To take advantage of our Discount price, all completed forms and full payment must be received on or before the advance pricing deadline, **14 days prior to the first move in day of your event.**
- ***Regular/After Deadline Pricing:*** Regular/After Deadline Pricing will be applicable after the discount pricing date has passed (14 days prior to your event move in) and for all on site/floor orders and additions.

Payment:

- Calgary Stampede Event Services accepts payment by all major credit cards and Debit cards on site. Please note that all exhibitors are responsible for payment of the applicable sales tax for the event in which they are participating.
- Cheques will be accepted if received by the Discount Price Deadline date.

Online Ordering:

Please visit <http://exhibitor.calgarystampede.com>,

- **look for the month your event is in, and then select your event and follow the on screen instructions.**

Please note that not all items are available for online ordering such as items that require a quote (for example: Multi-sided/Halo/Circular sign hanging, large electrical loads, special electrical etc.).

If your search for a specific requirement does not produce any results, please complete the attached order forms and return them to the fax number or email address listed at the top of the forms. If you need assistance or require additional information please contact the Event Services Exhibitor Order Office at **403-261-0377**.

How to use this package, please read carefully.

Examples on what is required for you to fill out and send to us.

If you require electrical services only, then you need to fill out

Section 1 - Electrical and Lighting pages **and**

Section 8 - Totals page **and send all these sections** to Event Services.

If you require electrical services and audio visual equipment for example, then you need to fill out

Section 1 – Electrical and Lighting **and**

Section 2 – Audio Visual Equipment **and**

Section 8 – All Forms Total **and send all these sections** to Event Services.

If you require pre-purchased Parking permits for example then you simply need to fill out

Section 6 – Pre-Purchased Parking Permits **and**

Section 8 – Event Services Total Page **and send all these sections** to Event Services

Incomplete or lack of forms may result in delay of services.



2016 Internet and Phone line Services - Exhibitor Order Form

Calgary Stampede Event Services

Box 1060, Station M Calgary Alberta T2P 2K8 Phone: 403-261-0377
 Fax 403-261-0144 Email: eventservices@calgarystampede.com

Online order at <http://exhibitor.calgarystampede>

Exhibitor Information	
Event:	
Event Dates:	Booth Number:
Company:	
Contact Name:	

All prices appear on the individual services order forms in Canadian Funds and are billed out in Canadian Funds (prices subject to change).

Event Services staff will be verifying all pricing prior to applying against credit card number received in Section 8.

Quantity	*Enhanced Wired Internet Service – 1 valid static IP Address of DHCP assigned address provided. Service guarantee of 5 down 3 up	Unit price for Event Advance order	Amount
	Enhanced Wired Internet – 1 Event Day Service	\$330.00	
	Enhanced Wired Internet – 2 Event Day Service	\$594.00	
	Enhanced Wired Internet – 3 Event Day Service	\$841.50	
	Enhanced Wired Internet – 4 -5 Event Day Service	\$990.00	

Quantity	*Standard Wired Internet Service – Basic Browsing – DHCP assigned address, shared service. No speed guarantee	Unit price for Event Advance order	Amount
	Standard Wired Internet – 1 Event Day Service	\$110.00	
	Standard Wired Internet – 2 Event Day Service	\$198.00	
	Standard Wired Internet – 3 Event Day Service	\$280.50	
	Standard Wired Internet – 4-5 Event Day Service	\$330.00	

Quantity	*Wireless Internet Service – 1 wireless access code per computer/device. Computers/devices cannot be swapped out, non-transferrable. No speed guarantee. Codes available for pickup only at the Calgary Stampede Event Services Order Desk during Event Move in.	Unit price for Event Advance order	Amount
	Wireless Internet – 1 Event Day Service	\$75.00	
	Wireless Internet – 2 Event Day Service	\$135.00	
	Wireless Internet – 3 Event Day Service	\$191.25	
	Wireless Internet – 4-5 Event Day Service	\$225.00	

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Quantity	*Additional IP Address, Switch; Cat5; Custom	Unit price Per Day Advance Order	Amount
	Additional IP Address (s) – Enhanced wired line must be ordered first	\$50.00	
	Switch (for Enhanced line and additional IP addresses only)	\$75.00	
	CAT5 Cabling	\$.30/foot	
	Custom Internet or Networks Provided by quote based on requirements, - Provide details of what you require below	Quote Only	
	Bulk Internet Basic Browsing with Sponsorship – based on requirements - Provide details below	Quote Only	
	Outdoor Service Surcharge Plus 50% per wired internet line. This will apply to all wired internet placed in tents and parking lot space that is outside of a permanent building.		
	Under carpet Surcharge Plus 50% per wired internet line that is required to be placed under carpet/flooring. Floor plan must be provided by Advance Deadline Rate Date, if not received by this date this service cannot be provided. See Floor Plan Grid page Section 1 page 4.		

Quantity	*Phone Services – Electrical not included	Unit price for Event Advance order	Amount
	Phone line for Credit Card/Debit terminal (analog) (terminal must be programmed to dial 9)	\$185.00	
	Phone line w/ handset if required (analog) (Dial 9 for outside access)	\$185.00	
	Fax Line – does not include Fax machine (analog) (Dial 9 for outside access)	\$185.00	
	Voice Mail add on (must be ordered by advance deadline)	\$30.00	
	Outdoor Phone line (analog) (Dial 9 for outside access)	\$278.00	
	ISDN or other dedicated circuits (require 4 week advance order)	\$375.00	
	Long distance for Phone Line (must be requested in advance)	Charged after event	
	Long distance for Fax Line (must be requested in advance)	Charged after event	
	Under carpet Surcharge Plus 50% per phone line that is required to be placed under carpet/flooring. Floor plan must be provided by Advance Deadline Rate Date, if not received by this date this service cannot be provided. See Floor Plan Grid page Section 1 page 4.		

**** Important Internet and phone service terms and conditions.**

* denotes services provided exclusively by the Calgary Exhibition and Stampede.

- ~ Routers are not permitted.
- ~ Electrical is not included in internet pricing.
- ~ Under carpet/Flooring surcharge Plus 50% per unit.
- ~ Outdoor Wired Internet surcharge Plus 35% per unit.
- ~ The Calgary Exhibition and Stampede reserves the right to reduce/disconnect services to computer/device that has been detected to have viruses.
- ~ The Calgary Exhibition and Stampede reserves the right to reduce/disconnect services that conflict with the internet system.
- ~ Credit will not be given for service installed and not used.
- ~ The customer will be fully responsible for the safekeeping of any equipment during the show.
- ~ The Calgary Exhibition & Stampede Limited ("CE&S") and the City of Calgary will not be liable for any loss, costs, damages or expenses, incurred directly or indirectly as a result of or as a consequence of any third party including any third party Service Providers inability or failure to provide telecommunications, utilities or miscellaneous services or any interruption thereto. Customer is liable for an shall indemnify the CE&S for any loss of or damage to all equipment or materials loaned or rented to Customer by CE&S regardless of how caused.
- ~ Orders must be received and paid 14 days prior to first day of Event move in to qualify for Advance pricing. Orders received after the advance deadline are subject to On Floor/After Deadline pricing and the balance owing will be charged to the credit card provided. A \$15.00 charge will be added to N.S.F. Cheques.
- ~ Due to temporary conditions which exist during setup and move in, installation of services is not guaranteed upon exhibitor arrival. We will endeavor your services as early as possible, but all services are not guaranteed until the start of the event.
- ~ Internet access is not included with phone services.
- ~ Long distance charges will appear on your credit card following the event. Credit Card number is required for Long Distance requests.
- ~ pricing does not include applicable GST

~Customer shall not and shall not permit any of its users or other third parties to:

- (a) disclose private communications without permission to parties other than the intended recipient, or the disclosure of confidential information;
- (b) restrict or inhibit any other user from using and enjoying the Internet;
- (c) post or transmit any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
- (d) post or transmit any information or software that contains a virus, worm, cancelbot or other harmful component;
- (e) upload, post, publish, transmit, reproduce, or distribute in any way, information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto, without obtaining permission of the copyright owner or rightholder; or
- (f) abuse or fraudulently use the Internet in any way not specifically set forth above.

~ **Limitation of Liability**

- (a) Customer understands that Customer and its users may access the Internet through the service. Customer understands further that neither the Calgary Exhibition and Stampede nor its Internet Service Provider operate or control the Internet in any way, and that all merchandise, information and services offered or made available or accessible on the Internet are offered or made available or accessible by third parties.
- (b) Customer assumes total responsibility and risk for Customer's and its users' use of the service and the Internet. Neither the Calgary Stampede and Exhibition nor its Internet Service Provider make any express or implied warranties, representations or endorsements whatsoever (including without limitation warranties of title or noninfringement, or the implied warranties of merchantability or fitness for a particular purpose) with regard to any merchandise, information or service provided through the Internet, and neither the Calgary Exhibition and Stampede nor its Internet Service Provider shall be liable for any cost or damage arising either directly or indirectly from any such transaction. It is solely Customer's and its users' responsibility to evaluate

the accuracy, completeness and usefulness of all opinions, advice, services and other information, and the quality and merchantability of all merchandise, provided on the Internet generally.

- (c) Customer understands further that the Internet contains unedited materials some of which are sexually explicit or may be offensive to some people. Customer and its users access such materials at their own risk. The Calgary Exhibition and Stampede and its Internet Service Provider have no control over and accept no responsibility whatsoever for such materials.
- (d) The service is provided on an "as is" and "as available" basis without warranties of any kind, either express or implied, including but not limited to warranties of title, noninfringement or implied warranties of merchantability or fitness for a particular purpose. No advice or information given by the Calgary Exhibition and Stampede or its Internet Service Provider or their affiliates or their contractors or their respective employees shall create a warranty. Neither the Calgary Stampede and Exhibition nor its Internet Service Provider warrants that the service will be uninterrupted or error free or that any information, software or other material accessible on the Internet is free of viruses, worms, trojan horses or other harmful components.
- (e) Under no circumstances shall the Calgary Exhibition and Stampede or its Internet Service Provider or their affiliates or contractors be liable for any direct, indirect, incidental, special, punitive or consequential damages that result in any way from Customer's or its users' use of or inability to use the service or to access the Internet or any part thereof, or Customer's or its users' reliance on or use of information, services or merchandise provided on or through the service, or that result from mistakes, omissions, interruptions, deletion of files, errors, defects, delays in operation, or transmission, or any failure of performance.
- (f) Without in any manner limiting the express limitations contained in this section, neither the Calgary Exhibition and Stampede nor its Internet Service Provider shall be liable to Customer or its users or any other parties for any:
 - (i) act or omission of a telecommunications carrier whose facilities are used in establishing connections;
 - (ii) disclosure of private communications to parties other than the intended recipient, or the disclosure of confidential information;
 - (iii) restriction or inhibition imposed by a third party;
 - (iv) posting, transmittal or receipt of any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (v) posting or transmittal of any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (vi) uploading, downloading, posting, publishing, transmittal, reproducing, or distributing in any way, of information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto;
 - (vii) infringement of patents or other proprietary rights; or
 - (viii) abuse or fraudulent use of the Internet in any way not specifically set forth above.

The Calgary Exhibition and Stampede recommends that clients have administrative rights to all devices that will be connected to the Calgary Exhibition and Stampede Visitors network.

I agree to the terms and conditions as outlined above.

Exhibitor Initial _____ Date: _____

Section 4 - Sub Total pages 1 and 2 **\$**

Add 30% surcharge for orders placed/received after 14 days in advance of first move in day deadline. **\$**

Total this section – Internet and Phone Line
(Please transfer this amount to Exhibitor Order Form Payment and Total Page – Section 8) \$

Signature: _____

Date: _____

Exhibitor Order form sections and Section 8 Payment Totals page information is your official Invoice copy – please keep a copy for your records.

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