Fairmont
THE QUEEN ELIZABETH

ORDER FORM

High Speed line (per meeting room)	Additional Computers attached to HUB
1 Day Line (high speed) with unlimited Internet access _____X $300.00*	1 Day Each additionnal computer attached to hub _____X $30.00*
2 Days Line (high speed) with unlimited Internet access _____X $500.00*	2 Days Each additionnal computer attached to hub _____X $50.00*
3 Days Line (high speed) with unlimited Internet access _____X $600.00*	3 Days Each additionnal computer attached to hub _____X $60.00*

Event Description

Name of Event :

Date of Event : From   To   Installation Date :

Meeting Room Name: Booth # :

Note: If connection required in specific booth, please provide floor plan

Payment Info

CREDIT CARD REQUIRED PRE-PAYMENT REQUIRED

☐ Master Card ☐Visa ☐American Express ☐Diners Club/ En Route	Card No.: Expiration date: Cardholder's name: Signature:

Contact Info

Name:

Address: City:

Province or State: Zip Code :

Authorized By: Title :

Fax #. :   Date:

Telephone # :   Email address :

NOTE: This request form should be completed and returned 7 days before the installation date.

Return to:	**Note**: The return of equipment (Hubs, Cables) provided by hotel is the responsibility of each exhibitor/ meetiing organizer. A charge will be applied to your account if the equipment is not returned.
Fairmont The Queen Elizabeth Conference Services & Catering 900 René Lévesque West Montréal, Québec H3B 4A5	

Telephone # : 514-861-3511* Fax # : 514-954-2258

* plus applicables taxes

All meeting and conference facilities of Fairmont The Queen Elizabeth are equipped with high-speed internet connections (T1). For further technical questions, Please contact our Systems Manager.

Usage: High Speed Internet: www, ftp, Telnet, Webcasting, Email access, Virtual Private Network (VPN Access to you company network)

Hotel will provide the following:

- ❑ CAT5 cable
- ❑ any required Hubs (based on number of connections required)
- ❑ an Internet connection

Guest must provide the following:

- ❑ Computer
- ❑ MS Windows 95 or more recent, NT, Mac, or Unix operating System
- ❑ Network card (installed and configured)
- ❑ TCP/ IP protocol (installed)
- ❑ Web Browser (Netscape / Internet explorer)