

# 2017 Wireless order form

## ExCeL Venue Services:

sales: +44 (0)20 7069 4400  
 onsite: +44 (0)20 7069 4342  
 email: itc@excel.london

**EXCeL**  
LONDON

VENUE SERVICES

Valid from 1<sup>st</sup> January - 31<sup>st</sup> December 2017

### Wireless Internet Connection (WLAN) Quantity Cost

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x Username and Password for 1 user only <b>You require:</b> Suitable, working, WiFi capable device with Wireless LAN Card for 1 user only (inc. drivers/utilities)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
<b>Upgraded Wireless Internet Connection (WLAN)</b>		<b>£32 per device per day</b>

### Wireless Hotspot (HOTSPOT 10) £289

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x Username and Password for 10 concurrent users <b>You require:</b> Suitable computing device with Wireless LAN Card (inc. drivers/utilities)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
--	---	---

### Wireless Hotspot (HOTSPOT 20) £578

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x Username and Password for 20 concurrent users <b>You require:</b> Suitable computing device with Wireless LAN Card (inc. drivers/utilities)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
--	---	---

### Wireless Hotspot (HOTSPOT 30) £867

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x Username and Password for 30 concurrent users <b>You require:</b> Suitable computing device with Wireless LAN Card (inc. drivers/utilities)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
--	---	---

### Wireless Hotspot (HOTSPOT 40) £1,156

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x Username and Password for 40 concurrent users <b>You require:</b> Suitable computing device with Wireless LAN Card (inc. drivers/utilities)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
--	---	---

### Wireless Access Point £262

Wireless Access Point for 10 users on a stand no bigger than 40sqm via Wireless LAN (802.11a/n) <b>Cross communication and own SSID. This will require a minimum of a 2Mb LAN connection.</b> <b>We provide:</b> 1 x Username and Password for 10 concurrent users <b>You require:</b> Suitable computing device with Wireless LAN Card (inc. drivers/utilities). Provide us with the SSID and password you would like to use. Maximum of 16 characters for the SSID and a minimum of 8 characters for the password.	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
SSID: <input style="width: 200px;" type="text"/> WPA Password: <input style="width: 150px;" type="text"/>		

### Wireless Access Point per Additional 10 Users £210

<b>We provide:</b> Additional 10 concurrent users <b>You require:</b> Wireless Access Point (Please see above description)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
---	---	---

### 5GHz USB Adaptor Hire £65

Internet Access for your laptop via the ExCeL London Wireless LAN (802.11a/g/n) <b>We provide:</b> 1 x 5GHz 802.11a/n USB network adaptor <b>You require:</b> Suitable computing device with 1 spare USB port and CD Drive (Please note the adaptor is subject to a £40 charge if not returned)	<input style="width: 30px; height: 30px;" type="text"/>	<input style="width: 60px; height: 30px;" type="text"/>
--	---	---

**WIRELESS SERVICES CANNOT BE FULLY SUPPORTED IN THE PRESENCE OF INTERFERENCE**

Our wireless system is compatible with 802.11a/n, please make sure you use a device that operates on the 5GHz frequency (802.11a/n), as this is less affected by the type of interference found in an exhibition space.

VAT number	<input style="width: 100%;" type="text"/>
<b>SUB TOTAL (excluding VAT)</b>	<input style="width: 100%;" type="text"/>
20% VAT	<input style="width: 100%;" type="text"/>
<b>TOTAL (including VAT)</b>	<input style="width: 100%;" type="text"/>

## Wireless Acknowledgment

*(orders will not be accepted without an authorised signature below)*

- ExCeL London deliver wireless network services (Wi-Fi) using our leading-edge infrastructure. We deliver the very best possible wireless connectivity, given the prevailing environmental conditions throughout the venue.
- All wireless services, regardless of location or service provider, are susceptible to Interference. This can lead to loss of connectivity, slow network traffic and poor performance.
- Currently, wireless technology is not capable of providing a guaranteed level of service (without a strictly enforced policy that maintains a clean airspace) in a challenging event environment which is affected by sources of interference that vary from event to event.
- Wireless services cannot be fully supported in the presence of interference.
- We will ensure that all of the ExCeL London wireless infrastructure is fully functioning, but cannot support beyond this point.
- Alternative fully-supported, cabled services are available from our standard order form.

**I acknowledge and accept that any device I connect the ExCeL London Wi-Fi 5Ghz compatible and any ordered wireless services are subject to interference and cannot be fully supported. Refunds will not be considered due to the effect of interference or the device(s) being 5Ghz incompatible.**

Authorised Name:.....

Authorised Signature:

Company Name: .....

## Please contact us if you have not received confirmation of your order within 7 days

### Summary of Terms

*This order is accepted on the understanding that full ExCeL Venue Services Terms and Conditions apply (available upon request)*

- Debit/Credit Card details are required as security against call charges and/or loss or damage to ExCeL Venue Services hire equipment for which they are liable upon receipt until they are safely returned.
- American Express and Diners Card will no longer be accepted as a payment method.
- Delivery of orders cannot be guaranteed unless received 14 days before event tenancy.
- **Orders accepted after the cut-off date (14 days before tenancy) attract a 20% surcharge per service.**
- ExCeL London - ExCeL Venue Services will not be liable for any consequential or other direct or indirect loss suffered by the Customer howsoever caused.
- Refunds will only ONLY be given if written cancellation is received not less than 14 days prior to tenancy (Subject to an administration charge).
- Power and power distribution are not included, nor provided by ExCeL Venue Services.
- Connection to the ExCeL London network (LAN) will only be allowed if the customer is in accordance with the IT & Communications Connection Policy.

### Event / Exhibitor Details

Event Name:.....

Event dates:.....

Stand Number / Room Name:.....

Exhibitor Stand Name: .....

NOTE: It is your responsibility to advise us of changes to stand numbers or locations. Any associated remedial work will attract additional charges.

### Invoice Details

*These are the details as they will appear on your invoice (this cannot be changed at a later date)*

Title:..... First Name:.....

Last Name:.....

Email: .....

Company:.....

Address: .....

Country:..... Postal/zip code:.....

### Order Contact Details

*We require contact details so we can contact you about your order*

Title:..... First Name:.....

Last Name:.....

Job Title:.....

Company:.....

Telephone:.....

Fax:.....

Email:..... *Important service information will be sent to this address*

### Payment Details

*Orders will be invoiced, full payment must be received before the first build day of the event.*

Credit / Debit Card details are required as security against all call charges and/or loss or damage to IT & Communications hire equipment. Any unpaid balance will be debited from this card. **Your order will not be accepted without this information.**

Card Number:

Start Date:

Expiry Date:

VISA  Mastercard  Other .....

Issue:

Security Code:

*(Please tick as appropriate - We do not accept American Express or Diners Card)*

*(if applicable)*

Cardholders Name: .....

Cardholders Signature:

*(as shown on card)*

Address: .....

Country:..... Postal/zip code:.....

Payment Method:  Bank Transfer *(Confirmation enclosed)*

#### ExCeL London - IT & Communications Bank Details

Barclays Bank PLC  
London Corporate Banking,  
PO Box 15161  
50 Pall Mall  
London, SW1A 1QA

Sort Code: 20-65-82  
Account Number: 20971189  
**International Customers may require the following:**  
IBAN: GB95BARC20658220971189  
BIC/SWIFT Code: BARCGB22