



Telephone & Internet Order Form



EVENT/CLIENT INFORMATION:

Name of Event: _____

Event Dates: _____ Location/Booth Number: _____

Name of Company: _____

Contact Name: _____

Address: _____

City, State and Zip Code: _____

Phone Number: _____ Email: _____

Describe Phone/Internet Needs: _____

Order: _____

TELEPHONE & INTERNET DETAILS:

Unit Cost: \$210 Restricted Phone Line

Unit Cost: \$240 Unrestricted Phone Line

Unit Cost: \$35 Handset

Unit Cost: \$250 Wired Single Service Internet, no hubs, switch/routers

Unit Cost: Internet Switch/Router \$150-\$475

- Internet orders are per IP address.
- Static IP's and Gateways, please contact your Event Manager to place order.
- VPN's require advance notice and may incur additional charges.
- Accept Visa, MasterCard, American Express, and Discover. Please coordinate all check payments with Event Manager 10 days prior to the first schedule day of move in.

PAYMENT METHOD:

Name on Credit Card: _____

Credit Card Number: _____

Credit Card Expiration Date: _____ CVV: _____ Billing Zip Code: _____

Payment Amount: _____

Authorized Signature/Date: _____

**Completed form with payment must be received 5 days prior to the first schedule day of move in.
SUBMIT ORDER FORM VIA EMAIL martha.espinol@tucsonaz.gov OR FAX 520.791.5572**



Water and Drain Order Form



EVENT/CLIENT INFORMATION:

Name of Event: _____

Event Dates: _____ Location/Booth Number: _____

Name of Company: _____

Contact Name: _____

Address: _____

City, State and Zip Code: _____

Phone Number: _____ Email: _____

Describe Water and Drain Needs: _____

Order: _____

WATER AND DRAIN DETAILS:

Unit Cost: \$250.00 up to 500 gallons

Unit Cost: \$11.00 per 100 gallons over a 500 gallon fill

- Cold water
- Fee includes garden hoses, nozzles and all other equipment to fill and drain receptacles
- TCC will not be responsible if any contaminants enter the water receptacle during event.
- If water has been contaminated, client will be charged additional fees to drain.
- Accept Visa, MasterCard, American Express, and Discover. Please coordinate all check payments with Event Manager 10 days prior to the first schedule day of move in.

PAYMENT METHOD:

Name on Credit Card: _____

Credit Card Number: _____

Credit Card Expiration Date: _____ CVV: _____ Billing Zip Code: _____

Payment Amount: _____

Authorized Signature/Date: _____

**Completed form with payment must be received 5 days prior to the first schedule day of move in.
SUBMIT ORDER FORM VIA EMAIL martha.espino1@tucsonaz.gov OR FAX 520.791.5572**

