



TELEPHONE AND DATA SERVICE ORDER FORM

MAIL TO: McAllen Convention Center, 700 Convention Center Blvd., McAllen, Texas 78501
 Phone: 956-681-3800, 956-213-9310 www.mcallenconventioncenter.net

Please Print or Type: Payments in FULL must be made prior to service connection.

PERSONAL CHECKS ARE NOT ACCEPTED.

Name of Event: _____ Booth: _____

Exhibitor Name: _____ Phone No: _____ Work No: _____

Address: _____ City: _____ State: _____ Zip: _____

Authorized Person: _____ Title: _____

Authorized Signature: _____ Date: _____

FORM OF PAYMENT: Enclosed is my cashiers check or money order in the amount of: \$ _____

Forms of Payment:    

Credit Card Account No.: _____ Exp. Date: _____

Authorization No. (Last 3 digits in the back of the Credit Card): _____

Name (Please Print): _____ Authorized Signature: _____

E-Mail: _____

Standard Exhibitor Telephone Line with Instrument
 Standard Service includes Valley wide local calling and toll free numbers.
 Long Distance and/or International calls are NOT included.

Analog Exhibitor Line (Exhibitor uses own device)

Internet
Wired: Access can be Public or McAllen Administration.
Wireless: Access is Public only.

QUANTITY	RATE	AMOUNT
	\$50.00	
	\$40.00	
	\$150.00	
	Complimentary	
TOTAL		
Tax	8.25%	
Less Payment		
Balance Due		

**For special requirements, comments or questions please contact your Event Coordinator at the McAllen Convention Center.

Sales tax is reflected in all prices and services shown.

RULES AND REGULATIONS

- Credit card imprint will be held when telephone number is assigned at service desk.
- Payment in full must be rendered at close of show for all local and long distance calls (credit card, cash, company check).
- It is the exhibitor's responsibility to pick up and return instrument at the McAllen Convention Center service desk.
- Claims will not be considered unless filed by exhibitor prior to close of show.
- All materials and equipment furnished by the McAllen Convention Center for this service order shall remain the property of the MCC.
- Unless otherwise directed, Convention Center personnel are authorized to cut floor covering to permit installation of service.
- No refunds or exchanges.
- Advance orders shall receive priority service.
- Prices are based upon current wage rates and are subject to change without notice.
- Obstructions blocking utility floor boxes are subject to relocation as necessary.

Vendor or Exhibitor agree on the Rules and Regulations by Signing Below:

Signature: _____

Date: _____