



Internet /Telephone Service Form

Please submit ALL forms via E-mail to: orders@spatialcode.com

Questions about pricing or for technical support inquiries: 732-486-3222 x402

Any orders placed within 14 days of the start of the show will be subject to a 20% late fee.

Cancellations close to an event may result in a partial refund.

		Rate	How Do I Get Connected?	
4400	Wi-Fi Connectivity 1 IP address/1 device	\$34.99 Per Day / Per Device Please do not submit this service form if you would like to purchase this service. Contact us via email or telephone or see instructions to the right	<ol style="list-style-type: none"> 1. We can accept pre-orders for WiFi connectivity, which is strongly recommended. Ordering Wi-Fi once you arrive on site will take some manual interaction between you, a Spatial Code staff member, and your device(s). 2. If you chose to wait until you're on-site, instruction forms will be available at the rear desk near the decorator service window. If you wish to order ahead of time, please contact us. 3. If On-Site, fill out the forms COMPLETELY and follow the instructions to obtain your MAC address of the device you want to connect. Record that information as it will be used to connect your devices. Follow the supplied method of submitting your order 4. If you have any questions, please contact us. 	
		Quantity	Rate	Total \$
Wireless Internet - Engineering charges are additional and will be calculated after your order is submitted				
4302	Wireless Blanket - Entire Facility / Unlimited Users		Call for Pricing	
4304	Wi-Fi Micro Network - For 3 or more devices / Engineering charges will apply		Call for Pricing	
4305	Wi-Fi Sponsorship		Call for Pricing	
Wired Internet - Installation charges are additional and will be calculated after your order is submitted				
4301	Standard - 1 Private DHCP IP = 1 IP Address / 1 Device		\$685	
4307	• Additional Private IP Address / Per Device		\$185	
4308	Advanced - 1 Static Public IP Address = 1 Device – Router Enabled		\$2350	
4309	• Additional Static Public IP Address / Per Device		\$450	
4313	Point-to-Point Connection – Installation Included		\$350	
Wired Internet Packages - Pricing includes Installation/Engineering charges				
	Basic - 1 Internet Hardline Feed, 4 Add'l IP Addresses, 5 Patch Cables, 8 Port Switch Rental		\$2370	
	Standard - 1 Internet Hardline Feed, 9 Add'l IP Addresses, 10 Patch Cables, 24 Port Switch Rental		\$3895	
	Advanced - 1 Internet Hardline Feed, 19 Add'l IP Addresses, 20 Patch Cables, 24 Port Switch Rental		\$6535	
Equipment Rental				
4001	Switch (8 Port) – Does not include internet connectivity		\$185	
4001	Switch (24 Port) – Does not include internet connectivity		\$300	
4001	Patch Cable (up to 50') – Cat 5e		\$65ea	
Engineering				
4306	Bandwidth – Speed over 10 Mbps		\$175 Per Mbps	
4201	Special Engineering / VPN		\$135 Per Hour	
4311	Installation / On-Site Support		\$150 Per Hour	
Telephone/Analog– Please contact us directly by phone if you have any dial-tone/analog or telephony needs				
			Sales Tax (6.625%)	
			Total	

Instructions for Ordering WIFI

1. Please fill out the form, **completely**. Device pricing is \$34.99 per device/per day. There is no tax so please do not include tax in the total charges. There is a chart below to help determine your total price. **Connectivity is priced PER DAY.**
2. Please refer to the instructions on how to obtain your **MAC Address** to connect. This is how you will be connected to the network, so this information is necessary. Write the MAC addresses into the order form in the appropriate space/line and send the form to **orders@spatialcode.com**
3. You will be notified of the network name and when your device(s) are added to the network. Once you arrive at the facility, connect to the instructed network to obtain internet access.
4. If you have any issue connecting when you attempt to connect, please contact us at (732) 486-3222 x402.

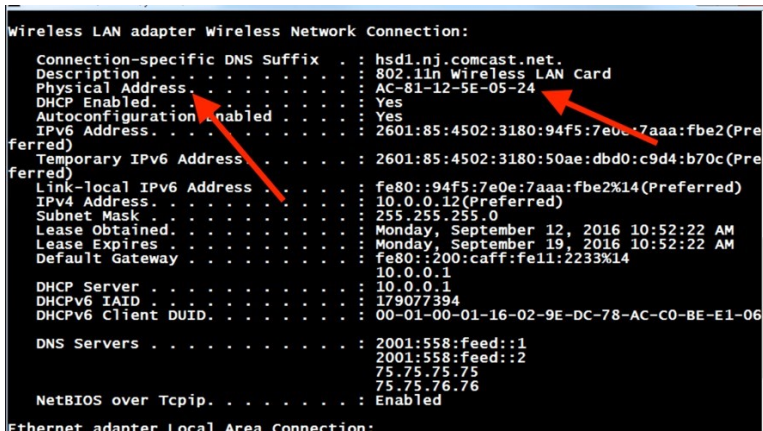
Devices	Days	Amount
1	1	34.99
1	2	69.98
1	3	104.97
2	2	139.96
2	3	209.94
3	1	104.97
3	2	209.94
3	3	314.91

Obtaining your MAC Address from your device

Please follow the instructions on how to obtain your MAC address so that we can connect your device to the network. Once you have your MAC address, write it on the order form and turn your form in fully completed.

Windows Device / Surface Tablet

1. In your search bar, type in 'CMD'
2. A black command line box should open on your screen. NOTE: If you're asked for credentials because your network administrator has locked this feature, you will have to contact them for the credentials.
3. Click on the flashing cursor to begin typing, and type: ipconfig/all - No capitals or spaces and hit enter.
4. You should have an output that looks like this:



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Wireless LAN adapter Wireless Network Connection:
Connection-specific DNS Suffix . : hsd1.nj.comcast.net.
Description . . . . . : 802.11n Wireless LAN Card
Physical Address . . . . . : AC-81-12-5E-05-24
DHCP Enabled. . . . . : Yes
Autoconfiguration enabled . . . . . : Yes
IPv6 Address . . . . . : 2601:85:4502:3180:94f5:7e0e:7aaa:fbe2(Pre
ferred)
Temporary IPv6 Address . . . . . : 2601:85:4502:3180:50ae:dbd0:c9d4:b70c(Pre
ferred)
Link-local IPv6 Address . . . . . : fe80::94f5:7e0e:7aaa:fbe2%14(Preferr
ed)
IPv4 Address. . . . . : 10.0.0.12(Preferr
ed)
Subnet Mask . . . . . : 255.255.255.0
Lease Obtained. . . . . : Monday, September 12, 2016 10:52:22 AM
Lease Expires . . . . . : Monday, September 19, 2016 10:52:22 AM
Default Gateway . . . . . : fe80::200:caff:fe11:2233%14
10.0.0.1
DHCP Server . . . . . : 10.0.0.1
DHCPv6 IAID . . . . . : 179077394
DHCPv6 Client DUID. . . . . : 00-01-00-01-16-02-9E-DC-78-AC-C0-BE-E1-06
DNS Servers . . . . . : 2001:558:feed::1
2001:558:feed::2
75.75.75.75
75.75.76.76
NetBIOS over Tcpi. . . . . : Enabled

Ethernet adapter Local Area Connection:
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5. Under the heading of 'Wireless LAN Adapter Wireless', the 'Physical Address', (aka MAC address). Please record this information.

Macbook

1. Click on the WiFi icon on your desktop screen, near the date/time.
2. When the dialog box opens, select the WiFi icon on the left side of the box.
3. After clicking on the WiFi icon, there should be a button named "Advanced" on the right side. Click on this
4. On the next screen, at the bottom, there will be your "WiFi Address", (aka MAC address). Please record this information.

iPhone/iPad

1. Click on Settings>General>About
2. Scroll down to 'WiFi Address', aka MAC Address. Please record this information.

Android

1. Go to "Settings" and tap on "About device".
2. Then tap on "Status" and you'll find the MAC address under the "WiFi MAC address". Please record this information.



Credit Card Authorization Form

Please submit ALL forms via E-mail to: orders@spatialcode.com Cancellations close to an event may result in a partial refund.

EVENT NAME: _____ EVENT DATES: _____

COMPANY NAME: _____

NAME APPEARING ON CARD: _____

CREDIT CARD: _____ VISA _____ MASTERCARD _____ AMEX _____ DISCOVER

CREDIT CARD NUMBER: _____ EXP. DATE: _____ SECURITY CODE: _____

CREDIT CARD BILLING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

BUSINESS MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

Multiply the number of devices you need connected by the number of days you need connectivity and put that in the AMOUNT below. In the description, please type out "X devices/X days". **You MUST PROVIDE YOUR MAC ADDRESS OF EACH DEVICE, SIGN, AND PUT A VALID EMAIL & CELL PHONE NUMBER BELOW SO THAT WE CAN CONTACT YOU AND CONNECT YOUR DEVICE(S).** Failure to do so may result in delays in connectivity. **SEND THIS FORM TO orders@spatialcode.com, turn in all forms to the rear hall service desk, and await further instructions. Access is PER DAY.**

AMOUNT OF CHARGE: \$ _____

Description of Charge/MAC ADDRESSES: _____

I authorize Spatial Code to charge the provided credit card for the purchase and/or related service as stated above. I am aware that I may receive a paid receipt via email of the charges reflected on this form, and/or an invoice marked as paid, and that this document may also act as a record for the purpose of this transaction.

Signature

Date

Print Name

Cell Phone Number

Email Address

