

**IT Services Form**

Payment in full must accompany order form



<b>Show Name:</b> IBTM 2019		<b>Show dates:</b> May 29-30, 2019	
<b>Deadline of payment for additional services and formats via email:</b> May 15, 2019			
If you wish to place an order after deadline you will need to do so by visiting Centro Citibanamex Services Office located in site.			
<b>BILLING INFORMATION</b>			<b>Booth #</b>
Company Name:			
Address 1:			
Address 2:		Zip Code	
City:		Tax ID/ VAT number:	
State:		Country	
Phone number:			
On-site contact:		E-mail:	
<b>QTY</b>	<b>Days</b>	<b>Telephone</b>	<b>Advanced Rate</b>
		IP telephone line. Includes telephone unit and 20 local calls. Price per day.	USD 57
		POS Connection, Ethernet (POS machine not included). Price per day.	USD 70
<b>QTY</b>	<b>Days</b>	<b>Internet</b>	<b>Advanced Rate</b>
		1MB (1024 kbps) // Dedicated Internet // A single cable is delivered. Price per day.	USD 338
		2MB (2048 kbps) // Dedicated Internet // A single cable is delivered. Price per day.	USD 459
		Homologized IP Direction (Public) subject to availability Requires an Internet service. Maximun 5 days.	USD 282
		Network node (No internet access). Maximun 5 days.	USD 111
		Code access to the Centro CitiBanamex network WI-FI zone per device (each) * cost per day * Speed up to 512 kbps. No streaming.	USD 21
		Code access to the Centro Banamex network WI-FI zone per device (each)* cost per day * Speed up to 1024 kbps. No streaming.	USD 33
			Subtotal
			TAX
			<b>TOTAL</b>
<b>In case you need an internet service over 2MB please contact In House Services directly.</b>			
<b>PAYMENT FORM</b>			
<b>Bank Transfer:</b>		BANK: Citibank, NA Account number: 36314909 ABA Number: 021 000 089 Swift: CITIUS33 111 Wall Street, 10043 New York,USA Beneficiary: REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV	
<b>Credit Card</b>		Number: <input style="width: 150px;" type="text"/> I hereby authorize charging any unpaid balance to my credit card	
AMEX <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD <input type="checkbox"/>	Code* _____ *IMPORTANT Expiration Date _____	Printed Name of Card Holder _____ Card Holder's Signature / I hereby authorize used of my finacial data. _____	
Please be sure to include the complete information on your credit card. The charge will be done in Mexican Currency, and your bank statement will reflect the exchange rate applied at the time of the transaction; therefore prices may vary at the end. Charges for this service on your credit card will appear under "CENTRO CITIBANAMEX"			
*Representaciones de Exposiciones México, SA de CV, at Avenida Conscripto numero 311, Colonia Lomas de Sotelo, C.P. 11200, Delegacion Miguel Hidalgo in Mexico City, will use your personal data collected here to provide the services required by you and To comply with obligations contracted by our clients For more information about the treatment and rights that can be enforced, you can access the full Privacy Notice at www.centrocitibanamex.com/es/aviso-de-privacidad <http://www.centrocitibanamex.com/es/aviso-de-privacidad>.*			
<b>TERMS AND CONDITIONS</b>			
A- The price of the service covers the event no longer than 5 days. The charge will be done in Mexican Pesos.			
B- The price includes: up to 100 local calls, one phone line, telephone device and materials, installation and dismantling labour.			
C- In case of any damage to the equipment will be charged a penalty.			
D- In case to contract a POS Package, the client must be ask to the bank for configuring an ETHERNET.(All our lines are switched lines).			
E- Full payment is required to install any service requested to Centro CitiBanamex.			
<b>Services requested during set-up &amp; show will be accepted and installed upon availability.</b>			
F- All the devices and material used for installation and service purposes are property of the Centro CitiBanamex, therefore all the prices are on a rental basis.			
G- The contractor will be the sole responsible for the correct usage and care of the installations requested. Any damage or loss will be charged to the beholder of the service contract.			
H.- All cancellations must be sent in writing to serviciosadicionales@centrocitibanamex.com 72 hours prior to the start of the show's assembly (move-in). Any request or relocate or cancel a services less that 72 hours prior to the show's first move-in day or after services have been installed will not be refund.			
I.- The cost of the internet includes a cable with RJ 45 plug.			
J.- If you require open ports, please contact serviciosadicionales@centrocitibanamex.com before ordering to confirm the correct service that need to be ordered.			
Thank you for your recruitment of internet wifi we thank you collect your password in the area of services located on two floors below the Exhibition Room B, in case you have any problem please contact us at 52.68.20.54 or directly at office where we give you the user/password to help you.			
<b>BVC</b>			Please submit form & payment to: <b>REPRESENTACIONES DE EXPOSICIONES MEXICO SA DE CV</b> <a href="mailto:serviciosadicionales@centrocitibanamex.com">serviciosadicionales@centrocitibanamex.com</a> Av. Conscripto No. 311, Col. Lomas de Sotelo 11200 Mexico, D.F. MEXICO Phone Number: (+52+55) 5268 2000 Ext . 2054, 5869, 5827, 2051 Toll Free No. 1-866-406-1626 ext. 2054 USA & CANADA
<b>COMMENTS:</b>		Servicios Adicionales 	

Services requested during set-up & show will be accepted and installed upon availability.