



Meeting Planner Internet Order Form

COMPANY NAME (PLEASE PRINT OR TYPE)		PHONE	
ADDRESS	CITY	STATE	ZIP
CONTACT (DAY OF)	TITLE	DATE	
NAME OF SHOW ATTENDING	DATE OF SHOW	BOOTH NO.	

For guaranteed service, orders MUST be placed ten (10) days in advance of show date.

Please note: For special internet requirements including multi-user, client-supported events; video streaming or; webcasting, please contact the Lansing Center Event Coordinator Department at (517) 483-7400.

Levels of Service	Service Information - NOT SECURED SERVICE	Quantity	Price - per connection		
			1 Day	2 Days	3 Days
Wireless Option 1	1 Mbps Service: Upload rate .5 Mbps / Download rate 1 Mbps Recommended for: Basic e-mail, no streaming ability		x \$10.00	\$15.00	\$20.00
Wireless Option 2	10 Mbps Service: Upload rate 5 Mbps / Download rate 10 Mbps Recommended for: Most internet viewing experiences including Skype. Limited streaming availability		x \$40.00	\$60.00	\$75.00
Wireless Option 3	Maximum Speed: Highest Level Wireless Service Recommended for: limited video streaming, multiple-stream Skype		x \$300.00	\$500.00	\$700.00
Hardline	Maximum Speed: Highest Level Service Recommended for: limited video streaming, multiple-stream Skype, high-level internet service		x \$350.00	\$550.00	\$750.00

One-hour wireless service is only offered via on-site, online registration.

TOTAL: _____

By initialing this box, you accept responsibility for payments on all connections.

PAYMENT ENCLOSED:

CHECK/MONEY ORDER -- PAYABLE TO: L.E.P.F.A.
 MASTERCARD NAME (as it appears on Card): _____
 VISA (please print)
 AMERICAN EXPRESS
 EXP. DATE: _____ AUTHORIZED SIGNATURE: _____
 ACCT. # _____
 Billing Address Zip Code: _____ 3-Digit Security Code (back of card): _____

RETURN TO:



LEPFA
 333 E. Michigan Avenue
 LANSING, MI 48933
 Phone: (517) 483-7400
 FAX (517) 483-7423

OFFICE USE ONLY Date _____
 Check # _____ Received by: _____
 Serviced by: _____
 Special Material: _____