



Exhibitor Company Name:	Booth / Room #:	Show Name: <b>Transportation Research Board 95<sup>th</sup> Annual Mtg.</b>
Billing Company Name:	Show Dates: <b>01 / 10 / 16 To 01 / 12 / 16</b>	
Billing Company Address:	Incentive Order Deadline: <b>12 / 15 / 15</b>	
City, State / Country, Zip:	Phone Number: ( ) -	
Contact:	Email:	
Credit Card Number: <input type="checkbox"/> AMX <input type="checkbox"/> MC <input type="checkbox"/> Visa	Expire Date(MM/YY):	Cell Number: ( ) -
Credit Card Billing Address:	Credit Card Billing City, State / Country, Zip:	
Print Credit Card Holder Name(as it appears on card):	Card Holder Signature:	

A valid credit card number with signature must be on file regardless of payment method. Total payment must accompany order. With execution of this document the Customer hereby authorizes Smart City to provide services as requested herein, is authorized to request such services and acknowledges full and complete understanding of the Terms and Conditions and Attachments.

View complete Terms & Conditions at: [orders.smartcitynetworks.com/tc.aspx?center=015](http://orders.smartcitynetworks.com/tc.aspx?center=015)

Print Authorized Name Accepting Terms and Conditions:	Authorized Signature Accepting Terms and Conditions:
---	--

**Wireless services are NOT included on this form – contact the event venue for specific rates.**

<b>Dedicated Wired Internet Routers Allowed</b> Connection speeds of 3Mbps and up <b>Required for:</b> <ul style="list-style-type: none"> <li>Web Casting</li> <li>HD Streaming</li> <li>Routers(wired or wireless)</li> </ul> <b>Includes 5 Static Public IP Addresses</b>	<b>Premium High Speed Wired Internet No wired or wireless routers</b> Shared Connection speeds up to 10Mbps <b>Recommended for:</b> <ul style="list-style-type: none"> <li>Wired Cyber Cafe</li> <li>Social Media Feeds</li> <li>Multi Media Downloads</li> </ul> <b>Includes 1 Static Private IP Address</b>	<b>Basic Wired Internet No wired or wireless routers</b> Shared Connection speeds up to 1.54Mbps <b>Recommended for:</b> <ul style="list-style-type: none"> <li>Email</li> <li>Surfing the Internet</li> </ul> <b>Supports 1 device only</b>
---	---	--

**ORDER ONLINE:** [orders.smartcitynetworks.com/ordering.aspx](http://orders.smartcitynetworks.com/ordering.aspx)

\*\*\*Incentive rate applies to orders received with payment 21 days prior to 1<sup>st</sup> day of show move-in\*\*\*

1. Shared Internet Services – Routers Prohibited	QTY	Incentive	Base	On-Site	Total
a. Premium Internet Service w/ 1 Private IP address		\$1,095	\$1,395	\$1,674	
b. Additional Private IP address for Premium Service		\$150	\$185	\$222	
c. Upgrade to Premium Internet Service w/ Public IP Address		\$199	\$299	\$358	
d. Basic Internet Service		\$695	\$895	\$1,074	
2. Dedicated Internet Services – Routers Supported					
a. Dedicated 3Mbps w/ 5 Public IP address		\$3,495	\$4,370	\$5,244	
b. Dedicated 6Mbps w/ 5 Public IP address		\$5,900	\$7,375	\$8,850	
c. Dedicated 10Mbps w/ 5 Public IP address		\$7,850	\$9,810	\$11,772	
<b>Contact the event venue directly for public IPs, additional IPs, higher bandwidth, or specific programming requirements.</b>					
3. Internet Equipment & Labor					
a. Switch Rental – <input type="checkbox"/> 8-port <input type="checkbox"/> 24-port		\$185	\$225	\$270	
b. Patch Cable (up to 50') – Cat5e		\$50	\$62	\$74	
c. Labor / Floor Work – Fee Per Hour		\$125	\$125	\$125	
4. Voice Services: PBX Service – Domestic LD Included					
a. Single Line – <input type="checkbox"/> Instrument, <input type="checkbox"/> Non Dial 9, <input type="checkbox"/> Int'l LD		\$275	\$345	\$414	
b. Multi-line Phone w/ 1 main number & 1 rollover line		\$415	\$520	\$624	
c. Conference Phone Line w/ Instrument (Conference service not included)		\$465	\$575	\$690	
5. Cable TV Service					
a. Digital Cable TV Service w/ set top box converter		\$625	\$780	\$936	
6. Special Quote – Attachment A or Statement of Work (if applicable)					
7. Distance Fee of \$500 Internet / \$100 Telephone for each line outside the convention venue x (number of lines)					
<b>For extension of 3<sup>rd</sup> party data circuits (ISDN, DSL, T-1, DS3, Ethernet) please call for quote.</b>					
					<b>SUBTOTAL</b>
					<b>ESTIMATED 10% TAX / FEES</b>
					<b>GRAND TOTAL</b>
<b>Send Completed Orders with Payment and Floor Plan To:</b> SMART CITY NETWORKS 5795 W. Badura Avenue, Suite 110 Las Vegas, NV 89118 (888) 446-6911 FAX (702) 943-6001 <a href="mailto:csr@smartcity.com">csr@smartcity.com</a>					
<b>Effective January 1, 2016 – December 31, 2016</b>			<b>Customer No: 2016 - 015 - 782 -</b>		

INTERNET – TELEPHONE – CABLE TV SERVICE CONTRACT

# Network Security Declaration

Center: Washington CC (015) - DC

Show: Transportation Research Board 95<sup>th</sup> Annual Mtg.

Company Name: \_\_\_\_\_

Booth / Room #: \_\_\_\_\_

Customer / Ref #: 2016 - 015 - 782 -

The Network Security Policy implemented for this Facility requires Customer(s) adherence to several necessary precautions in order for Smart City to maintain a healthy, viable network for all Customers. This declaration of compliance with the security requirements as noted herein is an acknowledgement of Smart City's filtering policies and must be completed, signed by an authorized Customer representative and mailed or faxed to Smart City prior to the requested network service(s) being activated for Customer's usage.

## Network Security Policy:

Smart City requires that all devices directly or indirectly accessing Smart City's network(s) have the latest virus scan software, Windows® security updates, system patches, and any other technological precautions necessary to protect the Customer(s) and others from viruses, malicious programs, and other disruptive applications. Any device(s) which adversely impacts Smart City's network(s) may cause service interruptions to Customer(s) which can lead to disconnection of the Customer's equipment from the network(s), with or without prior notice at Smart City's sole discretion. The device(s) in question will remain disconnected until all issues are adequately resolved. All charges will apply and no refunds will be given. Additional charges may apply for trouble diagnosis and / or problem resolution.

Smart City has implemented filtering policies on all Internet routers. These filters block all inbound Internet Control Message Protocol (ICMP) -- Ping, Traceroute, etc. -- destined to any Smart City Network(s). Smart City understands that Ping and Traceroute are valuable troubleshooting tools; therefore Smart City's Policy does allow ICMP (Ping & Traceroute) packets sourced from any Smart City network(s).

Further, to avoid infection by common Internet worms (Nachi, MSBlaster, LoveSAN, etc.), Smart City has implemented similar filters on the following TCP and UDP port numbers: UDP – 137, 138, 402, 1434 and TCP – 135, 139, 402, 445, 4444.

Customers requiring inbound or outbound access to any of the filtered ports, should contact a Smart City customer service representative in advance of the event with details of the specific requirements so that Smart City may consider the potential of a customized alternative.

Each Customer's business is important to Smart City and with advanced and timely notification of a Customer's needs we are confident that we can provide network services that perform as expected for all clients.

**\*\*\* Please inform all show site personnel about the importance of Smart City's Network Security compliance issues \*\*\***

**\*\*\* Services are activated after Smart City is in receipt of this signed declaration of compliance with our network security requirements \*\*\***

Device(s) Operating System: \_\_\_\_\_

Total # of Devices  
Connecting to Smart  
City's Network: \_\_\_\_\_

Type of Anti-Virus Software Installed: ☐ Norton ☐ McAfee ☐ Other: \_\_\_\_\_

Virus Scan Last Updated - Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Security Updates Last Performed - Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Are You Renting Computers? ☐ Yes ☐ No Rental Company Name: \_\_\_\_\_

Rental Company Contact: \_\_\_\_\_ Contact Number: \_\_\_\_\_

With execution of this document the Customer hereby attests that Customer provided equipment, which will be connected to Smart City's network(s) at the above noted Facility and Show / Event has been properly protected, contains anti-virus software, and the latest patches and security updates have been installed. Customer(s) also accepts the responsibility for the performance of Customer's equipment and understands the conditions placed on service delivery by this document as well as the potential that additional charges may be incurred should Customer's equipment be found to adversely impact Smart City's network(s) performance. The Customer acknowledges that this Network Security Declaration is part of the Customer Contract allowing Smart City to provide requested service(s) and is subject to change without notice.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_



5795 W. Badura Ave, Suite 110 • Las Vegas • Nevada 89118 • (888) 446-6911 • (702) 943-6087 • Fax (702) 943-6001



# Floor Plan – Communications Cable

Center: Washington CC (015) - DC

Show: Transportation Research Board 95<sup>th</sup> Annual Mtg.

Company Name: \_\_\_\_\_

Booth / Room #: \_\_\_\_\_

Customer / Ref #: 2016 - 015 - 782 -

**Voice and Data communications cabling.** Smart City is the **exclusive installer** of Voice and Data communications cabling. Smart City provides cabling to booths, within booths (under carpet and flooring) and from booth-to-booth. Fiber Optic, twisted pair (Category 3, 5 and 6) and all other data and telecommunication cable fall under Smart City's area of expertise.

**IMPORTANT!!** Prior to installation of service, a complete floor plan is required. Please utilize this grid should you not have your own floor plan to send us. You may use a different floor plan for each service group (Telephone, Internet, etc.) or combine all services on one floor plan. For a floor plan to be considered complete it **must** include all the information listed below (Main Distribution Location "MDL", designated location of items within the booth, surrounding booths, scale-length and width).

		Adjacent Booth or Aisle#											
Adjacent Booth or Aisle#													
		Adjacent Booth or Aisle#											

**X** = Main Distribution Location (**MDL**) – The originating line(s) for service, whether from overhead, a floor pocket or a column, will be delivered to a "**MDL**" before being distributed within your booth. Example: Storage area, back of booth, etc. (unless specified, the default for the "**MDL**" will be the back of the booth or at Smart City's discretion, the most convenient location). All distribution of services to their final destination within the booth will originate from the "**MDL**". A per line move fee will apply to relocate services within your booth after they have been engineered and / or installed.

**T** = Location of Telephones, Fax lines or other telecommunications equipment "**T**".

**I / H / PC / C** = Location of primary Internet Service "**I**", Hubs "**H**", Patch Cables "**PC**" and / or Computers "**C**". For Smart City to perform your floor work, you will need to indicate the location of each item you want cabled. Make sure to order your floor work, hubs, and patch cables early and in advance of the show moving in.

**Orientation** = The Booth or Aisle #'s surrounding your booth. A minimum of one surrounding Booth or Aisle # is required (two or more would be more helpful) for Smart City to accurately install your services.

**Size** = Booth dimensions (example 10x10) \_\_\_\_\_. **Scale** = 1 Box is equal to \_\_\_\_\_ ft.

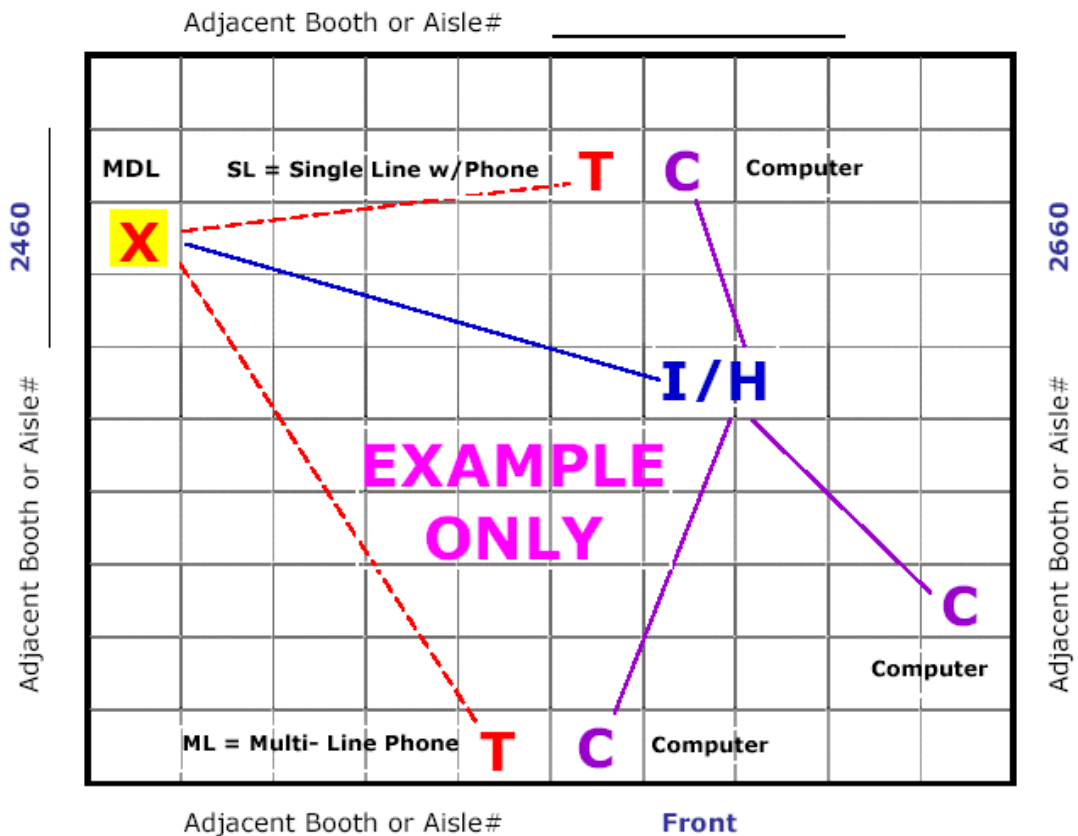
# Floor Plan – Communications Cable

Center: Washington CC (015) - DC  
 Show: A B C Example Show

Company Name: ABC Example Company  
 Booth / Room #: 1 2 3 4  
 Customer / Ref #: 2016 - 015 - XXX - XXXX

**Voice and Data communications cabling.** Smart City is the **exclusive installer** of Voice and Data communications cabling. Smart City provides cabling to booths, within booths (under carpet and flooring) and from booth-to-booth. Fiber Optic, twisted pair (Category 3, 5 and 6) and all other data and telecommunication cable fall under Smart City's area of expertise.

**IMPORTANT!!** Prior to installation of service, a complete floor plan is required. Please utilize this grid should you not have your own floor plan to send us. You may use a different floor plan for each service group (Telephone, Internet, etc.) or combine all services on one floor plan. For a floor plan to be considered complete it **must** include all the information listed below (Main Distribution Location "MDL", designated location of items within the booth, surrounding booths, scale-length and width).



**X** = Main Distribution Location (**MDL**) – The originating line(s) for service, whether from overhead, a floor pocket or a column, will be delivered to a "MDL" before being distributed within your booth. Example: Storage area, back of booth, etc. (unless specified, the default for the "MDL" will be the back of the booth or at Smart City's discretion, the most convenient location). All distribution of services to their final destination within the booth will originate from the "MDL". A per line move fee will apply to relocate services within your booth after they have been engineered and / or installed.

**T** = Location of Telephones, Fax lines or other telecommunications equipment "T".

**I / H / PC / C** = Location of primary Internet Service "I", Hubs "H", Patch Cables "PC" and / or Computers "C". For Smart City to perform your floor work, you will need to indicate the location of each item you want cabled. Make sure to order your floor work, hubs, and patch cables early and in advance of the show moving in.

**Orientation** = The Booth or Aisle #'s surrounding your booth. A minimum of one surrounding Booth or Aisle # is required (two or more would be more helpful) for Smart City to accurately install your services.

**Size** = Booth dimensions (example 10x10) 20 x 20 . **Scale** = 1 Box is equal to 2 ft.

# Smart City Networks

## Washington DC Guest Wireless Options & FAQ

COMPLEMENTARY WIRELESS FREE DC CONVENTION WIFI	STANDARD WIRELESS INSTANT INTERNET	PREMIUM WIRELESS EXHIBITOR INTERNET
<b>*FREE*</b>	<b>\$12.95 PER DAY</b>	<b>\$79.99 PER DAY</b> <b>\$159.99 3 DAYS</b> <b>\$239.99 5 DAYS</b>
<b>256K UP/DOWN</b> <b>802.11G/N</b> <b>2.4GHz</b>	<b>768K UP/DOWN</b> <b>802.11G/N</b> <b>2.4GHz</b>	<b>1 MB UP/DOWN</b> <b>802.11A</b> <b>5GHz</b>
<b>10 MINUTE IDLE TIMEOUT</b>	<b>10 MINUTE IDLE TIMEOUT</b>	<b>30 MINUTE IDLE TIMEOUT</b>
<b>AVAILABLE IN PUBLIC SPACE ONLY</b>	<b>AVAILABLE IN PUBLIC SPACE &amp; MEETING ROOMS</b>	<b>AVAILABLE IN ALL FACILITY AREAS</b>

### What do I need to get connected?

You will need a device equipped with 802.11g/a/n wireless and a web browser. These links can help you identify what your computer's capabilities are; Click for: [Windows PC](#); Click for: [Mac](#). If you are in need of an adapter for a laptop to enable use of our Exhibitor Internet Premium network, they are available for the sale price of \$50 at our Exhibitor Service Desk or by calling (202) 249-3800.

### How do I configure my Wireless Connection once onsite?

1. View Network Connections - we recommend you disable your Ethernet, Local, or Wired Network Connection
2. View Available Wireless Networks
  - o Select your desired "**Wireless Network**" from the list of *Available Wireless Networks*
  - o We do not recommend using automatic settings or using the network name "ANY" or "Free WiFi".
  - o For your security, please select one of our building sponsored networks.
3. If necessary, be sure to set your TCP/IP properties to "Obtain an IP address automatically" (DHCP).
4. If requested, choose infrastructure mode rather than ad-hoc mode.
5. Turn off any encryption (WEP).
6. At the time of purchase you will create a username and password, we suggest you use your email address as your username and a simple password that you can remember to make it easier to log back into your account. Daily accounts are per a 24 hour period, example 8am to 8am

### Can I use this service on multiple devices?

Wireless accounts are device specific and can only be connected to one device at a time. If you wish to share an account between multiple devices, the active device can be logged off by going to <http://hotspot.smartcity.com/logout>.

### Should I be concerned about interference or reliability issues?

Yes. Wireless service is inherently vulnerable to interference from other wireless devices that transmit similar frequency. Smart City cannot guarantee that interference will not occur and is limited on the amount of support that can be provided in that instance. **Smart City does NOT recommend wireless service for event critical services such as registration, presentations or product demonstrations.**

### What if I have service issues?

**Please contact our customer support team at (202) 249-3800.**



This document does not cover your Cellular Wireless Service questions.  
For cellular voice or data service issues, please contact your carrier directly.  
Cellular Services are NOT blocked in any way within the facility.

