



425 Summer Street
 Boston, MA 02210
 617-532-4868

Please submit form to Jennifer.Miller0@starwoodhotels.com

EVENT INFORMATION

Group/Event Name			Date of Event	
Location/ Booth #		Booth #	Set date/time	
Event Manager			Remove date/time	

CONTACT INFORMATION

First Name		Address	
Last Name			
Company Name			
Email		Phone #	

Network & Internet Services

	Qty	# of days	Rate	Price
Wireless Internet: per device			\$ 50.00	\$ -
Wireless Internet: up to 25 users			\$ 500.00	\$ -
(1) hard wired Internet line			\$ 300.00	\$ -
1MB Bandwidth			\$ 1,200.00	\$ -
additional MB of Bandwidth			\$ 250.00	\$ -
Network connection to BCEC			\$ 500.00	\$ -
Custom IT needs				
Network & Internet Total			\$	-

Other Services

	Qty	# of days	Rate	Price
Banner Hanging (price per banner)			\$ 75.00	\$ -
In-house TV Channel			\$ 500.00	\$ -
Other Services Total			\$	-

TOTAL ALL ITEMS* \$ -

* Total does not include tax.

Telephone Services

	Qty	# of days	Rate	Price
Standard DID line			\$ 250.00	\$ -
Voice mail (per line)			\$ 40.00	\$ -
Multi Line phone			\$ 175.00	\$ -
Polycom speaker phone			\$ 250.00	\$ -

Payment Information

You will receive an email with a link to a secure website to submit a credit card authorization for this order. Please note, this order is not confirmed until the credit card authorization has been received by The Westin Boston Waterfront.

For security purposes, please do not include credit card information on

Telephone services subject to 6.25% sales tax

Telephone Total \$ -

this form.