

## 2025 Connectivity Order Form - Exhibitor - 3 day event rates

<b>Event Name:</b>
<b>Event Date:</b>
<b>Stand Number:</b>
<b>Stand Name:</b>



### IMPORTANT NOTICE REGARDING WiFi USAGE:

Exhibitors are prohibited from installing, generating or broadcasting their own WiFi or WiFi zones as this causes the airwaves to become saturated and can stop all the wireless network from working effectively within the halls.  
 eForce reserves the right to disconnect any unauthorised routers or WiFi zones.  
 Where possible we recommend opting for a wired connection for enhanced security and reliability.  
 Please contact us to discuss your requirements: tel: 0207 598 2400 or email: sales@eforce.co.uk

**It's much quicker to book your internet services online! You can pay online or request an invoice (have your PO number ready).**

**Simply visit [bit.ly/olympiainternetservices](http://bit.ly/olympiainternetservices) and navigate to the show you are booking services for**

Wired connections	Quantity	Standard Rate	Late Rate	Total
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### Wired Internet Connection (LAN)

The most reliable, secure connection option for laptops & PCs. CAT5e cable with RJ45 termination. Please submit stand plan.

Up to 2 Mbps		£620.00	£744.00	
Up to 4 Mbps		£1,341.00	£1,609.20	
Up to 8 Mbps		£2,397.00	£2,876.40	
Up to 10 Mbps		£3,044.00	£3,652.80	
Up to 15 Mbps (with Static IP)		£4,422.00	£5,306.40	
Up to 20 Mbps (with Static IP)		£5,829.00	£6,994.80	
Up to 50 Mbps (with Static IP)		£7,509.00	£9,010.80	
Greater bandwidth speeds are available on request		POA		

### VLANS

Connects multiple stands to the same network within the venue. Internet connections ordered separately. (A WiFi disabled router is required to distribute internet to the VLAN). Please submit stand plan.

Connect multiple stands via Ethernet CAT5e cabling (maximum 2 locations)		£ 540.00	£648.00	
WiFi Disabled Router - required to distribute internet to the VLAN		£ 230.00	£276.15	
Creates a network for your wired and wireless devices on the stand		£ 552.30	£662.76	

*Also available at multiple stands (Each location will incur the above detailed charge)*

### Network Hubs, Cables and IP Addresses

Please note you will require to arrange power supply for your Hub separately. All wired internet connections include 1 IP Address. Please submit stand plan.

Installed Hub 10/100 Mbps, 8 Ports for networking multiple PC devices		£104.00	£124.80	
Installed Hub 10/100 Mbps, 16 Ports for networking multiple PC devices		£158.00	£189.60	
Installed Ethernet CAT5e Patch Lead (5 meter)		£45.00	£54.00	
Additional IP address (price per address)		£80.00	£96.00	

### Wireless (WiFi) connections

#### WiFi Zones

Private network created for your stand/area with a customised network name (SSID) & password.  
 Up to 8Mbps per user

Covers areas up to 20 Sqm and up to 10 concurrent users		£1,523.00	£1,827.60	
Covers areas up to 48 Sqm and up to 30 concurrent users		£2,317.00	£2,780.40	
5-user Wi-Fi Zone and 1 x Wired to Wireless VLAN		£ 1,560.00	£1,872.00	

*Also available at multiple stands (Each location will incur the above detailed charge)*

#### WiFi Internet Connection for Multiple Devices

Up to 4Mbps per device (Not Networked)

One Wifi Code for up to 3 devices		£486.00	£583.20	
One Wifi Code for up to 4 devices		£680.00	£816.00	
One Wifi Code for up to 5 devices		£819.00	£982.80	
One Wifi Code for up to 8 devices		£1,268.00	£1,521.60	

#### WiFi Internet Connection

For a single device up to 4Mbps bandwidth

One WiFi Code for 1 device		£171.00	£205.20	
One WiFi Code for 1 device with support cable (for use with Laptop or PC only. Support cable will be installed preshow and enabled only as backup)		£516.00	£619.20	

**Full prepayment is required prior to the event tenancy in order to enable any connectivity services**

**Any bookings received during the tenancy period will incur a 40% surcharge**

**Sub Total (ex VAT)**

**20% VAT**

**Total (Inc VAT)**

Please tick this box to confirm you have read and understood our Connectivity Guidelines

Please tick this box to confirm you have read and accepted our Terms & Conditions

**For further information on any of our services or to talk to us about your requirements please contact our Sales Team on:**

**0207 598 2400 or [sales@eforce.co.uk](mailto:sales@eforce.co.uk)**

**Alternatively please place and pay for your order directly online via [bit.ly/olympiainternetservices](http://bit.ly/olympiainternetservices)**

### Stand Location and Layout

**Please attach to your order a marked stand floor plan for Wired connections, VLAN's, Hubs and Telephones indicating the drop location and email it to sales@eforce.co.uk**

For stands with a raised platform we can deliver wired services to a desired location on the stand at no extra cost.

Stand numbers to the left and right of your stand on your floor plan are required for orientation.

*Any changes to stand number or location will incur additional fees!*

### Exhibitor Details

Stand Name Stand Number

Invoice Company Name

Invoice Address:

Postcode:

Country:

VAT exemption code if applicable (EU Customers):

Contact First Name:

Surname:

Email:

Telephone:

Mobile:

**Payment We will not be able to provide any services until full prepayment has been completed**

**Please note we no longer accept cheques**

**Please debit my card**  **BACS / Chaps transfer (PO Ref required \_\_\_\_\_)**  
(please forward a remittance advice to allow us to attach the payment to your order)

**Visa**  **MasterCard**  **AMEX**

Please call us once you have received the invoice to process any credit card transactions on 020 7598 2400

### eForce Bank Account details

Account Number:	42125804
Sort Code:	60-07-14
SWIFT Code:	NWBKGB2L
IBAN NO:	GB75NWBK60071442125804
Name:	Olympia Ltd trading as eForce
Banks Address:	National Westminster Bank Earls Court Branch 195 Earls Court Road London SW5 9AP
VAT Registration number:	GB 386 2131 53

**This order is accepted on the understanding that full eForce terms & conditions apply.**

**Copies are available on request and can be viewed at [bit.ly/olympiaeforceterms](http://bit.ly/olympiaeforceterms)**

### Terms of Cancellation

If an order is cancelled, in writing, 4 weeks prior to the start of build up of the event, the Services ordered will be charged at 25%.

If an order is cancelled, in writing, 2 weeks prior to the start of build up of the Event, the Services ordered will be charged at 50%.

If an order is cancelled, in writing, 1 week prior to the start of build up of the Event, the Services ordered will be charged at the full rate.

Please revert to clause 4 of the eForce terms and conditions

### Order Confirmation

The signatory declares that he/she has read and accepted eForce's Terms & Conditions:

**Please return signed order form to sales@eforce.co.uk**

Authorised  
Signature:

Print Name:

Date: