

Terms and Conditions Regarding the High Speed Internet Access

235th Meeting of the American Astronomical Society, 4-8 January 2020, Honolulu, HI

Internet Order Deadline: 5 December 2019

Internet connectivity for the meeting at the Hawaii Convention Center is managed by the AAS.

Please read and sign the Terms and Conditions, indicated below, along with your High Speed Internet Access Order Form to the AAS Office by **5 December 2019**. Wireless internet will be available in the Exhibit Hall to all exhibitors.

Please return your contract along with your order form by 5 December 2019. Any orders received on or after 5 December 2019 will be charged a \$100 onsite fee.

For further information or questions, please use the following contact information:

- **IT/Internet**

Robert Woods, Production Innovations, robert@proinav.com or 919-800-1425

- **Audio Visual Equipment Rental**

Robert Woods, Production Innovations, robert@proinav.com or 919-800-1425

- **Registration and Exhibits**

Debbie Kovalsky, debbie.kovalsky@aas.org or 202-328-2010 x110

I/We _____ representing the _____
(Name) (Name of Exhibit)

Exhibitors at the 235th AAS meeting, agree to the following **Terms and Conditions** regarding the High Speed Internet Access in the Exhibit Booth: (*order options on page 9)

1. DHCP Servers and/or wired routers of any type are only allowed on the Advanced Package.
2. Every device connected directly to the internet/network provided drop must have a purchased IP address from the AAS.
3. Every Hub/Switch/Router/PC/Laptop/Server/etc. attached to the provided drop must have a registered MAC Address with the IT Staff. All other devices must be maintained behind your private network
4. If you require DHCP, you will need to order the *Advanced Package and setup your own DHCP server .
5. NO wireless routers will be allowed on the network unless installed by the AAS IT Staff.
6. All attached devices are required to run the most up to date virus protection software, IP filtering, anti-ad and pop-up software, and anti-spyware software.
7. No computer or device on the network should be publicly addressable and serving the outside internet community. No computer should be acting as a server to the public internet.
8. The AAS IT Staff reserves the right to disconnect any device or sub-network that is causing overall network problems.
9. Wireless access in the Exhibit Hall is limited to email access and limited browsing, it is not intended for product demonstrations.

Signature _____ Date _____

Print name _____

High Speed Internet Access Order Form

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The Onsite Technical Contact will be responsible for connecting your computers and conducting your technical support.

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Exhibitor Name	Booth No.
Person Completing this Form	Onsite Technical Contact
Onsite Contact Telephone	Onsite Contact Email

Quantity	Order Options	Through 5 Dec	On or After 5 Dec
	Wireless (Included) - Not intended for product demonstrations.	\$0	\$0
	Basic Connection – A single Ethernet cable is extended to the exhibitor booth. This is a shared 100Mbps network connection to the event network. This package allows for one network connection. Additional connections are available for purchase (each device on the network must have an IP address). Additional hubs/switches and cables are not included; exhibitor may provide their own or rent them from the AAS. No servers or routers of any kind may be used with this package.	\$1,200	\$1,300
	Advanced Connection – A single Ethernet cable is extended to the exhibitor booth. This is a shared 100Mbps network connection to the event network. This package allows for five network connections. Hubs/switches and cables are not included; exhibitors may provide their own or rent them from the AAS. Any wired router or DHCP server may be used with this package.	\$1,400	\$1,500
	Additional IP Addresses – For use with Basic and Advanced Connection	\$200	\$225
	Hub/Switch Rental – 5 Port Ethernet Switch	\$50	\$60
	Router Rental – Wired Only	\$70	\$80
	Network Cable Rental – 25 foot patch cable - CAT5/6	\$35	\$45

Payment method

American Express MasterCard VISA Bill Us Check/MO# _____

Name on card _____

Card Number	Exp Date	Signature
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Office Use	Auth
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Return this form by 5 December 2019 to:

Debbie Kovalsky, 235th AAS Meeting Exhibits, 1667 K Street NW Suite 800, Washington, DC 20006
(F) 202-234-7850 or exhibits@aaas.org