

**2026 Internet Order Form**

Please return to:  
 info@buffaloconvention.com  
 Fax: (716) 855-3158  
 Call: (716) 855-5555

# BUFFALO CONVENTION CENTER

Today's Date: \_\_\_\_\_

Name of Event \_\_\_\_\_ Date(s) of Event: \_\_\_\_\_

Booth #: \_\_\_\_\_ Meeting Room: \_\_\_\_\_ Insall Day: \_\_\_\_\_

Company Name: \_\_\_\_\_ On Site Contact \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Authorized By: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

**PAYMENT: Check (Payable to Buffalo Convention Center):** Check #: \_\_\_\_\_ Amt:\$ \_\_\_\_\_

Credit Card: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express Total amount Charged:\$ \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Card: \_\_\_\_\_ Security Code: \_\_\_\_\_

**PAYMENT MUST ACCOMPANY ORDER / ADVANCE ORDERS MUST BE RECEIVED 10 DAYS BEFORE EVENT**

Advance orders require access code to be distributed during move-in of show. Please see BCC staff member for pick-up location.

Internet Hardlines must be ordered at least 3 business days prior to move-in.

<b>INTERNET OPTIONS</b>			
Complimentary WiFi	The BCC Complimentary Wi-Fi is the perfect option to use for your personal data communication needs since cellular data service may not work in all locations.		
Premium WiFi	\$100.00 (Per Event, Per Vendor)		
Hardline Internet	<u>Connection &amp; Usage Fee</u> \$250.00 per hardline	Does the device have webpage access capabilities <input type="checkbox"/> Yes <input type="checkbox"/> No	
Internet Service Technician On-site		\$75.00 per hour	
Public IP addresses, traffic prioritization, and custom WAN/LAN/VLAN configuration available upon request. Custom Network Naming available upon request.			

Service	Acctg

**SUB TOTAL:** \$ \_\_\_\_\_

**NYS TAX:** \$ \_\_\_\_\_ 8.75%

**TOTAL OF ORDER** \$ \_\_\_\_\_

**\*PLEASE NOTE: THIS FORM SERVES AS RECORD OF YOUR FINAL INVOICE.  
NO ADDITIONAL INVOICES WILL BE MAILED OUT.**

*Terms and conditions apply – see reverse side of form for details.*

## **BUFFALO CONVENTION CENTER - INTERNET**

### **SYSTEM INFORMATION:**

- 1) Free basic WIFI is available throughout the facility as a convenience to our guests.
- 2) All users must authenticate on our wireless or wired data systems using either the access code that has been provided by purchasing services using their web browser and a major credit card. Once authenticated, the MAC address of the user's device will stay on file through the duration of the time they've purchased.
- 3) If you are having trouble connecting, please go directly to the Information Desk in the lobby for assistance.
- 4) The Buffalo Convention Center has networking professionals available to meet with you prior to your event if you have needs that fall out of the scope of this form. This includes onsite office/server setups, network devices (printers, scanners, POS terminals, handheld devices, credit card machines), custom VLANs, SSIDs, bandwidth reservation, traffic prioritization, etc. Please let us know and we'll be happy to build a custom implementation that suits your needs.

### **RULES AND REGULATIONS:**

- 1) The Buffalo Convention Center reserves the right to refuse connection to any exhibitor whose equipment is deemed unsafe by the BCC electrical supervisor.
- 2) The Buffalo Convention Center will not be responsible for any damage or loss to any equipment, component, hardware or software and/or any damage or injury to any person caused by the installation, connection or plugging in of any electrical outlet by person(s) other than an authorized Buffalo Convention Center computer, Electrician.
- 3) All material and equipment furnished by the Buffalo Convention Center for this service order shall remain the property of The Buffalo Convention Center and shall be removed ONLY by the Buffalo Convention Center at the close of the show.
- 4) Payment in full must be rendered prior to internet service connection.
- 5) Advance orders for wired data shall receive priority service.
- 6) Customers may not use their own network switches, routers, hubs, repeaters, wireless access points, network bridges, or wireless range extenders without express written permission from the Buffalo Convention Center.  
\*\*Please see your BCC Service Manager for rental information\*\*