

# WIRELESS INTERNET ACCESS ORDER FORM

**ORDERING PROCEDURE**

1. Fill out form completely.
2. Fax or email to Transbeam.  
Fax: (212)937.3730  
[events@transbeam.com](mailto:events@transbeam.com)
3. Once order is received, you will receive a confirmation with the code, dates, and number of users.

*To insure service, the form must be received 24 hours prior to event. Emergency codes are supplied to The New York Helmsley for occasions when 24 hour notice is not possible. For these situations, please submit form and include the emergency code used.*

**TRANSBEAM CONTACTS**

*Orders and technical support during office hours (M-F 9-6):*

Sandra Ycaza  
(212) 631-8100 x247  
[sruffin@transbeam.com](mailto:sruffin@transbeam.com)

Bob Wolff  
(212)631-8100 x 251  
[bwolff@transbeam.com](mailto:bwolff@transbeam.com)

*After Hours Technical Support:*

1. Thomas Cheng (917)836-6382
2. Dmitry Tsiryulnik (917)836-6043



Thank you for choosing Transbeam as your Internet Service provider.

**For Transbeam Use**

	date
code	
confirmed	
billed	

CLIENT NAME \_\_\_\_\_

DATE(S) OF EVENT \_\_\_\_\_

**HELMSLEY CONTACT INFORMATION**

**BILLING INFORMATION**

Bill to Account HH8900  
Attn: Diaram Sharma  
The New York Helmsley  
212 E 42<sup>nd</sup> Street  
New York, NY 10017

**SERVICE INFORMATION**

Room \_\_\_\_\_

Code Activation: Date \_\_\_\_\_ Time \_\_\_\_\_  AM  PM

Code Deactivation: Date \_\_\_\_\_ Time \_\_\_\_\_  AM  PM

Special instructions \_\_\_\_\_

**Wireless cards must be installed in each computer that will be connected to the network.**

Order confirmation preference:  Email  Phone  Fax

**Wi-Fi Internet Access (802.11b/)**

<u>Number of Users</u>	<u>Price</u>	<u>Total</u>
1 to 5 users	1st user \$250	\$ _____
	Additional users ____x\$50	\$ _____
5 to 10 users	\$600	\$ _____
10 to 25 users	\$900	\$ _____
25 to 50 users	\$1,400	\$ _____
	<b>Total Client Bill</b>	\$ _____
		\$ _____

By signing below, I agree to the above purchase and to the Terms and Conditions enclosed with this order form

Signature \_\_\_\_\_

Date \_\_\_\_\_