



ComCenters

When your business image matters ...
Turn to ComCenters

9040 Town Center Parkway Lakewood Ranch, FL 34202

Telephone: 941-782-1200 Fax 941-552-5650

Video Conference Confirmation

Conference Date _____ Time _____

Number of people attending the conference on our end? _____

Speed of Connection? (Circle One) 512 384

Time and date of test call: Date _____ Time _____

Meeting Coordinator: Name _____ Phone _____ Email _____

Video Conferencing Technician: Name _____ Phone _____

Who will be dialing in? _____

❖ If ComCenter at Lakewood Ranch is dialing in, what is the IP address? _____

❖ If they are dialing into us, our dial in number is:

IP address 71.40.172.177

Attending guest _____

Company name and address _____

Phone number _____ Fax number _____ Email address _____

Who will be responsible for billing? _____

Credit Card # _____ Expiration _____

(There is an additional 3% charge on all credit card transactions)

Name printed on Credit Card: _____

Billing address: _____

First Hour of use (minimum)	\$150.00
Each Additional 15 minutes of use	\$ 37.50
After hour fee: \$25.00 per hour in addition to rate above	
(Before 8:30 am and after 5:00 pm)	