



Attention Vendors: Instructions for ordering AT&T telephone and High Speed Internet at Cal Expo

- Please contact the AT&T Business Office at 800-288-2020 for new service.
- The address you need to give the AT&T Service Representative for service is:

1600 Exposition Blvd Sacramento CA 95815.

VERY IMPORTANT! **DO NOT** include your building #, booth #, space # or lot # in the Service address given. Ask the Representative to place your building/booth # etc in the **REMARKS** section of the order.

You will also need to ask the AT&T Representative to have jack work (reference code RJ11C) placed on the order so that your order will require a technician visit. If this step is not done your service will only work to the main telephone closet and no further. Cal Expo has their own cable to extend service to your requested location but this work needs a technician visit to complete.

The Technician charges for temporary service include: \$135.00 for the installation of the phone/internet service up to one jack, \$70.00 for each additional jack installed. There will also be a fee of \$85.00 for removal of service wire and jack after the event has concluded.

When your event is concluded you **MUST** contact AT&T and place your disconnection of service order so that monthly charges will not continue. This step can also be done when you place your initial service request but you should still verify that it has been disconnected from the AT&T Business Office after the event.

Jim Barker

ATT California Manager

Installation and Repair

916-397-3900