



Vendor Internet Ordering at the Knoxville Convention Center

Purchased Internet 14 days prior to 1st move-in day (advanced rates):

- **All Hardwire & Wireless Internet lines need to be pre-ordered & turned in 14 days before the first move-in day to receive the advanced pricing.**
- Hardwire Internet pricing is for the entire event.
- Complete the Exhibitor Internet Order Form and fax, e-mail, or mail the order form to the Knoxville Convention Center. Contact information below.
- E-mail or fax a diagram in with the order form indicating the location needed for the booth. Any lines that need to be moved will incur additional labor charges at the standard rate.
- Knoxville Convention Center will send you an e-mail with the access password to log-in once on site.
- When arriving on site, connect the machine to the cat5 cable that is installed at the booth.
- Scan for wireless networks, select KCC_Expo wireless network.
- The Knoxville Convention Center splash page will pop up.
- Enter the access code that was emailed in the box.
- Click on the box to consent to the information and conditions.
- Scroll down and click on continue.

Purchased Hard wired Internet on Site at the Exhibitor Service Desk (standard rates):

- Visit the Exhibitor Service desk only on designated move-in days. Standard rates apply.
- Fill out Exhibitor Internet Order Form and pay for selected services.
- The exhibitor service desk will provide an access code once the form is completed and the payment is received.
- Hardwired lines will be installed based the on order received. Once installed, connect the Cat5 cable to the device.
- Scan for wireless networks.
- Select KCC_Expo wireless network.
- The Knoxville Convention Center splash page will pop up.
- Enter the access code in the box that was provided at the exhibitor service desk.
- Click on the box to consent to the information and conditions.
- Scroll down and click continue.
- Log-in is good for the duration of the event.

Purchase Wireless Internet on Site the Exhibitor Service Desk (standard rates):

- Visit the Exhibitor Service desk only on designated move-in days. Standard rates apply.
- Fill out Exhibitor Internet Order Form and pay for selected services.
- The exhibitor service desk will provide an access code once the form is completed and the payment is received.
- Scan for wireless networks.
- Select KCC_Expo wireless network.
- The Knoxville Convention Center splash page will pop up.
- Enter the access code in the box that was provided at the exhibitor service desk.
- Click on the box to consent to the information and conditions.
- Scroll down and click continue.
- Wireless access will be available for the date(s) you purchased.
- Wireless internet is per day, per device. **Each wireless connection is valid for one device and cannot be used on any other device. Additional devices require additional connection codes.**

Purchase Wireless Internet through KCC Payment Link (standard rates):

- Connect to .KCC_Expo Paid Wifi, select desired package and submit.
- Once directed to PayPal, fill in information and submit payment.
- An access code will be emailed shortly after submission.
- Scan for wireless networks.
- Select KCC_Expo wireless network.
- The Knoxville Convention Center splash page will pop up.
- Enter the access code in the box that was provided via email.
- Click on the box to consent to the information and conditions.
- Scroll down and click continue.
- Wireless access will be available for the date(s) you purchased.
- The login is valid for a 24-hour period after purchase. This login is only valid for the one device that logged in. Multiple day codes are also available.

If you need assistance with your wireless, please contact
IT Department at 865-251-6017 or it.admin@asmknoxville.com