



BUSINESS

Order form for Business Markets only
National ethernet/ethernet extensions+

National Ethernet

1. Customer details

Refer to section 1 in the Guide and Glossary if you have any queries

Company name	UK Intellectual Property Office (UKIPO)	Customer PO number	PO-3003036
Company Reg. no		Existing account number*	
Correspondence address	UK Intellectual Property Office, Concept House, Cardiff Road		
Town	Newport	Postcode	NP10 8QQ
Contact name		Phone	
Invoice address (if diff from above)	Payables, UK Intellectual Property Office, Concept House, Cardiff Road		
Town	Newport	Postcode	NP10 8QQ
Contact name		Phone	
Account Manager name		Phone	
Customer Project Manager name	n/a	Phone	

Note: *Only add 'existing account number' for customers that take other Virgin Media Business services.

2. Service requirements

Refer to section 2 in the Guide and Glossary if you have any queries

Performance reporting required? ¹	Basic Network Reporting <input type="button" value="v"/>	Class of service ¹	Classic (No CoS) <input type="button" value="v"/>
Customer required date ²	06/02/2018	QoS classification	Dot1P <input type="button" value="v"/>
Order type ³	Amend <input type="button" value="v"/>		

¹ Please note that performance reports and CoS are chargeable options and if selected then any chargeable amounts for these options will be included in the Charges set out in this order form. If multiple circuits are being ordered with different service requirements options then a separate form should be used for each order.

² This date will give an indication of your requirements. However, Virgin Media Business work to standard target lead times, please contact us for details. The delivery date will be confirmed following acceptance of the completed order form and will be subject to survey.

³ Note: If this is an amendment to an existing service, please provide circuit reference number(s) and current circuit speed (bearer) in the 'additional information' section.



Order form for Business Markets only National ethernet/ethernet extensions+

National Ethernet

3. Circuit details

Refer to section 3 in the Guide and Glossary if you have any queries

Circuit 1 details (A1 to B1)

Circuit bandwidth (EVC¹) required

Circuit speed (bearer) Service presentation required

A1-end

B1-end

Do you require layer 2 control protocol tunnelling?

Standard ethernet physical Interface A1-end B1-end

Does this circuit run over a Data Centre module? If 'yes', please specify

A1-end installation address

Town Postcode Fax

Floor Room Rack

Contact name Phone Email

Does this property have any existing Virgin Media Business services (excluding xDSL)*?

Is the service being installed on a new or existing NTU? NTU type NTU no.

Note: If you have an existing NTU that you wish to use, it must be specified on the order form.

Are you the freehold owner of this property?

B1-end installation address

Town Postcode Fax

Floor Room Rack

Contact name Phone Email

Does this property have any existing Virgin Media Business services (excluding xDSL)*?

Is the service being installed on a new or existing NTU? NTU type NTU no.

Note: If you have an existing NTU that you wish to use, it must be specified on the order form.

Are you the freehold owner of this property?

Is resilience required? If yes, please specify

Were any of the buildings built, or refurbished, pre 2000? If 'Yes', is there an asbestos register on site?

Note: Failure to provide an asbestos register for pre 2000 buildings may result in a delay to the installation of the service. The asbestos register needs to be available on site for the survey.

Do you require more than one circuit? If yes, please complete the 'additional circuits' tab

¹ Ethernet virtual circuit (EVC)

*If 'No' should Virgin Media Business service not exist at the installation address it may be necessary to carry out cabling work into the building.

**Your install may be subject to any further wayleave requirements identified at survey regardless of the information provided above. Please also be aware that failure to provide accurate information at this point may result in delay in Virgin Media being able to acquire a wayleave should one be required.

Note: It is important to specify exactly where you wish the services to be installed and terminated; failure to do so may delay the order (floor, room and rack).



Order form for Business Markets only
National ethernet/ethernet extensions+

National Ethernet

4. Additional information

Refer to section 4 in the Guide and Glossary if you have any queries

For any further information to help with the order, please write below

Circuit 1 details (A1 to B1)

This is a 12 month extension. No physical works required. Existing CAL0107855. Billing Change only. Please see Section 6 Notes and Comments

Circuit 2 details (A2 to B2)

Circuit 3 details (A3 to B3)

Circuit 4 details (A4 to B4)

Circuit 5 details (A5 to B5)

Circuit 6 details (A6 to B6)

Circuit 7 details (A7 to B7)

Circuit 8 details (A8 to B8)

Circuit 9 details (A9 to B9)

Circuit 10 details (A10 to B10)

Circuit 11 details (A11 to B11)



Order form for Business Markets only National ethernet/ethernet extensions+

National Ethernet

5. Associated orders

Refer to section 5 in the Guide and Glossary if you have any queries

6. Notes and comments

Refer to section 6 in the Guide and Glossary if you have any queries

Please include any further details to help with the order such as specifying the VLAN range if required by you.

This is a 12 month extension for 1Gb National Ethernet [REDACTED] No change to current rental charge. New contract start date 05/02/18 - 12 month term.

Note: Nothing written in this box shall vary any provision of the terms and conditions of Virgin Media Business Limited, which shall prevail.

7. Billing requirements

Refer to section 7 in the Guide and Glossary if you have any queries

Circuit	Total connection charge £	Total <input type="button" value="Annual"/> Rental charge £	
Access circuit 1	£0.00	[REDACTED]	
Access circuit 2	£0.00	£0.00	
Access circuit 3	£0.00	£0.00	
Access circuit 4	£0.00	£0.00	
Access circuit 5	£0.00	£0.00	
Access circuit 6	£0.00	£0.00	
Access circuit 7	£0.00	£0.00	
Access circuit 8	£0.00	£0.00	
Access circuit 9	£0.00	£0.00	
Access circuit 10	£0.00	£0.00	
Access circuit 11	£0.00	£0.00	
Total charges £	£0.00	£29,285.00	Total ANNUAL rental charge £29,285.00



Order form for Business Markets only National ethernet/ethernet extensions+

National Ethernet

7. Billing requirements continued Refer to section 7 in the Guide and Glossary if you have any queries

Minimum period	<input type="text" value="1 Year"/>	
Invoiced in advance as specified	<input type="text" value="Annually"/>	If other, please specify <input type="text"/>
Do sites require separate accounts?	<input type="text" value="Please select"/>	
Bill new service with existing service?	<input type="text" value="Please select"/>	If 'yes', please enter existing account no. <input type="text"/>
Billing method	<input type="text" value="Online billing"/>	
Please provide an email address for online billing	<input type="text"/>	
Payment method	<input type="text" value="BACS"/>	
Do you require unified billing?	<input type="text" value="Please select"/>	If 'yes', please enter the details below:
Please enter unified billing date	<input type="text"/>	
Please enter unified billing account number	<input type="text"/>	

8. Data protection and PR Refer to section 8 in the Guide and Glossary if you have any queries

Virgin Media Business would like to contact you with details of other products and services that we offer which may be of interest to you.
Please select if you do not wish to be contacted.

Virgin Media Business would like to pass your details to relevant third parties to enable them to supply you with information about their products and services which may be of interest to you.
Please select if you do not want your information to be passed to third parties for such purposes.

We may ask you to be involved in press releases, promotional material or case studies relating to this agreement.
Please select if you do not wish to be involved.

9. Signature and declarations Refer to section 9 in the Guide and Glossary if you have any queries

Service is provided subject to our standard terms and conditions which have been provided to you.

Standard T&Cs version numbers

PLEASE NOTE THAT ALL ORDERS ARE SUBJECT TO SURVEY

Customer signature	<input type="text" value="[Redacted Signature]"/>	Date	<input type="text" value="15.02.18"/>
Print name	<input type="text" value="[Redacted Name]"/>	Position	<input type="text" value="[Redacted Position]"/>
Virgin Media Business Limited signature	<input type="text"/>	Date	<input type="text"/>
Print name	<input type="text"/>	Position	<input type="text"/>



Order form for Business Markets only National ethernet/ethernet extensions+

National Ethernet

10. Internal use only

Does the company name match the name in FORCE?

Please select

Has BSG reviewed this order form?

Please select

Total number of forms with the order

Does this replace an existing order?

Please select

If 'YES', please specify product to be cancelled

Approx. date of original order

		MetNet enabled?	PoP address
Circuit 1	A1-end	Please select <input type="text"/>	<input type="text"/>
Circuit 2	A2-end	Please select <input type="text"/>	<input type="text"/>
Circuit 3	A3-end	Please select <input type="text"/>	<input type="text"/>
Circuit 4	A4-end	Please select <input type="text"/>	<input type="text"/>
Circuit 5	A5-end	Please select <input type="text"/>	<input type="text"/>
Circuit 6	A6-end	Please select <input type="text"/>	<input type="text"/>
Circuit 7	A7-end	Please select <input type="text"/>	<input type="text"/>
Circuit 8	A8-end	Please select <input type="text"/>	<input type="text"/>
Circuit 9	A9-end	Please select <input type="text"/>	<input type="text"/>
Circuit 10	A10-end	Please select <input type="text"/>	<input type="text"/>
Circuit 11	A11-end	Please select <input type="text"/>	<input type="text"/>

		MetNet enabled?	PoP address
B1-end		Please select <input type="text"/>	<input type="text"/>
B2-end		Please select <input type="text"/>	<input type="text"/>
B3-end		Please select <input type="text"/>	<input type="text"/>
B4-end		Please select <input type="text"/>	<input type="text"/>
B5-end		Please select <input type="text"/>	<input type="text"/>
B6-end		Please select <input type="text"/>	<input type="text"/>
B7-end		Please select <input type="text"/>	<input type="text"/>
B8-end		Please select <input type="text"/>	<input type="text"/>
B9-end		Please select <input type="text"/>	<input type="text"/>
B10-end		Please select <input type="text"/>	<input type="text"/>
B11-end		Please select <input type="text"/>	<input type="text"/>

		Network delivery	If "off-net" provide supplier name as per BPT quote	Specify 'other' supplier name if required
Circuit 1	A1-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 2	A2-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 3	A3-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 4	A4-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 5	A5-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 6	A6-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 7	A7-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 8	A8-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 9	A9-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 10	A10-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
Circuit 11	A11-end	Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>

		Network delivery	If "off-net" provide supplier name as per BPT quote	Specify 'other' supplier name if required
B1-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B2-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B3-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B4-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B5-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B6-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B7-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B8-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B9-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B10-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>
B11-end		Please select <input type="text"/>	Please select <input type="text"/>	<input type="text"/>

OLO questionnaire attached?

Please select

FORCE ID ref.

AIM² number (if applicable)

BPT ref number

* Please note failure to provide an asbestos report for pre 2000 buildings may result in a delay to the installation of their service.

² Appraisal investment model (AIM)

Thank you for your business – we're looking forward to working with you. If you have any questions, we'd love to hear from you. Please call our Customer Services team on 0800 052 0800.

Virgin Media Business Limited. Registered Office: Media House, Bartley Wood Business Park, Hook, Hampshire, RG27 9UP. Registered in England and Wales No. 01785381.