



TELECOMMUNICATIONS SERVICES

Date: _____ Contact Name: _____ Telephone No: _____ Fax No: _____

Convention / Meeting: CA Acct'g & Bus. Show Company Name: _____ Hotel Mgr: M Sealy

Address: _____ City / State / Zip: _____ Hotel Mgr Ext: 6369

Meeting Room: _____ Install Date: _____ Time: _____ Disconnect Date: _____ Tme: _____

Booth No: _____

Credit Card No: _____ Exp. Date: _____ Master Acct. No: _____

Authorized Signature: _____

<u>QUANTITY</u>	<u>SERVICE PROVIDED</u>	<u>INSTALLATION CHARGE</u>	<u>PER DAY CHARGE</u>
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_____	DID Line <i>(Instrument not included)</i>	\$120.00 / 1 st Day	\$60.00 / per day
_____	Modem Lines <i>(AT&T Lines)</i>	\$175.00 / 1 st Day	\$100.00 / per day
_____	Single Line Telephone <i>(Line not included)</i>		\$50.00 / per day
_____	House Telephone <i>(In house calls only)</i>		\$50.00/ per day
_____	Polycom ® Speakerphone <i>(Line not included)</i>		\$125.00 / per day
_____	30 People Voice Mail		\$25.00 per day

Hotel Use Only
Jack Location: _____
Telephone No: _____
Installer: _____
Disconnect: _____
Equip. Pick-Up: _____
Note: _____

Orders received less than 48 hrs prior to installation will be subject to a \$50.00 service charge. On-Site relocation charge is \$50.00 per line.

FOR SPECIAL REQUEST OR SERVICE, CALL (310) 410-6369 – Melissa Sealy

All Calls Billed at Guest Room Rates A charge will be added if telephone equipment is not returned. If paying by check, a credit card will be required for the cost of the calls. All rates are subject to change without notice. All but Pac Bell telephone lines require a dial 9 access code.