



DESERT SPRINGS, A JW MARRIOTT RESORT & SPA

74-855 Country Club Drive
Palm Desert, California 92260

COMPANY INFORMATION

Event Name: _____ Dates: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Ext. _____ Fax: _____

Contact Person: _____

Location: (Booth number if applicable) _____

Ballroom: _____

METHOD OF PAYMENT:

_____ Check Enclosed

Please make checks payable to: **Desert Springs Marriott**

_____ Visa _____ M/C _____ Amex _____ Discover

Credit card number: _____ Exp.: _____

Printed name on card: _____

Card holder signature: _____

Install Date / Time	Disconnect Date / Time	Location
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

By signing this form, I authorize Marriott's Desert Springs Resort and Spa to charge the following credit card information as payment for my account. Attach a copy of the front and back of the actual credit card. Fax above information to: Atten: Event Technology (760) 341-1792.

All telephone orders must be received by the Telephone Coordinator 7 days prior to the desired date of installation. Your request must be accompanied by a valid credit card number with the cardholder's name and signature, for installation and daily charges, unless you have arranged billing with our Finance department or have a master account assigned to your group. For quotes please call our Phone Coordinator at (760) 862-1560. For additional service not mentioned (ISDN, Cell Phones, Pagers, GTE Lines) please call our Phone Coordinator.

Authorized Signature

Phone Coordinator



COMMUNICATIONS SERVICE REQUEST

Attention: Event Technology
74-855 Country Club Drive • Palm Desert, California 92260
760-862-1560 • 760-341-1792 Fax

<input type="checkbox"/> DIRECT INWARD DIAL LINES (DID) by-pass resort Operator: "9" to call outside the resort. Used For Telephones, Computers, and Fax lines. Total # <input type="checkbox"/> Telephone <input type="checkbox"/> Computer <input type="checkbox"/> Fax	\$100.00 per line/per day calls are charged separately.
<input type="checkbox"/> HOUSEPHONE; Calls made within the resort (room to room or hotel extensions)	\$100.00 per line/per day
<input type="checkbox"/> SPECIAL PROGRAMMING (Hunting capability, call pick up etc.)	\$130.00 per hour (Technician time)
<input type="checkbox"/> DELUXE SPEAKER PHONE (recommended for groups of 4 or more)	\$275.00 per day (This includes the line charge)
<input type="checkbox"/> VOICEMAIL	\$100.00 per mailbox (one time charge)
<input type="checkbox"/> HIGH SPEED INTERNET (STSN) (call hotel for additional I.P's)	\$495.00 per day (includes 1 I.P address)
<input type="checkbox"/> HIGH SPEED INTERNET - HOURLY (STSN)	\$200.00 for drop (one time charge) & \$75.00 per hour
<input type="checkbox"/> CELL PHONES	\$50.00 per day & the calls will be billed separately at \$2.50 per minute
<input type="checkbox"/> PAGERS	\$10.00 per day.
<input type="checkbox"/> BATCH MESSAGES:	\$1.00 per room (First 10 Complimentary)
<input type="checkbox"/> WALKIE TALKIE	\$30.00 per day.
<input type="checkbox"/> FAX MACHINE	\$75.00 per day.
<input type="checkbox"/> LAPTOP RENTAL	\$250.00 per day.
<input type="checkbox"/> LASER PRINTER	\$175.00 per day.

STSN

STSN is a shared network. It works the same way that a phone line does, the more people connected, the slower the traffic out of the hotel is. With STSN we have firewalls, if they need to have access outside the firewall, there is programming involved and needs to be arranged through us in advance with STSN.

Weekly Rates are Available, Please Call to Discuss.



AUDIO VISUAL EXHIBIT ORDER FORM

Listed below are the most commonly used equipment items. If you require special equipment and services not listed here, please let us know. We'll do the rest!

EXHIBITOR INFORMATION

Company Name

Address

City / State / Zip

Phone / Ext.

Fax

On-Site Contact Name

Convention / Trade Show Name:

Booth Ballroom Location and Booth #

Delivery Date and Time

Pickup Date and Time

PAYMENT INFORMATION

Please provide credit card information to resver equipment.

Credit Card Number / Expiration Date

Authorized Signature / Date

COMPUTERS

Qty.

Desktop Computer System

\$250.00

(Monitor, Mouse, Keyboard, XP OS, Office)

Laptop Computer System

\$300.00

(XP OS, Office)

LaserJet Printer

\$125.00

Please call call for complete Network system & Hi-speed Internet Access.

DISPLAY MONITORS

Qty.

18" LCD Monitor

\$175.00

21" LCD Monitor

\$250.00

23" LCD Monitor (Wide Screen)

\$350.00

30" LCD Monitor (Wide Screen)

\$425.00

20" TV/VCR/DVD Combo Unit

\$150.00

37" Plasma Monitor (4:3 Format)

\$675.00

42" Plasma Display w/Table Stand

\$600.00

50" Plasma Display w/Table Stand

\$800.00

60" Plasma Display w/Table Stand

\$1,200.00

Dual Post Stand for Plasma Display

\$100.00

DVD Player or VCR Player

\$85.00

(Other equipment is available. Call for a complete list.)

(Weekly Rate is same as 4 day rental)

Daily Rental Rate

X Number of Days

Subtotal

22% Service Charge

Subtotal

7.75% Tax

Total Amount Due

By completing this form you agree to pay for all equipment in full. No refunds will be given for unused equipment. You agree to be liable for any damages while the equipment is in your possession and to return the equipment in the same condition it was delivered to you. You are also liable for the actual rental cost of the equipment regardless of any errors or misunderstandings in your completion of this form.

All prices subject to change.

74855 Country Club Drive Palm Desert, CA 92260