

MANDALAY BAY RESORT & CASINO • LAS VEGAS

TELEPHONE ORDER FORM

Event Name:	Form of Payment	Required for CPI Compliancy	
Event Dates:	CC Check	Last 4 digits of CC Number	
Company Name:	Affiliate?:(group name)		
Street Address:	City	State	Zip
Ordered By:	Phone	Fax #	
Email:	Onsite Contact Name:	Onsite Contact Phone:	

TELEPHONES Orders are for the length of show, NOT per day (except where noted)

Code	Service Description	(14+ days prior to show) Rate	Advance	(less than 14 days) Show Rate
T01	Multiline telephone (digital), one main line, one rollover line, speaker, transfer, hold, LCD Display	\$400.00		\$450.00
T02	Additional rollover line	\$25.00 each		\$35.00 each
T03	Single line touch tone telephone (analog)	\$250.00		\$310.00
T04	Additional calling features - Voice Mail	\$25.00 per line		\$35.00 per line
T08	Conference Polycom Phone Rental - includes phone line - \$75.00 per day after the third day	\$495.00 for up to 3 days		\$545.00 for up to 3 days

NOTE: An additional charge of \$800.00 will be assessed for any damaged or unreturned Polycom equipment. - A Multiline digital phone is NOT compatible with an analog connection (modem, Fax) ; All equipment must be programmed to dial a "9" for outside access. Additional contract labor fees and/or overtime, will be applied for requests made outside of normal office hours or any Holiday.

CALL CHARGES are not included in equipment rental: Toll Free, local, and credit card call- \$1.25 per call. Directory assistance calls- \$1.25 per call. Long Distance/International Calls- Prevailing Rates

Orders cancelled with less than 72 hours notice prior to installation, will not be refunded. SPECIAL SERVICES - Please contact us for any services not listed.

Code	Service Description	(14+ days prior to show) Rate	Advance	(less than 14 days) Show Rate
T05	Extend customer provided 1B line from demarc (one time charge)	\$350.00 per circuit		\$450.00 per circuit
T24	ISDN Line	\$375.00 flat fee		\$475.00 flat fee
T25	Dry Pairs	\$375.00 per circuit		\$475.00 per circuit
T09	Relocation of telephone line after installation	150.00 per line		\$150.00 per line

PLEASE ENTER YOUR ORDER INFORMATION BELOW FORM MUST BE FILLED OUT IN ITS ENTIRETY FOR ACCEPTANCE

Function Name	Location	# of Lines	INSTALL		MEETING START TIME	Line Type	Line Features	Line Placement Description / Remarks
			IN: Date/Time	OUT: Date/Time				

PLEASE PROVIDE A DIAGRAM WITH PHONE LINE PLACEMENT FOR EACH LOCATION OR PLAN ON HAVING A REPRESENTATIVE PRESENT AT INSTALL TIME.
BY FAX TO: 702-669-4575 Questions? Call 702-322-3003

Credit Card Information		**NOTE: All Checks must be drawn on US Banks & made payable to Mandalay Bay.	
Card Type:		Charge to Master Account:	
		Charge to Comp Authorizer:	
CC #			EXP DATE
Cardholder's Name		Billing Address	
Signature		City / State / Zip	