



DELANO  
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) Advance Rate	(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 - <b>\$75.00 per day after the third day</b>	\$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:** Toll Free, local, and credit card call- \$1.00 per call Directory assistance calls- \$1.00 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) Advance Rate	(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

Function Name	Location	# of Lines	DATE		Local & 800?	Long Dist?	Single Line	Multi Line	Poly Com	Features (Voicemail, Fwd, Hunt, Rollover)	Remarks In & Out times, CC Machine, Fax	Assigned #s
			IN	OUT								

PLEASE PROVIDE A DIAGRAM WITH PHONE LINE PLACEMENT FOR EACH LOCATION OR PLAN ON HAVING A REPRESENTATIVE PRESENT AT INSTALL TIME.  
RETURN THIS FORM BY EMAIL TO: mbhpbxconvorders@mandalaybay.com or BY FAX TO: 702-669-4575 Questions? Call 702-322-3003

<b>Credit Card Information</b>		<b>**NOTE: All Checks must be drawn on US Banks &amp; made payable to Delano Las Vegas or Mandalay Bay.</b>	
Card Type:		Charge to Master Account:	
CC #		EXP	
		DAT	
Cardholder's Name		Billing Address	
Signature		City / State / Zip	