



Event Technology/Telecommunications Department Order Sheet

Convention Name: _____
Install Date/Time: Removal Date/Time: _____
Company: Location of Equipment:: _____
Address: _____
City: State: Zip: _____
Requester's Name: On-Site Event Contact: _____
Phone: _____ Fax: _____

Table with 2 columns: Pricing/Options and Description/Notes. Includes items like House Phone (\$25.00/day), House Phone with Local Calls (\$100.00/installation + \$25.00/day), House Phone with Long Distance Calls (\$100.00/installation + \$25.00/day), Direct Lines/Data Lines (\$200.00/installation + \$25.00/day), Additional Instrument Programming (\$75.00/installation), Speaker Phone (\$100.00/day), and Pop-up fee (\$85.00/per order). Description includes 'Thank you for your order with the San Francisco Marriott...' and 'TELEPHONE INFORMATION:' with various call and equipment details.

METHOD OF PAYMENT Confirmation cannot be provided until a completed order form and valid method of payment are received.

If confirmation has not been received fourteen days prior to the event, please call the above number.

Room number:
Check enclosed with credit card no. MasterCard Amex Visa Credit Card #: Exp. date:
Print cardholder's name:
Card holder signature: Date:
Additional authorized signature: Print name of additional authorized signer:

To order, please contact: Iris.Washington@Marriott.com
San Francisco Marriott
ATTENTION: Event Technology
55 Fourth Street
San Francisco, CA 94103
415.442.6196 FAX 415.486.8121

MARRIOTT USE ONLY:

Convention Contact: _____ Extension: _____
BILLING Master Account #: _____ House Account #: _____