HILTON HEAD MARRIOTT BEACH & GOLF RESORT

TELEPHONE AND INTERNET REQUEST FORM

Completed form must be returned to Catering Department (Fax #843-785-2432) minimum of 7 days prior to installation date.

GROUP NAME: _____ AFFILIATE WITH (if any): _____

ON-SITE CONTACT NAME: _____ PHONE: _____ FAX: _____

CATERING MANAGER: _____

TYPE OF LINE REQUESTED (INDICATE QUANTITY)

_____ SINGLE PHONE LINE / "DIAL 9" [$50.00 Per Day - plus calls]

_____ In-house _____ Credit card machine

_____ Local/Long distance (No Telephone Required)

_____ DIRECT INWARD DIAL (DID) LINE / DIGITAL LINE
[$200.00 Installation one-time charge- plus all calls]

_____ With phone _____ Without phone

_____ HIGH SPEED INTERNET ACCESS IN MEETING SPACE

_____ 1-4 PC's	_____ First Day $350	_____ Add'l days @ $315 Each Day	_____ Full T1 (8 weeks' notice required)
_____ 5-9 PC's	_____ First Day $550	_____ Add'l days @ $500 Each Day	_____ $ 7,600 First Week
_____ 10-15 PC's	_____ First Day $1,000	_____ Add'l days @ $925 Each Day	_____ Add'l Weeks @ $5,000 per week
_____ 16-20 PC's	_____ First Day $1,400	_____ Add'l days @ $1275 Each day	
_____ 21-25 PC's	_____ First Day $1,900	_____ Add'l days @ $1750 Each day	

Location/Booth #: _____

INSTALL: Day/Date: _____ Time: _____ Completed _____

REMOVE: Day/Date: _____ Time: _____ Completed _____

Extension installed: _____ Phone number(s) installed: _____

BILLING INSTRUCTIONS

FOLIO #_____ GUEST ROOM #:_____ NAME: _____

CREDIT CARD _____ EXP: _____ OTHER: _____