

Telecommunications Installation Request – Telecommunications Department

DEADLINE: THURSDAY, NOVEMBER 1, 2012

Marina Wasiak, The Venetian Conference Management
3355 Las Vegas Blvd. South, Las Vegas, Nevada 89109
Telephone: 702.414.4374 Fax: 702.414.4667

Event Date: _____

Event Name: _____

The Venetian® Conference Manager: _____

Telecom Manager: _____

Install Date: _____ Removal Date: _____

Install Locations: _____

Billing Instructions: _____

Authorizing Signature (when billing to a credit card): _____

ITEMS	RATE	QTY	TOTAL
Single-Line Touch-Tone Phone/Analog (i.e.. fax, modem, credit card machine, etc)	\$250.00 Per Line		
Multi-Line Touch-Tone Phone/Digital Installed with up to six rollovers (i.e. you receive one extension number with the ability to receive six incoming calls simultaneously)	\$300.00 Per Line		
Voicemail Will act as answering machine for your single or multiple line service when you are away from your phone	\$75.00 Per Line		
T-1 Line 1.5 MB of high speed Internet service (limit one per suite) Existing Internet in each suite available at a charge of \$12.95 for a 24-hour period	\$1,250.00 Per Line		
Polycom Conference Phone High-quality conference phone and microphones provide optimized sound, quality, range, and mobility. Include hands-free ability. Accommodates up to 15 people in rooms as large as 15'X 20'.	\$250.00 Per Day		
Overtime Labor Labor done between the hours of 4:00 p.m. and 7:00 a.m., Monday through Friday, including weekends and holidays	\$210.00 Per Hour Two Hour Minimum		
Expedite Fee Orders placed less than 5 days prior to installation, or same day service.	\$95.00 Per Order		
TOTAL		\$	

ADDITIONAL CHARGES / FEES:

- Call Detail Charges:** Local call, operator-assisted and toll-free calls will be charged a minimum of \$1.00 per call. All long distance and international calls are billed based on prevailing rates.
- Instrument:** Instruments with an attachment line are property of The Venetian and The Palazzo®.
- IN THE EVENT THAT SPRINT AND/OR ANY THIRD-PARTY PROVIDER BILL THE VENETIAN AND THE PALAZZO FOR SERVICES RENDERED HERE AFTER YOUR DEPARTURE DATE, YOU WILL BE BILLED DIRECTLY FOR SAID SERVICES WITHIN SIXTY (60) DAYS FROM THE DATE HEREOF.

Comments: _____