

Disney's Coronado Springs Resort Audio/Visual Request Form

CUSTOMER INFORMATION				
PLEASE PRINT OR TYPE				
Company:				
Address:				
City:		State:	Zip:	
Phone:		Fax:		
Contact:				
Email:				
Wi-Fi	Complimentary public Internet access throughout Walt Disney World® Resort theme parks and hotels			
AV EQUIPMENT	Qty	Daily Rate	# of Days	Total
(2) Powered Speakers with Mixer		\$399++		\$
Wireless Microphone		\$220++		\$
(1) Powered Speaker with Mixer		\$237++		
Direct Box		\$55++		\$
Flipchart		\$70++		\$
DISPLAY EQUIPMENT	Qty	Daily Rate	# of Days	Total
24" Flat Screen Monitor (floor stand not available)		\$235++		\$
32" Flat Screen Monitor (floor stand not available)		\$280++		\$
46" Flat Screen Monitor		\$575++		\$
55" Flat Screen Monitor		\$790++		\$
Monitor Floor Stand		\$132++		\$
Laptop		\$285++		\$
HDMI Video Cable 25'		\$32++		\$
Wireless Mouse/Slide Advancer		\$65++		\$

To place order call (407) 939-3095 or fax (407) 938-0480

DELIVERY INFORMATION	
Convention Name:	
Booth #:	Email:
On-Site Contact/Cell:	
Delivery:	Pick-Up:
Date:	Date:
Time:	Time:

RENTAL POLICY
<ul style="list-style-type: none"> All equipment to be in operating condition upon delivery. If a malfunction is experienced in operation, the problem must be reported immediately. We will replace or repair the equipment. We are not responsible for problems reported after the rental period. Clients are responsible for all items while in their use; this includes damage, loss, theft, or vandalism. Repair or replacement costs will be charged. Cancellation of Equipment: 48 hour notice of cancellation is required for rental equipment or a fee of 50% of the normal one day rental rate will be charged. If equipment is delivered, client will be charged the normal one-day rate. Prices are based on current rates and are subject to change without notice. All equipment is on a daily rate per-room/booth basis.

PAYMENT INSTRUCTIONS	
Please indicate method of payment. This section must be completed before your order can be processed. A credit authorization is requested as a deposit against additional services and/or labor. Payment of any balances may be made by company check upon presentation of statement while at the event. However, a credit card authorization must be on file. Any balances outstanding as of move-out will be charged to your account. You may phone or fax your credit card information, please do not e-mail credit card information.	
Card Type: ___Amer. Express ___Visa ___MasterCard	
Card #	
Exp. Date:	
Card holder name:	
Signature:	
Total Equipment Rental	\$
25% Service Fee	\$
6.5% FL Sales Tax	\$
TOTAL	\$

- ++ indicates service charge (currently 25%, which is taxable) and sales tax (currently 6.5%). Pricing, service charge and taxes are subject to change without notice.
- Applicable service charge and sales tax are not included in the pricing notated above.
- Equipment listed does not reflect our total inventory; please call for additional information and pricing.