

ELECTRIC & INTERNET SERVICE ORDER FORM

In order for us to properly service all clients, this service order must be completed and returned to the Hyatt Regency Coconut Point Resort & Spa seven [7] days prior to set-up date. **If same day set-up is required, there will be an additional \$50.00 service charge over and above the normal charges.**

Please complete the following:

Catering Manager: Tracy Wright Group Name: Florida Festival & Events Association, Inc.

Return via Fax or Email to 239-390-4277 or tracy.wright@hyatt.com

TYPE OF SERVICE REQUESTED – INSTALL/REMOVAL DATES

- _____ A. 110v/20amp: \$40.00 per day
- _____ B. HIGH SPEED INTERNET CONNECTION (T-1 LINE) \$500 per day/\$50 per day per additional user
- _____ C. WIRELESS ACCESS POINTS RENTAL \$150 FLAT RATE, \$500 per day for T-1 still apply
- _____ D. WIRELESS NETWORK CARD RENTAL \$80 FLAT RATE

INSTALLATION DAY & DATE	TIME NEEDED	BOOTH #	SERVICE TYPE	REMOVAL TIME	REMOVAL DAY & DATE

METHOD OF PAYMENT

_____ **BILL TO GUEST ROOM:** Confirmation # _____

_____ **BILL TO CREDIT CARD:** Type _____ # _____ Exp _____

Company Name (Print)

Name (Print)

Signature Date: _____