FOOD & BEVERAGE EQUIPMENT & SERVICE REQUEST FORM

GROUP/CONVENTION INFORMATION:

Group/Convention Name CT Hospitality Expo

Group/Convention Dates (Arr./Dep.) Tue., Sept. 2 12:00-5:00PM; Wed., Sept. 3, 2008 11:00-5:00PM

Contact Name _____ Contact Phone # _____

BILLING INFORMATION:-

Company Name _____

Address _____

City _____ State _____ Zip _____

Card Holder Name _____ Card Holder Phone # _____

PAYMENT DETAILS: ____Master Account ____Credit Card

Master Acct. # _____

Name on the Card _____

Credit Card Address _____

City _____ State _____ Zip _____

Credit Card # _____

Expiration Date _____

Card Holder Signature _____

SIGNATURE _____

EQUIPMENT RENTAL ITEMS:

ITEMS	# NEEDED	BOOTH #	ADVANCE RATE	STANDARD RATE	DESCRIPTION OF REQUESTED ITEM	TOTAL AMOUNT
Sheet Pan			$10.00	$15.00		
Bus Pan of Ice (appx. 10-15 lbs.)			$12.00	$18.00		
Eating Utensils			$4.00	$6.00		
Serving Utensils			$4.00	$6.00		
Serving Pans			$10.00	$15.00		
Serving Trays			$15.00	$20.00		
Chafing Dish			$50.00	$75.00		
Sneeze Guard			$35.00	$50.00		

SERVICE REQUESTS:

SERVICES	# NEEDED	BOOTH #	ADVANCE RATE	STANDARD RATE	DESCRIPTION OF REQUEST	TOTAL AMOUNT
Food Preparation			$75.00 per chef per show day	$100.00 per chef per show day		
Wait staff Booth Assistance			$15.00 per hour / 4 Hour Minimum	$25.00 per hour / 4 Hour Minimum		

FOOD & BEVERAGE ITEMS TO PURCHASE:

DESCPRIPTION OF REQUESTED ITEM FOR PURCHASE	# REQUESTED	BOOTH #	RATE	TOTAL AMOUNT
			Quote to be Provided	

IMPORTANT NOTES: **FEES FOR SERVICES NOT LISTED ABOVE WILL BE DETERMINED AT THE TIME OF ORDER**

1. All equipment rentals are for the duration of the show unless otherwise indicated. 6% tax is included in the price.
3. Orders cancelled with less than 48 hours notice will incur a 50% cancellation charge.
4. Service requests are subject to a minimum of 3 hours.
5. Advance Rate, Order must be received a minimum of 15 Days prior to first (1st) scheduled move-in date.
6. Food and beverage items for purchase rate will be determined after request has been made.

FORM RETURN INFORMATION:

Please send completed request form to:

Dana Lambersky, CMP
Convention Services Manager
Mohegan Sun
1 Mohegan Sun Blvd.
Uncasville, CT 06382
Telephone (860) 862-9110 / Fax (860) 862-3253

Or e-mail to: dlambers@mohegansun.com