

Equipment Request Form

Exhibitor Company Name: _____	Email: _____
Exhibitor Company Address: _____	Cell: _____
Contact Person: _____	Cell: _____
Phone: _____	Booth #: _____
On-Site Contact Person: _____	Date & Time: _____
Convention Name: _____	
WDW Resort: _____	

Rental Items	Rental Cost (per Day)	Quantity	Total Cost
Chafing Dish (Includes 2 canned fuels)	\$45.00 per Each		\$
Canned Fuel (6 hour)	\$5.00 per Each		\$
Serving Tongs	\$2.00 per Each		\$
Serving Spoons	\$2.00 per Each		\$
Serving Tray	\$12.00 per Each		\$
Beverage Cooler	\$15.00 per Each		\$
Heat Lamp	\$30.00 per Each		\$
Hot Box, Large (Includes 5 sheet pans)	\$120.00 per Each		\$
Cold Box, Large (Includes 5 sheet pans)	\$120.00 per Each		\$
Rollable Tram Rental: Open & Closing Door Options Available (Includes 5 sheet pans)	\$30.00 per Each		\$
Hotel Food Pans / Sheet Pans	\$3.00 per Each		\$
Hotel Bowls / Baskets	\$3.00 per Each		\$
Tablecloth (90x90)	\$6.00 per Each		\$
Linen Napkins	\$1.00 per Each		\$
Sani Wipes	\$15.00 per Each		\$
Culinary or Server Labor Charge <i>*Please call Exhibitor Concierge for details</i>	\$115.00 per Hour		\$
Refrigeration or Freezer Space <i>*Please call Exhibitor Concierge for details</i>	\$2.00 per Pound If Truck Needed, \$1600.00/4 Days		\$
Dumpster <i>*Please call Exhibitor Concierge for details</i>	\$575.00 per Each		\$
	TOTAL AMOUNT		\$

Pricing, Service Charge, and Sales Tax are subject to change.

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Disposable Plastic Wares	Item Cost	Quantity	Total Cost
9 Oz. Clear Plastic Cups	\$3.50 / 50 per Sleeve		\$
12 Oz. Clear Plastic Cups	\$4.00 / 50 per Sleeve		\$
6" Black Plates	\$12.50 / 125 per Sleeve		\$
12 Oz. Black Plastic Bowls	\$23.50 / 125 per Sleeve		\$
Black Plastic Utensils - Forks	\$23.75 / 1000 per Case		\$
Black Plastic Utensils - Spoons	\$23.75 / 1000 per Case		\$
Black Plastic Utensils - Knives	\$23.75 / 1000 per Case		\$
Beverage Napkins	\$2.50 / 250 per Box		\$
Dinner Napkins	\$3.25 / 150 per Box		\$
Styrofoam Coffee Cups	\$9.50 / 100 per Box		\$
Plastic Coffee Cup Lids	Included with Styrofoam Coffee Cups		
TOTAL AMOUNT			\$

PLEASE NOTE:

- All equipment not returned or returned in poor condition will be subject to replacement costs determined by the hotel at our sole discretion
- All equipment is subject to a 6.5% sales tax
- Prices are subject to change without notice
- For any questions or additional options, please contact Disney's Exhibitor Concierge at (407) 939-1717 or wdw.exhibitor.concierge@disney.com

Method of Payment	
Card Type: American Express <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/>	
Card #:	Exp. Date:
Cardholder Name:	

Please return this form and the method of payment to Disney's Exhibitor Concierge via fax at 407-939-1614

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