



Mardi Gras Banquet Room Audio/Video Equipment Use Agreement

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Phone: 770.612.3311 Fax: 770.612.3322

1142 Ernest W. Barrett Pkwy, Kennesaw GA 30144
Phone: 770.919.9612 Fax: 770.919.9613

Date of Reservation _____ Time In _____ Group/Name _____

Telephone _____ Email _____

In order for Copeland's to provide groups access to the highest quality Presentation Equipment and Audio/Video resources, it is necessary that the following items are understood and agreed upon.

If you have questions or special needs, please speak to one of our managers prior to finalizing your reservation.

- The use of the private dining room A/V equipment requires a Credit Card deposit and signed Audio Video Agreement.
- The wireless Handheld and Lavalier Microphones must be returned to your banquet coordinator upon completion of your event or a replacement FEE of \$350.00, per item not returned, will be charged.
- The use of all equipment includes Wireless Internet Service, Wireless device connectivity and requires the commitment to a Private Dining Agreement for the exclusive use of the Mardi Gras banquet space.

Which Audio/Video components do you want to reserve for your group?

<u>Item</u>	<u>Please initial for Charge (per event)</u>
Podium	\$30.00 _____
123" Hi-Res Projector Screen (10x16 format)	\$40.00 _____
Panasonic HD LCD Business Projector	\$80.00 _____
Wireless Handheld Microphone	\$40.00 _____ (Deposit Required \$350.00)
Wireless Lavalier Microphone	\$40.00 _____ (Deposit Required \$350.00)

Please initial above signifying your acceptance of the FEE/DEPOSIT for the use of each A/V item shown.

Special Instructions _____

Your signature below signifies your acceptance of the terms of this agreement and the use of the credit card above for the DEPOSIT and/or FEE amounts.

Credit Card Number _____ Exp. Date _____ Fee Amount _____

Deposit Amount _____ (This amount will be charged for Equipment not returned at completion of the event)

Signature _____ Date _____

I agree to pay the amount listed in the "Fee or Deposit Amount" section of this contract according to the terms of the Cardholder Agreement.