

WKU Conference Services
 2355 Nashville Rd.
 Bowling Green KY 42104
 USA
 270-745-1908 / 270-745-1911

Confirmation

Group	Reservation:	23865
Tammy Vonderheide	Event Name:	KEDC Meeting
KEDC	Status:	Information Only
904 Rose Rd.	Phone:	606-928-0205
Ashland , KY 41102	Event Type:	Meeting
USA	Event Coordinator:	Austin Klaine

Bookings / Details	Quantity	Price	Amount
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This document confirms your order with the office of WKU Conference Services. We are pleased to serve your needs. Please read this document carefully before signing and returning to our office.

This confirmation is for Conference Services only. Each client will receive separate confirmation for any catering services order for your event or meeting.

Wednesday, April 22, 2020

7:30 AM - 3:30 PM KEDC Meeting (Information Only) Large Conference Room 163A, B & C

Reserved: 5:00 AM - 6:00 PM

Classroom Style for 250

Room Charge: (8 hours @ \$187.50/hr, Maximum Charge \$750.00)	1	\$750.00	\$750.00
Less 20% Discount			-\$150.00
AV Equipment (Taxable):			
Smart Cart	1	\$150.00	\$150.00
<i>Audio - Video Cart that includes LCD Projector with the ability to promote sound through the room Screen</i>			
Lavaliere Microphone	3	\$50.00	\$150.00
Less 33.333% Discount			-\$50.00
Lap Top Computer	1	\$75.00	\$75.00
Less 100% Discount			-\$75.00
Staging (Price per Section)	1	\$50.00	\$50.00
Less 100% Discount			-\$50.00
<i>built-in stage</i>			
Table Top Podium	1	\$10.00	\$10.00
Less 100% Discount			-\$10.00
<i>panel table</i>			
Set Up Notes:			
Standard Registration Table and Chairs	1		
<i>covered</i>			
Standard Head Table and Chairs	1		
<i>covered</i>			

AV Equipment (Taxable)	\$250.00
Room Charge	\$600.00
Set Up Notes	\$0.00

GMV

Bookings / Details

	Quantity	Price	Amount
Subtotal			\$850.00
Admin Fee (15%)			\$127.50
Grand Total			\$977.50

Thanks and we sincerely look forward to serving your needs.

Jimmy Vonderheide 01/30/2020
 Signature Date

By signing this confirmation and utilizing our services, it is acknowledged that you have read and will abide by the guidelines and procedures when utilizing our services. WKU Catering has exclusive rights to serve food, beverage, and alcohol on Western Kentucky University campus.