



PSAV®



AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE OR EVENT:	MOVE IN DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:	EXHIBIT BOOTH #:	
STREET ADDRESS:	CITY & STATE :	ZIP CODE:	
TELEPHONE NUMBER:	REQUESTED DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	
EMAIL ADDRESS:			
ORDERED BY:			

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

➤ If you have a special request or need additional equipment, please call 216.928.1530. Email completed form to 2096exhibits@psav.com

ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.

VIDEO/DATA DISPLAY	QTY	PRICE
PC Laptop Computer		\$ 170
3k LCD Projector		\$ 290

AUDIO EQUIPMENT	QTY	PRICE
Wired Gooseneck Microphone:		\$ 55
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 135
Individual 12" Powered Speaker with Stand (up to 5 people)		\$ 120
Sound System: (2) speakers (2) stands (1) Mixer Wired Microphone (up to 20 people)		\$ 325

ACCESSORIES	QTY	PRICE
8' Tripod Screen		\$ 60
10' Cradle Screen		\$ 131
42"- 54" Rolling Cart w/Black Skirt		\$ 25

MONITORS	QTY	PRICE
24" Monitor on Table Stand		\$ 140
42" Monitor on Stand		\$ 350
55" Monitor (Dual Post Stand, Table Stand)		\$ 470
80" Monitor (Dual Post Stand, Table Stand)		\$ 890

OFFICE EQUIPMENT	QTY	PRICE
Post-It Flipchart Package		\$ 50
White Board		\$ 60

CUSTOM ITEMS	QTY	PRICE
		\$
		\$
		\$

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

TAX EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

CANCELLATIONS:

- A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
- B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

Labor and/or Event Technology Support fees will apply, and/or loss damage waiver.

SPECIAL REQUESTS Please add any items not listed above that you require.

PLEASE EMAIL COMPLETED FORM TO: 2096exhibits@psav.com
Your order is not confirmed until you receive and return a signed quote.

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Note: PSAV does NOT provide power distribution. Please contact Edlen Electric for power needs.

Prices effective until December 31, 2017

