



Exhibitor AV Order Form

COMPANY NAME: SHOW NAME: MEETING ROOM: ORDER SUBMISSION DATE: Booth Number:

General Audio/Visual Equipment	Qty	Days	Charge	TOTAL	CUSTOMER INFORMATION
3800 lumens LCD Projector Package w/ 6'-8' Tripod Screen			\$750	\$0	COMPANY NAME: <input type="text" value="0"/>
32" LCD Display Monitor on Stand			\$350	\$0	
42" LCD Display Monitor on Stand			\$500	\$0	
46" LCD Display Monitor on Stand			\$600	\$0	
55" LED Display Monitor on Stand			\$700	\$0	
Support Package for client LCD projector - 6'-8' Tripod Screen, Cart, 25' VGA, A/C			\$165	\$0	ADDRESS: <input type="text"/>
Presentation Pro VGA Switcher 1x8			\$350	\$0	
Lighting Equipment					CITY: <input type="text"/>
6 LED Uplighting Package - specify color			\$450	\$0	STATE: <input type="text"/> ZIP: <input type="text"/>
10 LED Uplighting Package - specify color			\$750	\$0	COUNTRY: <input type="text"/>
Computers and Office Equipment					
Flipchart Package - includes easel, pad & markers			\$65	\$0	TELEPHONE: <input type="text"/>
Flipchart Package - Self-Adhesive			\$75	\$0	FAX: <input type="text"/>
Wireless RF Mouse w/ Green Laser			\$55	\$0	
17" LCD Flat Panel Monitor			\$150	\$0	CONTACT NAME: <input type="text"/>
20" LCD Flat Panel Monitor			\$225	\$0	ORDERING INSTRUCTIONS
Laptop Computer			\$150	\$0	
Desktop Computer			\$150	\$0	
Laser Printer B/W			\$100	\$0	
Audio Equipment					
12-Channel Mixer			\$100	\$0	
Presidential Podium Microphone			\$60	\$0	
Wireless Microphone (Hand-held or Lav)			\$160	\$0	
Direct Box (computer audio)			\$25	\$0	
Table Microphone			\$50	\$0	SITE CONTACT: <input type="text"/>
15" Powered Speaker			\$125	\$0	
CD Player (Multi Disc)			\$95	\$0	ON SITE CELL #: <input type="text"/>
					Meeting Room: <input type="text" value="0"/>
					START DATE: <input type="text"/> START TIME: <input type="text"/>
					END DATE: <input type="text"/> END TIME: <input type="text"/>
					Set-up Notes: <input type="text"/>
Audio Visual Equipment Total				\$0	
Service Charge / Delivery (24% of equipment Total / \$50.00 min)				\$0.00	
Subtotal				\$0.00	
Tax (8%)				\$0.00	
Total Due				\$0.00	

- Please fill out form (order boxes only)
- If you are tax exempt, please forward certificate
- If you require a technician to operate equipment the labor rate (\$70/hr) will apply (5 hr minimum)
- All cancellations within 48 hours, subject to 50% fee
- All cancellations the day of the show are subject to full amount of the order to include delivery and tax
- Price valid for booth events only
- On-site orders subject to 50% surcharge
- Exhibit requests must be paid in full before equipment delivery
- Customer agrees to pay in full for lost, stolen or damaged equipment

PAYMENT

PLEASE RETURN TO:

*Please imprint the Front of the Credit Card or photocopy both Front and Back of Credit card, and attached to this form, also attach a photocopy of valid drivers license.

This form authorizes American Audio Visual Center, Inc. to charge our company credit card, or my personal credit card in the amount of , as well as for any damaged or lost equipment that may result.

CREDIT CARD BILLING ADDRESS:

CITY STATE ZIP NAME ON CARD CARD NUMER CODE EXP DATE CC TYPE SIGNATURE 

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Technology is everchanging. For a customized quote, please call our office to speak with a representative.