



## EXHIBITOR AUDIO VISUAL ORDER FORM

**DISCOUNT DEADLINE: 4/27/2022**

Event Name: **RE+ Southeast**  
 Event Dates: **May 11-12, 2022**  
**Georgia World Congress Center**  
**Proj 10190**

Customer Information	
Firm Name:	
Contact:	
Address:	
City:	
State:	ZIP:
Ordered By:	
Telephone #:	
Email:	
Notes:	

Delivery Information
Venue:
Room / Hall:
Booth #:
On-Site Contact:
Cell Phone:
Deliver Date:
Delivery Time:
Pickup Date:
Pick Up Time:

**SOMEONE MUST BE PRESENT AT TIME OF DELIVERY**

Please note: All Power & Internet services are provided by facility.

COMPUTERS & ACCESSORIES - Show Rate	Rates		Qty	Total	Ordering Instructions
	Discounted	Regular			
PC laptop computer (with Windows/Microsoft Office)	\$285.00	\$370.00			Orders received after <b>4/27/2022</b> will be charged at the regular rate.
Apple iPad	\$180.00	\$234.00			
iPad Floor Stand (white)	\$155.00	\$200.00			
Apple 15" MacBook Pro	\$465.00	\$605.00			
Apple 17" MacBook Pro	\$540.00	\$702.00			
Apple 27" iMac Retina 5K, I-9, 8-Core	\$525.00	\$575.00			
Mac Mini Computer	\$255.00	\$331.50			
Wired USB Keyboard and Mouse	\$30.00	\$40.00			
Wireless keyboard and Mouse	\$40.00	\$55.00			
Laser printer (black & white)	\$155.00	\$180.00			
AUDIO - Show Rate	Discounted	Regular	Qty	Total	The total charge per item is determined by multiplying the Quantity x Rate.
Small Sound System (2 spkrs w/stands, wired mic, mixer, pcdi)	\$410.00	\$510.00			
Large Sound System (4 spkrs w/stands, wired mic, mixer, pcdi)	\$515.00	\$615.00			
Wireless Microphone Select: HH or Lav	\$260.00	\$335.00			
Computer Audio Interface	\$35.00	\$45.00			
ACCESSORIES - Show Rate	Discounted	Regular	Qty	Total	Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum.
HDMI Cable (4')	\$25.00	\$32.50			
Monitor Floor Stand Dual Post w/shelf (requires monitor rental)*	\$230.00	\$300.00			
Media Player	\$75.00	\$95.00			
					We will attempt to accommodate requested delivery times, but cannot guarantee them due to the volume of orders.
Page 1 Total					



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FLATSCREEN MONITORS - Show Rate	Rates		Qty	Total	Ordering Instructions
	Discounted	Regular			
24" HDTV Monitor w/Table Stand	\$230.00	\$300.00			<b>CANCELLATIONS:</b> A) Cancellation of order must be received 72 hours prior to delivery date to avoid a minimum one day charge. B) If services have already been provided at the time of cancellation, 100% of original charges will be applied.  If you don't see what you're looking for, contact your Shepard AV Team to discuss the possibilities!  <b>404-720-8601</b> or <b><a href="mailto:bmckinney@shepardav.com">bmckinney@shepardav.com</a></b>  We have a wide range of services and solutions to help you deliver your message.  We offer custom LED walls, truss, lighting, concert sound, and the experts to make it all work!
32" HDTV Monitor w/Table Stand	\$385.00	\$500.00			
43" HDTV Monitor w/Table Stand	\$460.00	\$598.00			
48" HDTV Monitor w/Table Stand	\$615.00	\$799.00			
55" HDTV Monitor w/Table Stand	\$720.00	\$935.00			
65" HDTV Monitor w/Table Stand	\$925.00	\$1,200.00			
70" HDTV Monitor w/wall mounting bracket	\$1,280.00	\$1,450.00			
Monitor Floor Stand w/shelf (requires monitor rental)*	\$230.00	\$300.00			
32" Touchscreen Kiosk - Windows OS	\$1,820.00	\$2,000.00			
43" Touchscreen Kiosk - Windows OS	\$2,095.00	\$2,310.00			
49" Touchscreen Kiosk - Windows OS	\$2,650.00	\$2,915.00			
55" Touchscreen Kiosk - Windows OS	\$3,075.00	\$3,385.00			
<i>*(Floor stands are for use with monitors 43" to 65" and require monitor rental.)</i>					
Page 1 Total					
Page 2 Total					
(add Page 1 & Page 2 totals) <b>SUBTOTAL:</b>					
(30% of subtotal or \$150.00 minimum, <b>whichever is greater</b> ) <b>DELIVERY/SETUP/PICKUP</b>					
<b>TOTAL AMOUNT DUE</b>					

PAYMENT		RETURN for PROCESSING
<b>ADVANCE PAYMENT IS DUE TO CONFIRM ORDER</b>		<a href="mailto:bmckinney@shepardav.com">bmckinney@shepardav.com</a>
You will receive an e-mail with a link for secure online credit card payment		Phone 404-720-8601
RENTAL AGREEMENT: It is agreed that the customer is renting the equipment for a specific period only and is responsible for its safe return. Customer agrees to be billed for any loss or damage to equipment other than caused by normal operation.		
Signature _____	Date _____	

**SOMEONE MUST BE PRESENT AT BOOTH AT TIME OF DELIVERY**