



AUDIOVISUAL EXHIBITOR SERVICES

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

PSAV WILL CONTACT YOU DIRECTLY TO REVIEW AND SECURE PAYMENT INFORMATION.

➤ send completed forms to 3516ExhibitsDL@psav.com; If you have a special request or need additional equipment contact PSAV directly 202-626-2651

ALL RENTAL PRICES ARE SUBJECT TO A 20% FEE IF ORDERED LESS THAN 10 BUSINESS DAYS PRIOR TO SHOW OPENING.

VIDEO/DATA DISPLAY	QTY	DAILY RATE
Projector Package w/Tripod Screen		\$770
LCD Support Package w/Tripod Screen		\$210
Laptop computer		\$260
DVD Player		\$145
Wired Keyboard or Mouse (each)		\$45
AUDIO EQUIPMENT	QTY	DAILY RATE
Laptop/MP3 Sound includes Mixer and Speaker		\$285
Sound System: (2) speakers (2) stands (1) Mixer Wired Microphone (up to 20 people)		\$520
Wired Microphone: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$100
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$235
CD Player		\$95
6-Channel Mixer		\$100
Powered Speaker w/Stand		\$200
POWER & INTERNET	QTY	DAILY RATE
Power Drop Single Phase 20 Amp		\$175
Standard Wifi Connection		\$24
Power Drop Three Phase 100 Amp		\$760

MONITORS	QTY	DAILY RATE
<i>Please check the correct boxes to indicate your source (HDMI, VGA, DVI or USB) and what stand will be needed. Includes Standard Cable lengths(5').</i>		
17" - 19" LCD Monitor (4:3) Table stand only VGA Only		\$195
24" Multi Sync (16:9) <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		\$285
46" LCD Monitor (16:9) <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> Shelf (\$35) <input type="checkbox"/> Speakers (\$30) <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		\$705
52" Monitor (16:9) <input type="checkbox"/> <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> Shelf (\$35) <input type="checkbox"/> Speakers (\$30) <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		\$895
70" LED Monitor (16:9) <input type="checkbox"/> <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> Shelf (\$35) <input type="checkbox"/> Speakers (\$30) <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		\$1075
80" - 90" or larger Monitor (16:9) Please contact PSAV for quote <input type="checkbox"/> Wallmount <input type="checkbox"/> Table <input type="checkbox"/> Pole Stand <input type="checkbox"/> Shelf (\$35) <input type="checkbox"/> Speakers (\$30) <input type="checkbox"/> HDMI <input type="checkbox"/> VGA <input type="checkbox"/> DVI <input type="checkbox"/> USB		

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.

Power and Internet are not included and will need to be ordered.

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 starting at \$195 and Service Charge (25%) will apply

PAYMENT:

A PSAV representative will contact you to secure payment. All equipment is confirmed once payment is received, and will not be refunded if canceled or modified on-site.

PSAV at
JW Marriott Washington DC
1331 Pennsylvania Avenue, NW
Washington, DC 20004

