



Exhibitor Order Form



COMPANY NAME:

Booth:

ORDER SUBMISSION DATE:

General Video Equipment	Qty	Days	Charge per Day	TOTAL	CUSTOMER INFORMATION	
3800 lumens LCD Projector Package w/ 6'-8' Tripod Screen			\$750		COMPANY NAME: <input type="text"/>	
46" LCD Display Monitor on Stand			\$600		ADDRESS: <input type="text"/>	
52" LCD Display Monitor on Stand			\$700		CITY: <input type="text"/>	
32" LCD with table stand			\$450		STATE: <input type="text"/> ZIP: <input type="text"/>	
Presentation Pro VGA Switcher 1x8			\$500		COUNTRY: <input type="text"/>	
Camcorder			\$200		TELEPHONE: <input type="text"/>	
LCD Support Package - 6'-8' Tripod Screen, Cart, 25' VGA, A/C			\$125		FAX: <input type="text"/>	
6500 lumens LCD Projector Package			Inquire		CONTACT NAME: <input type="text"/>	
Lighting Equipment						
6 LED Uplighting Package - specify color			\$450			
10 LED Uplighting Package - specify color			\$750			
Computers and Office Equipment						
Flipchart Package - includes easel, pad & markers			\$55			
Flipchart Package - Self-Adhesive			\$75			
Wireless RF Mouse w/ Green Laser			\$55			
17" LCD Flat Panel Monitor			\$150			
20" LCD Flat Panel Monitor			\$225			
Laptop Computer			\$250			
Desktop Computer			\$350			
Laser Printer B/W			\$275			

Audio Equipment	Qty	Days	Charge per Day	TOTAL	ORDERING INSTRUCTIONS	
12-Channel Mixer			\$100		SITE CONTACT <input type="text"/>	
Presidential Podium Microphone			\$60		ON SITE CELL # <input type="text"/>	
Wireless Microphone (Hand-held or Lav)			\$160		ROOM NAME <input type="text"/>	
Direct Box (computer audio)			\$25		START DATE <input type="text"/> START TIME <input type="text"/>	
Table Microphone			\$50		END DATE <input type="text"/> END TIME <input type="text"/>	
15" Powered Speaker			\$125			
CD Player (Multi Disc)			\$95			
Marantz HD CD recorder			\$100			
Equipment Total				\$ -		
Subtotal				\$ -		
Service Charge / Delivery (24% of equipment Total / \$50.00 min)				\$ -		
Tax (7.75%)				\$ -		
Total Due				\$ -		

- 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.
- Price valid for affiliate events only.
- All cancellations the day of the show are subject to full amount of the order to include delivery and tax.
- Additional Power requirements to be quoted and billed through Hilton Electrical Department.
- On-site orders subject to 50% surcharge.
- Affiliate 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:**

Above for internal use only
 Authorization Code _____
 *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 letter 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.