



## EXHIBITOR SERVICES

Branding at its Best

CONFERENCE NAME		START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME		CONTACT ONSIRE		ROOM/EXHIBIT BOOTH NO.
STREET ADDRESS		CITY	STATE	ZIP CODE
TELEPHONE NUMBER	DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	PICKUP DATE	PICKUP TIME <input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS		ORDERED BY		

### Instructions for ordering

Place your order at least 21 days prior to delivery to guarantee equipment availability and rate pricing. Prices shown are for the exhibit floor only. If items are ordered on the days of – there is a 15% markup. Operators' labor is priced at the current hourly rate with a minimum of four hours. All Credit card charge receipts will be emailed to you. Applicable Sales tax will be included in the equipment rental.

#### **POWER:**

		Per Unit	Qty.	Days	Amount
208V Single Phase-20 AMP	<input type="checkbox"/>	\$ 150	.....	.....	\$.....
208V Single Phase- 60 AMP	<input type="checkbox"/>	\$ 330	.....	.....	\$.....
208V Three Phase – 60 AMP	<input type="checkbox"/>	\$ 515	.....	.....	\$.....
25' AC Cable	<input type="checkbox"/>	\$ 21	.....	.....	\$.....
Power Strip	<input type="checkbox"/>	\$ 21	.....	.....	\$.....

**RIGGING: ALL RIGGING ORDERS MUST BE PLACED VIA THE RIGGING REQUEST FORM.**

#### **MONITORS:**

		Per Unit	Qty.	Days	Amount
32" LCD Monitor	<input type="checkbox"/>	\$ 315	.....	.....	\$.....
Dual post stand <input type="checkbox"/> Table Stand <input type="checkbox"/> Speakers <input type="checkbox"/>					
55" LCD Monitor		\$ 620	.....	.....	\$.....
Dual post stand <input type="checkbox"/> Table Stand <input type="checkbox"/> Speakers <input type="checkbox"/>					
70" LCD Monitor		\$ 780	.....	.....	\$.....
Dual post stand <input type="checkbox"/> Table Stand <input type="checkbox"/> Speakers <input type="checkbox"/>					

#### **AUDIO:**

		Per Unit	Qty.	Days	Amount
<b>Wireless Microphones</b>	<input type="checkbox"/>				
Handheld	<input type="checkbox"/>	\$350	.....	.....	\$.....
Lavalier	<input type="checkbox"/>	\$350	.....	.....	\$.....
Powered Speakers	<input type="checkbox"/>	\$250	.....	.....	\$.....
4-channel Mixer	<input type="checkbox"/>	\$200	.....	.....	\$.....

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### ADDITIONAL SUPPORT:

		Per Unit	Qty.	Days	Amount
Black and White Printer	<input type="checkbox"/>	\$ 265	.....	.....	\$.....
Laptop	<input type="checkbox"/>	\$ 260	.....	.....	\$.....

### INTERNET:

		Per Unit	Qty.	Days	Amount
Wired internet	<input type="checkbox"/>	\$ 420	.....	.....	\$.....
Wireless internet	<input type="checkbox"/>	\$ 500	.....	.....	\$.....

### LIGHTING:

		Per Unit	Qty.	Days	Amount
Up-lighting	<input type="checkbox"/>	\$110	.....	.....	\$.....

Please add any additional items not listed above, in this area:

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**BOOTH DIAGRAM:**

Organization Name:	Room or Exhibit Booth #:
Show Name:	Dates:

### Internet Power Drops:

Indicate the location of your internet drops, power drop/s and telephone on the grid. **W= Wired Internet T= Telephone**

**\*No markings will result in internet/power drop (s) in the middle back of the booth. There is a minimum crew charge for set-up and break-down of island booths (208V), island booths, multiple outlet locations and non-standard locations.**

[illegible]