

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME		ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

Email completed form to the Encore Representative listed above.
 Once this request form is submitted, an Encore Representative will contact you for an official order review and signature.
 Labor charges, sales tax, loss damage waiver, and service charges may apply.

PROJECTION	QUANTITY	DAILY RATE
LCD PROJECTOR		\$380
TRIPOD SCREEN		\$85
25' HDMI CABLE		\$26

MONITOR	QUANTITY	DAILY RATE
43" MONITOR		\$420
55" MONITOR		\$575
FLOOR STAND		\$65

AUDIO	QUANTITY	DAILY RATE
12" SPEAKER		\$125

INTERNET	QUANTITY	SHOW RATE
HARD LINE CONNECTION		\$175

MISCELLANEOUS	QUANTITY	DAILY RATE
LAPTOP		\$240
FLIPCHART PACKAGE		\$85