

AUDIOVISUAL EXHIBITOR SERVICES

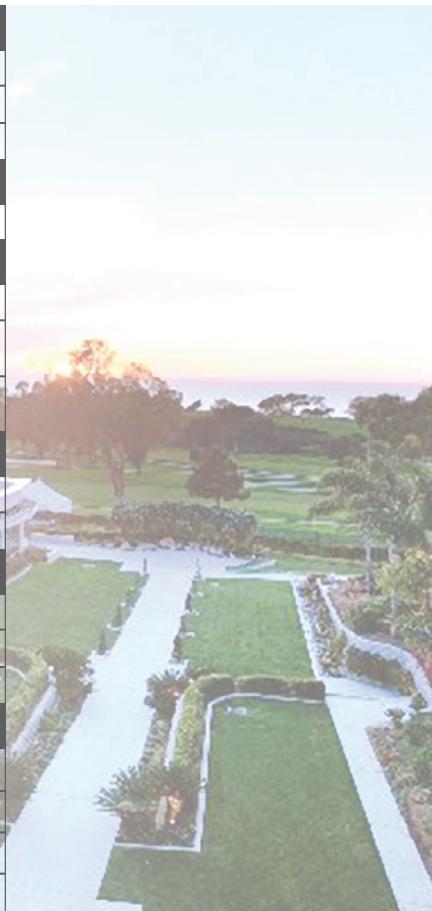
NAME OF CONFERENCE:	START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:		ROOM/EXHIBIT BOOTH #:
STREET ADDRESS:	CITY & STATE :		ZIP CODE:
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME <input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

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

➤ If you have a special request or need additional equipment, please call 858.546.8923. Email completed form to fbaker@psav.com

PRICES ARE FOR EXHIBIT FLOOR ONLY. ALL RENTAL PRICES SUBJECT TO A 15% MARKUP IF ORDERED DAY OF.

VIDEO/DATA DISPLAY	PRICE	QTY	TOTAL
Blu-Ray/DVD Player			
3K LCD Projector			
Laptop			
ACCESSORIES	PRICE	QTY	TOTAL
Tripod Screens: 4', 6' or 8'			
MONITORS	PRICE	QTY	TOTAL
24" Monitor on Table Stand			
46" LCD Monitor with Floor Stand, VGA, Power Strip			
55" LCD Monitor with Floor Stand, VGA, Power Strip			
INTERNET ACCESS	PRICE	QTY	TOTAL
Single Wired Internet Connection/daily			
Single Wireless Internet Connection/daily			
POWER	PRICE	QTY	TOTAL
20A - 115v Circuit (shared)			
20A - 115v Circuit (dedicated)			
Additional Powerstrip			
CUSTOM ITEMS	PRICE	QTY	TOTAL



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.

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 and/or ETS may apply, and/or loss damage waiver.

SHIPPING INSTRUCTIONS

Please note: there is a \$2 per box handling fee, \$3 if received more than 5 days in advance of event. All boxes must be addressed as follows:

Hilton La Jolla Torrey Pines
10950 N. Torrey Pines Rd., La Jolla, CA 92037
Attn: name of person to receive box at hotel
Hold for arrival: name and dates of conference.



Frank Baker fbaker@psav.com
Director of Sales

RETURN FOR PROCESSING **SUBMIT**

RENTAL TOTALS		PAYMENT IS DUE WHEN ORDER IS PLACED	
EQUIPMENT TOTAL		1	
SET UP AND TEAR DOWN (24% of Line 1—Required)		2	
SALES TAX (8% CA State tax—Excluding power, internet and labor)		3	
TOTAL DUE		4	

