


## AUDIO VISUAL SERVICES ORDER FORM

QTY	VIDEO EQUIPMENT	SHOW RATE	TOTAL
	DVD Player (NTSC/Region 1)	100.00	
	Blu-ray Player	150.00	
QTY	LCD MONITORS	SHOW RATE	TOTAL
	<i>*Please select all that apply, where applicable.</i>		
	24" LCD Monitor w/ Table Stand (16:9) * <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	275.00	
	32" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	375.00	
	42" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	450.00	
	46" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	525.00	
	50" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	600.00	
	60" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	975.00	
	80" LCD Monitor (16:9) * <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand <input type="checkbox"/> VGA <input type="checkbox"/> HDMI	1,875.00	
	LCD Monitor Floor Stand	125.00	
	VGA Distribution Amplifier (1x2)	100.00	
	HDMI Distribution Amplifier (1x3)	125.00	
QTY	COMPUTERS	SHOW RATE	TOTAL
	Apple MacBook Pro Laptop, w/OS X, Microsoft 2013	525.00	
	Dell Intel Core i3 Laptop, 4G, w/Windows 7, Office 2013	325.00	
QTY	PROJECTION EQUIPMENT	SHOW RATE	TOTAL
	XGA LCD Projector, 3000-4000 Lumen	450.00	
	XGA LCD Projector, 5000 Lumen	900.00	
	42" Projector Cart w/ Skirt	60.00	
	6' - 8' Tripod Screen	90.00	
	•Larger screen sizes also available	Call for Price	
	•HD Projectors also available	Call for Price	
QTY	AUDIO EQUIPMENT	SHOW RATE	TOTAL
	Shure UHF/ULX Programmable Wireless Microphone Kit* <i>*Please Specify <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier</i>	275.00	
	Headset Microphone <i>*Requires Wireless Microphone Kit</i>	75.00	
	Powered Speaker with Floor Stand	150.00	
	Sound System #1: (2) Speakers w/stands (1) *Wired Mic, (1) Mixer <i>*Please Specify <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier</i>	425.00	
	Sound System #2: (2) Speakers w/stands (1) *Wireless Mic, (1) Mixer <i>*Please Specify <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier</i>	675.00	
	CD Player	75.00	
	•Custom Sound Systems Available (EAW, Mackie, JBL)	Call for Price	
QTY	ELECTRIC/PHONE/INTERNET	SHOW RATE	TOTAL
	15a electric outlet w/six-way strip	50.00	
	DID telephone line	75.00	
	Single device WI-FI HSIA passcode	30.00	
	Hardwire HSIA CAT6 connection	100.00	
		Equipment Total	
		Delivery/Pick Up 15%, min. \$75	
		7% Sales Tax	
		Other Fees	
		<b>Grand Total</b>	



## AUDIO VISUAL SERVICES ORDER FORM

Show Name:	On-Site Contact:	Cell Phone:	<b>BOOTH # _____</b>
Facility:	Room:	Room:	
Company:	Delivery Date:	Delivery Time:	
Contact:	Pick Up Date:	Pick Up Time:	
Address:			
City:	State:	Zip:	
Phone:	Fax:		
Email: (Confirmation of order will be sent here)			
AMEX/Visa/MC#:			
CW#:	Exp. Date:		
Cardholder Name:	Signature:		

### Pricing:

Orders must be received by **7 business days prior to load in** to receive the listed pricing. An additional 15% will be added to equipment pricing for late/on-site orders. Rental prices are for the duration of the show.

### Delivery:

An authorized representative must be present at the time of delivery and pickup. Equipment will be delivered to and picked up from your booth.

### Labor, Installation & Dismantle (I&D):

Any order requiring labor, including the installation and dismantling of equipment, will be subject to a labor charge of \$75 per hour, per man ONsite does not supply labor to mount hanging brackets to your booth. This must be done prior to ONsite setting up any equipment that is to be mounted on your booth. The client will be responsible for any union labor costs, if applicable.

### Equipment:

For equipment not listed, please contact us for a complete list of inventory. Customer is responsible for the security of rented equipment and will be required to pay for any items that are lost or stolen during the rental period (anytime after delivery and before pickup of equipment).

### Guarantee:

Equipment is guaranteed to be operational upon delivery to your booth. It is assumed that the renter has an understanding of the operation of equipment. Equipment problems must be reported immediately to our service desk. ONsite will not be responsible for problems reported after termination of rental. Any loss or damage of said equipment will be paid for by the renter.

### Cancellation:

Equipment rental cancellation must be submitted 5 days prior to show or will be charged 50% of rental fee. On-site cancellations will be charged 100% of rental fee.

### Payment:

All exhibit orders must be reserved with a major credit card with payment in full due at the time the order is placed. A written confirmation will be sent to you once your order has been processed.

