



Exhibitor Audio-Visual Services Order Form

NAME OF CONFERENCE:	START DATE:	END DATE:
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 617.342.5414**

MONITORS (ADVANCED RATE)			MONITORS (STANDARD RATE)		
	QTY	PRICE		QTY	PRICE
24" LCD with table stand and cabling		\$210.00	24" LCD with table stand and cabling		\$262.50
46" LCD with table stand and cabling		\$600.00	46" LCD with table stand and cabling		\$750.00
46" LCD with floor stand and cabling		\$705.00	46" LCD with floor stand and cabling		\$881.25
55" LCD with floor stand and cabling		\$905.00	55" LCD with floor stand and cabling		\$1,131.25
70" LCD with floor stand and cabling		\$1,180.00	70"+ LCD with floor stand and cabling		\$1,475.00
INTERNET SERVICES (ADVANCED RATE)			INTERNET SERVICES (STANDARD RATE)		
Wireless Internet (per connection)		\$150.00	wireless Internet (per connection)		\$250.00
Wired Internet (per connection)		\$350.00	Wired Internet (per connection)		\$550.00
Dedicated Bandwidth	Call for	pricing	Dedicated Bandwidth	Call for	pricing
EXHIBITOR POWER (ADVANCED RATE)			EXHIBITOR POWER (STANDARD RATE)		
120V 20Amp Service		\$50.00	120V 220Amp Service		\$60.00
Additional Power Needs	Call for	pricing	Additional Power Needs	Call for	pricing

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate pricing, this order must reach us 14 days prior to delivery.

The total charge per item is determined by multiplying the price by the quantity ordered.

TAX EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward your Massachusetts ST-2 and ST-5 forms along with this Order Form.

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.

SPECIAL REQUESTS Please add any items not listed above that you require.

**Labor Charges
Will Apply**

Please send completed form to:
Heather Frasco at
hfrasco@PSAV.COM

