



EXHIBITOR AUDIO VISUAL ORDER FORM

Hilton Atlanta

255 Courtland Street, Atlanta, GA 30303

Phone: 404-221-6371; Fax:404-221-6958

Video Components					Qty	Daily Rate	Days Used	Total	Customer Information		
Players / Recorders									Firm Name:		
1/2" VHS Player with "end of tape" Repeat						\$75.00		\$0.00	Address:		
DVD Player						\$95.00		\$0.00	City:		
Video / Data Monitors									State: _____ Zip: _____		
17" LCD Flat Screen Monitor NEC 1850						\$150.00		\$0.00	Ordered By:		
20" FLAT SCREEN LCD MONITOR NEC 2010						\$250.00		\$0.00	Telephone #:		
27" Color Monitor (NOT for computer)						\$120.00		\$0.00	Fax #:		
32" Flat Panel Monitor						\$425.00		\$0.00	Orders received within 48 hours of show date will be subject to the ON-SITE DAILY RATE For special requests or additional equipment, please call (404) 221-6371		
42" Plasma Monitor						\$500.00		\$0.00			
Video / Data Projectors											
3000 Lumens LCD Projector						\$500.00		\$0.00	Call for pricing on larger screen sizes		
6000 Lumens LCD Projector						\$1,000.00		\$0.00			
Projection Screens											
Tripod Screen w/Trim Kit						\$50.00		\$0.00	⇨ The total charge per item is determined by multiplying the quantity by the daily rate by the number of days to be used. ⇨ 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. ⇨ To guarantee equipment availability and advanced rate, this order should reach us 14 days prior to delivery. ⇨ Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum. ⇨ On site additions are subject to additional labor. ⇨ CANCELLATIONS: A) Cancellation of equipment ordered must be received 48 hours prior to delivery date to avoid a minimum one day charge. B) If services have already been provided at the time of cancellation, 100% of original charges will be applied.		
6x8 Fast Fold Screen w/Trim Kit						\$160.00		\$0.00			
7.5x10 Fast Fold Screen w/Trim Kit						\$175.00		\$0.00			
Computer					Qty	Daily Rate	Days Used	Total			
Laptop Computer						\$225.00		\$0.00			
Desktop Computer w 17" Flat Screen Monitor						\$345.00		\$0.00			
Audio Equipment					Qty	Daily Rate	Days Used	Total			
Multi-Disc CD Player						\$75.00		\$0.00			
Wired Microphone: Handheld or Lavalier (circle one)						\$35.00		\$0.00			
Wireless Microphone: Handheld or Lavalier (circle one)						\$150.00		\$0.00			
Powered Speaker with stand						\$80.00		\$0.00			
Sound System with (2) powered speakers, (2) stands and (1) Wired Microphone: Handheld or Lavalier (circle one)						\$235.00		\$0.00			
Sound System with (2) powered speakers, (2) stands and (1) Wireless Microphone: Handheld or Lavalier (circle one)						\$385.00		\$0.00			
Rental Totals					PAYMENT IS DUE WHEN ORDER IS PLACED						
EQUIPMENT TOTAL					1			\$0.00			
DELIVERY/SETUP/PICKUP (22% of line 1)					2			\$0.00			
SUBTOTAL					3			\$0.00			
SALES TAX (8%) of line3					4			\$0.00			
TOTAL DUE					5			\$0.00			
Method of Payment					PLEASE CHECK ONE					Delivery Information	
Card Number: _____					Exp Date ___ / ___					On-Site Contact:	
					Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Check <input type="checkbox"/>					Booth #: _____ Room #: _____	
Cardholder's Name (as appears on card): _____					Cardholders Signature: _____					Delivery Date: _____ Time: _____	
If you would like equipment not listed, please call us for a detailed quote.										Pickup Date: _____ Time: _____	
										Component #: _____ Job #: _____	
										Return for Processing	
										Presentation Audio Visual Services a part of the Audio Visual Services Corporation HILTON ATLANTA 255 Courtland St., Atlanta GA 30303 Phone: 404-221-6371; Fax:404-221-6958	