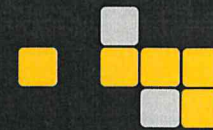


Sheraton®

GEORGETOWN TEXAS HOTEL & CONFERENCE CENTER



# 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 SHOW.**

▶ If you have a special request or need additional equipment, please call 737.444.2757. Email completed form to ron\_jones@psav.com

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

AUDIO EQUIPMENT	QTY	PRICE
CD Player		\$ 75
Wired Microphone: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 55
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 160
Sound System: (2) speakers (2) stands (1) Mixer Wired Microphone (up to 20 people)		\$ 425
4-Channel Mixer		\$ 130
ACCESSORIES	QTY	PRICE
Tripod Screens: 5', 6', 7' or 8'		\$ 125
CUSTOM ITEMS	QTY	PRICE
		\$
		\$
		\$
		\$
		\$
		\$

VIDEO/DATA DISPLAY	QTY	PRICE
DVD Player		\$ 75
LCD Projector		\$ 325
Blu-Ray Player / Recorder		\$ 110
MONITORS	QTY	PRICE
22" LED Monitor (table top stand)		\$ 185
32" LCD Monitor (Dual Post Stand, Table Stand, Speakers)		\$ 325
55" Monitor (Dual Post Stand, Table Stand, Speakers)		\$ 495
70" Monitor (Dual Post Stand, Table Stand, Speakers)		Please contact PSAV for quote
INTERNET ACCESS	QTY	PRICE
Wired Internet Connection		\$ 175
Wireless Internet Connection		\$ 75
Dedicated Bandwidth		Please contact PSAV for quote
POWER	QTY	PRICE
Exhibitor Booth Power (20 amp)		\$ 75
For larger electrical needs, please contact PSAV for a quote		

## 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 service charges may apply, and/or loss damage waiver.**

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


## SHIPPING INSTRUCTIONS

Any materials being sent to the hotel must be marked as follows:

1. The Sheraton Georgetown Texas Hotel & Conference Center
2. Hold for Arrival - Attn: Guest's Name and/or Organization Name
3. Complete Return Address
4. Number of Boxes (ex: Box 1 of 2, Box 2 of 2)
5. Address Packages to: 1101 Woodlawn Ave., Georgetown, Texas 78628

