



PSAV[®]

EXHIBITOR SERVICES



At DoubleTree by Hilton San Jose

NAME OF CONFERENCE	START DATE	END DATE	NO. OF EVENT DAYS	
ORGANIZATION NAME	ON-SITE CONTACT		BOOTH NO.	
STREET ADDRESS	CITY	STATE	ZIP CODE	
TELEPHONE NUMBER	DELIVERY DATE	DELIVERY TIME	PICK UP DATE	PICK UP TIME
EMAIL ADDRESS	ORDERED BY			

ORDERING INSTRUCTIONS: To guarantee equipment availability and advanced-rate pricing, place your order at least 7 days prior to delivery. Prices are for exhibit floor only. Once this form is received by a PSAV representative, you will be contacted to complete the transaction. Operator labor, if requested, is subject to the prevailing hourly rate with a five-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 and Event Technology Support fee to 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 – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or “no shows” are subject to the full amount of the order.

PSAV WILL CALL YOU DIRECTLY FOR PAYMENT INFORMATION

MONITORS

■ 32" Monitor	<u>\$245</u>	_____
○ Floor Stand		
○ Table Top Stand		
■ 42" Monitor	<u>\$380</u>	_____
○ Floor Stand		
○ Table Top Stand		
■ 52" Monitor	<u>\$540</u>	_____
○ Floor Stand		
○ Table Top Stand		

AUDIO

■ Booth Sound System	<u>\$318</u>	_____
<i>Includes 2 powered speakers, mixer, an laptop audio interface</i>		

POWER

■ AC Power Drop	<u>\$42</u>	_____
<i>Includes power strip and extension cord at 15 amps</i>		

ACCESSORIES

■ Laptop	<u>\$230</u>	_____
■ Wireless Handheld Microphone	<u>\$200</u>	_____
■ LED Up Light	<u>\$90</u>	_____

TOTAL COSTS	PRICE
EQUIPMENT TOTAL	
SET UP/STRIKE LABOR	\$95
EVENT TECHNOLOGY SUPPORT (24%)	
SALES TAX (9.25%)	
TOTAL DUE	

Please email completed for to omejiaturcios@psav.com

***PSAV maintains a complete on-site inventory of basic and high end equipment. Please contact us if this form does not meet your needs.
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