

EXHIBITOR ORDER FORM-2016



**CROWNE PLAZA**  
NEW ORLEANS FRENCH QUARTER

**Video Equipment**

	Qty	DAILY RATE		Days Used	Total
		Advanced*	On Site**		
DVD Player		\$100.00	\$135.00		
32" Color Monitor (Not for computer use)		\$260.00	\$360.00		
46" Plasma Monitor (Includes monitor stand)***		\$525.00	\$710.00		
55" Plasma Monitor (Includes monitor stand)***		\$1,350.00	\$1,825.00		

For 46" & 55" monitors, specify if displaying on table or if stand is needed below:

\*\*\* PSAV does not supply wall mounts or labor for mounting monitors to your hard sets\*\*\*

	Qty	Advanced	On Site	Days Used	Total
LCD Package Including projector, cart, power, VGA cable and 5', 6' or 7' tripod screen		\$690.00	\$940.00		
54" Rolling Cart with Black Skirt		\$35.00	\$50.00		

**Internet**

	Qty	DAILY RATE		Days Used	Total
		Advanced	On Site		
Per Device-Basic Service-Wireless (includes 1 device connection and 1/8 Mbps of bandwidth)		\$95.00	\$180.00		
Per Device-Basic Service-Wired (includes 1 device connection and 1/2 Mbps of bandwidth)		\$600.00	\$800.00		

**PC Compatible Systems**

	Qty	DAILY RATE		Days Used	Total
		Advanced	On Site		
Laptop Computer with CD drive		\$250.00	\$340.00		

Please Note Specific Software/Hardware Needs Below:

	Qty	Advanced	On Site	Days Used	Total

**Power**

	Qty	ONE-TIME FEE		Days Used	Total
		Advanced	On Site		
10 amp Single Phase Power		\$175.00	\$250.00		
20 amp Single Phase Power		\$250.00	\$350.00		
Power strip		\$15.00	\$20.00		
25' extension cord		\$15.00	\$20.00		

Labor may apply to under carpet or complex booth sets.

**Computer Accessories**

	Qty	DAILY RATE		Days Used	Total
		Advanced	On Site		
HP Laserjet 4 Black & White Printer (8ppm, PC)		\$175.00	\$240.00		
20" Wide Screen LCD Monitor		\$150.00	\$210.00		

**Audio Equipment**

	Qty	DAILY RATE		Days Used	Total
		Advanced	On Site		
CD Player		\$65.00	\$90.00		
Sound System with (2) speakers		\$390.00	\$530.00		
UHF Wireless Microphone (specify lapel or hand held)		\$185.00	\$250.00		
4 Channel Mixer		\$75.00	\$110.00		

**Rental Totals**

PAYMENT IS DUE WHEN ORDER IS PLACED

TOTAL	
SET UP/PICKUP/SERVICE CHARGE (24% of Total - \$75.00 minimum)	
SUBTOTAL	
SALES TAX (11% of line Subtotal line)	
TOTAL DUE	

**Customer Information**

Show/Convention Name: \_\_\_\_\_

Show/Convention Dates: \_\_\_\_\_

Company/Organization Name: \_\_\_\_\_

Billing Address 1: \_\_\_\_\_

Billing Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Ordered By: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Email: \_\_\_\_\_

**Ordering Instructions**

- ➡ The total charge per item is determined by multiplying the quantity by the daily rate by the number of days to be used. One-day charge for power & telecom.
- Please include applicable Sales Tax on all items.
- 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.
- ➡ Please fill in all blue areas plus the item(s) you are requesting!
- ➡ LABOR: Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum.
- ➡ CANCELLATIONS: Cancellation of your order must be received 48 hours prior to delivery date to avoid a minimum one day charge.

**Delivery Information**

On-Site Contact: \_\_\_\_\_

Booth #: \_\_\_\_\_ Room: \_\_\_\_\_

Installation Date: \_\_\_\_\_ Time: \_\_\_\_\_

Show Start Date: \_\_\_\_\_ Time: \_\_\_\_\_

End Date: \_\_\_\_\_ Time: \_\_\_\_\_

**Method of Payment**

PLEASE CHECK ONE

Card Number: \_\_\_\_\_ Exp Date \_\_\_ / \_\_\_

Cardholder's Name (as appears on card): \_\_\_\_\_

Cardholders Signature: \_\_\_\_\_

American Express

Visa

MasterCard

Billing Address Zip Code \_\_\_\_\_

**Return For Processing**

**PSAV**  
Astor Crowne Plaza Hotel  
739 Canal Street @ Bourbon Street  
New Orleans, LA 70130  
504-265-9666  
877-537-0057  
[kdonate@psav.com](mailto:kdonate@psav.com)