

# Audio Visual Exhibitor Order Form

On-site - Phone: (425)-450-3731 - Fax: (206) 763-2245 - Email: pmorris@avfactory.com  
Advance order deadline is 14 days prior to show date(s). All items priced per day.  
Payment required at time of order. Additional equipment available by request.

## Customer Information

|                   |           |              |              |                 |  |         |  |
|-------------------|-----------|--------------|--------------|-----------------|--|---------|--|
| Company:          |           |              |              | Contact Person: |  |         |  |
| Street Address:   |           |              |              | Phone Number:   |  |         |  |
| City, State, Zip: |           |              |              | Email:          |  |         |  |
| Set Date:         | Set Time: | Strike Date: | Strike Time: | Event Name:     |  | Booth # |  |

## Audio Equipment

| Equipment                                       | Adv Rate | Std Rate |   | Qty |   | # Days |   | Total |
|---|----------|----------|---|-----|---|--------|---|-------|
| Wireless Hand Held Microphone                   | \$145    | \$160    | x |     | x |        | = |       |
| Wireless Lavalier Microphone                    | \$145    | \$160    |   |     |   |        |   |       |
| Wireless Headset Microphone                     | \$210    | \$235    |   |     |   |        |   |       |
| Wired Hand Held Microphone                      | \$42     | \$47     |   |     |   |        |   |       |
| Small Sound System - 1 Speaker/Mixer/Wired Mic  | \$115    | \$130    |   |     |   |        |   |       |
| Medium Sound System - 2 Speaker/Mixer/Wired Mic | \$150    | \$175    |   |     |   |        |   |       |
| 12-Channel Audio Mixer                          | \$54     | \$60     |   |     |   |        |   |       |
| Polycom Conference Phone                        | \$100    | \$125    |   |     |   |        |   |       |
| Telos Telephone Interface                       | \$190    | \$210    |   |     |   |        |   |       |
| Computer Audio Patch                            | \$30     | \$35     |   |     |   |        |   |       |

## Video Equipment

| Equipment                    | Adv Rate | Std Rate |   | Qty |   | # Days |   | Total |
|------------------------------|----------|----------|---|-----|---|--------|---|-------|
| 6' Tripod Screen (skirted)   | \$36     | \$40     | x |     | x |        | = |       |
| 3,500 Lumen HD Projector     | \$315    | \$350    |   |     |   |        |   |       |
| 22" HD Monitor (table stand) | \$40     | \$50     |   |     |   |        |   |       |
| 32" HD Monitor (table stand) | \$135    | \$150    |   |     |   |        |   |       |
| 40" HD Monitor (floor stand) | \$230    | \$250    |   |     |   |        |   |       |
| 55" HD Monitor (floor stand) | \$370    | \$400    |   |     |   |        |   |       |
| 65" HD Monitor (floor stand) | \$510    | \$550    |   |     |   |        |   |       |
| Monitor Floor Stand Shelf    | \$25     | \$30     |   |     |   |        |   |       |
| Blu-Ray Player               | \$45     | \$50     |   |     |   |        |   |       |
| HDMI Distribution Amplifier  | \$67     | \$75     |   |     |   |        |   |       |
| DVI Distribution Amplifier   | \$67     | \$75     |   |     |   |        |   |       |

## Accessories

| Equipment                          | Adv Rate | Std Rate |   | Qty |   | # Days |   | Total |
|------------------------------------|----------|----------|---|-----|---|--------|---|-------|
| AV Cart ___34" ___42" ___48"       | \$25     | \$30     | x |     | x |        | = |       |
| Flipchart Easel w/ pad and markers | \$40     | \$50     |   |     |   |        |   |       |
| PC Laptop w/ Microsoft Office      | \$270    | \$300    |   |     |   |        |   |       |

|   |                       |      |
|---|-----------------------|------|
| 1 | Equipment Total       |      |
| 2 | Set / Strike Labor*   | \$75 |
| 3 | Subtotal              |      |
| 4 | Tax (10.1% of Line 3) |      |
| 5 | Order Total           |      |

\*Set/Strike labor includes 30 minutes set up and pickup. Additional labor will be charged at the following rates, and subject to a one hour minimum.

\*Regular Hours: \$75 / Hour - Monday through Sunday 6am - 1am OT / Overnight: \$105 / Hour - Monday through Sunday 1am - 6am.