PROJECTION

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Ontario CONVENTION CENTER

Meeting Room Order Form

Show Name : _____
Show Date: _____
Room Number: _____

CLIENT INFORMATION

Firm Name

Address

City ( ) St. ( ) Zip

Phone Fax

On-Site Contact / / Room # / /

Set-up Date & Time Strike Date & Time

PAYMENT INFORMATION

Master Account - Approved By: _____

☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

Credit Card # _____

Card Holder's Name _____ /
(Please Print) Exp. Date

Card Holder's Billing Address _____

_____

Authorized Signature _____ Date

Services: As the official audiovisual supplier, we will have technicians and backup equipment available on-site throughout the show.

To Order: Credit card orders may be placed by FAX, prior to show date.

Additional Equipment: For equipment needed that is not listed on this form, please contact the representative above.

Labor Fee: This charge covers delivery, installation, daily maintenance and dismantle. For daily operators in your room, please contact our representative.
Labor: (___) Hrs. Regular Time @ $57 (___) Hrs. Over Time @ $85.50

72-hour notice required for all cancellations or one day rental rate will be charged. If cancelled after installation, full show rate will apply.

Package Equipment Labor Fee:

⧖	= 1 Hr. Set-Up & Tear Down of Equipment	($57)
⧖⧖	= 2 Hrs. Set-Up & Tear Down of Equipment	($114)
♦	= 1 Hr. Technician On Duty One Hour Prior To Show	($57)
⧖+♦	= 1 Hr. Set-Up + 1 Hr. Tech On Duty	($114)
⧖⧖+♦	= 2 Hrs. Set-Up + 1 Hr. Tech On Duty	($171)

Prices effective 7/3/11 and subject to change without notice.

Total Equipment Rental	
Labor: $57 per Room per Day Minimum	
Sales Tax 7.75%	
Total Amount Due	

COMMON PACKAGES - ROOM SIZE 0000-1800sf = Small 1800-5000sf = Medium 5000-8000sf = Large	QTY	DAILY-RATE	# OF DAYS	TOTAL
S | Tripod Screen Pkg.(6' Screen, Stand, Cabling) (⧖)		75.00		
M | Fast-Fold Screen Pkg.(Screen, Stand, Cabling) (⧖⧖)		180.00		
L | Fast-Fold Screen Pkg.(Screen, Stand, Cabling) (⧖⧖)		200.00		
S | LCD Proj. Pkg.(1000 lm LCD, Screen, Cabling) (⧖)		450.00		
M | LCD Proj. Pkg.(1000 lm LCD, Screen, Cabling) (⧖⧖)		555.00		
L | LCD Proj. Pkg.(3000 lm LCD, Screen, Cabling) (⧖⧖)		650.00		
S | Overhead Pkg.(OH Proj, Screen, Cabling) (⧖)		100.00		
S | Video Pkg. (27" Monitor, DVD Player, Cart) (⧖)		215.00		

DISPLAY EQUIPMENT				
17" Flat Screen Monitor		75.00		
20" Flat Screen Monitor		175.00		
42" Plasma Display (With Tall Stand)		300.00		
50" Plasma Display (With Tall Stand)		400.00		
LCD Data Projector (3000 Lumens)		400.00		
LCD Data Projector (7000 Lumens)		750.00		

AUDIO EQUIPMENT				
House Patch (Patch into House Amp & Spkrs)		55.00		
Wired Hand-Held Microphone		35.00		
Wireless Microphone (Choice of: Hand-Held or Lapel)		125.00		
CD Player		50.00		
4 Channel Mixer		35.00		
16 Channel Mixer		100.00		
75 Watt Audio Pkg. (2 Powered Spkrs, Stands, 1 Mic)		150.00		
250 Watt Audio Pkg. (2 Powered Spkrs, Stands, 1 Mic)		250.00		

COMPUTER EQUIPMENT				
Pentium IV Notebook Computer		150.00		
Computer Audio Adapter		25.00		
Computer Speakers		75.00		

OTHER EQUIPMENT				
AC Cord with Power Strip		20.00		

The undersigned acknowledges receipt of the equipment described herein and agrees to assume the replacement cost for any loss or damage of said equipment which is the property of Projection Presentation Technology, Inc. ®

Received by _____ Date _____