

AUDIOVISUAL EXHIBITOR SERVICES



Name of Conference:		Number of event days:
Company Name:	Onsite Contact Name:	Booth #/Room
Address	City & State	Zip Code:
Telephone Number:	Start Date:	Set by Time:
Email Address:	End Date:	Strike by Time:
Ordered by:		

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

If you have a special request of need additional equipment please call: 617-830-4534.

Email Completed form to gpichardo@psav.com

VIDEO/DISPLAY	QTY	RATE
PC Laptop		\$240
LCD Projector		\$505
8' Tripod Screen		\$95

ACCESSORIES	QTY	RATE
Computer Advancer		\$65
Flipchart		\$95

AUDIO EQUIPMENT	QTY	RATE
Audio Patch		\$70
Wired Mic, Mixer, Speaker		\$265
Wireless Mic, Mixer, Speaker		\$405

MONITORS	QTY	RATE
24" LCD Monitor and cables		\$240
32" LCD Monitor, Stand and Cables		\$400
46" LCD Monitor, Stand and Cables		\$675
55" LCD Monitor, Stand and Cables		\$865
Other size monitors available upon request		

Labor Pricing:
Set/Strike --- \$90 per hour
Event Operation --- \$105 per hour

To be completed by PSAV Representative:
 Subtotal Above Item(s)
 +24% Service Charge to be applied
 +6.25% Tax
 +1 hour minimum of Labor

ORDERING INSTRUCTIONS

To guarantee equipment availability this order should reach us 21 days prior to start date. Pricing is per day.

Operator Labor, if requested is subject to the hourly rate with a 5-hour minimum. \$105 per hour

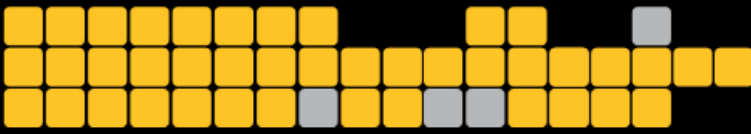
24% service charge will be applied on the subtotal and 6.25% Tax.

Tax Exempt Status- If you are exempt from payment of sales tax, we require you to forward exemption certificates of ST-2 and ST-5.

CANCELLATIONS:

- Cancellations received within 48 hours of the scheduled start date are subject to a 50% fee applicable to equipment and tax
- Cancellations received on the start day or no-shows are subject to the full amount of the order to include installation, service and tax

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AUDIOVISUAL EXHIBITOR SERVICES



**PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION.
POWER SERVICE PRICING IS PER SHOW- 7 day max.**

**If you have a special request or need additional equipment please call: 617-830-4534.
Email Completed form to gpichardo@psav.com**

*Advanced Rate: requests that are submitted 14 day prior to the set day of the event
Standard Rate: requests that are submitted within 14 days prior to the set day of the event*

POWER EQUIPMENT/SERVICE <i>pricing per show</i>	QTY	Adv Rate	Std Rate
Single Phase 20 amp w/power strip		\$240	\$345
100 amps Three Phase		\$1245	\$1785
200 amps Three Phase		\$1860	\$2320
<i>Additional Power Options Available- Please contact PSAV for further details</i>			

POWER EQUIPMENT <i>pricing per day</i>	QTY	# of days	Rate
Additional Power Strip <i>must order power service and per day charge</i>			\$40

Labor Pricing:
Power Technician --- \$105 per hour

To be completed by PSAV Representative:
Subtotal Above Item(s)
+24% Service Charge to be applied
+6.25% Tax
+1 hour minimum of Labor

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Operator Labor, if requested is subject to the hourly rate with a 5-hour minimum. \$105 per hour

24% service charge will be applied on the subtotal and 6.25% Tax.

Tax Exempt Status- If you are exempt from payment of sales tax, we require you to forward exemption certificates of ST-2 and ST-5.

CANCELLATIONS:

- c) Cancellations received within 48 hours of the scheduled start date are subject to a 50% fee applicable to equipment and tax
- d) Cancellations received on the start day or no-shows are subject to the full amount of the order to include installation, service and tax

****Internet requests are arranged directly through the Westin Boston Waterfront.
Please reach out to your Meeting and Events Manager for details.****