

REQUEST FOR AUDIO/VIDEO RENTAL

Name of Event _____ Event Dates _____ Booth # _____

Company Name _____ Phone # _____

Fax # _____ E-mail Address _____

City/State _____ Zip Code _____

Authorized By _____

Signature _____ Date _____

**** ALL ITEMS LISTED ARE BILLED PER ITEM / PER DAY, UNLESS OTHERWISE NOTED OR QUOTED BY YOUR CATERING MANAGER.**

AUDIO	QUANTITY	RATE each/per day	TOTAL
4 Channel Mixer		\$35	
8 Channel Mixer		\$50	
150W Mackie Amplifier with 2 Speakers and Stands		\$200	
Power Sub for Mackie Speakers		\$100	
House Audio System tap Connections for iPod, DVD, Computer, Etc 1/8"		\$50	
Floor/Table Podium (Microphone Extra)		\$35	
Digital Podium (Image Required)		\$150	
Media Player		\$50	
Wired Hand Held Microphone		\$30	
Wireless Hand Held Microphone		\$100	
Wireless Lapel Microphone (Lavalier)		\$100	
Floor or Table Stand for Microphone		\$15	
TOTAL			
VIDEO	QUANTITY	RATE each/per day	TOTAL
Executive Meeting Package: Projector Accepts VGA HDMI Inputs - Includes Projector, screen + AV Cart		\$400	
Event Presentation Package: 2-Projectors, 2-Screen VGA/Hdmi, Sound Tap, 2 Wireless Mics, 8'x20' Stage at 18", 24" or 30", Black Pipe & Drape 8'x20', 1 Podium, 1 Power point clicker		\$1,400	
Client Supported Projector Package: Screen, AV cart, Power with 3 outlets		\$125	
32" LCD Flat Screen		\$100	
42" Screen TV		\$145	
55" Screen TV		\$200	
DVD Player		\$45	
2 Way Switcher VGA or HDMI		\$55	
Portable Screen 6'x6'		\$50	
Portable Screen 10'x10/ or 8'x10'		\$75	
VGA Video/Data Projector Portable 2000 Lumen		\$300	
TOTAL			

MISCELLANEOUS	QUANTITY	RATE each/per day	TOTAL
4x4 Dance Floor Hard Wood		\$25	
20x20 Dance floor (larger @ \$25 per 4' square or smaller @ -\$25 per 4' square		\$600	
18" per 4'x8' piece, 24" Riser per 4'x8' piece or 30" Riser per 4'x8' piece		\$50	
Analog Line with Phone		\$50	
Addition of Custom Logo to meeting room reader boards		\$35 per logo	
A/V Cart (includes extension cord with 3 outlets) w/power		\$50	
A/V Technical labor charge		\$75/tech per hour	
Post It Flip chart		\$45	
Flip Chart		\$35	
Easel		\$20	
4'x6' Dry Erase Bulletin Board		\$40	
Electric charge for tabletop or exhibit booths (extension cords/power strips)		\$50	
Power Strips 3-8 outlets (in addition to power charge)		\$5	
Flag (US and Ohio)		\$25	
High Speed internet (Cat5)		\$100	
Laptop Computer		Call Ahead	
Laser Pointer		\$20	
Power Point Clicker		\$20	
Pipe & Drape 8x10 Black (6', 8', 10' wide by 8' tall)		\$75	
Speaker Phone w/Phone Line (Long Dist. Extra) 1-time per event per room		\$75	
Classroom Power		\$4 per person	
TOTAL			

All billable items are subject to 24% service taxable charge & applicable state & local taxes.



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