



AV/Electrical/Internet Form



Event Name:		Room/Booth:	
Company:		Delivery Date:	Delivery Time:
Billing Name:		Pickup Date:	Pickup Time:
Billing Address:		City:	State: Zip:
Onsite Contact:		Email:	
PHONE		Signature:	
Contact's E-mail:		On-site Contact/Cell #:	
Cardholder Name:		CC#	
Type of Card	Visa	Mastercard	American Express Discover
Cardholder Signature:		Exp Date:	Security Code:
		Date:	

BY SIGNING AND DELIVERING THIS FORM, CUSTOMER AGREES TO ALL TERMS AND CONDITIONS ON THIS FORM. PLEASE READ THIS FORM CAREFULLY PRIOR TO PLACING ORDER.

To receive PRE SHOW rates Encore must receive this completed order form, with credit card information, no later than 14 days prior to show opening. Once the order form is received an official estimate will be emailed back to the customer for final approval. All other orders will be processed with an additional 20% expedite fee.

ALL EQUIPMENT PRICES ARE PER DAY UNLESS OTHERWISE STATED

Description	Pre Show	Qty	Days	Total
Video Equipment				
22" LCD Monitor (16x9)	\$135			
32" LCD Monitor (16x9)	\$265			
42" LCD Monitor (16x9)	\$475			
50" LCD Monitor (16x9)	\$550			
60" LCD Monitor (16x9)	\$650			
70" LCD Monitor (16x9)	\$955			
6' Stand for Monitors	\$80			
6' Stand with Shelf	\$110			
DVD/Blu-ray Player	\$150			
LCD Projector: 4k Lumens	\$500			
DLP HD Projector: 6k Lumens	\$1035			
DLP HD Projector: 10k Lumens	\$1,910			
Roland Digital Switcher	\$320			
Barco PDS902 Seamless Switcher	\$795			
Event Support				
Poster Easel	\$15			
4' x 6' White Board on Wheels	\$135			
Flipchart w/ Markers	\$75			
3M Flipchart w/ Markers	\$90			
Computer Equipment				
Laptop Computer	\$255			
Wireless Presentation Mouse	\$35			

Description	Pre Show	Qty	Days	Total
Rigging				
Rigging Motor/Point Package	\$562			
Rigging Nonmotor/Point Package	\$245			
All Rigging requests need to be submitted through: https://www.encoreglobal.com/rigging-request/				
Rigging Labor				
All Rigging is Subject to atleast 2 Riggers (1 Hight Rigger and 1 Ground Rigger) @ \$110per hour with a 5 hour minimum.	\$110 / hour			
Audio Equipment				
Wireless Mic UHF Combo (Handheld or Lav)	\$185			
Headset Mic (UHF Required)	\$135			
Wired Microphone	\$70			
Powered Speaker with Stand	\$115			
Computer Audio Connection	\$70			
10 Channel Analog Mixer	\$135			
8 Channel Digital Mixer	\$185			
Totals				
Total Equipment Charges				
20% Expedite Fee (Within 14 Days of Show Opening)				
23% Service Fee				
LABOR estimate will be provided in ENCORE'S formal written quote.				xxxxxxx
Estimated TOTAL				