

Phone 504 613-1871

Please FAX your order to: 504 613-1899

Show Name: _____
 Organization: _____
 Address: _____
 Address: _____
 City / State / Zip: _____

Phone: _____
 Fax: _____
 On Site Contact: _____
 Show Dates: _____
 Email: _____

Name: _____
 Type of card: _____ Visa _____ MC _____ AE _____ Discover
 Account Number: _____
 Expiration: _____ Zip Code: _____

Cancellation Policy

Orders canceled less than 48 hours prior to, during or after delivery will be subject to a minimum (1) day charge.

VIDEO AND COMPUTER DISPLAY (prices below are per day)			COMPUTERS & PRINTERS (prices below are per day)		
EQUIPMENT	COST		EQUIPMENT	COST	
20" LCD Video & Computer Monitor	\$200.00		Basic Black & White Laser Printer	\$100.00	
32" LCD Video & Computer Monitor	\$325.00		Laptop Computer	\$200.00	
40" LCD Video & Computer Monitor	\$475.00		Desktop Computer w/ 20" Monitor	\$150.00	
46" LCD Video & Computer Monitor	\$525.00		AUDIO EQUIPMENT (prices below are per day)		
50" LCD Video & Computer Monitor	\$575.00				
60" Plasma Monitor	\$750.00		EQUIPMENT COST		
Floor Stand for 32" and Larger Monitor	\$75.00		CD Player	\$50.00	
DVD Player	\$75.00		2 Speaker Sound System with Mixer	\$200.00	
54" Skirted Rollcart	\$25.00		Wired Mic - Lavalier or Hand Held (circle one)	\$45.00	
Projection Screen	\$50.00		Wireless Mic - Lavalier or Hand Held (circle one)	\$175.00	
Small speaker for computer monitors	\$35.00		Ordering Instructions: To guarantee availability, orders should be faxed to 504-613-1899 two weeks prior to delivery. Tax Exemption: Unless a sales tax exemption certificate from the State of Louisiana is received, state and local sales taxes will apply.		
ITEM NOT LISTED (Call 504-613-1871 for info):					
STANDARD BOOTH ELECTRICAL OPTIONS (prices below are show rate)					
Booth	COST				
A. 20 AMP / 2000 Watts	\$90.00	3 Days			
High Power Outlets					
B. 208 Volt for Industrial Equipment	\$300.00				
C. 3-Phase Power	Call				
D. Sign Hanging	Call				

Equipment Request	Location / Booth	Installation Date / Time	Disconnect Date / Time	Days	Quantity	Price	Subtotal

EQUIPMENT TOTAL	
ADMINISTRATION FEE 5%	
SALES TAX 11%	
ADDITIONAL LABOR	
SERVICE CHARGE 24%	
TOTAL	

Orders unaccompanied with payment information will not be processed. No credit will be given for unused services which have already been installed. Customer agrees that PSAV and New Orleans Marriott shall not be liable for, and shall hold PSAV and New Orleans Marriott harmless from any damages caused by negligence of non-PSAV or New Orleans Marriott employees and/or from events outside of PSAV & the New Orleans Marriott control such as strikes, accidents, fires, force majeure, delays, etc. Customer agrees to submit any claims for damages to PSAV before end of rental period or customer waives any right to make a claim.

I authorize PSAV Presentation Services to charge my card:

Authorized Signature: _____

Date: _____