



**AUDIOVISUAL SERVICES ORDER FORM**

NAME OF CONFERENCE:				START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:				ON-SITE CONTACT NAME:		ROOM/EXHIBIT BOOTH #:
STREET ADDRESS:				CITY & STATE :		ZIP CODE:
TELEPHONE NUMBER:				FAX NUMBER:		
ORDERED BY:				PRINT CARDHOLDER'S NAME:		BILLING ZIP CODE:
AMEX	MCARD	CHECK#:	ROOM#:	EXPDATE:	CC #	CV
VISA	CHECK					
CARDHOLDER'S SIGNATURE:				EMAIL ADDRESS (PLEASE PRINT):		

\*We will use this authorization to charge your credit card account for this advance order and any additional amounts incurred as a result of all event site changes placed by your representatives.

Have a special request or need additional equipment, please call 305.925.9767. Email completed form to alexis@aag-live.com

PRICES ARE FOR RACEWORLD GUESTS ONLY . ALL RENTAL PRICES SUBJECT TO 15% MARKUP IF ORDERED DAY OF.

VIDEO/DATA DISPLAY	Price	Days	QTY
DVD Player	\$115		
LCD Projector	\$570		
Blu-Ray Player	\$170		
Laptop	\$250		
AUDIO EQUIPMENT	Price	Days	QTY
Wired Microphone: Handheld or Lavalier	\$80		
Wireless Microphone Unit: Handheld or Lavalier	\$250		
Computer Audio Connection <i>Requires Speaker &amp; Mixer</i>	\$65		
Individual 8" Small Powered Speaker with Stand	\$135		
Sound System: (2) 12" speakers (2) stands (1) Mixer Wired Microphone	\$600		
LIGHTING	Price	Days	QTY
6 pack Lighting Package	\$400		
Moving Led Light	\$300		
Party Lighting Package - 20 amp circuit required (Call for Details)	\$920		
Intelligent Lighting and control	Please contact us for proposal		

ACCESSORIES	Price	Days	QTY
Projector Screens: 6'	\$250		
Projector Stand	\$40		
Mac Adapter VGA DVI <i>Please provide model/year/generation</i>	\$35		
Staging 4x8 deck	\$150		
MONITORS - Don't have a USB port. Will require laptop rental.	Price	Days	QTY
46" LCD w/built-in Speaker Floor Stand Table Stand	\$ 650		
55" LCD w/built-in Speaker Floor Stand Table Stand	\$ 765		
65" LCD w/built-in Speaker Floor Stand Table Stand	\$1160		
Need another size? Please contact us directly with your request. Touchscreen options available			
OTHER ITEMS	Price	Days	QTY
Generator - 20 AMPs plus fuel	\$495		
Generator - 30 AMPs plus fuel	\$825		
25' AC Cable	\$20		
Power Strip	\$20		

**ORDERING INSTRUCTIONS**

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum. A written confirmation will be sent once your order is received and processed.

The total charge per item is determined by multiplying the price by the quantity ordered per day of use. Please include applicable Sales Tax on equipment rental and/or labor.

TAX EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

- CANCELLATIONS:**
- A) Cancellations received within 20 days of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
  - B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

**DELIVERY INFORMATION**

**On-Site Contact:**

Delivery Date: \_\_\_\_\_

Delivery Time:            AM            PM

Pickup Date: \_\_\_\_\_

Pickup Time:            AM            PM

Location #: 4035 Job #: \_\_\_\_\_

**RETURN FOR PROCESSING**

PLEASE CONTACT US FOR CUSTOM ORDERS

IF YOU WANT TO HAVE A BAND OR ENTERTAINMENT IN YOUR AREA WE CAN HELP WITH THAT AS WELL.

CONTACT ALEXIS. alexis@aag-live.com

**RENTAL TOTALS**

EQUIPMENT TOTAL (Multiply Price X Days X QTY per each item requested to get total amount)	1
SET UP AND TEAR DOWN (22% OF LINE 1 OR \$80 Minimum – REQUIRED)	2
TOTAL DUE	3

**\*\*PAYMENT IS DUE WHEN ORDER IS PLACED \*\***