



PALACIO DEL RIO
200 South Alamo San Antonio, TX 78205

Joey Cuevas
Director of Event Technology
Phone (210) 270-0808
Fax (210) 270-0810
E-mail: jcuevas@psav.com



EXHIBITOR ORDER FORM

Program: _____
Set up Date: _____ Set up Time: _____ Booth #: _____
End Date: _____ End Time: _____

<u>Exhibitor Company Name</u>
<u>On-Site Contact Name</u>
<u>E-mail Address</u>
<u>Billing Address</u>
<u>City, State</u>
<u>Zip</u>
<u>Telephone Number</u> ()
<u>Fax Number</u> ()

<u>Audio Visual Equipment</u>	<u>Show Rate</u>	<u>On-Site</u>	<u>Qty</u>	<u>DAYS</u>	<u>TOTAL</u>
Power (Ext.cord, Power Strip, Electricity)	\$65.00	\$85.00	X	=	
B & W Laser Jet Printer	\$300.00	\$450.00	X	=	
Color Laser Jet Printer	\$450.00	\$650.00	X	=	
Fax Machine (B & W)	\$225.00	\$300.00	X	=	
Tripod Screen 5ft-8ft	\$90.00	\$100.00			
Mac Adapters	\$30.00	\$25.00	X	=	
21" LCD Monitor (SVGA / MAC)	\$90.00	\$145.00	X	=	
55" Plasma w/ Stand	\$450.00	\$550.00	X	=	
70" LED TV w/Stand	\$650.00	\$750.00	X	=	
Wired Internet (Per Connection)	\$180.00	\$200.00	X	=	
Wireless Internet (Per Login)	\$50.00	\$135.00	X	=	
Laptop Computer	\$250.00	\$350.00	X	=	
Blu-Ray Player with USB Port	\$125.00	\$100.00	X	=	
Small Breakout Projector	\$500.00	\$725.00	X	=	
Magnetic Pinpoint for Display or Banner	\$80.00	\$120.00	X	=	
Flip Chart w/ Pad and Markers	\$80.00	\$100.00	X	=	
IPAD 2	\$100.00	\$200.00	X	=	
PSAV Portable Bluetooth Speaker	\$200.00	\$300.00	X	=	
Powered Speaker w/ Stand	\$225.00	\$350.00	X	=	
Wireless Microphone	\$190.00	\$260.00	X	=	
Wireless Presenter (Slide Advancer)	\$75.00	\$95.00			
Labor (Set / Strike)					\$100
Sales Tax				8.25%	

To acquire PSAV Exhibitor Services please fill out all form's and e-mail them to jcuevas@psav.com or by faxing them to 210-270-0810.
*****ALL REQUEST MUST BE SUBMITTED 2 WEEKS PRIOR TO EVENT TO SECURE EQUIPMENT AND LABOR*****

*****Orders received less than 5 days before exhibit set-up will be charged on-site rates, and additional labor fees will apply*****

For all other Audio Visual needs not listed on this form
Please contact PSAV at 210-270-0808