

AVT Grand Hyatt Exhibitor Audiovisual Order Form

Conference Name	
Rental Dates	
Set-Up Time	
Tear Down Time	

Company Name	On-site Contact	
Street Address		
City, ST, Zip		
Phone	Fax	
Email		

Payment Type - C.O.D. (circle one)				
Company Check	AMEX	VISA	MC	
CC #		Exp. Date	Sec. Code	
Cardholder Name (please PRINT)				
Signature				

Booth Number(s)	
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Equipment (please indicate items needed)

Computer/Data Monitors:	Type	Price Per Day	Quantity	# of Days	Extended Price
	17" Flat Screen Monitor	\$175.00			
	20" Flat Screen Monitor	\$275.00			
	23" Flat Screen Monitor	\$350.00			
	42" Plasma Monitor (16:9)	\$550.00			
	42" Plasma Monitor HD	\$750.00			
	50" Plasma Monitor (16:9)	\$1,000.00			
	floor stand - 42/50" monitors	\$100.00			

Computers:				
Laptop Computer	\$295.00			
Computer Speakers	\$25.00			

Video Monitors / Video Players				
27" TV/VCR/DVD	\$250.00			
1/2" VHS Player	\$100.00			
DVD Player	\$100.00			

Setup and Teardown Labor Charge (23% of equipment total)	
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Total Cost (add 8.875% tax)	
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For items not listed above, please call AVT Event Technologies at (212) 883-1234 x4025

Please fax form along with a *clear photocopy of both sides of your credit card* to AVT Event Technologies at (646) 213-6620 no less than 3 working days prior to your event to place order.

All electrical charges are separate and billed through the Grand Hyatt New York.
 All telephone & internet charges are separate and billed through the Grand Hyatt New York.
 Please call your catering or convention services manager for further information.