Victoria Conference Centre

Exhibitor Audio Visual Request

sharp's audio visual

Please read the entire form carefully. By completing this form you understand and agree to the *guidelines set below.

Event Name:	**Event Date:**
Contact Name:	**Company Name:**
Address:	**City:**
Province/State:	**Postal/Zip Code:**
Telephone Number:	**Fax Number:**
Email Address:	**Room:** **Booth #:**
Install Date:	**Time:**
Dismantle Date:	**Time:**

QUANTITY	EQUIPMENT REQUIRED	ADVANCED RATE (per day) Form and full payment received 7 days prior to show move-in	STANDARD RATE (per day) Form and full payment received less than 7 days to show move-in	NUMBER OF DAYS	TOTAL
	52" Flat Panel LCD Monitor w/ table stand	$150.00	$250.00		
	42" Flat Panel LCD Monitor w/ table stand	$100.00	$200.00		
	32" Flat Panel LCD Monitor w/ table stand	$70.00	$140.00		
	20" Flat Panel LCD Monitor w/ table stand	$40.00	$80.00		
	Floorstand for 32" - 55" LCD / Plasma (7 ft.)	$100.00	$150.00		
	Draped cart with Monitor Rental	$10.00	$10.00		
	Draped cart without equipment rental	$15.00	$20.00		
	DVD Player	$45.00	$55.00		
	Laptop (NBK Core 2 DUO 2.1 GHz)	$185.00	$250.00		
	Keyboard & Mouse; **indicate connector type**	$10.00	$15.00		
	CD Player	$30.00	$45.00		
	Fostex 6301-B Powered Speaker	$25.00	$40.00		
	Wireless Handheld or Lapel Microphone	$90.00	$120.00		
	Wired Table Microphone	$20.00	$25.00		
	Ethernet switch (8 port hub)	$25.00	$40.00		
	5' Skirted Tripod Projection Screen	$25.00	$30.00		
	AV Technician labour @ $ 55.00 / hour				
Don't See What you Require? Please Call Us Direct ~ We Have It!					
PAYMENT INFO: ☐ Visa ☐ MasterCard ☐ American Express				***Subtotal:***	
Cardholder's Name:	Expiry Date:			***HST 12%***	
Credit Card Number:					
*Cardholder's Signature:	Date:			***AMOUNT PAYABLE:***	

PAYABLE TO: Amount payable is subject to prevailing taxes and is payable in Canadian Funds

Sharp's Audio Visual Ltd.
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GST Registration #10443-689 4RT

** PRICES SUBJECT TO CHANGE WITHOUT NOTICE

***I herby authorize Sharp's Audio Visual or its agents to install the service(s) described above and agree to assume complete responsibility for all charges including lost or stolen equipment and additional labour charges which may exceed the amount payable made herewith.**

02/09