

EXHIBITOR AUDIO VISUAL ORDER

AVGIGS is the official audio visual, computer, and video display supplier for this show. AVGIGS will be on-site from set up through dismantle. Rates published are for the entire duration of the event. Advance Rate applies to orders received 15 days before the move-in date.

Equipment	Qty	Advance Rate	Total
PC Laptop: 14" Display, Current Windows, Current Office, Ethernet, Wifi, USB Mouse, & Cable Lock		\$250	\$
Mac Laptop: 15.4" Display, Current OS, iWork, Current Office, Ethernet, Wifi, USB Mouse, & Cable Lock		\$300	\$
Wireless Keyboard & Mouse Set		\$75	\$
Computer Audio Speakers		\$100	\$
Wireless Slide Advance Remote		\$50	\$
Equipment	Qty	Advance Rate	Total
24" HD LCD: 1920 x 1080 Resolution Table Stand Only		\$350	\$
32" HD LED: 1920 x 1080 Resolution - Internal Speakers Please check / circle stand <input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mount <input type="checkbox"/> 72" Floor Stand		\$450	\$
40" HD LED: 1920 x 1080 Resolution - Internal Speakers Please check / circle stand <input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mount <input type="checkbox"/> 72" Floor Stand		\$550	\$
55" HD LED: 4K Resolution - Internal Speakers Please check / circle stand <input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mount <input type="checkbox"/> 72" Floor Stand		\$700	\$
65" HD LED: 1920 x 1080 Resolution - Internal Speakers Please check / circle stand <input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mount <input type="checkbox"/> 72" Floor Stand		\$1300	\$
75" HD LED: 1920 x 1080 Resolution - Internal Speakers Please check / circle stand <input type="checkbox"/> Table Top <input type="checkbox"/> Wall Mount <input type="checkbox"/> 72" Floor Stand		\$1500	\$

* Monitor Stand / Shelf / Mount Hardware are not available for a la carte rentals

Equipment	Qty	Advance Rate	Total
USB Media Player		\$100	\$
Equipment	Qty	Advance Rate	Total
Wireless UHF Mic Kit Please check / circle option <input type="checkbox"/> Hand Held <input type="checkbox"/> Lavalier <input type="checkbox"/> Headset		\$300	\$
Small Booth Sound System Includes (1) Speaker, Floor Stand, 8-Channel Mixer, D.I. Box, (1) Wired Hand Held Microphone with Stand		\$800	\$
Large Booth Sound System Includes (2) Speakers, Floor Stands, 8-Channel Mixer, D.I. Box, (1) Wired Hand Held Microphone with Stand		\$900	\$

* Audio Operator labor available - call for pricing.

Projection offers a complete turnkey solution for all exhibit AV needs

LED / Projectors / Screens / Audio
Email us your RFP: ordes@avgigs.com

Equipment Rental Subtotal	\$
Booth Number	

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Totals	
1) Equipment Rental Sub Total: from page 1	\$
2) California State Sales Tax: 10.25%	\$
3) Equipment Set / Strike Labor: 25% of Equipment Total or \$275 flat fee - whichever is greater. <i>** Equipment Set / Strike Labor includes Preparation, Delivery, Set-Up, On-Site Assistance, Strike, and Return.</i>	\$
4) Order Total:	\$
Order Instructions	

Customer / Exhibitor Information	
Company Name:	Ordered By:
Show / Event Name:	Phone:
Delivery Date:	Email:
Delivery Time: <input type="checkbox"/> 9AM-12PM <input type="checkbox"/> 1PM-4PM	On-Site Contact Name:
	On-Site Contact Cell Phone:

*A representative of your company MUST BE PRESENT at the time of delivery for set up instructions and delivery verification.
Please note that equipment will not be left / set up in an unattended booth.*

Payment Information

*Complete this form and email it to orders@avgigs.com
A AVGIGS representative will share an order summary and secure credit card payment link to confirm.
Let us know if you prefer an ACH payment option when you place your order.
Purchase Orders are not considered a form of payment.*

Orders are not confirmed until full payment is received.

Questions?
Call: 562-304-3564
Email: orders@avgigs.com

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Rental Agreement

All equipment rentals are based on event rates and apply to event days only. Equipment rental prices do not include labor, delivery, electrical services, or removal of equipment from your booth. It is understood and agreed that EXHIBITOR is renting **AVGIGS** equipment for a specified period of time and is responsible for its safe return. EXHIBITOR hereby agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and / or damage to said property. All rental equipment must be returned to **AVGIGS** in the same condition as it was in at the time of delivery to EXHIBITOR, reasonable wear and tear excluded. EXHIBITOR will immediately notify **AVGIGS** of any damage to the rental equipment, and EXHIBITOR hereby agrees to be billed for any damage to, or loss of, rental equipment damaged while in EXHIBITOR's care, custody and / or control. In no event shall EXHIBITOR permit any equipment to be used and/or possessed by other exhibiting parties other than the named EXHIBITOR without prior consent of **AVGIGS** in each instance.

Cancellation

Cancellation of equipment rental and services must be received 72 hours prior to delivery date to avoid a minimum one-day charge on equipment. If equipment and services have already been provided at the time of cancellation, a handling charge and a minimum one-day charge on equipment will apply.

PLEASE NOTE:

ALL PAYMENT, INCLUDING APPLICABLE TAX, IS DUE AT THE TIME SERVICES ARE ORDERED. PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.

Payment Terms

Full payment, including any applicable tax, is due at the time services are ordered. All payments must be in U.S. dollars. Orders received without advance payment or after the deadline date will incur additional charges as indicated on the order form. All materials and equipment are on a rental basis for the duration of the event and remain the property of **AVGIGS** except where specifically identified as a sale. It is the EXHIBITOR'S responsibility to advise our Exhibit Service Personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If you are exempt from payment of sales tax, **AVGIGS** requires you to forward an exemption certificate for the state in which the services are to be used. Resale certificate are not valid unless EXHIBITOR is rebilling these charges to its customers. For International exhibitors, **AVGIGS** requires 100% prepayment of advance orders, and any orders or services placed at show site must be paid at the show.

These payment terms and conditions shall be governed by and construed in accordance with the LAWS OF THE STATE OF VA. In the event of any dispute between the EXHIBITOR and **AVGIGS** relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to **AVGIGS** for its services, as an offset against the amount of any alleged loss or damage. Any claims against **AVGIGS** shall be considered a separate transaction, and shall be resolved on its own merits. **AVGIGS** reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that **AVGIGS** may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges.

Unpaid Balances

Should there be any pre-approved unpaid balance after the close of the event, terms will be net, due and payable in Mami, FL upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepayment basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by **AVGIGS** shall be either applied to reduce the principal unpaid balance or refunded to the payer.

Agreement

I HAVE READ THE FOLLOWING TERMS AND CONDITIONS

Authorized Signature:

Date:

Company Name:

Booth #: