



**HYATT  
REGENCY**  
DENVER AT COLORADO  
CONVENTION CENTER



# AUDIOVISUAL EXHIBITOR SERVICES

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:	DELIVERY DATE	DELIVERY TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
ORDERED BY:			

***Equipment ordered is a daily rental, Power is a one time charge.***

If you have any questions or need additional equipment, please call 303-486-4878.

VIDEO/DATA DISPLAY	QTY	PRICE
Laptop		\$245
LCD Projector		\$480
Blu-Ray Player		\$140
AUDIO EQUIPMENT	QTY	PRICE
DI Box (Laptop/ Phone Audio)		\$65
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$195
Individual Small Powered Speaker (up to 5 people)		\$85
4-Channel Mixer		\$70
ACCESSORIES	QTY	PRICE
Tripod Screens: 6', 7' or 8'		\$90
Safelock Stand		\$35
CUSTOM ITEMS	QTY	PRICE
		\$
		\$

MONITORS	QTY	PRICE
32" LCD Monitor (Dual Post Stand, Table Stand, Speakers)		\$260
52" LCD Monitor with floor stand		\$565
70" Monitor (Dual Post Stand, Table Stand, Speakers)		Please contact PSAV for quote
POWER	QTY	PRICE
208V Single Phase - 20 AMP		\$135
208V Three Phase - 20 AMPs		\$185
208V Single Phase - 60 AMPs		\$290
Additional 25' AC Cable		\$20
Additional 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. An electronic receipt will be emailed to you.

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 48 hours 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.

### SPECIAL REQUESTS Please add any items not listed above that you require.


**Labor, Event Technology Support and Loss Damage Waiver will apply.**

PSAV at  
Hyatt Regency Denver at  
Colorado Convention Center  
650 15th Street,  
Denver, CO 80202





PARTNERS IN SHOW™



**Credit Card Consent / Security Deposit Form**

Property Name: \_\_\_\_\_

**PLEASE FAX COMPLETED FORMS TO SECURE FAX NUMBER: 303-486-4314**

Credit Card Type: American Express \_\_\_\_\_ Discover \_\_\_\_\_ MasterCard \_\_\_\_\_ Visa \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Exp Date: \_\_\_\_\_ Security Code \_\_\_\_\_

Cardholder's Name: \_\_\_\_\_

(As it appears on credit card)

Cardholder Billing Address: \_\_\_\_\_ Zip Code (REQUIRED): \_\_\_\_\_

(Only numeric portion required)

Cardholder email address: \_\_\_\_\_

Cardholder's Phone Number: \_\_\_\_\_

Customer Name: \_\_\_\_\_

(Name as it should appear on the invoice)

Invoice/Order Number(s): \_\_\_\_\_ Customer PO: \_\_\_\_\_

(If a PO # is not provided use loc # and Order ID XXXX XXXX)

I, (please print) \_\_\_\_\_, certify the above information to be true and correct to the best of my knowledge. As the cardholder, I am authorizing the above credit card account to be charged for the attached order and any additional amounts incurred as a result of all show site changes ordered by my representatives and/or place my card on file for Security Deposit purposes in the event of payment default, cancellation fees or damages/losses owed per PSAV Terms and Conditions – See Terms and Conditions.

Signature \_\_\_\_\_ Date \_\_\_\_\_