



Official Vendor Form



Henry B. Gonzalez Convention Center

Questions? Please Call: 210-417-4095 On Weekends Call: 210-308-0182

Submit Your Order Via: OZamora@psav.com or Fax: 866-219-7878

AV PRICING ONLY : Labor will be added by Sales Staff

Customer Information

*Conference Name:

*Booth Name & #:

Company:

On-Site Contact:

Address:

On-Site Phone #:

City:

State & Zip:

Set Up Date:

Time:

Ordered By:

Phone:

End Date:

Time:

*Email:

RATES

Equipment Subtotal is the Advanced Rate or On-Site Rate per item, Multiplied by the number of Total days the equipment is needed. To guarantee equipment availability and Advanced Rate, this order should reach us 21 days prior to delivery. Labor to Set/Strike Equipment, and Operator labor are subject to the prevailing hourly rate with a 4 hour minimum. Labor will be added by Sales Staff

ALL PRICING IS PER DAY

Advanced Rate

On-Site Rate

Total Days

QTY

TOTAL

Monitors

Blu Ray DVD Player

\$130.00

\$155.00

24" Monitor

Table Stand Only

\$135.00

\$185.00

46" Monitor

Floor Stand (+55)

Table Top

\$470.00

\$525.00

55+" Monitor

Floor Stand (+55)

Table Top

Call for Pricing

70" Monitor

Floor Stand (+55)

Table Top

\$950.00

\$1000.00

Computers

Windows Laptop

\$250.00

\$305.00

Windows Desktop

\$350.00

\$405.00

MAC Laptop (Apple)

\$350.00

\$405.00

MAC Desktop (Apple)

\$350.00

\$405.00

IPad (Mini or Regular)

\$145.00

\$200.00

iPod

\$65.00

\$115.00

Computer Adapters (Please Specify Below)

\$30.00

\$55.00

VGA

HDMI

Component

Composite

Display Port

Mini Display Port

Lightning

Thunderbolt

Misc. Equipment

5500 Lumens Projector

\$850.00

\$905.00

Tripod Screens

\$90.00

\$125.00

Fast Fold Screens

Call for Pricing

Carts (32- 54") w/ Skirt

\$60.00

\$75.00

Safelock w/ Skirt

\$25.00

\$35.00

B&W Printer

\$150.00

\$205.00

Color Printer

\$350.00

\$405.00



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*Booth Name & #:

<i>*ALL PRICING IS PER DAY*</i>	<i>Advanced Rate</i>	<i>On-Site Rate</i>	<i>Total Days</i>	<i>QTY</i>	<i>TOTAL</i>
Audio					
4 CH Mixer	\$55.00	\$100.00			
Wired Microphone	\$135.00	\$185.00			
Wireless Microphone Unit - Lavalier / Hand Held	\$155.00	\$205.00			
Wireless Mic Headset - Countryman (Headset Only)	\$95.00	\$105.00			
Powered Speaker w/Stand	\$110.00	\$160.00			
PC Direct Input Box (Computer Audio)	\$45.00	\$55.00			
Sound Packages	Call For Pricing				

Lighting (Ground Supported)					
Leko Light	\$45.00	\$95.00			
Par Can Light	\$45.00	\$95.00			
LED Wash Light	\$75.00	\$130.00			
6 Ch Dimmer	\$70.00	\$130.00			
12 Ch Lighting Board	\$115.00	\$165.00			
Custom Lighting Package	Call For Pricing				

****Any Lighting needing to be rigged in air or on beam will require a Rigging Advance to be filled out. Link is: www.psav.com/RiggingForm/**

Labor

i.e. An Audio, Video, Lighting, or a General Tech will be applied to final total by Sales Team for Set and Strike depending on services required and ordered.

Terms and Conditions

- 1 Please allow 72 hours to confirm your order. If you do not receive a confirmation please contact us.
- 1 PSAV will NOT deliver equipment to an unattended booth. An Authorized representative must be present
- 1 Delivery, Pickup, Set Up, Tear Down, and On-Site Service will be applied to final total of order by PSAV Sales
- 1 State and Sales Tax Applied to all Order
- 1 **IMPORTANT: CANCELLATION POLICY - All Cancellations must be submitted in Writing**
 - a) Cancellations within 48hrs of the scheduled delivery date are subject to 50% fee applicable to total order
 - b) Cancellations on day of scheduled delivery date or "no shows" are subject to full amount of order

TAX EXEMPT STATUS: If your Company or Organization is Tax Exempt, We require an Exemption Certificate

DAMAGE WAIVER: By signing this form, you agree to PSAV's Loss and Damage Acknowledgment.

TOTAL

Equipment Total (Labor will be added to final total by PSAV Sales)	\$
TAX 8.25%	\$
FINAL TOTAL	\$

Signature:

Print Name: _____ **Date:** _____