



Adjunct Symposia Audio Visual Order Form

NAME:
COMPANY /ORGANIZATION NAME:
PHONE NUMBER:
FAX NUMBER:
EMAIL:

INSTRUCTIONS:

PLEASE TYPE OR PRINT FIRMLY. YOU MUST COMPLETE A SEPERATE FORM FOR EACH PROGRAM YOU ARE PRESENTING. PLEASE KEEP ONE COPY FOR YOUR RECORDS. RETURN FORM TO AVW-TELAV BY

May 1, 2006

TITLE OF PROGRAM:	
PROGRAM NUMBER:	
DAY/DATE:	TIME:
ROOM:	

RETURN CARE OF:

AVW-TELAV Audio Visual Solutions

Attn: Mariam Ahmad

4545 West Davis Street

Dallas, Texas 75211

Phone: 214-623-1406

Email: mariam.ahmad@avwtelav.com

Audio Visual Equipment and Services:

The following equipment and services will be in each room for your presentation:

2 – Front Projection screens w/ Dress Kits	\$200
2 – 3500 Lumen LCD projectors	\$1300
1 – Presentation Computer (PIV 1/4/256MB)	\$295
1 – Extron P2 VGA Distribution Amp.	\$50
1 – Active VGA Switcher	\$50
1 – Laser Pointer	\$40
1 – Digital Speaker Timer	\$45
2 – Safelock Projection Stands	\$40
1 – 4K Floor Supported Lighting Package	\$225
1 – Lectern Microphone	\$30
1 – Table Microphone	\$30
1 – Floor Microphone	\$30
1 – Sound System (For 500 ppl)	\$350
1 – Mono Cassette Recorder	\$50
1 – 20” Speaker Confidence Monitor	\$150

LABOR PRICING:

1 – Video Engineer	5 Hour Minimum
1 - Audio Engineer	5 Hour Minimum
1 – Lighting Tech	5 Hour Minimum
Rates are: \$52.00 Straight Time M-F 8AM-5PM	
\$78.00 Over Time All other times.	

Standard Set

Total AV Equipment - \$2885 + handling

NOTE: NOTHING MAY BE REMOVED FROM THE STANDARD SET. EQUIPMENT MAY BE ADDED OR UPGRADED. LABOR CHARGES ARE AN ESTIMATE. YOU WILL BE BILLED IN FULL FOR ALL AUDIO VISUAL LABOR CHARGES FOLLOWING THE CONFERENCE

ADDITIONAL / UPGRADED EQUIPMENT REQUESTED:

<u>Microphones:</u>	<u>Price</u>	<u>Video:</u>	<u>Price</u>	<u>Lighting:</u>	<u>Price</u>
<input type="checkbox"/> Wired Table	\$30	<input type="checkbox"/> 3500 Lumen LCD Projector	\$650	<input type="checkbox"/> ETC Source 4 Leko	\$75
<input type="checkbox"/> Wired Aisle	\$30	<input type="checkbox"/> 4000-6000 Lumen LCD Projector	\$975 -\$1250	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Wired Lavalier	\$30	<input type="checkbox"/> Digital Projector (6000-12,000 Lumen)	\$1,600-\$4000		
<input type="checkbox"/> Wireless Aisle	\$130	<input type="checkbox"/> Betacam SP Recording Deck	\$325		
<input type="checkbox"/> Wireless Lav	\$130	<input type="checkbox"/> Sony D30 Camera	\$675		
<input type="checkbox"/> Wireless Handheld	\$130	<input type="checkbox"/> 8” Preview Monitor	\$50		

Sound Systems:

<input type="checkbox"/> EAW 153 Sound System	\$350
<input type="checkbox"/> EAW KF 300 Sound System	\$1050

If additional AV is required, please contact AVW-TELAV