



Exhibitor Audio Visual Order Form

EXHIBITING COMPANY:	COMPANY REPRESENTATIVE:
BILLING ADDRESS:	
EVENT NAME: American College of Osteopathic Pediatricians (ACOP) 2025 Spring Conference	
EVENT DATE: April 3-6, 2025	
INSTALL DATE/TIME:	REMOVAL DATE/TIME:
LOCATION/BOOTH:	Folio # (hotel use only):
ON SITE CONTACT:	EMAIL ADDRESS:

<u>DISPLAY EQUIPMENT</u>	Price per Day	QTY	#DAYS	Total	Remark
80" LED Monitor	\$800.00				
32" Flat Panel LCD Monitor	\$320.00				
55" Flat Panel LCD Monitor	\$550.00				
Portable Sound System (15" JBL with small Mixer)	\$250.00				
8x8 Tripod Screen	\$100.00				
LCD Projector 5000 Lumens	\$725.00				
Seamless Switcher	\$600.00				
Pipe and Drape Per Linear Ft	\$35.00				
Computer Speakers	\$45.00				
<u>POWER</u>					
110V 20 amp	\$110.00				
60 Amp Power drop	\$670.00				
100 AMP 208 Three Phase	\$1,500.00				
200 AMP 208 Three Phase	\$3,000.00				
Table Top Power Stations	\$60.00				
Special Power requirement	CALL				
<u>OFFICE EQUIPMENT</u>					
Laser Jet Printer B&W	\$250.00				
Laser Jet Printer Color	\$350.00				
Heavy Duty Copier 50P/M	CALL				
Laptop	\$275.00				
<u>CONNECTIVITY</u>					
High Speed Internet Access (Wired)	\$350.00				
Additional Wired Connections	\$75.00				
Wireless Connections	\$75.00				
Additional Wireless Connections	\$50.00				
Network Switch/HUB	\$200.00				
Webcast/Video Conferencing	CALL				
<u>LABOR</u>					
Technician to Set or Strike	\$135 /hr				
Technician to Operate	\$225 /hr				
Electrician	\$150/hr				

Print Name: _____

Signature: _____

Date: _____

PLEASE NOTE:

- All orders and payment method must be received a minimum of (7) days prior to installation date
- Cancellations must be made 72 hours prior to installation date or 100% will be charged.
- For more information on equipment and services please call the AV department @ 703 271 5194

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