

### EVENT INFORMATION Please type and print, or write clearly before submitting

Company:			Show Name:	
Street:			Location:	Booth#:
City:	Province/State:	Postal/ Zip Code:	Installation Date:	Time:
E-Mail:			Exhibit Start Date:	Time:
Phone:			Exhibit End Date:	Time:
Ordered By:			Contact On-Site:	
PO #:			Staying At:	Phone:

Flat Screen Monitors	Code	Show Rate	QTY	Total
24" LCD Monitor 16:10 - No USB Key Playback	58435			
32" LCD Monitor 16:9 - No USB Key Playback	58306			
40" LCD Monitor 16:9 - No USB Playback	58312			
40" LCD Monitor 16:0 - Limited USB Playback	58296			
42" LCD Monitor 1080p - No USB Key Playback	58556			
48" LCD Monitor 1080p - No USB Key Playback	58289			
50" Plasma Monitor 1080p - No USB Playback	58805			
52" LCD Monitor 1080p - Limited USB Key Playback	58323			
55" LCD Monitor 1080p - Limited USB Key Playback	58290			
60" LCD Monitor 1080p - Limited USB Key Playback	58326			
65" Plasma Monitor 1080p - No USB Key Playback	58821			
70" LCD Monitor 1080p - Limited USB Key Playback	58327			
Flat Monitor Floor Stand (Rented With Monitor Only)	62141			
Flat Monitor Floor Stand Shelf	62140			
Computers & Accessories (all computers come with Windows & Office software)	Code	Show Rate	QTY	Total
Standard Desktop Computer (comes with 17" monitor)	70119			
Notebook Computer	70172			
Laser Printer - B&W, 15PPM	70563			
Desktop Speakers - Pair	70931			
Ethernet 10/100 8 Port Switch	70608			
Video Accessories	Code	Show Rate	QTY	Total
Panasonic Blu Ray Player	57636			
Video Cart With Skirt	70172			
6 FT Tripod Screen	55140			
Audio Equipment	Code	Show Rate	QTY	Total
Booth Audio System 1 (2 speakers, mixer)	SSS			
Booth Audio System 2 (2 speakers, mixer/amplifier, CD player, wireless mic)	BAS			
Wireless Microphone (handheld, lavalier, or headset)	UWKS			
Other				
Please inquire if you do not see what you need!				

### Payment Must Accompany Your Order (click 'Payment' box to select type)

Credit Card: _____ Expiry: _____  Authorized Signature: _____ Name on Credit Card: _____ Date: _____	If PST Exempt Enter Number Below	<b>Equipment Total:</b>		
		<b>Delivery &amp; Pickup:</b>		
		<b>Labour - Setup/Dismantle:</b>		
		<b>Labour - Additional:</b>		
		<b>Cables &amp; Consumables:</b>		
		<b>Sub-Total:</b>		
		<b>Provincial Sales Tax:</b>		
		<b>GST or HST:</b>	13%	
		<b>PST Exemption:</b>		
			<b>Total:</b>	

**Administration Fees will apply on all credit card transactions over \$5000**

## Instructions for Use

1. It couldn't be simpler! Just complete the form on-line, save to your desktop, and e-mail to the e-mail address above.
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## Terms and Conditions

1. Please forward payment in full with your order.  
**INSTRUCTIONS FOR SUBMITTING YOUR CREDIT CARD NUMBER**  
\* For your security, please complete all information relating to your credit card except for the Credit Card Number.  
\* Email the complete form and provide the Credit Card Number in two separate transmissions so that one Email does not contain the full Credit Card Number.  
\* Another option is to contact us to give the Credit Card Number by phone, or use facsimile transmission if such medium is available to you.
2. **Orders received less than 7 business days prior to setup date may be subject to additional charges.**
3. **Written order cancellation must be received at least 5 business days prior to setup date to avoid 1 day charge.**
4. Your authorized representative must be at your booth at specified date & time to accept delivery of equipment.  
**Please note: we cannot leave equipment in your booth without your representative there to receive it.**
5. The equipment is your responsibility until picked up by a Freeman Audio Visual representative.
6. Any extension of the rental period must be arranged prior to termination of the original rental period.
7. Customer is liable for full replacement value of rented equipment & is responsible for insuring said equipment.
8. Customer agrees to be bound by all applicable license & copyright laws for software on rented equipment.
9. Freeman Audio Visual is not responsible for any equipment performance problems caused by customer's software.