



Four Seasons Hotel Audio Visual

Exhibitor Order Form

p702.632.5242 f 702.632.5069



EQUIPMENT & POWER	QTY	DAILY COST	# OF DAYS =	TOTAL
Easel		\$ 25.00		\$ -
AV Cart (36",42" or 54" w/skirt)		\$ 40.00		\$ -
Flipchart Kit		\$ 80.00		\$ -
Laptop Audio		\$ 125.00		\$ -
20 Amp Power Drop w/ Power Strip		\$ 130.00		\$ -
COMPUTER EQUIPMENT	QTY	DAILY COST	# OF DAYS =	TOTAL
Laptop Computer		\$ 260.00		\$ -
Wireless Slide Advancer		\$ 65.00		\$ -
B/W Laserjet Printer		\$ 225.00		\$ -
Fax Machine		\$ 150.00		\$ -
DATA MONITORS / PROJECTORS	QTY	DAILY COST	# OF DAYS =	TOTAL
20" Flat Panel Data Monitor		\$ 165.00		\$ -
Meeting Room Projector Package		\$ 760.00		\$ -
32" LCD Data/Video Monitor		\$ 310.00		\$ -
50" Plasma Data/Video Monitor		\$ 730.00		\$ -
SOUND SYSTEMS	QTY	DAILY COST	# OF DAYS =	TOTAL
1 Microphone (table, standing, or podium)		\$ 100.00		\$ -
House Sound Patch		\$ 150.00		\$ -
EV Sound System		\$ 450.00		\$ -
Wireless Microphone (Lav or Handheld)		\$ 230.00		\$ -

SUBTOTAL	
Tax 8.1% of Subtotal.	
Delivery, Installation, Removal & Pick-up 23% of Subtotal.	
Loss/Damage Waiver - Insurance policy covering accidental damage to equipment 7% of Subtotal.	
TOTAL	

*** Electrical power arrangements are the responsibility of the exhibitor

EXHIBITOR INFORMATION		PAYMENT INFORMATION	
SHOW NAME:	Room	The customer agrees to pay in full for loss or theft of any equipment provided by Presentation Services PSAV. Pre-payment must accompany ALL orders unless prior.	
Optum Medical Director Forum			
FIRM NAME:			
ORDER BY & EMAIL:		CARD TYPE (Visa, Mastercard, AMEX, Diners Club)	
ONSITE CONTACT:		CARDHOLDERS NAME:	
ADDRESS	CITY, STATE, ZIP	CREDIT CARD NUMBER:	EXP. DATE:
PHONE:	FAX:	CVV #	
EMAIL ADDRESS		SIGNATURE:	DATE:
OPENING DATE:	TIME:	FOR MORE INFORMATION: Phone: 702.632.5242 Fax: 702.632.5069 e-mail: jkeith@psav.com	
Nov. 5, 2015	11:30 am		
REMOVAL DATE:	TIME:		
Nov. 5, 2015	7:00 pm		

Presentation Services PSAV, c/o Four Seasons Hotel, 3960 Las Vegas Blvd South, Las Vegas, NV 89119

Rev 02/13/2013

Please only complete highlighted areas of form. Non-highlighted areas are locked.