

COMPANY NAME AND BOOTH #: \_\_\_\_\_  
 SETUP DATE AND TIME: \_\_\_\_\_  
 END DATE AND TIME: \_\_\_\_\_

**DAILY RATES**

QTY	EQUIPMENT	ADVANCE RATE	ON-SITE PRICE	Daily Subtotal
<b>COMPUTER DISPLAY / VIDEO ALA CARTE ITEMS (Additional Labor charges may apply)</b>				
	LCD PROJECTOR, 3300 to 4000 Lumens	\$580	\$696	
	6' TRIPOD SCREEN	\$95	\$114	
	FASTFOLD SCREEN (6x8' or 7.5x10')	\$260	\$312	
	20" LCD MONITOR (1024X768)	\$120	\$144	
	24" LCD MONITOR (1920X1080)	\$150	\$180	
	32" LCD MONITOR (1280X768)	\$300	\$360	
	42" PLASMA MONITOR WITH STAND	\$400	\$480	
	50" PLASMA MONITOR WITH STAND	\$500	\$600	
	70" TOUCH-SCREEN LCD MONITOR WITH STAND	\$650	\$780	
	DVD player	\$95	\$114	
	LAPTOP COMPUTER (PC)	\$250	\$300	
	LAPTOP COMPUTER (MAC)	\$350	\$420	
	COLOR LASER JET PRINTER	\$280	\$336	
	B/W LASER JET PRINTER	\$180	\$216	
	ADDITIONAL TONER	\$100	\$120	

**AUDIO ALA CARTE ITEMS (Additional Labor charges may apply) DAILY RATES**

	POWERED PA SPEAKER SYSTEM (PAIR) WITH STANDS	\$300	\$360	
	WIRED MICROPHONE (aisle or tabletop)	\$90	\$108	
	WIRELESS MICROPHONE (lavaliere or handheld)	\$210	\$252	
	AUDIO MIXER	\$95	\$114	
	MULTI-DISC CD PLAYER	\$95	\$114	
	COMPUTER AUDIO (Direct box & Cabling only)	\$50	\$60	

**INTERNET / TELEPHONE / MISC ALA CARTE ITEMS DAILY RATES**

	WIRELESS MOUSE/ LASER POINTER	\$75	\$90	
	PROJECTION STAND or CART	\$50	\$60	
	FLIPCHART (with stand, paper pad & markers)	\$85	\$102	
	24'x13' PIPE AND DRAPE (Per 10' Panel)	\$250	\$300	
	CORK/WHITE BOARD	\$150	\$180	
	FAX MACHINE (requires telephone line)	\$250	\$300	
	POLYCOM SPEAKERPHONE (requires telephone line)	\$250	\$300	
	DID TELEPHONE LINE*	\$130	\$156	
	WIRELESS HIGH-SPEED INTERNET CONNECTION (PER DEVICE)	\$55	\$66	
	WIRED HIGH-SPEED INTERNET CONNECTION (PER DEVICE)	\$225	\$270	

Call for dedicated bandwidth pricing

**ELECTRICAL SERVICES DAILY RATES**

	120V CIRCUIT with outlet (UP TO 10 AMPS PER CIRCUIT)	\$85	\$102	
	ADDITIONAL POWER STRIPS	\$25	\$35	

208V Single phase / Three phase available, call for rates. **Wall Outlets are not included with rental space**

**BANNERS / LABOR**

	IN ROOM TECH (\$1000 10 hr Day rate, \$500 5 hr min)	\$100/hr	\$150/hr	
	VINYL BANNER HANGING (PER BANNER - UP TO 48 FT <sup>2</sup> )	\$150/ea	\$150/ea	
	AISLE SIGN HANGING (PER SIGN)	\$75/ea	\$150/ea	
	ONSITE SETUP/STRIKE LABOR (per hr.)	\$100/hr	\$100/hr	

\*Long-distance charges and connection fees will apply - call for details

Multiply daily total by number of use days X \_\_\_\_\_ days

SUBTOTAL before tax \$ \_\_\_\_\_

**ALL EQUIPMENT AND REQUIRED ACCESSORIES WILL BE BILLED PER USE-DAY AT PUBLISHED PSAV PRICES, PLUS LABOR, LDW, SALES TAX AND 24% MARRIOTT SERVICE CHARGE.**

For specialty equipment not listed, questions or other assistance please call (312) 245-6940.

A representative must be in your booth to sign for delivery of equipment.

PREVIOUS DISCOUNTS ARE NOT APPLIED TO ONSITE ADDITIONS UNLESS OTHERWISE ARRANGED.

Any equipment rented is for use in the exhibit booth only. Equipment may not be removed without the written permission of PSAV

**Orders received less than 15 days before exhibit set-up will be charged ON-SITE rates**

*\*Specialty Lighting & RIGGING Requests, Please Call for Quote\**

**FAX COMPLETED FORM TO 312-278-0100**



**RENTAL AGREEMENT**

LESSEE DOES HEREBY RENT AND ACCEPT THE LISTED EQUIPMENT AND ACKNOWLEDGES THAT IT IS IN GOOD WORKING CONDITION AND AGREES TO PAY THE RENT FOR SAID PROPERTY AT THE RATE HEREIN STATED; LESSEE FURTHER AGREES TO TAKE CARE OF SAID EQUIPMENT AND TO USE IT IN A PROPER MANNER AND AGREES THAT IN THE EVENT ANY OF THE RENTED EQUIPMENT IS LOST OR DESTROYED BEFORE IT IS RETURNED, TO PROMPTLY PAY AN AMOUNT EQUAL TO THE REASONABLE COST OF REPAIRING OR REPLACEMENT OF SAME. LESSOR IS HEREBY RELEASED FROM ANY AND ALL CLAIMS FOR DAMAGES TO LESSEE, BY REASON OF USE OF SAID PROPERTY; LESSEE AGREES TO INDEMNIFY LESSOR FROM ANY AND ALL CLAIMS FOR DAMAGE TO ANY PERSON OR PROPERTY BY REASON OF THE USE OF SAID PROPERTY BY LESSEE OR ANY OTHER PERSON FROM DATE HEREOF UNTIL SAID PROPERTY IS RETURNED TO LESSOR. IT IS UNDERSTOOD THAT THE RENTAL COMMENCES AS OF THE DATE AND TIME HEREOF AND ENDS ONLY WHEN THE RENTED EQUIPMENT IS RETURNED. SHOULD SAID PROPERTY NOT BE RETURNED TO LESSOR AT THE TIME SPECIFIED AS HEREIN LISTED, IT IS AGREED THAT FAILURE TO PAY RENT OR IF DEFAULT IS MADE IN ANY OF THE TERMS HEREOF, LESSOR MAY AT ONCE TAKE POSSESSION OF SAID RENTED EQUIPMENT WHEREVER THE SAME MAY BE FOUND AND REMOVE THE SAME AND THE LESSOR OR IT AGENTS SHALL IN NO WAY BE LIABLE FOR ANY CLAIMS FOR DAMAGES OR INJURY IN THE REMOVAL OF SAID EQUIPMENT. LESSEE FURTHER AGREES THAT ALL CHARGES FOR RENTAL WILL BE PAID IN ADVANCE, OR IMMEDIATELY UPON RETURN OF MERCHANDISE OR UPON RECEIPT OF INVOICE FOR SAME AND THAT ALL COLLECTION FEES, COURT COSTS, OR ANY EXPENSE INCURRED IN COLLECTING AND RENTAL WILL BE PAID BY LESSEE. RENTER IS RESPONSIBLE FOR EQUIPMENT AND ALL LEGAL FEES CONNECTED WITH RENTAL OR COLLECTION

Notes for setup team:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Full payment, including sales tax, is due in advance. Purchase orders are not accepted. Cancellations less than 48 hours prior to exhibit load-in will be charged a one-day rate.

**PAYMENT DETAILS (Please complete the requested information below):**

EXHIBITOR COMPANY NAME:	_____
ON-SITE CONTACT NAME:	_____
EMAIL ADDRESS:	_____
BILLING STREET ADDRESS	_____
TELEPHONE NUMBER:	_____
CREDIT CARD ACCOUNT NUMBER and EXP DATE:	_____
CARD TYPE (CIRCLE ONE) [VISA] [MC] [DISCOVER] [AMEX]	_____
LESSEE SIGNATURE	X _____
LESSEE NAME (PRINTED)	_____
CARDHOLDER ACKNOWLEDGES RECEIPT OF GOODS AND SERVICES IN THE AMOUNT OF THE TOTAL SHOWN HEREIN AND AGREES TO PERFORM THE OBLIGATIONS SET FORTH IN THE CARDHOLDER'S AGREEMENT WITH THE ISSUER.	_____



## EXHIBIT INFORMATION, RULES and

In order to minimize the risk of fire and keep exhibits in Chicago as safe as possible, the Chicago Fire Department has established regulations with which we must comply:

- The Municipal Code states that nothing can be stored behind or between exhibit booths, draperies or under tables.
- All materials that are needed for repacking purposes must be removed from exhibition area. You may keep a one-day supply of literature or product at your booth.
- Tents are not permitted as an exhibit
  - All exits must be kept clear

### FOYER AREA EXHIBITS

- Compact Pop up Table Top Exhibits are not permitted (pictured here)



- Literature, Laptops, Computer Monitors are permitted
- Floor supported Pop Up Exhibits are permitted. **BUT**, if a table is supplied, it must be placed beside the exhibit. It is not permitted in front of the exhibit.
- Portable banner displays are permitted as long as they are placed beside the table.

The Chicago Fire Department strictly enforces the regulations. No exceptions.

Thank you for your cooperation