



AUDIOVISUAL EXHIBITOR SERVICES

THE WESTIN
TAMPA
WATERSIDE



NAME OF CONFERENCE:	START DATE:	END DATE:	NO. EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:		ROOM/ EXHIBIT BOOTH NO.:
STREET ADDRESS:	CITY & STATE :		ZIP CODE:
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.	
ORDERED BY:			

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

➤ For a special request or you need additional equipment, please call 813.204.2007. Email completed form to svorster@psav.com

AUDIO EQUIPMENT	QTY	PRICE
Wired Microphone: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 55
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 165
Wireless Headset Microphone: <i>Headset only. Mic will require wireless microphone unit to operate.</i>		\$ 65
Individual Small Powered Speaker (up to five people)		\$ 66
Sound System: (2) speakers (2) stands (1) Mixer Wired Microphone (upto 20 people)		\$ 447
4-Channel Mixer		\$ 60
POWER	QTY	PRICE
25' AC Cable		\$ 20
Power Strip		\$ 20
INTERNET	QTY	PRICE
Wired/Wireless Internet 1- User, Per Day		\$ 10
Wired/Wireless Internet-Up to 25 Users		\$ 250
Wired/Wireless Internet-Up to 50+ Users		\$ 500
		\$
		\$

VIDEO/DATA DISPLAY	QTY	PRICE
DVD Player		\$ 60
LCD Projector		\$ 375
Blu-ray Player / Recorder		\$ 100
MONITORS	QTY	PRICE
32" LCD Monitor (Dual-Post Stand, Table Stand, Speakers)		\$ 195
46" Monitor (Dual-Post Stand, Table Stand, Speakers)		\$ 395
55" Monitor (Dual-Post Stand, Table Stand, Speakers)		\$ 525
70" Monitor (Dual-Post Stand, Table Stand, Speakers)		Please contact PSAV for quote
ACCESSORIES	QTY	PRICE
Tripod Screens: 5', 6', 7' or 8'		\$ 75
42"- 54" Rolling Cart w/Black Skirt		\$ 30
Flipchart		\$ 55
Whiteboard (3' x 4')		\$ 65
Polycom Speakerphone		\$ 140
Laptop Computer		\$ 215
Wireless Slide Advancer		\$ 50

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a four-hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable sales tax on equipment rental.

TAX-EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

CANCELLATIONS:

- A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
- B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

Labor and/or service charges may apply, and/or loss damage waiver.

SHIPPING INSTRUCTIONS

Any materials being sent to the hotel must be marked as follows:

1. The Westin Tampa Waterside
2. Hold for Arrival - Attn: Guest's Name and/or Organization Name
3. Complete Return Address
4. Number of Boxes (ex: Box 1 of 2, Box 2 of 2)
5. Address Packages to: 725 South Harbour Island Blvd., Tampa, FL 33602

SPECIAL REQUESTS

