



**AUDIO-VISUAL**

**Exhibitor  
Order Form**

RETURN FORM TO:  
**Hughie's Audio-Visual**  
1260 E. 38th St.  
Cleveland, Ohio 44114  
(216) 361-4600  
FAX (216) 361-2570

PLEASE COMPLETE THE FOLLOWING INFORMATION:

Company Name \_\_\_\_\_  
Address \_\_\_\_\_  
Address 2 \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Telephone # \_\_\_\_\_ Ext. \_\_\_\_\_  
Fax # \_\_\_\_\_  
E-Mail \_\_\_\_\_

Show Name \_\_\_\_\_  
On Site Delivery Contact \_\_\_\_\_  
Contact Phone # \_\_\_\_\_  
Room /Hall \_\_\_\_\_  
Booth # \_\_\_\_\_  
Delivery Date / Time Requested \_\_\_\_\_  
Removal Date / Time \_\_\_\_\_

PRESENTATION ACCESSORIES		QTY	x	DAILY RATE	x	DAYS NEEDED	=	TOTAL
5' Card Easels				\$ 8.00				
Flipchart Package - Stand/Paper/Markers				\$ 20.00				
Laser Pointer				\$ 20.00				
Table Lectern				\$ 30.00				
Standing Lectern				\$ 40.00				
54" Draped Projection Cart				\$ 25.00				
6' x 6' Tripod Screen				\$ 20.00				
80" Diagonal InstaScreen				\$ 30.00				
100" Diagonal InstaScreen				\$ 40.00				
AUDIO EQUIPMENT		QTY	x	DAILY RATE	x	DAYS NEEDED	=	TOTAL
Powered Speaker on Stand with Wired Microphone				\$ 100.00				
2 Speaker Sound System with Wireless Microphone				\$250.00				
Wireless Microphone with Powered Speaker on Stand				\$ 150.00				
Mini Powered Speaker with Stand				\$ 35.00				
Wireless Microphone (Handheld or Lavalier)				\$ 115.00				
Stereo Cassette Recorder or CD Player with Speaker				\$ 100.00				
VIDEO EQUIPMENT		QTY	x	DAILY RATE	x	DAYS NEEDED	=	TOTAL
LCD XGA Video/Data Projector -- (2000 Lumen)				\$ 300.00				
VHS/DVD Combo Video Player				\$ 60.00				
20" TV/VCR Combo Unit				\$ 90.00				
23" LCD Flat Screen TV with Integrated DVD Player				\$ 300.00				
25" Video Monitor				\$ 75.00				
32" Video Monitor				\$ 150.00				
53" Projection Monitor				\$ 300.00				
15" Flat Panel LCD Display (1024 x 768)				\$ 125.00				
20" Flat Panel LCD Display (1280 x 1024)				\$ 200.00				
37" Plasma Display Panel *				\$ 350.00				
45" LCD Flat Panel Display				\$ 500.00				
50" Plasma Display Panel *				\$ 600.00				
61" Plasma Display Panel *				\$ 700.00				
84" Plasma Stand for All Plasma Displays ( ) Wall Mount for Plasma Displays				\$ 50.00				
* If speakers are required for plasma displays, please check here <input type="checkbox"/>								

- ALL RATES ARE DAILY RATES UNLESS OTHERWISE NOTED.
- ALL ORDERS ARE TO BE PREPAID 100% IN ADVANCE.
- SEND OR FAX ORIGINAL COPY WITH CREDIT CARD INFORMATION TO ABOVE ADDRESS AT LEST ONE (1) WEEK PRIOR TO INSTALL DATE.
- ALL LABOR TO SET AND STRIKE EQUIPMENT WILL BE BILLED AT \$40 PER HOUR. WEEKEND AND AFTER HOURS SET AND STRIKE RATES MAY APPLY AND WILL BE SLIGHTLY HIGHER.
- YOUR ON-SITE REPRESENTATIVE MUST BE ON HAND TO SIGN FOR EQUIPMENT RENTED BEFORE IT WILL BE DELIVERED AND HE/SHE WILL BE RESPONSIBLE FOR ITS SAFEKEEPING UNTIL REMOVED BY A HUGHIE'S REPRESENTATIVE.

EQUIPMENT TOTAL ..... \$ \_\_\_\_\_  
 DELIVERY CHARGE ..... \$ **50.00**  
 ADD 7.75% OHIO SALES TAX..... \$ \_\_\_\_\_  
**TOTAL AMOUNT DUE** ..... \$ \_\_\_\_\_

PAYMENT METHOD: CHECK VISA MASTERCARD AMEX DISCOVER

CARDHOLDER'S NAME \_\_\_\_\_  
CREDIT CARD NUMBER \_\_\_\_\_  
EXPIRATION DATE \_\_\_\_\_  
SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

**OFFICE USE ONLY**  
ORDER NUMBER \_\_\_\_\_  
DATE RECEIVED \_\_\_\_\_  
ENTERED BY \_\_\_\_\_