



## EXHIBITOR AUDIO VISUAL ORDER FORM

Submit form 14 days in advance to ensure equipment reservation.  
Pricing valid for maximum of 2 show days. Call to discuss rate for longer events.

**PRICES SUBJECT TO CHANGE WITHOUT NOTICE**

AUDIO EQUIPMENT	QTY	SHOW RATE	TOTAL	EXHIBITOR INFORMATION			
Computer speaker		\$ 25		EVENT NAME			
Full range speaker with stand		\$ 60		COMPANY			
Wireless microphone		\$ 100		ADDRESS			
CD player		\$ 25		CITY			
<b>COMPUTER / VIDEO EQUIPMENT</b>				STATE			
A/V cart with skirt		\$ 20		ZIP CODE			
DVD player		\$ 25		CONTACT			
Laptop computer (PC)		\$ 125		PHONE			
32" flat screen tabletop monitor		\$ 125		EMAIL			
42" flat screen monitor with 5' stand		\$ 250		BOOTH NUMBER			
50" flat screen monitor with 5' stand		\$ 350		ON-SITE CONTACT			
60" flat screen monitor with 5' stand		\$ 450		ON-SITE CELL #			
<b>PRESENTATION ACCESSORIES</b>				<b>Delivery Date</b>		<b>Time</b>	
HDMI or VGA cable		\$ 5		<b>Pickup Date</b>		<b>Time</b>	
Wireless PowerPoint remote		\$ 25		<b>PAYMENT INFORMATION</b>			
Sign easel		\$ 15		<b>** ALL ORDERS MUST BE PAID PRIOR TO DELIVERY **</b>			
Whiteboard with eraser & markers		\$ 20		CREDIT CARDS ACCEPTED: MC VISA AMEX			
Flipchart with paper & markers		\$ 35		CARDHOLDER NAME			
<b>OTHER (CALL FOR PRICING)</b>				CARD NUMBER			
				EXPIRATION DATE			
<b>CALCULATE YOUR ORDER</b>				V-CODE			
EQUIPMENT SUBTOTAL				CARD BILLING ZIP CODE			
6 % STATE TAX							
DELIVERY & PICKUP LABOR							
15% OF EQUIPMENT SUBTOTAL (\$35 MINIMUM)							
<b>ORDER TOTAL</b>							

**Call 616-742-6641 to discuss more options**

- Booth electrical power is not included.
- Contact us if confirmation email not received after 2 business days.
- Payment receipt will be emailed.
- Additional labor may apply for custom configurations.

10-17

**SUBMIT COMPLETED FORM TO:**

**DVORDER@BLUEWATERTECH.COM or 616-742-6642 (FAX)**