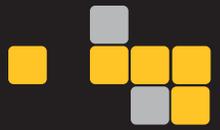


**HYATT
REGENCY®**

BALTIMORE



AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE:	START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:	ROOM/EXHIBIT BOOTH #:	
STREET ADDRESS:	CITY & STATE :	ZIP CODE:	
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME <input type="checkbox"/> AM <input type="checkbox"/> PM	
ORDERED BY:			

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

> If you have a special request or need additional equipment, please call 410.605.2813. Email completed form to hrbexhibits@psav.com

VIDEO/DATA DISPLAY	QTY	PRICE
LCD Projector		\$505
Blu-Ray Player/Recorder		\$145
AUDIO EQUIPMENT	QTY	PRICE
Flip chart w/ (1) pad of paper and (4) assorted markers		\$75
Wired Microphone: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$70
Wireless Microphone: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$205
Sound System: (1) speaker (1) stand (1) Mixer Wired Microphone		\$260
4-Channel Mixer		\$95
ACCESSORIES	QTY	PRICE
Tripod Screens: 5', 6', 7' or 8'		\$95
CUSTOM ITEMS	QTY	PRICE
Package Handling: Boxes		\$7
Package Handling: Pallets and/or Skids		\$200
		\$
		\$
		\$
		\$
		\$

MONITORS	QTY	PRICE
19" Monitor		\$145
46" Monitor (Dual Post Stand, Table Stand, Speakers)		\$525
INTERNET ACCESS	QTY	PRICE
Wired Internet Connection		\$200
Wireless Internet Connection		\$30
Dedicated Bandwidth	Please contact PSAV for quote	
POWER	QTY	PRICE
Exhibit Booth Power: (1) 5 amp power drop (1) ac cord & (1) power strip		\$80
120v 20 amp		\$125
Power Strip: includes (1) 25' ac cord		\$30

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 4 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. Hyatt Regency Baltimore
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 the hotel as follows:
Hyatt Regency Baltimore
300 Light Street, Baltimore, MD 21202

SPECIAL REQUESTS Please add any items not listed above that you require.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

