



Phone: 410-649-7314  
 E-Mail: exhibits@projection.com  
 Fax: 410-649-7061



**As the official A/V, computer, and data display supplier, Projection will be on-site from set-up through dismantle. When on-site, please visit our service desk with questions. Rates published are for the entire length of the event.**

<b>Computer/Data Display</b>	Qty.	Advance Rate	On-Site Rate	Total	
<b>Laptop:</b> P IV 2.0 Ghz, 1GB, 40 GigHD, DVD/CD-R, 14" Display, WIN XP Ofc. 2003 Pro,WiFi, 10/100 Base T, Mouse & Cable Lock		\$300	\$375		
<b>Desktop:</b> P IV 3.0Ghz, 1GB, 80 GigHD, DVD/CD-RW, WIN XP Ofc. 2003 Pro, Norton Anti-Virus, Gigabit Ethernet, Mouse & Keybd (17" display included)		\$300	\$375		
<b>Audio Speakers</b>		\$30	\$40		
<b>Flat Panel Display</b>					
<b>17" LCD Flat Screen</b> Resolution: 1280 X 1024 (Computer Only)		\$100	\$125		
<b>20" LCD Flat Screen</b> Resolution: 1280 X 1024 (Computer Only)		\$150	\$200		
<b>32" LCD Flat Panel Display (16:9 Ratio)</b> Resolution: 1280 x 768 - Internal Speakers		\$400	\$500		
<b>42" Plasma Display Panel (16:9 Ratio)</b> Resolution: 1024 X 768 Attachable Speakers Included <b>Please Circle Stand - Table Top Wall Mount Floor Stand</b>		\$600	\$750		
<b>50" Plasma Display Panel (16:9 Ratio)</b> Resolution: 1280 X 768 Attachable Speakers Included <b>Please Circle Stand - Table Top Wall Mount Floor Stand</b>		\$750	\$900		
<b>60" Plasma Display Panel (16:9 Ratio)</b> Resolution: 1365 x 768 Attachable Speakers Included <b>Please Circle Stand - Table Top Wall Mount Floor Stand</b>		\$1,500	\$2,000		
<b>LCD Data Projector (3000 Lumens)</b> Resolution: 1024 x 768		\$750	\$900		
<b>Video Display</b>					
<b>1/2" VHS Player w/ Repeat</b>		\$75	\$95		
<b>DVD Player w/ Repeat</b>					
<b>Flat Panel Display</b>					
<b>26" LCD TV With Built In DVD Player (no repeat)</b> Video ONLY - Internal Speakers Resolution: 1366x768		\$300	\$375		
<b>32" LCD Flat Panel Display (16:9 Ratio)</b> Resolution: 1280 x 768 - Internal Speakers		\$400	\$500		
<b>37" Plasma Display Panel (4:3 Ratio)</b> Resolution: 1024 X 768 - Internal Speakers <b>Please Circle Stand - Table Top Wall Mount Floor Stand</b>		\$600	\$750		
<b>Audio</b>					
<b>Wireless UHF Mic Kit</b> Includes: Lavalier / Headset / Handheld - <b>Please Circle Type Needed</b>		\$300	\$375		
<b>Small Sound System</b> 2 Speakers / Stands or Wall Mounts / Mixer		\$300	\$375		
<b>Large Sound System</b> 2 Speakers / Stands / Mixer		\$400	\$500		
<b>Miscellaneous</b>					
<b>5', 6', or 7' Tripod Screen w/Skirt - Please Circle Size Needed</b>		\$60	\$75		
<b>42" Monitor Cart with Skirt</b>		\$60	\$75		
<b>54" Monitor Cart with Skirt</b>					
<b>Projection Presentation Technology</b> For additional equipment needs and pricing, please call 410-649-7314.					
Company Name				Booth Number	



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**Exhibit Information**

Company Name:	Show Contact:
Booth #:	Show Contact #:
Delivery Date:	Ordered By:
Delivery Time: <input type="checkbox"/> 8A-10A <input type="checkbox"/> 10A-12P <input type="checkbox"/> 1P-3P <input type="checkbox"/> 3P-5P	E-Mail Address:
<b>A representative of your company MUST BE PRESENT at the time of delivery for set-up instructions and delivery verification. Please note that equipment will not be left in an unattended booth.</b>	
Secondary Contact Name and #:	Secondary Email Address:

**Order Instructions & Other Equipment**

**Totals**

1) EQUIPMENT TOTAL:	1) _____
2) DELIVERY & DRAYAGE - 15% of line 1:	2) _____
3) EQUIPMENT SET-UP & DISMANTLE - 15% of line 1 (\$120.00 minimum):	3) _____
4) ORDER SUB TOTAL:	4) _____
5) STATE SALES TAX - 6% of line 1:	5) _____
6) TOTAL DUE:	6) _____

**Payment Information**

Company Name:	Billing Address: City: State: Zip:
Authorization Signature:	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Check (US Only) <input type="checkbox"/> Wire Transfer
Printed Name:	_____ Exp. Date: _____

**Remit to:**



Phone: 410-649-7314

Projection Presentation Technology  
 One West Pratt Street  
 Baltimore, MD 21201

Fax All Orders To: 410-649-7061  
 E-Mail: exhibits@projection.com

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**RENTAL AGREEMENT**

All equipment rentals are based on Event Rates and apply to event days only. Rental prices do not include labor, delivery, electrical services, or removal of equipment from your booth. It is understood and agreed that EXHIBITOR is renting PROJECTION PRESENTATION TECHNOLOGY equipment for a specified period of time and is responsible for its safe return. EXHIBITOR hereby agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and/or damage to said property. All rental equipment must be returned to PROJECTION PRESENTATION TECHNOLOGY in the same condition as it was in at the time of delivery to EXHIBITOR, reasonable wear and tear excluded. EXHIBITOR will immediately notify PROJECTION PRESENTATION TECHNOLOGY of any damage to the rental equipment, and EXHIBITOR hereby agrees to be billed for any damage to, or loss of, rental equipment damaged while in EXHIBITOR'S care, custody and/or control. In no event shall EXHIBITOR permit any equipment to be used and/or possessed by other exhibiting parties other than the named EXHIBITOR without prior consent of PROJECTION PRESENTATION TECHNOLOGY in each instance.

**Cancellation**

Cancellation of equipment rental and services must be received by the deadline date to avoid a minimum one-day charge on equipment. If equipment and services have already been provided at the time of cancellation, a handling charge and a minimum one-day charge on equipment will apply.

**PLEASE NOTE: ALL PAYMENT, INCLUDING APPLICABLE TAX, IS DUE AT THE TIME SERVICES ARE ORDERED. PURCHASE ORDERS ARE NOT CONSIDERED PAYMENT.**

**Payment Terms**

Full payment, including any applicable tax, is due at the time services are ordered. All payments must be in U.S. dollars. Orders received without advance payment or after the deadline date will incur additional charges as indicated on the order form. All materials and equipment are on a rental basis for the duration of the event and remain the property of PROJECTION PRESENTATION TECHNOLOGY except where specifically identified as a sale. It is the EXHIBITOR'S responsibility to advise our Exhibit Service Personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If you are exempt from payment of sales tax, PROJECTION PRESENTATION TECHNOLOGY requires you to forward an exemption certificate for the state in which the services are to be used. Resale certificate are not valid unless EXHIBITOR is rebilling these charges to its customers. For International exhibitors, PROJECTION PRESENTATION TECHNOLOGY requires 100% prepayment of advance orders, and any orders or services placed at show site must be paid at the show.

These payment terms and conditions shall be governed by and construed in accordance with the LAWS OF THE STATE OF VA. In the event of any dispute between the EXHIBITOR and PROJECTION PRESENTATION TECHNOLOGY relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to PROJECTION PRESENTATION TECHNOLOGY for its services, as an offset against the amount of any alleged loss or damage. Any claims against PROJECTION PRESENTATION TECHNOLOGY shall be considered a separate transaction, and shall be resolved on its own merits. PROJECTION PRESENTATION TECHNOLOGY reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by EXHIBITOR, or for any charges that PROJECTION PRESENTATION TECHNOLOGY may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges.

**Unpaid Balances**

Should there be any pre-approved unpaid balance after the close of the event, terms will be net, due and payable in Springfield, VA upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepayment basis only. If any finance charge hereunder exceeds the maximum rate allowed by applicable law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by PROJECTION PRESENTATION TECHNOLOGY shall be either applied to reduce the principal unpaid balance or refunded to the payer.

**Agreement**

I HAVE READ AND AGREED TO THE FOLLOWING TERMS AND CONDITIONS:

Signed:

Date:

Company Name	Booth Number