



Convention & Tradeshow Division

Official Contractor Meeting Rooms



March 15 - 17, 2008

ASCD will provide one Overhead Projector, Cart, Screen and Lectern for each room. Sessions scheduled for 60 or more participants will be provided with one wired Lavalier microphone and if scheduled to be audiotaped will be provided with two.

ASCD does not reimburse the Presenter for any additional equipment ordered.

Questions? Call 800-966-4498 or 214-210-8121 or email: jstricklan@psav.com

CUSTOMER INFORMATION Show code: **803041**

Event Name 2008 ASCD Annual Conference & Exhibit Show		Meeting Date	
Event Venue	<input type="checkbox"/> Ernest Morial Convention Center	Start Time	End Time
Check One	<input type="checkbox"/> Hilton New Orleans Riverside		
Company	Meeting Room	Session Number	
On-site Contact	On-site Cell Number		
Address	City		
State & Zip	Phone	Fax	
Ordered By	Email		

*** ALL PRICING IS PER HOUR ***

	Qty	1 hour Min. Rate	2 hour Min. Rate	4 hour Min. Rate	Total
Plasma Monitors					
Circle One					
42" Plasma Display		\$ 315	\$ 350	\$ 415	
50" Plasma Display		\$ 500	\$ 530	\$ 600	
Chrome Floor Stand		\$ 40	\$ 50	\$ 60	
Projectors and Screens					
3200 Lumens LCD Video & Data Projector		\$ 90	\$ 125	\$ 180	
5200 Lumens LCD Video & Data Projector		\$ 125	\$ 160	\$ 250	
35mm Projector, Stand, Wireless Remote, Lens, Tray		\$ 40	\$ 75	\$ 80	
Overhead Projector with Stand, Lectern and Screen					
		Provided	Provided	Provided	
Tripod Projection Screen		\$ 10	\$ 15	\$ 20	
Fastfold Front Projection Screen 7.5' x 10' includes dress kit		\$ 20	\$ 30	\$ 40	
Fastfold Front Projection Screen 9' x 12' includes dress kit		\$ 30	\$ 40	\$ 60	
Video Accessories					
DVD Player (US compatible only)		\$ 30	\$ 40	\$ 60	
Laser Pointer		\$ 15	\$ 25	\$ 30	
Flipchart, Easel, Pad, and Markers		\$ 20	\$ 30	\$ 40	
Audio Accessories - Hilton New Orleans Riverside ONLY - All other orders must go through the Convention Center					
Wired Microphone	Handheld Lavalier	\$ 20	\$ 25	\$ 30	
UHF Wireless Microphone	Handheld Lavalier Headset	\$ 75	\$ 100	\$ 125	
Digital Speaker Timer		\$ 25	\$ 30	\$ 35	
Sound System with (2) speakers (2) stands (up to 50 people)		\$ 75	\$ 100	\$ 125	
Speaker System with (2) speakers (2) stands (up to 100 people)		\$ 125	\$ 175	\$ 250	
Speaker System with (2) speakers (2) stands (up to 250 people)		\$ 225	\$ 275	\$ 375	
4 Channel Mixer		\$ 25	\$ 30	\$ 35	
Operator Technician Labor					
i.e.: Audio Technician, Slide Projectionist, Video Engineer, PowerPoint Technician, etc.		Call			
Call for items not listed on this form.					Rental Total



Official Contractor - Meeting Rooms

2008 ASCD Annual Conference & Exhibit Show

Company _____

Room _____

Terms & Conditions

Paying by Check?

- * Operator labor is subject to the hourly rate and minimums as established by venue.
- * UNION labor, if applicable, is not included and is considered a sole and separate entity.
- * **Cancellations:** Received *within 48 hours* of the scheduled delivery are subject to 50% of the equipment and tax. Received the *day of* scheduled delivery or "**no-shows**" are subject to the full amount, including delivery charges, installation and tax.
- * Sales Tax is due on all equipment, and labor, where applicable.
- * Equipment can not be delivered to an empty meeting room. An authorized representative must sign for all equipment.
- * A confirmation letter will be sent upon receipt of your order.
- * Surcharge only applies to orders placed on show-site.
- * A fee of \$100.00 per remote will be charged in the event of a lost or damaged remote.
- * **Your card WILL be charged upon receipt of your order.**
- * "INSURANCE" covers equipment loss and damage. A separate signed form must accompany order. Call for more information.
- * Signing this form constitutes acceptance of these terms.

TAX EXEMPT STATUS - If you are exempt from payment of sales tax, we require an exemption certificate for the state in which the event is held.

Total Page One	
23% Delivery & Pickup Labor (incl set-up)	
11% Equipment Sales Tax	
0% Labor Tax (line 2 only)	NA
Damage Insurance 12% of Rental Total (optional)	
Grand Total	

Mail order with Payment to: **PSAV**
 Attn: Exhibit Services 925 Freeport Pkwy, Ste. 100
 Coppel, TX 75019

or Fax to: 214-210-8153 (credit card orders only)

NOTE: In venues where union participation is mandatory, delivery and pickup times may vary.

CREDIT CARD INFORMATION



Name on Card _____ Company _____

Card Number _____ Exp. Date _____ Security Code _____

Billing Address _____

City _____ State _____ Zip _____

Card Holder Signature _____ Phone Number _____

QUESTIONS? 800-966-4498 or 214-210-8121

MAIL TO: PSAV - 925 Freeport Pkwy, Ste. 100, Coppel, TX 75019
Attn: Exhibit Services

WIRE TRANSFER: Call for instructions

FAX TO: 214-210-8153

EMAIL TO: jstricklan@psav.com
Jon Stricklan

Address ALL Payments to PSAV