

EXHIBITOR ACCESSORY EQUIPMENT ORDER FORM

COMPANY		SHOW NAME: WSPS Partners in Prevention 2019	
STREET		LOCATION: International Centre, Hall 2	BOOTH No:
CITY		INSTALLATION DATE: Monday April 29	TIME: 8:00am - 8:00pm
PROV/STATE	CODE/ZIP	EXHIBIT STARTING DATE: Tuesday April 30	TIME: 9:00am
PHONE #	FAX #	EXHIBIT ENDING DATE: Wednesday May 1	TIME: 3:00pm - 10:00pm
ORDERED BY		CONTACT ON SITE:	TIME:
PURCHASE ORDER No		STAYING AT:	TEL. No:

ORDER NOW - PREMIUM FOR ON-SITE BOOKINGS

Quantity	Equipment Required	Advance Daily Rate 2 weeks prior to show	On-Site Order Daily Rate	No. of Days 2	Total
AUDIO VISUAL EQUIPMENT					
	Laptop Computer (Windows)	175.00	195.00		
	Mac Adapter Kit (to VGA)	15.00	25.00		
	HDMI - VGA Adapter	15.00	25.00		
	DVD Player / Blue Ray	50.00	70.00		
	19" Monitor w. DVD Player	85.00	105.00		
	26" Monitor w. DVD Player	100.00	125.00		
	19" LCD Data Monitor w. VGA Cable	50.00	70.00		
	27" LCD Data Monitor w. VGA Cable	100.00	130.00		
	42" LCD Data Monitor w. VGA Cable	250.00	300.00		
	54" Draped Video Cart	20.00	25.00		
*	42" LCD Data Monitor w. 6ft.Floor Stand & VGA Cable	300.00	n.a.		
*	55" LCD Data Monitor w. 6ft.Floor Stand & VGA Cable	475.00	n.a.		
*	3K LCD Data/Video Projector, Portable	300.00	350.00		
	Audio Adaptor for MP3 Player / Laptop	25.00	30.00		
	Easel	15.00	25.00		
	Flipchart w. Pad	45.00	50.00		
	Small Powered Speaker w. Microphone	95.00	105.00		
*	PA Syst w Mic, Mixer, 2 Spkrs. <input type="checkbox"/> Floor Mic. <input type="checkbox"/> Lavalier	220.00	250.00		
*	P.A. System w. Wireless Mic. <input type="checkbox"/> Floor Mic. <input type="checkbox"/> Lavalier	345.00	370.00		
	Wireless Microphone <input type="checkbox"/> Floor Mic. <input type="checkbox"/> Lavalier	125.00	145.00		
	60" x 60" Tripod Screen (other sizes available)	35.00	45.00		
*	*Additional Labour				*
OTHER - PLEASE SPECIFY					

COMPLETE PAYMENT MUST ACCOMPANY ORDER

Please check one: <input type="checkbox"/> Cheque <input type="checkbox"/> Visa <input type="checkbox"/> AMEX <input type="checkbox"/> M.C.		Equipment Total	
Cardholder Name:		Delivery/Pickup	30.00
Credit Card No:		Labour (minimum)	75.00
Expiry Date:		Labour (additional)	*
It is understood and Agreed that the customer accepts full responsibility for any loss or damage to the equipment until it is returned to the lessor. Please see additional terms on reverse.		SUBTOTAL	
		HST 13%	
		TOTAL	
Date: _____		Please forward directly to Stagevision Inc.	
Authorized Signature: _____		If faxing, Please ensure copies of BOTH sides are forwarded and signed as indicated.	

General Conditions of Order Form

- 1 Payment shall be forwarded in full with your order.
- 2 Orders must be received no later than one (1) week prior to delivery.
- 3 A written cancellation of equipment order must be received one (1) week prior to delivery date to avoid a minimum one (1) day charge.
- 4 Your representative must be available at your booth on date and time specified to accept delivery of eq authorized person there to sign for and receive it.
- 5 All equipment is offered subject to availability and Stagevision Inc. reserves the right to substitute equivalent equipment on rental.
- 6 **The equipment is your responsibility until picked up by a Stagevision representative. Please Do Not Leave** equipment unattended in the exhibit booth once the show is over.
- 7 Stagevision Inc. shall not be responsible for losses or damages to Lessee or to any third person occasioned by any delay in the performance or non-performance of any of Stagevision Inc.'s obligations herein, or by loss or damage to any of the materials resulting from, or by reason of , or beyond the control of the Company, including, but not so being limited to, acts of God, substantial changes in general economic conditions, acts of Government or military authority, casualty, riot, acts of Lessee strikes or other labour difficulties, shortage of labour, supplies, fuel and transportation facilities or any other cause of any nature whatsoever beyond the Corporation's control of its suppliers or sub-contractors. This includes but is not limited to any software used in or on Corporation's equipment.

Installation

- 8 Additional labour will be charged for installation and dismantling of equipment requiring more than one (1) half-hour during regular business hours. Overtime rates will apply to installation and dismantling of equipment outside of regular business hours. Stagevision Inc.'s regular business hours are from 8AM to 5PM, Monday through Friday. Please call for further information.

Harmonized Sales Tax

HST is calculated at 13% in Ontario. If you are exempt, please provide exemption number:
Please phone us if you require an item that is not listed on this order form.

I Understand and Acknowledge the Terms Outlined Above

Authorized Customer Signature: _____