



# EVENT TECHNOLOGY exhibit order form

THE  
BROADMOOR

EXHIBITOR INFORMATION		
Company Name:		
Billing Address:		
City:	State:	Zip:
Phone:	Fax:	
Email:		
On Site Contact Name:		
On Site Contact Cell #:		
Delivery Date:	Time:	
Pickup Date:	Time:	
Booth Number:		
Event Name:		
Event Dates: _____ to _____		

EQUIPMENT RENTAL				
	QTY	Days	Daily Rate	Total
Wireless Microphone (Hand or Lav)			\$ 205.00	
Computer Speakers			\$ 50.00	
15" Powered Speaker w/ Stand			\$ 175.00	
6 Channel Mixer			\$ 85.00	
25" LCD Display Monitor			\$ 200.00	
43" Monitor & Tabletop Stand			\$ 475.00	
55" Monitor & Floor Stand			\$ 550.00	
Additional Monitor Sizes Available			CALL	
5,000 Lumen LCD Projectors & Brighter			CALL	
Lekos or Source 4 Pars			\$ 50.00	
LED Uplights			\$ 80.00	
6 Channel Dimmer Pack			\$ 85.00	
Additional Lighting Equipment Available			CALL	
Desktop PC with Monitor & Keyboard			\$ 475.00	
Laptop (PC)			\$ 250.00	
MacBook Pro			\$ 350.00	
HDMI or Apple Adaptors/MISC. Cables			CALL	
Computer Presentation Remote			\$ 45.00	
Tripod Screen w/ Skirt			\$ 250.00	
Flip Chart w/ Pad & Markers			\$ 100.00	
Display Easel			\$ 12.00	
All basic equipment orders will incur a \$350.00 Set/Strike Fee. Additional labor will be added for any larger sets. See your Event Technology Representative for additional labor charges.			<b>RENTAL TOTAL</b>	
			<b>LABOR CHARGE</b>	\$ 350.00
			<b>SUBTOTAL</b>	
			<b>TAX</b> 8.20%	
			<b>TOTAL DUE</b>	

- Once a completed Exhibit Order is received a payment link will be sent and 100% of the exhibit total will be required prior to the event.

- Equipment rental prices are per day with a minimum rental period of day on all equipment.

- Any order over \$10,000 will have a 2% processing fee added.
- Exhibitors are responsible for any/all lost or damaged equipment.
- A 25% fee will apply for all orders cancelled less than 72 hours prior to delivery.
- Cancellations after delivery are set up will be charged at 100%.

- ALL EXHIBITORS NEED TO BE PRESENT AT THE TIME REQUESTED FOR DELIVERY OR THE EQUIPMENT WILL NOT BE DELIVERED UNTIL CALLED FOR.  
ALL LABOR/EQUIPMENT WILL STILL BE CHARGED AT 100%.

- IF YOU NEED ASSISTANCE COMPLETING YOUR ORDER, PLEASE CALL  
(719) 491-7296