

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME		ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

Email completed form to the Encore Representative listed above.
 Once this request form is submitted, an Encore Representative will contact you for an official order review and signature.
 Labor charges, sales tax, loss damage waiver, and service charges may apply.

PROJECTION	QUANTITY	DAILY RATE
LCD PROJECTOR		\$405
TRIPOD SCREEN		\$100
25' HDMI CABLE		\$30

MONITOR	QUANTITY	DAILY RATE
24" MONITOR TABLE TOP		\$180
55" MONITOR		\$555
70" MONITOR		\$1260
FLOOR STAND		\$80

INTERNET	QUANTITY	SHOW RATE
SIMPLE WIFI CONNECTION		Hotel to provide
HARD LINE CONNECTION		Hotel to provide

POWER	QUANTITY	SHOW RATE
120V SINGLE PHASE – 5 AMP		Hotel to provide
120V SINGLE PHASE – 10 AMP		Hotel to provide
120V SINGLE PHASE – 20 AMP		Hotel to provide
120V THREE PHASE – 60 AMP		Hotel to provide
POWER STRIP & EXTENSION		\$65

MISCELLANEOUS	QUANTITY	DAILY RATE
LAPTOP		\$275
FLIPCHART PACKAGE		\$90

If You Are Experiencing Technical Difficulties On Site
 Please Contact Encore At 586-536-4970