



encore™

calgary TELUS convention centre
be part of the energy™

EXHIBITOR - AUDIO VISUAL
ORDER FORM

MAILING ADDRESS: 120 NINTH AVENUE SOUTHEAST CALGARY, ALBERTA, CANADA T2G OP3
PH # 403-261-8591 E-MAIL: lcalaro@encoreglobal.ca

EXHIBITOR INFORMATION

DATE:		SHOW NAME:	
CONTACT:		VENUE:	Calgary TELUS Convention Centre
COMPANY:		ROOM:	
ADDRESS:		BOOTH #:	
CITY / PROVINCE/STATE:		# SHOW DAYS:	
POSTAL/ZIP CODE:		INSTALLATION DATE:	
ADVANCE DEADLINE DATE:		DISMANTLE DATE:	

AUDIO VISUAL EQUIPMENT DETAIL

QUANTITY	DESCRIPTION	DAILY RATE	# Days	Total
COMPUTER MONITORS & DISPLAYS				
	21" 16:9 FLAT SCREEN MONITOR	\$100.00		
	28" 16:9 FLAT SCREEN MONITOR	\$125.00		
	*42" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$435.00		
	*55" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$660.00		
	*80" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$750.00		
	HD Projector / Screen Package (all necessary cables)	\$500.00		
	Easel	\$25.00		
	4x6 White Board with Markers, Eraser and Easel	\$85.00		
COMPUTERS				
	WINDOWS 2.4 GHz LAPTOP COMPUTER	\$170.00		
	MACINTOSH LAPTOP COMPUTER	\$300.00		
COMPUTERS ACCESSORIES				
	OPLAY USB MEDIA PLAYER	\$75.00		
	SET OF COMPUTER SPEAKERS	\$50.00		
	PROJECTION CART C/W SKIRT (42")	\$60.00		
	LEXMARK LASER PRINTER C/W SPARE TONER CARTRIDGE	\$175.00		
AUDIO EQUIPMENT				
	UHF WIRELESS MICROPHONE (COMBO KIT)	\$125.00		
	SHURE WIRED MICROPHONE C/W FLOOR STAND	\$25.00		
	MACKIE 4-CHANNEL AUDIO MIXER	\$75.00		
	QSC K8/10 PORTABLE SPEAKER WITH STAND (100W)	\$80.00		
SPECIALTY ITEMS AVAILABLE UPON REQUEST				
	POWER IS ORDERED THROUGH THE VENUE DIRECTLY; PLEASE CONTACT LISA MASSIER lisam@calgary-convention.com 403-261-8559		EQUIPMENT	

CREDIT CARD INFORMATION

Please pay for your order using a credit card, at least 72 hours before load-in to ensure equipment availability. We accept Visa, Mastercard and American Express; please advise if it is a VISA/MASTERCARD/AMEX		LABOUR	\$140.00
		DELIVERY & PICK UP	\$50.00
Name on Card and Credit Card company:		SUBTOTAL	
Card Number:		(5%) GST	
Expiry (MM/YR)	Security Code:	*TOTAL	
Signature		*ADDITIONAL LABOUR MAY BE REQUIRED – MINIMUM 2hr labour call @\$70.00 hr	

TERMS AND CONDITIONS OF EQUIPMENT RENTAL

- Order cancellation must be received 3 days prior to load-in to avoid rental charge.
- The elements specified in this order included with this contract correspond to the instructions of the customer. The customer agrees to pay all additional changes cause be an omission of the client, changes, modifications, or alterations to the equipment and/or services. The customer shall be charged for all overtime incurred at Encore current rates.
- Insurance for the full replacement value of the equipment rented is the responsibility of the customer. The customer is hereby advised of his/her responsibility to safeguard the equipment at all times and ensure the security of the meeting room/event space when not occupied.
- The customer shall indemnify Encore against all losses, expenses, penalties, damages and condemnations, and legal costs which Encore could incur or be condemned to pay.
- By signing, I hereby accept the terms and conditions as stated above and authorize Encore to charge my credit for the full amount.
- If you have any questions regarding our rentals, equipment, or other services we offer, please contact us. 1-888-287-3687. Visit us online at www.encore-can.com