



Prestige AV at KEC
 937 Phillips Ln, Louisville, KY 40209
 Email: kec@prestigeav.com
 Office: (502)-709-0172

Exhibitor AV Order Form

Prestige Audio Visual & Creative Services
 KENTUCKY VENUES



Prestige AV at KICC
 221 S. 4th St, Louisville, KY 40204
 Email: kicc@prestigeav.com
 Office: (502)-715-4873

Video Equipment	Daily Price with 14 day notice	Standard Daily Rate	Equipment Qty	# of days (max. 3 days)	Show Total
32" Flat Panel Monitor 16:9 ratio XGA	\$125	\$175			
42" Flat Panel Monitor 16:9 ratio XGA	\$200	\$250			
50" Flat Panel Monitor 16:9 ratio XGA	\$300	\$350			
60" Flat Panel Monitor 16:9 ratio XGA	\$400	\$500			
80" Flat Panel Monitor 16:9 ratio XGA	\$700	\$800			
Media Player with USB or SD Card reader	\$50	\$75			
Monitor Pole Stand with Shelf	\$100	\$125			
Monitor Pole Stand without Shelf	\$75	\$100			
Monitor Wall Mount	\$50	\$75			
Audio Equipment					
Two Speaker Sound System (two 8" speakers and stands)	\$200	\$250			
Two Speaker Sound System with Wireless Microphone	\$300	\$350			
Two Speaker Sound System with Wired Microphone	\$225	\$275			
Additional Wireless Mic	\$150	\$175			
Laptop/Media player audio adapter	\$35	\$40			
Computer Equipment					
24" LCD Flat Panel Monitor	\$100	\$175			
Notebook: Core i5, Win 7, 4gb Ram, 15.6" Display	\$100	\$175			
Laser Printer (Black and White)	\$100	\$150			
Presentation Equipment					
HD LCD Projector (3000 Lumens) and 34" AV cart	\$400	\$500			
Tripod Screen with Skirt <input type="checkbox"/> 6' <input type="checkbox"/> 7' <input type="checkbox"/> 8'	\$45	\$55			
34" Skirted AV Cart w/ Power Strip	\$30	\$45			
Wireless Presenter Mouse with built-in Laser Pointer	\$35	\$50			
Flipchart with Pad and Markers	\$50	\$65			

Subtotal	
\$75 Set Up/Delivery Labor	\$75.00
Ky Venues Service Charge	20%
Kentucky Sales Tax	6%
TOTAL	\$

- All rates shown are daily up to 3 days. (3 days = 1 week)
- Tax will be charged on all orders without a valid Tax Exempt Form
- A 20% Service Charge will apply to all orders
- Cancellations without 48 hour notice will be charged 50% of total.
- Onsite cancellations will not be refunded.
- When this form is complete, we will forward a formal quote with a secure payment link
- Booth representative must be present in booth when equipment is delivered.
- **If payment is not completed prior to delivery time, equipment will not be delivered.**
- Client is required to supply all necessary adapters for laptops without an HDMI connection

Required Customer & Delivery Information

Company Name:	Billing Address:
Onsite Contact Name:	_____
Booth or Room No.:	City: _____
Cell phone:	State: _____
Email:	Zip code: _____
Requested Delivery Date: _____ Time: _____	
Requested Pickup Date: _____ Time: _____	
Please complete and submit a Client Information form with all billing information to kicc@prestigeav.com or kec@prestigeav.com	
Corporate Office: 4835 Para Drive, Cincinnati, OH 45237 Phone (513) 641-1600 Fax (513) 641-3200 Toll Free (800) 294-3179	

NEW CLIENT FORM

Primary Contact Name: _____

Primary Contact Email: _____

Primary Contact Phone (o): _____

Primary Contact Phone (m): _____

Shipping/Mailing Address: _____

City: _____ State: _____ Zip: _____

Invoice Contact Name: _____

Invoice Company Name: _____

Invoice Email: _____

Invoice Phone: _____

Invoice Fax: _____

Invoice Address (if different): _____

City: _____ State: _____ Zip: _____

Preferred manner to receive invoices: Email Mail Fax

Show Information

Show Name: _____

Exhibiting Company Name : _____ Booth Number: _____

Exhibition Space: _____ Booth Size: _____ x _____

Exhibitor Move-In Date/Start Time: _____

Exhibitor Move Out Date/Start Time: _____

Onsite Contact Name: _____

Onsite Contact Phone: _____