



The Company With Vision



SmartSource

COMPUTER & AUDIO VISUAL RENTALS

OFFICIAL AV & COMPUTER RENTAL ORDER FORM

FOR MORE INFORMATION PLEASE CALL – Keith Shane (610) 940-9500 Ext. 203

\*\*NOTE: ALL PRICING IS FOR ENTIRE LENGTH OF SHOW\*\*

Qty	Equipment	Event Rate	Total
<b>PLASMA FLAT PANEL MONITORS</b>			
	42" Plasma Monitor – SVGA, 800 X 600, Desk Stand & Speakers Included	\$795.00	
	37" Plasma Monitor – XGA, 1024 X 768, Desk Stand, Speakers built-in	\$995.00	
	50" Plasma Monitor – SXGA, 1280 X 1024, Desk Stand & Speakers Included	\$1395.00	
	Dual Post Floor Stand for above Plasmas	\$145.00	
	Wall Mounting Bracket for above Plasmas	Included	Included
<b>LCD FLAT PANEL MONITORS</b>			
	17" LCD Monitor – 1280x1024 Max Resolution	\$195.00	
	20" LCD Monitor – 1600x1200 Max Resolution	\$295.00	
	32" LCD Monitor – 1600x1200 Max Resolution	\$595.00	
	Wall Mount for above Flat Panel LCD Monitors	\$25.00	
<b>DESKTOP COMPUTERS – 17" CRT Monitor, NIC, Keyboard, Mouse, Windows XP, MS Office XP</b>			
	P4 1.7GHz, 256MB RAM, 20GB HD, CD	\$160.00	
	P4 2.6GHz, 1GB RAM, 40GB HD, DVD/CDRW	\$175.00	
	P4 3GHz, 1GB RAM, 80GB HD, DVD/CDRW	\$195.00	
	Upgrade Monitor with PC Rental to 17" LCD	\$45.00	
	Upgrade Monitor with PC Rental to 20" LCD	\$145.00	
<b>LAPTOPS – Windows XP, MS Office XP</b>			
	P4 1.8GHz, 512MB RAM, 40GB HD, DVD, 10/100 NIC, Wi-Fi	\$250.00	
	Centrino 1.5GHz, 512MB RAM, 40GB HD, DVD/CDRW, 10/100 NIC, Wi-Fi	\$295.00	
<b>PRINTERS, FAXES &amp; COPIERS</b>			
	HP 4100N LaserJet Printer	\$195.00	
	HP 4500N or 4600N Color LaserJet Printer	\$595.00	
	Plain Paper Laser Fax Machine	\$195.00	
<b>PRESENTATION EQUIPMENT</b>			
	DVD Player or VCR Player w/ Auto Repeat (circle choice)	\$95.00	
	20" Video Monitor	\$125.00	
	27" Video Monitor	\$175.00	
	XGA 2000 Lumen LCD Projector	\$495.00	
	XGA 3000 Lumen LCD Projector	\$995.00	
	6' or 8' Tripod Projection Screen	\$95.00	
	54" Draped Cart	\$75.00	
<b>AUDIO EQUIPMENT</b>			
	Booth Sound System – 2 Anchor Amplified Speakers w/ Stands, 1 Wired Handheld Mic, 1 Wireless Handheld or Lavalier Mic, Mixer.	\$395.00	
	JBL 150Watt Amplified Speaker w/ Stand	\$150.00	
	Wireless Microphone – Circle One (Lavalier or Handheld or Headset)	\$195.00	
	Wired Handheld Microphone	\$75.00	
	Audio Mixer	\$75.00	
<b>HUBS, SWITCHES, D/As &amp; CABLES</b>			
	16 Port 10/100 Network Hub	\$75.00	
	RJ45 Network Cable	\$1 per foot	
	RGB or VGA (choose) Distribution Amp - 1 Input, 6 Output w/ 25' RGB Cable	\$195.00	
	RGB or VGA (choose) Switch Box - 1 Input, 6 Output w/ 25' VGA Cable	\$195.00	
	25' VGA or RGB Cable	\$25.00	
<b>RENTAL EQUIPMENT TOTAL</b>			




ORDERS RECEIVED WITHIN 1 WEEK OF SHOW ARE SUBJECT TO A 20% RUSH SURCHARGE

**ORDERS RECEIVED WITHIN 1 WEEK OF SHOW ARE SUBJECT TO A 20% RUSH SURCHARGE**

<p><b>SERVICE:</b> All rentals include 24x7 service &amp; support.</p> <p><b>DELIVERY/PICKUP:</b> A representative from your organization must be in the booth at the time of delivery to sign for the equipment. If a repeat delivery is required, an additional charge will apply. Any changes to scheduled delivery time within 7 days of the event will result in an additional charge. DRAYAGE/UNION HANDLING FEES ARE NOT INCLUDED AND ARE THE CUSTOMERS RESPONSIBILITY.</p> <p><b>DELIVERY/PICK-UP CHARGES:</b> Delivery charge is equal to 10% of equipment subtotal (minimum \$75).</p> <p><b>ADDITIONAL LABOR CHARGES:</b> Add \$75 for Delivery/Pickup of Plasmas. Add \$75 for outside the hours of 8-5. Add \$75 for a delivery on Saturday or Sunday. Add \$75 for a pickup on Saturday or Sunday.</p> <p><b>PAYMENT:</b> SmartSource requires payment in full at the time your order is placed. Payment includes but is not limited to Equipment Rental, Delivery and Tax.</p> <p><b>DAMAGE WAIVER:</b> Covers damage to equipment while on show site. Does not cover lost or stolen equipment.</p> <p><b>CREDIT CARD:</b> For your convenience, we will use this authorization to charge your credit card for your advance orders and any additional fees incurred as a result of on-site orders by your representatives. These fees include any services provided by SmartSource or charges we incur on your behalf.</p> <p><b>CANCELLATION:</b> Cancellation of rental equipment and services must be made 7 days prior to delivery. No refunds will be made to any order where cancellation is made less than 7 days prior to delivery.</p> <p><b>RESPONSIBILITY:</b> Customer is responsible for all loss and damage to equipment. All orders are subject to SmartSource standard terms and conditions.</p>	<p><b>RENTAL EQUIPMENT TOTAL FROM PAGE 1</b></p>	
	<p><b>OPTIONAL - DAMAGE WAIVER INSURANCE - 3% OF RENTAL TOTAL</b></p>	
	<p><b>DELIVERY/PICK-UP 10% OF SUB-TOTAL \$75 MINIMUM</b></p>	
	<p><b>ADDITIONAL LABOR CHARGES (IF NECESSARY, SEE TO LEFT FOR DETAILS)</b></p>	
	<p><b>SUB TOTAL</b></p>	
	<p><b>SALES TAX - APPLIED AT LOCAL RATE OF EVENT</b></p>	
	<p><b>TOTAL*</b></p>	

<p><b>FAX TO: 610-940-9501</b>  <b>OR MAIL TO:</b>  <b>SmartSource 4110 Butler Pike, Suite A100, Plymouth Meeting, PA, 19462</b></p>	<p><b>FOR MORE INFORMATION</b>  <b>CALL: (610) 940-9500</b>  <b>Keith Shane - EXT 203</b></p>
--	---

**PLEASE FILL IN ALL BOXES BELOW - PLEASE PRINT NEATLY OR TYPE**

EXHIBITION INFORMATION		PAYMENT INFORMATION	
Company Name (On booth)	Booth # & Hall/Room Name	Company Name	
Show Site Contact	Show Site Contact Cell Phone #	Billing Address	
/ / 8-12 or 1-5 Setup Date & Time(circle one)	/ / 8-12 or 1-5 Pick-up Date & Time(circle one)	City	State ZIP
Venue Address		Credit Card Number	Exp. Date
City	State ZIP	Authorized Signature	
Your Phone #	Your Fax #	Print Name	
Ordered By		Email Address	
Show / Event Name:		<p align="center"><b>CREDIT CARD TYPE</b></p> <p align="center"> <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>  </p>	

**ORDER COMMENTS / INSTRUCTIONS**