



May 21-23, Irving Convention Center at Las Colinas, TX

BOOTH NAME \_\_\_\_\_

BOOTH NUMBER \_\_\_\_\_

ADVANCE ORDER RATE DEADLINE: **April 26th, 2024**

ORDER ONLINE AT : [www.ets-av.com/orders](http://www.ets-av.com/orders)

FLATSCREEN MONITORS / DISPLAYS		QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
24"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 120.00	\$ 160.00
27"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 180.00	\$ 240.00
32"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 450.00	\$ 600.00
43"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 675.00	\$ 900.00
55"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 1,275.00	\$ 1,700.00
65"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 1,500.00	\$ 2,000.00
75"	<input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 1,650.00	\$ 2,200.00

Monitor Floor Stands require the rental of an ETS monitor 32" or greater. Larger monitors, touchscreens, 1.9mm LED Posters, and video walls are available by request. Call/email for pricing.

FLATSCREEN ACCESSORIES	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
DUAL POST STAND (55" – 75" Flat Screens)		\$ 225.00	\$ 325.00
SINGLE POST STAND (32" – 43" Flat Screens)		\$ 150.00	\$ 250.00
SHELF FOR FLOOR STAND		\$ 25.00	\$ 50.00
SOUND BAR <b>Only available with monitor rental.</b>		\$ 100.00	\$ 150.00

COMPUTERS	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
Windows 10 i5 Laptop		\$ 380.00	\$ 440.00
Windows 10 i7 Laptop		\$ 440.00	\$ 550.00
MACBOOK Laptop		\$ 420.00	\$ 525.00

COMPUTER ACCESSORIES	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
WIRED KEYBOARD + MOUSE		\$ 35.00	\$ 50.00
WIRELESS KEYBOARD + MOUSE		\$ 35.00	\$ 50.00

MOBILE DEVICES	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
APPLE iPad		\$ 450.00	\$ 600.00

MICROPHONES	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
WIRED HANDHELD MICROPHONE		\$ 75.00	\$ 100.00
WIRELESS HEADSET MICROPHONE		\$ 360.00	\$ 450.00
WIRELESS HANDHELD MICROPHONE		\$ 300.00	\$ 375.00
WIRELESS LAVALIER MICROPHONE		\$ 300.00	\$ 375.00

SOUND SYSTEMS	QTY	ADVANCE ORDER RATE	STANDARD ORDER RATE
5.25" COMPACT SPEAKER		\$ 150.00	\$ 200.00
12" POWERED SPEAKER (PAIR) with Mixer & Tripod Stand		\$ 300.00	\$ 400.00
HK NANO 300 POWERED SPEAKER (PAIR) with Mixer <input type="checkbox"/> TABLE TOP STAND <input type="checkbox"/> WALL MOUNT		\$ 500.00	\$ 600.00

**NOTES AND/OR SPECIAL REQUESTS**




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**TOTALS**

EQUIPMENT SUBTOTAL

\* LABOR SERVICE CHARGE >> 38% of Equipment Subtotal or \$150 minimum

\*\* DAMAGE AND THEFT INSURANCE >> 4% of Equipment Subtotal

**TOTAL CHARGE**

**\*LABOR SERVICE CHARGE**

The Labor Service Charge includes delivery, setup, dismantle, and equipment pick-up. For orders less than \$3,000 the Labor Service Charge is 38% of the Equipment Subtotal or \$150, whichever is greater. For Equipment Subtotals in excess of \$3,000 the Labor Service Charge will be calculated based on time and labor regulations for that city. Event Technology Services' Labor Service Charge does not include installation of wall brackets to booth structures or preexisting walls, nor labor that falls under facility or union mandated jurisdiction rules and regulations.

**\*\*OPTION TO WAIVE DAMAGE AND THEFT INSURANCE COVERAGE**

Damage and Theft Insurance is equal to 4% of your Equipment Subtotal. The Exhibitor may choose to have the Damage and Theft Insurance Coverage waived by providing proof of liability insurance listing Event Technology Services LLC as covered by your current insurance provider. This must be presented to your ETS Service Representative prior to the Advance Order Deadline. Regardless of cause, the Exhibitor and its employees or agents waive the right to make a monetary claim against Event Technology Services LLC for loss of anticipated profits or other indirect consequential damage. Additionally, the Exhibitor and its associates wave any right to make any claim against Event Technology Services for damage resulting from misuse of equipment or for personal injury resulting from use of the equipment.

**CANCELLATION POLICY**

Rental period if only for show days specified in this agreement. The Exhibitor may cancel their order at no charge anytime prior to the Advance Order Deadline. A 50% service fee will be issued for cancellations after that date and prior to the date of set up. ETS will not accept cancellations once on-site and the Exhibitor will be responsible for 100% of charges.

**ADDITIONAL EQUIPMENT AND SPECIAL REQUESTS**

Additional equipment is available on-site at the Standard Order Rate should you need it. Contact your ETS Service Representative if you have any questions, special requests, or require additional labor.

**INSTALLATION, SHOW, AND DISMANTLE**

An ETS or Facility Technician (under ETS's supervision) will set up your audio/visual equipment at the prearranged time. Please ensure someone is present to accept the equipment. Following the closing of the show floor, an ETS or Facility Technician will come by your booth to dismantle the equipment. Please ensure it is made available to the technicians.

**ACKNOWLEDGEMENT OF TERMS AND CONDITIONS**

By signing below you acknowledge that you have read and understand the above terms and conditions, are in full agreement of the policies described therein, and are a qualified representative of the company associated with the booth listed at the top of this form.

REPRESENTATIVE SIGNATURE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_

DATE \_\_\_\_\_

**ETS Contact Information:**    [exhibits@ets-av.com](mailto:exhibits@ets-av.com)    972-756-0100



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**COMPANY INFORMATION**

COMPANY NAME \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_

COUNTRY \_\_\_\_\_ POSTAL CODE \_\_\_\_\_

ORDERED BY \_\_\_\_\_ EMAIL \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

**SHOW INFORMATION**

ON-SITE CONTACT \_\_\_\_\_

CELL PHONE NUMBER \_\_\_\_\_

BOOTH NAME \_\_\_\_\_

BOOTH NUMBER \_\_\_\_\_

REQUESTED SET-UP DATE \_\_\_\_\_

REQUESTED SET-UP TIME:  8AM-NOON  1PM-5PM

PLEASE INDICATE YOUR CONTENT SOURCE FOR MEDIA:  HDMI  USB/MEDIA PLAYER  OTHER

PLEASE SPECIFY "OTHER" \_\_\_\_\_

**PREFERRED METHOD OF PAYMENT**

SECURE PAYMENT LINK (VIA CREDIT CARD)  ACH PAYMENT  WIRE TRANSFER  CHECK

*ACH Payment, Wire Transfer and payment by check are only available prior to the Advanced Order Deadline.*

*Please contact your ETS Service Representative for details.*

**DISCLAIMER AGREEMENT:**

*Payment in full is required to process your order. If paying by check, a credit card must be authorized for the full amount to confirm the order. If a check is not received prior to the exhibitor move-in date this card will be charged for the full amount. A credit authorization is required as a deposit against additional services and/or labor. Payment of any balances may also be made by company check upon presentation of a statement while at the show, however a credit card authorization must be on file. For your convenience we will use this authorization to charge your credit card account for any additional amounts incurred as a result of show site orders placed by your representative(s). Changes in delivery date and time on-site may result in additional labor charges.*

REPRESENTATIVE SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

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