AUDIOVISUAL EXHIBITOR SERVICES

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.

THE WESTIN
KANSAS CITY AT CROWN CENTER

Sheraton
KANSAS CITY AT CROWN CENTER

NAME OF CONFERENCE	START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME	ON-SITE CONTACT NAME		ROOM/EXHIBIT BOOTH NO.
STREET ADDRESS	CITY	STATE	ZIP CODE
TELEPHONE NUMBER		DELIVERY DATE	DELIVERY TIME ☐ AM ☐ PM
EMAIL ADDRESS		PICKUP DATE	PICKUP TIME ☐ AM ☐ PM
ORDERED BY			

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced-rate pricing, place your order at least 21 days prior to delivery. Prices are for exhibit floor only. All rental prices subject to a 15% markup if ordered day of.

Operator labor, if requested, is subject to the prevailing hourly rate with a four-hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER SHOW.

Tax Exempt Status – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

Cancellations – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or "no shows" are subject to the full amount of the order, including installation, drayage and tax.

Labor and/or service charges may apply and/or loss damage waiver.

Form Submission – Email completed forms to: smcafee@psav.com

MONITORS

	QTY.	
■ 19" Multi sync monitor	_____	$120
■ 46" LCD monitor	_____	$445
☐ Dual-post stand ☐ Table stand ☐ Speakers		
■ 55" LCD monitor	_____	$600
☐ Dual-post stand ☐ Table stand ☐ Speakers		

MONITOR ACCESSORIES

	QTY.	
■ Blu-ray/DVD player	_____	$110

PROJECTION

	QTY.	
■ LCD projector (3k)	_____	$415
■ 34" Rolling cart with black skirt	_____	$30
■ 54" Rolling cart with black skirt	_____	$55
■ Tripod screen	_____	$80
☐ 6' ☐ 8'		

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AUDIO EQUIPMENT

	QTY.	
CD player	_____	$65
Small powered speaker with stand	_____	$105
4-channel mixer	_____	$110

ACCESSORIES

	QTY.	
Flipchart with markers	_____	$60
Post-it flipchart with markers	_____	$80
Whiteboard with markers	_____	$112
Tripod easel	_____	$16
Wireless presenter mouse	_____	$56

COMPUTER & ACCESSORIES

	QTY.	
Laptop	_____	$220
Computer speakers	_____	$50
Black & white laser printer	_____	$190
Color laser printer	_____	$380

INTERNET

	QTY.	
Wired internet connection	_____	$165
Wireless internet connection	_____	$16
Dedicated bandwidth	Please contact PSAV for quote	

SPECIAL REQUESTS

Please add any items not listed above that you require.

POWER

	QTY.	
5 AMP (single phase) includes power strip	_____	$115
10 AMP (single phase) includes power strip	_____	$170
20 AMP (single phase) includes power strip	_____	$230
25’ AC cable	_____	$21
Power strip	_____	$21

RIGGING

Rigging requests should be placed using the Rigging Request Form at https://www.psav.com/riggingform

CUSTOM ITEMS

	QTY.	
_____	_____	$_____
_____	_____	$_____
_____	_____	$_____
_____	_____	$_____
_____	_____	$_____

TOTALS

- **Equipment Subtotal** $_____
- **25% Service Charge** $_____
  (Equipment Subtotal x 0.25)
- **Subtotal** $_____
- **10.6% Sales Tax** $_____
  (Subtotal x 0.106)
- **Grand total** $_____
  (Subtotal + Sales Tax)

To learn about our creative and production services, please contact your PSAV representative.

PSAV Representative
Westin and Sheraton at Crown Center
1 East Pershing Road, Kansas City, MO 64108
office: 816.545.9167 **email:** smcafee@psav.com

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BOOTH DIAGRAM

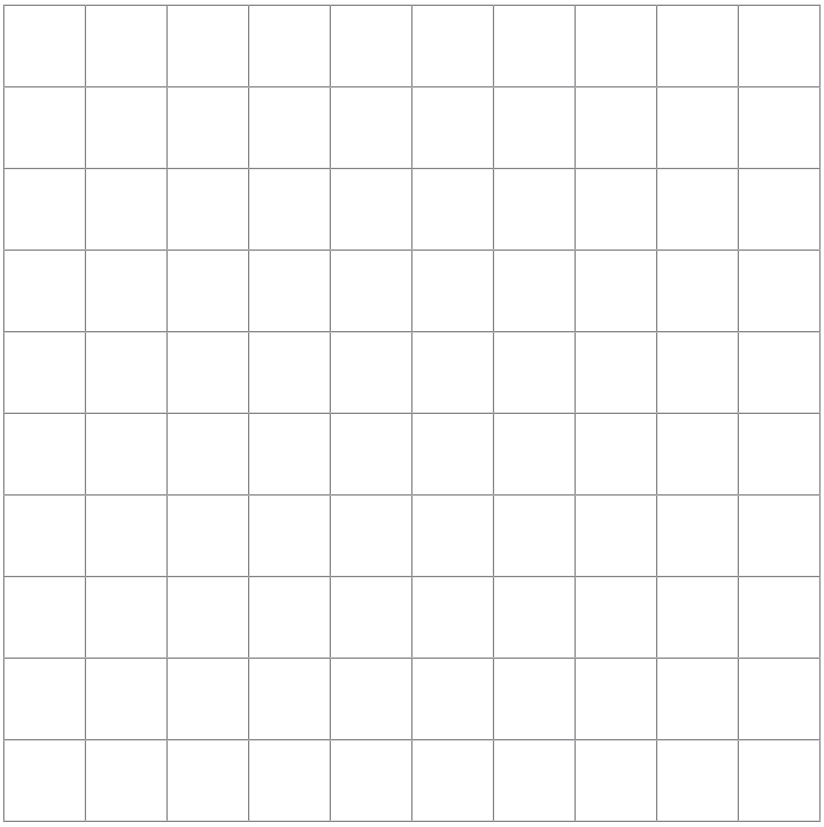
ORGANIZATION NAME	ROOM/EXHIBIT BOOTH NO.
SHOW NAME	SHOW DATES

Internet
Please indicate on the grid the location of your internet drop(s) using **W** to signify a wired internet drop and **T** to signify a telephone wiring. If no location is indicated, the internet drop will be placed in the middle back of the booth.

Power
Please indicate on the grid the location of your power drop(s) using exact measurements and how many amps each power drop should have (e.g., 15A). If no location is indicated, the power drop will be placed in the middle back of the booth. There is a minimum labor charge for hook-up and dismantle for all non-standard locations, multiple outlet locations, island booths and 208V services.

Adjacent Booth No. _____

Adjacent Booth No. _____



Adjacent Booth No. _____

Adjacent Booth No. _____

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