

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME		ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER
BILLING ADDRESS		CITY & STATE		ZIP CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERD BY	EMAIL		PHONE	

Advanced rates are available if order is placed 10 days or more before show opening.
 Email completed form to the Encore Representative listed above.
 Once this request form is submitted, an Encore Representative will contact you for an official order review and signature.
 Labor charges, sales tax, loss damage waiver, and service charges may apply.

MONITOR	QUANTITY	ADVANCED RATE	REGULAR RATE
55" MONITOR		\$855	\$895
70" MONITOR		\$1,270	\$1,320
FLOOR STAND		\$95	\$135

AUDIO	QUANTITY	ADVANCED RATE	REGULAR RATE
PERSONAL SPEAKER		\$320	\$360

MISCELLANEOUS	QUANTITY	ADVANCED RATE	REGULAR RATE
LAPTOP		\$286	\$326
FLIPCHART PACKAGE		\$107	\$147

If You Are Experiencing Technical Difficulties On Site
 Please Contact Encore At 301-247-5807