



RENAISSANCE WASHINGTON DC DOWNTOWN HOTEL

EXHIBITOR AUDIO VISUAL FORM

Exhibitor: _____ Conference Name: _____ Date of Form _____
 Onsite Contact: _____
 Billing Address: _____ City: _____
 State: _____ Zip Code: _____ Telephone #: (_____) _____ FAX # (_____) _____
 Booth #: _____
 Setup Date: _____ Time: _____ Pickup Date: _____
 Time: _____

QTY	EQUIPMENT	COST	# OF DAYS	TOTAL
	37" Plasma Screen Monitor	\$350.00		
	42" Plasma Screen Monitor	\$450.00		
	50" Plasma Screen Monitor	\$550.00		
	Laptop Computer	\$225.00		
	Podium Package (for meetings only)	\$160.00		
	17" Flat Screen Computer Monitor	\$200.00		
	19" Flat Screen Computer Monitor	\$210.00		
	DVD Player	\$120.00		
	37" Plasma / DVD Package (there is an upcharge for a Blu Ray player)	\$400.00		
	42" Plasma / DVD Package there is an upcharge for a Blu Ray player)	\$525.00		
	Hanging Small Banners	\$ 50.00	N/A	
	DID (direct -in-dial phone) (plus calls)	\$125.00		
	High Speed Wired Internet Line (Service Charge and Tax Inclusive)	\$125.00		
	High Speed Wireless Internet Line (Service Charge and Tax Inclusive)	\$100.00		
	Polycom Conference Phone and phone line	\$300.00		
	Telos Conference Phone and phone line	\$300.00		
	Power Strip/Extension Cord	\$30.00		

**** ALL PRICES ARE ON PER DAY BASIS IN THE SAME BOOTH/ROOM AND ARE SUBJECT TO 22% SERVICE AND 5.75% DC SALES TAX.**

*** For equipment not listed, please call the AV Department for Pricing**

Billing Information: (please check one)

- Hotel Master Account Acct# _____
- Hotel Guest Room Personal Credit Card (See attached form)

Authorized Signer (Print Name) _____ Signature _____

Total	
22% Service Fee	
Sub-Total	
5.75% Sales Tax	
Total	

NOTICE: Please fax this form back to 202-682-3419 in care of the Audio-Visual Department. You must be present in the booth at delivery time to accept and secure equipment. Please bring a copy this form with you. Also call Audio Visual Dept. 202-962- 4385 when you arrive to your booth. This communication contains information from Marriott International, Inc. that may be confidential. Except for personal use by the intended recipient, or as expressly authorized by the sender, any person who receives this information is prohibited from disclosing, copying, distributing, and/or using it. If you have received this communication in error, please immediately delete it and all copies, and promptly notify the sender. Nothing in this communication is intended to operate as an electronic signature under applicable law.

