



Meeting & Presentation Audio-Visual/Computer Equipment Order Form Baltimore Convention Center

PROJECTION



Please enter quantity next to equipment required for your presentation. If you do not see the equipment you require,
please call 410-649-7313 or 410-649-7317 or email bccexhibits@projection.com.

To order, please fax this completed form to Projection at 410-649-7061.

Computers				Qty	# of Days	Rate	Total	Projectors				Qty	# of Days	Rate	Total				
Laptop: DVD/CD-R, 15.4" Display, Norton Anti-Virus, WIN 10, Ofc. 2013 Pro,WiFi, 10/100/1000 NIC, Mouse & Cable Lock						\$225		LCD/WUXGA Projector (4200 Lumens) *HDMI & VGA Inputs*						\$590					
HP LaserJet M602n Printer (Weekly Rental)						\$250		LCD/XGA Projector (3000 Lumens) *VGA Input Only*						\$350					
								LCD Support Package (proj. stand, power strip, ext cord, & VGA/HDMI cabling)						\$45					
Cart and Stands				Qty	# of Days	Rate	Total	Video Equipment				Qty	# of Days	Rate	Total				
Safelock Stand (35lbs Max)						\$35		DVD Player / Blu-Ray Player						\$125					
48" Heavy Duty Draped Cart (250lbs Max)						\$35		55" LCD Flat Panel Display						\$550					
34" Draped Cart (50lbs Max) - Seated Audience						\$35		42" HD LCD w/Floor Stand or Table Top Stand						\$450					
54" Draped Cart (130lbs Max) - Walk-by Audience						\$35													
Miscellaneous				Qty	# of Days	Rate	Total	Screens				Qty	# of Days	Rate	Total				
Flipchart w/ Pad & Markers						\$40		5', 6', 7', or 8' Tripod Screen w/Skirt (circle preferred screen size)						\$60					
Presenter's Remote/Slide Advancers (Weekly Rate)						\$25		6' x 10.8' HD Fast Fold Screen w/Skirt						\$200					
Laser Pointer (Weekly Rate)						\$25		7 1/2' x 10' Fast Fold Screen w/Skirt						\$85					
Totals								Audio				Qty	# of Days	Rate	Total				
Equipment Total:				1)				Mackie 1402 Audio Mixer (required when multiple mics are used)						\$85					
Delivery & Drayage:				2)	Complimentary			Audio Direct Box (required for presentations with audio)						\$25					
Equipment Set-up & Dismantle - 30% of line 1 with a \$120 minimum (\$165 minimum w/Fast Fold Screen rentals):				3)				Wired Microphone - Handheld or Lavalier (circle type)						\$50					
Subtotal:				4)				Wireless Microphone - Handheld, Lavalier, Headset (circle type)						\$175					
State Sales Tax - 6% of line 1:				5)				Professional Gooseneck Wirred Microphone						\$55					
Total Due:				6)				JBL VRX932 Powered Speaker w/ stand						\$95					
Credit Cards Type																			
				<input type="checkbox"/>				<input type="checkbox"/>				<input type="checkbox"/>							
<p style="text-align: center; color: blue; font-weight: bold;">A representative of your company MUST BE PRESENT at the time of delivery for set-up instructions and delivery verification. Please note that equipment will not be left in an unattended room.</p>				Credit Card #:				_____				_____							
				Exp. Date: _____ / _____				CVV: _____											
Presenter Information																			
Company Name:				Card Holder's Name:															
Contact:				Email:				Credit Card Billing Address											
Telephone:				Fax:															
Address:				Card Holder's Signature															
City:				State:				Zip:											
Installation																			
Install Date:				Install Time:				: AM/PM				<input type="checkbox"/> Check (US Only)				<input type="checkbox"/> Wire Transfer			
Start Date:				Start Time:				: AM/PM				Remit To: Projection Presentation Technology One West Pratt Street Baltimore, MD 21201							
Removal Date:				Removal Time:				: AM/PM				 Fax All Orders To: 410-649-7061							
Room:				Facility Name:				E-Mail: bccexhibits@projection.com											