

# A/V Exhibit Order Form



**Advanced Ordering Deadline: May 12, 2021**

**Remit to: NRG Park - Exhibitor Services**

Mailing Address: One NRG Park, Houston, TX 77054

Phone: 832-667-1718 (option 2)

Fax: 832-667-1472

Email: [exhibitorservices@nrqpark.com](mailto:exhibitorservices@nrqpark.com)

**Houston Auto Show 2021**

**May 19-23, 2021**

**NRG Park**

**Houston, Texas**

Prices are subject to change without notice.

**Notice of change to SMG-NRG Park credit and debit card practice effective December 1, 2018.**

In our ongoing efforts to safeguard your sensitive information SMG - NRG Park is no longer accepting credit or debit card payment information via email, fax, phone or text. We now require payment be completed by the customer through our secure online third-party payment system, NRG Park Exhibitor Online Ordering at <https://nrqpark.boomerecommerce.com/>. SMG-NRG Park thanks you for your cooperation as we work to ensure you are provided the most secure online ordering experience.

**CANCELLATION POLICY:** If cancellation occurs before services are installed and written notice of cancellation is received by Exhibitor Services 72 hours before the first scheduled move-in date, a full refund will be issued. If cancellation occurs after installation or after the start of the first scheduled move-in date, no refund will be issued. **ALL COMPLETED WORK IS SUBJECT TO FULL PAYMENT**

Equipment	Qty	Day Rate	# Days	Total	
<i>EXAMPLE ITEM</i>	1	50.00	2	100.00	<p><b>Please Contact Your J&amp;S Representative For:</b>  <b>**Comprehensive Exhibit Booth AV Design**</b>  <b>**Lighting, Computer, &amp; Special Equipment**</b>  <b>**Items Not Listed or Special Requests**</b></p> <p>Your A/V Sales Representatives are:  <b>Jared Ferguson - jared.ferguson@jsav.com</b></p>
<b>AUDIO</b>					
4 Channel Audio Mixer		50.00			<p><b>Please Print Clearly &amp; Fill Out Completely</b></p> <p><b>EXHIBITOR or EAC 3rd PARTY COMPANY CONTACT INFORMATION</b></p> <p>Company: _____</p> <p>Order Contact: _____</p> <p>Address: _____</p> <p>City/State/Zip: _____</p> <p>Tel: _____</p> <p>Fax: _____</p> <p>E-Mail: _____</p> <p><b>EXHIBITOR or EAC 3rd PARTY COMPANY DELIVERY INFORMATION</b></p> <p>Booth/Room #: _____</p> <p>Onsite Contact: _____</p> <p>Cell Phone: _____</p> <p>Delivery Date: _____</p> <p>Delivery Time: _____</p> <p>Received By: X: _____</p> <p>Pick-Up Date: _____</p> <p>Pick-Up Time: _____</p> <p>Delivered By: X: _____</p>
8 Channel Audio Mixer		85.00			
Self-Amplified Speaker w/ Stand		85.00			
Standard Wired Microphone		40.00			
Wireless Headset or Lapel Microphone		150.00			
Computer/Phone Audio adapter		40.00			
<b>DISPLAY</b>					
<i>w/ built-in or attached speakers ****monitors require external speakers****</i>					
32" Flat Panel Display Monitor		295.00			
50" Flat Panel Display Monitor **55"***		550.00			
60" Flat Panel Display Monitor		800.00			
70" Flat Panel Display Monitor		900.00			
80" Flat Panel Display Monitor		1,000.00			
Mount: Upright Truss		125.00			
Dual Post Stand W/ Bracket		140.00			
<p><i>*60", 70", and 80" Monitors require 2 technicians @1hr labor to safely secure to floor stand</i></p>					
<b>LIGHTING</b>					
Source 4 Leko		40.00			
LED Uplight		35.00			
LED Pro Par 56 RGB		95.00			
<b>OTHER</b>					
Laptop with Power Point		225.00			
3K LCD Projector (3500 Lumens)		400.00			
5K HD Projector		850.00			
6K HD Projector		850.00			
Cable TV RF Tie In		200.00			
96" x 96" Tripod Screen		50.00			
Display Easel		15.00			
Wireless Remote for Laptop		60.00			
AC Extension 25'		15.00			
AC Power Strip		15.00			
<b>Equipment Total:</b>					
<b>Labor (1 Hour Minimum) \$70/HR:</b>					
<b>Sub Total</b>					
<b>Tax</b>		8.25%			
<b>Grand Total</b>					
<b>ADD NOTES OR INSTRUCTIONS BELOW</b>					
				<b>Date Signed:</b>	
				<b>Signature:</b>	