

A/V Exhibit Order Form



Advanced Ordering Deadline: January 14, 2025

Remit to: NRG Park - Exhibitor Services

Mailing Address: One NRG Park, Houston, TX 77054

Phone: 832-667-1707

Fax: 832-667-1472

Email: exhibitorservices@nrqpark.com

**Houston Auto Show
January 28 - February, 2026**

**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	Advanced Rate	Standard Rate	# Days	Total	
<i>EXAMPLE ITEM</i>	1	52.00	65.00	2	52.00	
AUDIO						<p>Please Contact Your INSPIRE Representative For:</p> <p><i>**Comprehensive Exhibit Booth AV Design**</i> <i>**Lighting, Computer, & Special Equipment**</i> <i>**Items Not Listed or Special Requests**</i></p> <p>Your A/V Sales Representatives are: John Benton john.benton@inspiresolutions.com</p> <p>Please Print Clearly & Fill Out Completely</p> <p>EXHIBITOR or EAC 3rd PARTY COMPANY CONTACT INFORMATION</p> <p>Company: _____ Order Contact: _____ Address: _____ City/State/Zip: _____ Tel: _____ Fax: _____ E-Mail: _____</p> <p>EXHIBITOR or EAC 3rd PARTY COMPANY DELIVERY INFORMATION</p> <p>Booth/Room #: _____ Onsite Contact: _____ Cell Phone: _____</p> <p>Delivery Date: _____ Delivery Time: _____ Received By: X: _____ Pick-Up Date: _____ Pick-Up Time: _____ Delivered By: X: _____</p> <p>ADD NOTES OR INSTRUCTIONS BELOW</p>
4 Channel Audio Mixer		42.00	55.00			
8 Channel Audio Mixer		109.00	145.00			
Self-Amplified Speaker w/ Stand		72.00	95.00			
Standard Wired Microphone		34.00	45.00			
Wireless Headset or Lapel Microphone		147.00	195.00			
Computer/Phone Audio adapter		38.00	50.00			
DISPLAY						
<i>w/ built-in or attached speakers ****monitors require external speakers****</i>						
32" Flat Panel Display Monitor		244.00	325.00			
55" Flat Panel Display Monitor		439.00	585.00			
60" Flat Panel Display Monitor		657.00	875.00			
70" Flat Panel Display Monitor		732.00	975.00			
80" Flat Panel Display Monitor		825.00	1,100.00			
Mount: Upright Truss		113.00	150.00			
Dual Post Stand W/ Bracket		132.00	175.00			
<p><i>*60", 70", and 80" Monitors require 2 technicians @1hr labor to safely secure to floor stand</i></p>						
LIGHTING						
Source 4 Leko		38.00	50.00			
LED Pro Par 56 RGB		94.00	125.00			
OTHER						
Laptop with Power Point		169.00	225.00			
3.5K LCD Projector (3500 Lumens)		338.00	450.00			
5K HD Projector		375.00	500.00			
6K HD Projector		464.00	700.00			
Cable TV RF Tie In		152.00	250.00			
96" x 96" Tripod Screen		38.00	50.00			
Display Easel		15.00	20.00			
Wireless Remote for Laptop		49.00	65.00			
AC Extension 25'		14.00	18.00			
AC Power Strip		14.00	18.00			
Equipment Total:						
Labor (1 Hour Minimum) :		64.00	85.00			
Sub Total						
Tax			8.25%			
Grand Total						
Date Signed:						
Signature:						