

Group Name: _____ Event Date: _____

Please indicate each item you will require during your event as well as the quantity. Kindly fax the completed form to 575-258-5040.

AUDIO VISUAL

Audio

- ___ Portable sound system \$125/day
- ___ Stereo cassette tape player \$25/day
- ___ CD disc player \$25/day

Easels

- ___ Dry board \$20/day
- ___ Flipchart w/paper \$25/day
- ___ Easels \$5/day

Microphones

- ___ Tabletop/Podium mic \$15/day
- ___ Shure wireless handheld \$55/day
- ___ Shure wireless lapel \$55/day
- ___ 4-channel mixer \$30/day
- ___ 12-channel mixer \$75/day

Podium

- ___ Tabletop No Charge
- ___ Standing No Charge

Projectors

- ___ LCD \$100/day

Screens

- ___ 4' 40" x 40" \$35/day
- ___ 6' 72" x 72" \$40/day
- ___ 7' 84" x 84" \$45/day
- ___ 8' 96" x 96" \$50/day
- ___ 10' x 14' \$150/day

REPLACEMENT

- ___ Extension cords \$15 ea.
- ___ Power Strips \$10 ea.
- ___ Skirts \$65 ea.
- ___ Tablecloths \$15 ea.

CONVENTION SERVICES

Dance Floor

- Initial set-up fee \$100
- ___ 4' x 4' Sections (56) \$5 ea.
 - 8' x 8' = 4 sec
 - 16' x 16' = 16 sec
 - 20' x 20' = 25 sec
 - 24' x 24' = 36 sec
 - 28' x 28' = 49 sec
 - 28' x 32' = 56 sec
- ___ Repositioning (each time) \$100

Stage

- ___ 6' x 8' Sections (12) \$30 ea.
- ___ Repositioning (each time) \$50

Linen

- ___ Tablecloths (all sizes & colors) \$10 ea.
- ___ Skirts (burgundy, black/gray) \$15 ea.

Miscellaneous

- ___ Extension cords (all sizes) \$10 ea.
- ___ Gaffers tape \$38/roll
- ___ Artist tape \$10/roll
- ___ Power strips \$5 ea.
- ___ Velcro \$16/box
- ___ Aerial lift (one-hour minimum) \$50/hr.

OFFICE

- ___ Copies Color: \$0.15/sheet
B&W: \$0.10/sheet
- ___ Fax \$1 first
each additional page \$0.25/sheet

MISCELLANEOUS

- ___ Laser Pointers \$20/day
- ___ DVD Player \$25/day

** Prices subject to change without notice