



AUDIOVISUAL EXHIBITOR SERVICES

BOSTON
PARK PLAZA
EST. 1927

Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.

NAME OF CONFERENCE	START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME	ON-SITE CONTACT NAME		ROOM/EXHIBIT BOOTH NO.
STREET ADDRESS	CITY	STATE	ZIP CODE
TELEPHONE NUMBER	DELIVERY DATE		DELIVERY TIME <input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS	PICKUP DATE		PICKUP TIME <input type="checkbox"/> AM <input type="checkbox"/> PM
ORDERED BY			

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced-rate pricing, place your order at least 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a four-hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

Tax Exempt Status – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

Form Submission – Email completed forms to: epanessidi@psav.com

Cancellations – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or “no shows” are subject to the full amount of the order, including installation, drayage and tax.

Labor, Service Charge and Loss Damage Waiver may apply.

MONITORS

- | | QTY. | |
|--|-------|---------|
| ■ 22” Multi sync monitor | _____ | \$205 |
| □ Wall mount □ Single-pole stand | | |
| ■ 32” LCD monitor | _____ | \$400 |
| □ Dual-post stand □ Table stand □ Speakers | | |
| ■ 42” LCD monitor | _____ | \$575 |
| □ Dual-post stand □ Table stand □ Speakers | | |
| ■ 55” LCD monitor | _____ | \$868 |
| □ Dual-post stand □ Table stand □ Speakers | | |
| ■ 80” LCD monitor | _____ | \$1,395 |
| □ Dual-post stand □ Table stand □ Speakers | | |

COMPUTER & ACCESSORIES

- | | QTY. | |
|---------------------------|-------|-------|
| ■ Laptop | _____ | \$240 |
| ■ Black-and-white printer | _____ | \$215 |
-
- ## INTERNET
- | | QTY. | |
|---|-------|-------------------------------|
| ■ Wired internet connection | _____ | \$200 |
| ■ Wireless internet connection (per user) | _____ | \$22 |
| ■ Dedicated bandwidth | | Please contact PSAV for quote |





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BOOTH DIAGRAM

ORGANIZATION NAME	ROOM/EXHIBIT BOOTH NO.
SHOW NAME	SHOW DATES

Internet

Please indicate on the grid the location of your internet drop(s) using **W** to signify a wired internet drop and **T** to signify a telephone wiring. If no location is indicated, the internet drop will be placed in the middle back of the booth.

Power

The Boston Park Plaza Engineering Department will handle your power requests. Please reach out to your event organizer or hotel Catering Services Manager for all of your power needs.

Adjacent Booth No. _____

Adjacent Booth No. _____

Adjacent Booth No. _____

Adjacent Booth No. _____

PSAV Representative

Boston Park Plaza Hotel
50 Park Plaza at Arlington, Boston, MA 02116
■ office: 617.457.2228 ■ email: epanessidi@psav.com
venuepartners.psav.com/venueName

