

# AI Summit West

FEBRUARY 15-16, 2023 | Hotel Kabuki

## AV ORDER FORM

**RE • WORK**

WEBSITE: [HTTPS://AI-SUMMIT-WEST.RE-WORK.CO/](https://ai-summit-west.re-work.co/)

EMAIL: [BECCA.BRITT@CORINIUMGROUP.COM](mailto:BECCA.BRITT@CORINIUMGROUP.COM)



# EXHIBITOR SERVICES

## HOTEL KABUKI

NAME OF CONFERENCE	START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME	ON-SITE CONTACT NAME		ROOM/EXHIBIT BOOTH NUMBER
STREET ADDRESS	CITY	STATE/ZIP	DELIVERY DATE
TELEPHONE NUMBER	DELIVERY TIME	PICKUP DATE	PICKUP TIME
EMAIL ADDRESS	ORDERED BY		

**FORMS NEED TO BE SUBMITTED SEVEN DAYS PRIOR TO EXHIBIT LOAD-IN. ALL OTHER FORMS SUBMITTED AFTER THIS DATE WILL BE SUBJECT TO A 25% LATE FEE. DAY-OF REQUESTS AND REQUEST AFTER CUT-OFF DATE ARE NOT GUARANTEED.**

### VIDEO — PRICES DO NOT REFLECT TAX, FACILITY TECHNOLOGY FEE, OR LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
24" Computer monitor on table stand		\$150		
50" Computer monitor on floor stand		\$600		
80" Computer monitor on floor stand				
<b>NOTE: PRICING IS SUBJECT TO CHANGE AND BASED ON AVAILABILITY</b>				

### COMPUTERS/PROJECTION — PRICES DO NOT REFLECT TAX, FACILITY TECHNOLOGY FEE, OR LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
PC Laptop (OFFICE 2016)		\$215		
MacBook (OS Sierra)				
LCD projector (3K Lumen)				
<b>NOTE: PRICING IS SUBJECT TO CHANGE AND BASED ON AVAILABILITY</b>				

### AUDIO — PRICES DO NOT REFLECT TAX, FACILITY TECHNOLOGY FEE OR LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
Single speaker PA (one speaker, stand, PC patch)				
Medium PA (two speakers, stands, four-channel mixer)				
Wired hand-held microphone				
Wireless hand-held microphone				
OTHER				

### MISCELLANEOUS — PRICES DO NOT REFLECT TAX, FACILITY TECHNOLOGY FEE OR LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
Flipchart with markers, adhesive pad				
Easel (for poster board signage)		\$95		
Power strip & cabling		\$95		
Dedicated 20 amp power drop				
Wireless Internet access with SSID				
OTHER				

**LABOR (minimum one-hour at \$110 per hour)**

**EQUIPMENT TOTAL**

**FACILITY TECHNOLOGY FEE (26%)**

**TAX (9.625%)**

**TOTAL**



To confirm this order, please completely fill-in this form and email it to: \_\_\_\_\_

Please contact (415) 672-4478 with any questions.

Hotel Kabuki • 1625 Post Street • San Francisco, CA 94115 • [www.avms.com](http://www.avms.com)



Phone: 925.803.5820  
Fax: 925.803.9390

## **Credit Card Charge Request Form**

Date:

Purchase # or Inv #:

Sales Person:

Company Name:

Shipping Address:

Phone Number  Fax Number

Cardholder Name:

Card Holder Address:

Credit Card Type:

Credit Card Number:

Exp. Date:

CVV2 Value (the last 3 or 4 digits (#) on the back of the credit card after the credit card number (Must Have)

Total Amount Charged (including shipping charges)

Authorization Number / Approved Date:

I agree to pay the above amount according to the card issuer agreement.

Card Holder Signature: