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HYATT
REGENCY™
TORONTO

EXHIBITOR EQUIPMENT ORDER FORM

COMPANY:		SHOW NAME:	
STREET:		LOCATION/VENUE:	BOOTH No:
CITY:		INSTALLATION DATE:	TIME:
PROV/STATE:	POSTAL/ZIP:	EXHIBIT START DATE:	TIME:
PHONE:	FAX:	EXHIBIT END DATE:	TIME:
ORDERED BY:		MOVE OUT DATE:	TIME:
ON SITE CONTACT:		TEL No:	

ORDER NOW - PREMIUM RATE FOR ON-SITE BOOKINGS

Quantity	Equipment Required	Advance Show Rate	On-Site Order	Total
		2 weeks prior to show Regular Delivery	Show Rate Rush Delivery	
AUDIO VISUAL EQUIPMENT (RATES PER DAY)				
	Apple TV	\$55.00	\$70.00	
	Ipad Air (Wi-Fi)	\$85.00	\$105.00	
	16 Port Ethernet Hub	\$30.00	\$35.00	
	Blu-Ray Player	\$70.00	\$85.00	
	Hardwire Internet Line	\$250.00	\$300.00	
	Laptop with Microsoft Office	\$190.00	\$230.00	
	27" LED Data Monitor	\$110.00	\$132.00	
	42" LED Data Monitor w. 6ft.Floor Stand & HDMI Cable	\$325.00	\$400.00	
	55" LED Data Monitor w. 6ft.Floor Stand & HDMI Cable	\$550.00	\$660.00	
	75" LED Data Monitor w. 6ft.Floor Stand & HDMI Cable	\$850.00	\$1,050.00	
	Single 10" Speaker	\$75.00	\$90.00	
	Single 15" Speaker	\$95.00	\$115.00	
	Audio Patch	\$30.00	\$40.00	
	Small Audio Package (Pair of 10" speakers, mixer, audio patch & wired mic)	\$300.00	\$360.00	
	Wireless Microphone	<input type="checkbox"/> Floor Mic. <input type="checkbox"/> Lavalier	\$165.00	\$198.00
	Headset Microphone (for lav)	Requires Wireless Microphone Order	\$72.00	\$87.00
	Poster Easel		\$25.00	\$30.00
	Flipchart with Markers		\$50.00	\$60.00
ELECTRICAL (Power installed at the draped back wall)				
	800 Watt, 120 volt duplex outlet, approx 6 amps	\$150.00		
	15 amp dedicated 120 volt outlet	\$300.00		
	(24 hour) 15 amp, 120 volt outlet	\$375.00		
	20 amp, 120 volt outlet	\$385.00		
	All power packages come with an Extension Cable and Power Bar			
	Additional Power Bar	\$5.00		
	50' Exhibitor AC Cable - Requires a power order	\$25.00		
	Special Requirements - Contact Stagevision 3 weeks prior to move-in date for quotation			
	Building Voltage: 120-208-600 Volts (Other voltages available upon request)			
SPECIAL REQUESTS - PLEASE SPECIFY				
LABOUR/DELIVERY/MISCELLANEOUS COSTS				
	Minimum Labour for non electrical orders		\$170.00	
	Additional Labour TBD	Regular \$85/hr	Weekend/After hours \$127.50/hr	Holidays \$212.50/hr
	Delivery & Pick Up	Regular \$250	Rush Delivery \$400	

General Terms & Conditions

Please read and sign a copy of the "Terms and Conditions" document upon acceptance of this quotation.

All of the above services are to be provided by Stagevision Inc. and its employees or agents in a diligent, timely, and professional manner.

Stagevision Inc. guarantees performance of equipment and continuity of operation under normal circumstances. We assume no responsibility for circumstances beyond our control such as power failures or malfunctioning of systems supplied by others. In all cases, Stagevision Inc.'s liability is limited to the amount of the Stagevision Inc. contract. In no event shall Stagevision Inc. be liable for special, indirect or consequential damages.

Stagevision Inc. hereby confirms that it has secured all requisite policies of The Workplace Safety and Insurance Board and liability insurance necessary to protect and save harmless the client from any loss, damage, costs or injury which it may suffer from time to time until the completion of this agreement, due to any act or omission of Stagevision Inc., its employees or agents, in connection with the installation, operation or removal of the above mentioned equipment, at all of the locations specified in this agreement.

Any property, equipment, or materials delivered by the client to Stagevision Inc. in conjunction with the services to be provided by Stagevision Inc., shall remain at the sole risk and responsibility of the client, and Stagevision Inc. shall not bear any liability or responsibility whatsoever for any damages or losses occasioned to such property, material or equipment while same is in Stagevision Inc.'s control.

The above provisions, including the general conditions noted herein, constitutes the entire agreement between Stagevision Inc. and the client and there are no terms, warranties, representations, or conditions, express or implied, statutory or otherwise, other than as contained in this proposal.

Insurance for the full replacement value of the equipment rented is the responsibility of the client. The client is hereby advised of his responsibility to safeguard the equipment at all times and ensure the security of the meeting room when not occupied.

This agreement shall be governed by and construed in accordance with the laws of the Province of Ontario, Canada

Terms of Payment as indicated on this Proposal

2% interest per month will be applied to all outstanding accounts over 30 days.

Applicable Taxes will be applied.

EVENT CANCELLATION . If Customer cancels the Event or services by Stagevision Inc. 30 days or more before the first day of the event, no cancellation charges will apply, except for any expenses incurred by Stagevision for items such as floor plans and renderings which will be payable by Customer.

Cancellations received 29 to 15 days before the first day of the Event will be subject to a cancellation charge equal to 50% of the charges contained in the quote.

Cancellations received 14 to 3 days before the first day of the Event will be subject to a cancellation charge of 75% of the charges contained in the quote.

Cancellations received less than 3 days (72 hours) before the first day of the Event or after equipment has departed from its storage facility, will be subject to a cancellation charge equal to 100% of the total charges set out in the quote.

All cancellation notices must be in writing and received by Stagevision's Account Manager before becoming effective. If any custom materials have been ordered for an event, an additional cancellation fee will be applicable and due to Stagevision regardless of the date of cancellation in an amount equal to the direct and indirect costs incurred by Stagevision. Any refunded deposits paid by credit card will be subject to a 4% fee.

This Proposal is valid for 30 days.

HST is calculated at 13% in Ontario. If you are exempt, please provide exemption number:

All orders are subject to a 19% Service Charge on Equipment and Labour

Please inquire with us if you require an item that is not listed on this order form.

I Understand and Acknowledge the Terms Outlined Above

Authorized Customer Signature: _____

Date: _____

FULL PAYMENT MUST ACCOMPANY ORDER		Equipment Total	
Please check one: <input type="checkbox"/> Cheque <input type="checkbox"/> Visa <input type="checkbox"/> AMEX <input type="checkbox"/> M.C.		Labour	
Cardholder Name: _____ CVV: _____		Service Charge 19%	
Credit Card No: _____ Expiry Date: _____		Delivery/Pickup	
It is understood and Agreed that the customer accepts full responsibility for any loss or damage to the equipment until it is returned to the lessor. Please see additional terms on reverse.		SUBTOTAL	
		HST 13%	
		TOTAL	
Date: _____ Authorized Signature: _____		Please forward the signed document directly to Stagevision Inc. Email: Jgupta@stagevision.com	