



EXHIBITOR AUDIO VISUAL, INTERNET & PHONE SERVICES ORDER FORM

Advance Price Deadline - 21 days prior to shows first day

Office: 407-238-8637 Fax: 407-238-8837 E-mail: MarriottWCSales@encore-us.com

World Center Marriott 8701 World Center Drive Orlando, FL 32821

Show Name: _____ Show Dates: _____
 Booth Name: _____ Requested Install Date/Time: _____
 Booth #: _____ Date Submitted: _____
 Address: _____
 City/State/Zip: _____
 Telephone: _____ Fax: _____

[Click Here For Exhibitor Rigging Needs.](#)

ORDER CONTACT INFORMATION

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Contact Name: _____ Onsite Contact Name: _____
 E-Mail: _____ Onsite E-Mail: _____
 Phone: _____ Onsite Phone: _____

AUDIO VISUAL & COMPUTER EQUIPMENT	PRICING - DAILY RATE			QTY	# SHOW DAYS	TOTAL
	Advanced	Standard	Onsite			
LCD Projector Package with 6' Screen	\$550.00	\$687.50	\$825.00			
Support Package for Client Projector	\$175.00	\$218.75	\$262.50			
24" Flat Screen Monitor w/Table Top Stand	\$165.00	\$206.25	\$247.50			
48' LCD Display Monitor w/Table Top Stand	\$180.00	\$250.00	\$375.00			
60' LCD Display Monitor on Rolling Stand	\$350.00	\$425.00	\$550.00			
DVD Player (No Monitor)	\$100.00	\$125.00	\$150.00			
CATV Connection (Channel Preference)	\$250.00	\$312.50	\$375.00			
4 Channel Audio Mixer	\$50.00	\$62.50	\$75.00			
Laptop/MP3 Player Audio Adapter	\$45.00	\$56.25	\$67.50			
Laptop Speakers	\$50.00	\$62.50	\$75.00			
Powered Speaker w/ Stand	\$90.00	\$112.50	\$135.00			
Laptop Computer	\$250.00	\$312.50	\$375.00			
Wireless Presentation Remote	\$50.00	\$62.50	\$75.00			
25' VGA Cable or 6' HDMI Cable (Circle Preference)	\$35.00	\$43.75	\$52.50			
Extension Cord/Power Strip	\$30.00	\$35.00	\$40.00			
SUBTOTAL A:						\$ -

INTERNET SERVICES	PRICING - PER DAY, PER CONNECTION (DEVICE)			QTY	# SHOW DAYS	TOTAL
	Advanced	Standard	Onsite			
Wireless Internet Connection	\$50.00	\$62.50	\$75.00			
Wired Internet Connection	\$150.00	\$187.50	\$225.00			
Static IP Address	\$300.00	\$375.00	\$450.00			
Network Switch (required for 2 or more wired lines)	\$100.00	\$125.00	\$150.00			
Please call for additional internet services such as bandwidth or HotSpot packaging, VLAN set-up, and other customization options						
SUBTOTAL B:						\$ -

TELEPHONE SERVICES	PRICING - PER LINE			QTY	# SHOW DAYS	TOTAL
	Advanced	Standard	Onsite			
House Phone Line (Hotel Internal Only - Phone Calls Additional)	\$132.06	\$165.07	\$198.09		One time charge No service charge	
Direct In Dial (DID) Line (Dial 9 Access through PBX - Phone Calls Additional)	\$228.90	\$286.13	\$343.35		One time charge No service charge	
Dedicated (DED) Line (Local/Toll Free Only - Not by PBX, does not include ISP)	\$343.35	\$429.19	N/A		One time charge No service charge	
Polycom Speaker Phone	\$175.00	\$218.75	\$262.50		One time charge No service charge	
SUBTOTAL C:						\$ -

This order MUST accompany a Marriott Credit Card Authorization Form to be processed Please fill out form entirely
 Tax Exempt Orders must be accompanied by a valid Florida Tax Exemption Certificate
 Cancellations within 48 Hours are subject to 50% cancellation fee
 Cancellations the day of show are non-refundable
 Pricing Valid for Tradeshow Events Only
 Advanced Rates are 21 days prior to shows first day
 Standard Rates are after 21 days prior to shows first day
 On-Site Rates apply to all orders placed on-site at venue

SUBTOTAL A:	
SUBTOTAL B:	
SUBTOTAL C:	
TOTAL OF A,B, & C:	\$ -
Service Charge 25%	
TOTAL W/ SERVICE CHARGE	\$ -
State Tax 6.5%	
GRAND TOTAL DUE	\$ -

[Click Here For Exhibitor Rigging Needs.](#)



MARRIOTT
ORLANDO WORLD CENTER

Credit Card Authorization Form

Dear Sir/Madam,

This form has been created in order to allow you to have your Audio Visual expenses charged to your credit card by the Orlando World Center Marriott. . Please provide all the information requested below to ensure prompt processing of your application. We ask you to please sign and date the form before submission. Please fax the completed form to Encore Event Technologies at (407) 238-8837.

Cardholder Information

Name as it appears on the credit card: _____

Card Type: Visa MC Amex Diners/CB Discover JCB

Account Type: Individual (personal credit card)
 Corporate

Account Number: _____ Exp. Date: _____

Company Name: _____

Address: _____
(where statement is mailed:)

City, State, Zip, Country: _____

Phone Number: _____ Fax or Alternate Number: _____

E-Mail Address of Card Holder: _____

Guest Information

Guest Name: _____

Company: _____

On-site Phone Number: _____

Fax / Alternate Phone Number: _____

Arrival Date: _____ Departure Date: _____

Relation to Cardholder: Relative Friend Business Associate Other _____

I certify that all information is complete and accurate. I hereby authorize the Orlando World Center Marriott to collect payment for all charges as indicated on my Audio Visual order form by processing a charge to the credit card listed above. Charges must not exceed _____ for the entire stay/event, unless I (or my representative) have signed off on an Addition form, Pop-Up form, or updated Event Quote. I certify that I am the authorized signer of the credit card listed above.

Cardholder Signature: _____ Date: _____