



F R E E M A N
AUDIO VISUAL | CANADA

EXHIBIT SERVICES AUDIO/VISUAL EQUIPMENT 2020

This form is your official invoice – please keep a copy for your records. All services are sold on a per booth or per exhibitor basis, and must be accompanied by payment in Canadian funds. All prices are subject to applicable taxes and/or change without notice. Credit will not be given for orders cancelled with less than 7 business days' notice. Please include Booth Plan, if possible.

EVENT # BOOTH # HALL/ROOM #

EVENT INFORMATION

EVENT NAME EVENT DATES

BILLING INFORMATION

COMPANY NAME

ADDRESS

Street

City

Province / State

Postal / ZIP Code

CONTACT NAME

EMAIL

TELEPHONE

ON-SITE CONTACT NAME

MOBILE

AUDIO/VISUAL EQUIPMENT

DATE REQUIRED TIME DATE FINISHED TIME

LARGE DISPLAYS
(Includes table-top
base. Does not
include floorstand)

Item	Qty.	Daily Rate	Weekly Rate (3-7 days)	Total
32" LCD Display (16:9) Monitor		\$250.00	\$750.00	
40" LCD Display (16:9) Monitor		\$350.00	\$1,050.00	
55" LCD Display (16:9) Monitor*		\$550.00	\$1,650.00	
70" LCD Display (16:9) Monitor*		\$700.00	\$2,100.00	
80" LCD Display (16:9) Monitor*		\$1,025.00	\$3,075.00	
Dual Post Floor Stand 72"H for Freeman AV Monitors ONLY		\$75.00	\$225.00	
Shelf for Dual Post Floor Stand above (for DVD or Laptop)		\$15.00	\$45.00	
Wall Mount Bracket for Freeman AV Monitors ONLY*		Contact us	Contact us	

*Will require additional labour (see terms)

COMPUTERS
(DESKTOP/LAPTOP)
& PRINTERS

Item	Qty.	Daily Rate	Weekly Rate (3-7 days)	Total
Laptop – i7 2.3G W7 o2013		\$250.00	\$375.00	
Desktop PC – i7 2.8G W7 o2013 & 19" LCD (16:9) Monitor		\$250.00	\$375.00	
24" LCD Display (16:9) Monitor*		\$110.00	\$330.00	
HP 4250+ Laserjet Printer		\$165.00	\$330.00	
Wireless Mouse		\$55.00	\$110.00	

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**VIDEO SCREENS /
PROJECTORS /
PLAYBACK**

Item	Qty.	Daily Rate	Weekly Rate (3-7 days)	Total
Tripod Screen – 70"x70" or 84"x84" or 96"x96"		\$60.00	\$180.00	
Meeting Room LCD Projector (16:9) WXGA, 3700 Lumens		\$350.00	\$1,050.00	
Exhibitor Booth LCD Projector (16:9) 1080p, 5000 Lumens		\$750.00	\$2,250.00	
Video Cart 42" with Black Skirting		\$30.00	\$90.00	
Blu-Ray HD Player		\$100.00	\$300.00	
DVD Player (NTSC)		\$65.00	\$195.00	

Please call for rates on other screens, projectors, carts or rigging brackets.

AUDIO

Item	Qty.	Daily Rate	Weekly Rate (3-7 days)	Total
Basic Audio System – 1 WIRED Handheld Mic, 1 Mixer, 2 Speakers on Stands		\$270.00	\$810.00	
Wireless Microphone Handheld or Lavalier		\$160.00	\$480.00	
Wired Mic or Lectern Mic		\$40.00	\$120.00	
Computer Input for Audio System (PCDI)		\$30.00	\$90.00	
Mixer – 4 Channels (Mackie 1202)		\$60.00	\$180.00	
Powered Speaker c/w Speaker Stand (Mackie SRM-450 or equivalent)		\$85.00	\$255.00	

OTHER

NOTES

If you do not see what you are looking for, please call our on-site Sales Representative at 604- 647-7281 or email us at FreemanAV@vancouverconventioncentre.com for a customized quotation.

EQUIPMENT SUBTOTAL	
^ + 7% of EQUIPMENT SUBTOTAL (Required for cabling/consumables)	
BASIC INSTALLATION CHARGES (Includes delivery, installation and dismantling)	\$255.00
ADDITIONAL LABOUR / DELIVERY CHARGES	
GST 5%	
PST 7%	
TOTAL (\$CDN)	



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Pre-payment is required (in Canadian funds) and credit card payments are processed on date order is placed.

Have you ever previously ordered A/V with us at the Vancouver Convention Centre? Yes No

CREDIT CARD #: Please call us in order to provide us with your credit card information.

I hereby authorize Freeman AV or its agents to install the service(s) described above and agree to assume complete responsibility for all charges for service.

ADDITIONAL COMMENTS/ INSTRUCTIONS

Email order form to FreemanAV@vancouverconventioncentre.com or fax order form to 604-647-7232.

Upon receipt of this Order Form, an Freeman AV representative will generate an order and send it to you for your confirmation. Attached to this order will be our Supplementary Conditions. This document is also available on request.

* An additional charge of 8% of the equipment subtotal must be applied to account for cabling & consumable items.

* Large monitors and mounting requires additional labour. Installation charges will be increased to minimum of \$340.00. Additional Labour and/or delivery charges may also increase for multiple item orders.

RENTAL PERIOD

Minimum rental period is one day. Rental period starts on the day contracted for and stops on the day when the equipment is returned to Freeman AV. Rental charges apply to show days only and do not include installation one day prior. Reservations are made on a 'first-come, first-serve' basis. Pricing is subject to change based upon local availability of equipment and personnel at the time of confirmation.

EXTENSION OF RENTAL

To avoid inconvenience to other customers, any extension of the rental period must be arranged prior to termination of the original rental period.

GUARANTEES & RESPONSIBILITY LIMITATION

Freeman AV 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, Freeman AV's liability is limited to the amount of the Freeman AV contract. In no event shall Freeman AV be liable for special, indirect, or consequential damages.

WAGES

Personnel wages are based on normal working hours Monday through Friday 7:00 a.m. to 7:00 p.m. Should the hours worked be outside of this period, labour will be charged at the applicable hourly rates. This may include overtime charges.

OVERTIME

Overtime will be charged for all hours worked over and above 8 hours in a day at a rate of 1.5 times the hourly rate. All hours worked over and above 11 hours in a day will be charged at 2 times the hourly rate. All hours worked over and above 40 hours in a week will be charged at 1.5 times the hourly rate. All hours worked on Statutory Holidays will be charged at 2 times the hourly rate.

FACILITY SERVICES AND CHARGES

Any charges levied by the meeting facility for electricity, electrical connections, connection to built-in sound systems, connection to built-in video systems, connection to built-in telecommunication networks, furniture and staging, labour, or any other charges levied relative to our activities on behalf of the customer in the facility will be the responsibility of the customer and will be quoted and invoiced directly to the customer by the facility.

LIABILITY

The customer is responsible for equipment at all times when it is under contract to the customer, and is liable for the full replacement value of the equipment, notwithstanding the fact that Freeman AV personnel may be on-site with the equipment. The customer is hereby advised of their responsibility to safeguard the equipment at all times, to ensure the security of the equipment when unattended by the customer, and to ensure pickup of the equipment by Freeman AV personnel when use is completed.

CANCELLATION

In the event of cancellation of this contract, the customer shall pay Freeman AV 100% of the total contract price.

Authorized Signature

Name & Title of Authorized Representative

Date MM/DD/YY