



**NATIONAL LEAGUE OF CITIES  
2006 CONGRESS OF CITIES & EXPOSITION  
DECEMBER 5 - 9, 2006  
RENO NEVADA**



**EQUIPMENT RATES SHOWN ARE WEEKLY COVERING 12/5 - 12/9**

Computer Display Equipment				SHOW RATE		Customer Information	
	Qty	Advanced **	Total				
18" Flatscreen Monitor w/ Table Stand *		\$150.00	\$0.00	Firm Name:			
20" Flatscreen Monitor w/ Table Stand *		\$225.00	\$0.00				
42" Plasma Display w/ Table Stand *		\$900.00	\$0.00	Address:			
50" Plasma Display w/ Table Stand *		\$1,200.00	\$0.00				
Dual Post Plasma Stand		\$225.00	\$0.00	City:			
Plasma or Monitor Wall Mount		\$50.00	\$0.00	State:	Zip:		
* Wall or Truss mounted Plasmas & Monitors may require additional labor. Please call to confirm.				Ordered By:			
Other:				Telephone #:			
Computer Equipment				SHOW RATE		Ordering Instructions	
	Qty	Advanced **	Total				
Laptop w/ Windows XP, Office, CD / DVD		\$275.00	\$0.00	Fax #:			
Desktop PC w/ Windows XP, Office, CD / DVD, 15" monitor		\$250.00	\$0.00	Email:			
Laserjet B&W Printer		\$300.00	\$0.00	<p>⇒ The total charge per item is determined by multiplying the quantity by the show rate.</p> <p>⇒ 25% surcharge on orders added onsite.</p> <p>⇒ Please include applicable Sales Tax on equipment rental. <b>TAX EXEMPT STATUS</b> - 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.</p> <p>⇒ To guarantee equipment availability and advanced rate, this order should reach us <b>14 days</b> prior to delivery.</p> <p>⇒ Items ordered after deadline date are subject to applicable freight charges.</p> <p>⇒ Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum.</p> <p>⇒ <b>CANCELLATIONS:</b></p> <p>A) Cancellation of equipment ordered must be received <b>48 hours prior</b> to delivery date to avoid a minimum one day charge.</p> <p>B) If services have already been provided at the time of cancellation, 50% of original charges will be applied.</p>			
Computer Speakers		\$35.00	\$0.00				
Video Equipment						SHOW RATE	
	Qty	Advanced **	Total				
LCD Projector 2300 Lumens		\$675.00	\$0.00				
20" Television Monitor (NOT for computer use)		\$150.00	\$0.00				
27" Television Monitor (NOT for computer use)		\$225.00	\$0.00				
DVD Player		\$125.00	\$0.00				
1/2" VHS Player with "end of tape" Repeat		\$120.00	\$0.00				
Beta SP Player		\$550.00	\$0.00				
Tripod Screen - 4', 5', 6', 7', 8' (Circle size needed)		\$125.00	\$0.00				
Rolling Cart w/ Black Skirt - 54" or 42" (Circle size needed)		\$35.00	\$0.00				
Other:							
Audio Equipment				SHOW RATE			
	Qty	Advanced **	Total				
Sound System with (2) Speakers, (2) Stands and (1) Mixer		\$300.00	\$0.00				
Wired Microphone: Handheld or Lavalier (Circle one)		\$90.00	\$0.00				
Wireless Microphone: Handheld, Lavalier, Headset (Circle one)		\$375.00	\$0.00				
CD Player		\$120.00	\$0.00				
Other:							
Custom Designed Presentation Equipment							
Please attach your specifications				Call for Quote			
Rental Totals						Delivery Information	
<b>EQUIPMENT TOTAL</b> ** 25% surcharge on orders added onsite	1		\$0.00	On-Site Contact:			
<b>DELIVERY/SETUP/PICKUP</b> (20% of line 1)	2		\$0.00	Cell #:			
<b>SUBTOTAL</b>	3		\$0.00	Booth #:			
<b>SALES TAX</b> (7.75% of line 1)	4		\$0.00	Delivery Date:	Time: 8a-12p <input type="checkbox"/> 1p-5p <input type="checkbox"/>		
<b>TOTAL DUE</b>	5		\$0.00	Pickup Date:	Time:		
Method of Payment - PAYMENT IS DUE WHEN ORDER IS PLACED				PLEASE CHECK ONE		Return for Processing	
Card Number: _____				American Express	<input type="checkbox"/>	<a href="mailto:exhibitor@swankav.com">exhibitor@swankav.com</a>  PHONE: 314-534-1940 FAX: 314-345-4013	
Exp Date ___ / ___				Visa	<input type="checkbox"/>		
Cardholder's Name (as appears on card): _____				MasterCard	<input type="checkbox"/>		
Cardholders Signature: _____				Check	<input type="checkbox"/>		