



**visual aids electronics**



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*Celebrating 25 Years!*  
**PENS 2012 CONFERENCE**  
 April 25–28, 2012  
 Hilton in the Walt Disney World Resort®  
[www.pens.org](http://www.pens.org)  
 PEDIATRIC ENDOCRINOLOGY NURSING SOCIETY

**EXHIBITOR AUDIOVISUAL & COMPUTER EQUIPMENT ORDER FORM**

Organization Name:		On-site Contact Name:	
Address:		On-site Contact Phone #:	
City:		Booth #:	
State:	Zip Code:	Delivery Date:*	Approx Time:*
Ordered by:	*(Exhibit booth must be built and on-site contact must be present to accept delivery of equipment.)		
Phone:			
E-mail Address:		Removal Date:	Approx Time:

**EARLY ORDER RATES APPLY IF RECEIVED BEFORE APRIL 10<sup>TH</sup>, 2012 DEADLINE**

Commercial Grade Equipment Description	Qty.	Early Order Show Rate	After Deadline or On-Site Rate	Total
<b>FLAT SCREEN MONITORS / STANDS / SPEAKERS – (Stand and Speakers available for VAE supplied monitors only)</b>				
17" LCD Flat Computer Monitor (Res 1280 x 1024) Ratio 4:3 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand (must be used with a computer)		\$115.00	\$140.00	
20" LCD Flat Computer Monitor (Res 1280 x 1024) Ratio 4:3 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand (must be used with a computer)		\$180.00	\$215.00	
32" LCD Flat Monitor w/ built in speakers (Res 1280 x 768) Ratio 16:9 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand		\$450.00	\$540.00	
40" LCD Flat Monitor w/ built in speakers (Res 1280 x 768) Ratio 16:9 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand		\$540.00	\$650.00	
50" Plasma Monitor (Res 1280 x 768) Ratio 16:9 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand		\$895.00	\$1075.00	
60" Plasma Monitor (Res 1365 x 768) Ratio 16:9 <input type="checkbox"/> Wall Mount <input type="checkbox"/> Table Stand		\$1350.00	\$1620.00	
Floor Stand – Dual Chrome Post - adjustable (available for use with <b>VAE</b> supplied LCD & Plasma monitors 32" and higher)		\$110.00	\$130.00	
Laptop Shelf for Floor Stand		\$10.00	\$12.00	
Plasma Monitor Side Attached Speakers (50" & 60" plasma models)		\$45.00	\$55.00	
<b>VIDEO MONITOR / PLAYERS</b>				
26" CRT TV w/ 54" draped rolling cart (cannot be used with a computer)		\$135.00	\$160.00	
DVD Player w/ Auto Repeat (cannot be used w/ 17" or 20" computer monitors)		\$65.00	\$100.00	
<b>AUDIO EQUIPMENT</b>				
Wired Mic PA System ( <input type="checkbox"/> Floor or <input type="checkbox"/> Lav Mic, 4CH Mixer, and Speaker)		\$220.00	\$265.00	
Wireless Mic PA System ( <input type="checkbox"/> Handheld or <input type="checkbox"/> Lav, 4CH Mixer, and Speaker)		\$350.00	\$420.00	
Additional Wired <input type="checkbox"/> Floor or <input type="checkbox"/> Lav Microphone		\$45.00	\$55.00	
Additional Wireless <input type="checkbox"/> Handheld or <input type="checkbox"/> Lav Microphone		\$245.00	\$295.00	
Additional Powered Speaker		\$110.00	\$130.00	

Show Name: PENS 2012 Conference				
Commercial Grade Equipment Description	Qty.	Early Order Show Rate	After Deadline or On-Site Rate	Total
<b>LCD PROJECTOR AND TRIPOD SCREENS</b>				
XGA LCD Projector w/ Stand		\$585.00	\$700.00	
<input type="checkbox"/> 5' Tripod Screen w/ Black Skirt <input type="checkbox"/> 6' Tripod Screen w/ Black Skirt		\$45.00	\$55.00	
<b>DESKTOP COMPUTERS (Includes 17" Flat LCD Monitor, NIC, Keyboard, Mouse, Windows Operating System, MS Office)</b>				
Core2 Duo / 2.0 GHz, 1GB / 80GB / DVDRW-CDRW		\$250.00	\$300.00	
IMAC Intel Duo Core 1GB / 80GB / DVD-CDRW		\$500.00	\$600.00	
<b>LAPTOP COMPUTERS (Includes Modem, NIC, Windows Operating System, MS Office)</b>				
Duo-Core / 1.8 GHz, 1GB / 80GB / DVD-CDRW		\$250.00	\$300.00	
Macbook Intel Duo Core/ 1GB / 60GB / DVD-CDRW		\$500.00	\$600.00	
<b>COMPUTER ACCESSORIES</b>				
Amplified Computer Speakers (set of two)		\$40.00	\$48.00	
Keyboard and Mouse		\$15.00	\$18.00	
Other:				
<b>ADDITIONAL EQUIPMENT AVAILABLE CALL FOR QUOTE</b>				
<b>COMPLETE PAYMENT INFORMATION AND FAX ENTIRE FORM TO 602-437-4499 OR EMAIL FORM TO: <a href="mailto:vaeconventionorders@vaecorp.com">vaeconventionorders@vaecorp.com</a></b>			Equipment Subtotal:	
CHECK: Made Payable To: Visual Aids Electronics Send to: 3625 E. Atlanta Ave., Suite 2 Phoenix, AZ 85040			6.5% Sales Tax:	
AMEX	Cardholders Name (print):		Delivery / Set-up/ Removal 15% of Equipment Subtotal (\$75.00 Minimum)	
VISA	Credit Card #:			
MASTERCARD	Verification Code:*	Expiration Date:	Labor Tax:	N/A
* Verification Code is the last 3 or 4 digits AFTER the credit card number in the signature area on the back of the card.			Total:	
Credit Card Billing Address:				
City:	State:	Zip Code:		
Phone Number:		Authorized Signature:		

## TERMS AND CONDITIONS

**Rental Agreement** – Advance rates apply only to orders paid in full and received **15 days** prior to the first scheduled show day. Items ordered after deadline date, are subject to availability and applicable freight charges. Labor Charge includes Delivery/ Set Up / Pick-up. Rate is 15% of equipment subtotal before sales tax (\$75.00 minimum).

Your representative must be available at your booth on date and time specified to accept delivery of equipment. **PLEASE NOTE** that the equipment will NOT be left in your booth without an authorized person to receive. If a repeat delivery is required, an additional charge will apply.

It is understood and agreed that the Exhibitor accepts full responsibility for any loss or damage to the equipment until it is returned to VAE. Exhibitor will immediately notify VAE of any damage to the rental equipment, and Exhibitor hereby agrees to be billed for any damage to, or loss of, rental equipment damaged while in Exhibitor's care, custody and/or control.

**Payment Terms** – Full payment, including applicable tax, is due at the time services are ordered. Purchase orders are not considered payment. Orders placed or service provided at show site must be paid at the show site.

If paying by credit card, we will use this authorization to charge your credit card account for your advance order, and any additional charges incurred as a result of show site orders placed by your onsite representative. These charges may include labor, materials, and handling.

If you are exempt from payment of sales tax, VAE requires you to forward an exemption certificate for the STATE in which the services are to be used.

**Cancellation** – Written cancellation of equipment must be received one (1) week prior to delivery date to avoid a one (1) day charge. If equipment and services have already been provided at the time of cancellation, a minimum one (1) day charge will apply.