



RENAISSANCE®

SCHAUMBURG CONVENTION CENTER HOTEL

PSAV® Presentation Services

Renaissance Schaumburg Convention Center Hotel

1551 North Thoreau Drive • Schaumburg, IL 60173

Phone: 847-303-4165 • Fax: 847-303-4323

www.psav.com

EVENT:

Company/Contact Name: _____

Phone: _____

Email: _____

I authorize Renaissance Schaumburg Convention Center Hotel to charge the following equipment services to the credit card listed below.

VISA

MASTERCARD

AMEX

DISCOVER

Card # : _____

Exp.: _____

Signature: _____

Name on Card: _____

Billing Address: _____

City: _____

State: _____

Zip: _____

EXHIBIT EQUIPMENT ORDER

	ADVANCE RATE	ON-SITE RATE	QUANTITY*	DAYS*	TOTAL
Video Equipment					
20" Flat-Screen Monitor	\$175	\$210			
42" Flat-Panel Monitor	\$450	\$540			
50" Plasma Monitor	\$525	\$630			
DVD Player	\$95	\$114			
Audio Equipment					
Wired Microphone (with stand)	\$65	\$78			
Wireless Microphone (hand-held or lavalier)	\$200	\$240			
Four-Channel Mixer	\$60	\$72			
12-Channel Mixer	\$175	\$210			
Small Anchor Powered Speaker	\$50	\$60			
EV SXA250 Powered Speakers (2)	\$270	\$324			
Office Equipment					
Desktop Computer	\$400	\$480			
Laptop Computer	\$350	\$420			
Wireless Remote Presenter	\$75	\$90			
B/W Laser Printer	\$175	\$210			
Color Laser Printer	\$285	\$342			
Fax Machine	\$125	\$150			
Internet, Phones and Miscellaneous					
Wired High-Speed Internet (first connection)	\$225	\$270			
Each Additional Wired Connection	\$75	\$90			
Wireless Internet (per device, non-transferable)	\$75	\$90			
House Phone (no outside calls)	\$25	\$30			
Phone Line for Credit Cards (toll-free only)	\$100	\$120			
Outside Phone/Line	\$200	\$240			
Exit Signs	\$50	\$60			
Additional Cables	\$10	\$12			
*Quantity x Days = Total					
Orders received 10 days prior to the event or earlier are eligible for our Advance Rate. Orders received 72 hours or less before an event are subject to the On-Site Rate. Cancellations within 72 hours of your event will be billed in full. Fax orders to: 847-303-4323 or email: dziegenhagen@psav.com Please contact us for equipment or services not listed.				EQUIPMENT TOTAL	
				24% HOTEL SERVICE CHARGE	
				SUB-TOTAL	
				13.5% TAX INTERNET/PHONE	
				\$20 SAME DAY ON-SITE DELIVERY	
				GRAND TOTAL	