

# Exhibitor Electrical & Audio Visual Rental Form

MNHPC 2019



For your protection complete this form and fax it back to the secured number: 952-373-3844  
Do not send this form back by email as it is a violation of the Global Information Policy 3.2.1 PCI Date Security  
Standard 4.2 states

"Never send unencrypted credit card numbers via email"

ELECTRICAL SERVICES: (15 AMPs = 1 House hold Outlet or 1875 Watts)						
Equipment	Qty	Price	Subtotal	Day of Event Orders	# of Days	Total
120 Volt Line Up To 15AMPs		\$45.00	\$0.00	\$54.00	3	
Single Phase 208 Volt 30 AMPs or Less		\$150.00	\$0.00	\$180.00	3	
Single Phase 208		\$250.00	\$0.00	\$294.00	3	
3-Phase 100 AMPs		\$550.00	\$0.00	\$660.00	3	
3-Phase 200 AMPs		\$700.00	\$0.00	\$840.00	3	
Local Phone Line		\$75.00	\$0.00	\$90.00	3	
Spotlights		\$40.00	\$0.00	\$48.00	3	
Extension Cord		\$25.00	\$0.00	\$30.00	3	
Power Strip		\$25.00	\$0.00	\$30.00	3	
Labor (4 hour minimum)		\$300.00	\$0.00	\$400.00	3	
Hotel is not responsible for damages to equipment due to power surge or interruption. Surge protection is strongly recommended.					Subtotal:	
					7.525% Tax:	
					<b>TOTAL:</b>	

AUDIO VISUAL SERVICES: (All AV items are subject to a 22% Service Fee + 7.275% Sales Tax)						
Equipment	Qty	Price	Subtotal	Day of Event Orders	# of Days	Total
Rigging per point		\$150.00	\$0.00	\$180.00	3	
21" LCD Flat Screen Monitor		\$200.00	\$0.00	\$240.00	3	
46" LCD Flat Screen Monitor		\$475.00	\$0.00	\$570.00	3	
65" LCD Flat Screen Monitor		\$595.00	\$0.00	\$714.00	3	
3800 Lumens LCD Projector		\$425.00	\$0.00	\$510.00	3	
8' X 8' Projection Screen		\$120.00	\$0.00	\$144.00	3	
Premium WIFI Access (Per Device)		\$25.00	\$0.00	\$30.00	3	
Projection Cart with Drap		\$40.00	\$0.00	\$48.00	3	
Wired High Speed Internet Access Line		\$250.00	\$0.00	\$294.00	3	
Special audio visual, electrical, air or plumbing needs are available and require prior arrangements. A dedicated technician may be required for these additional needs at a minimum rate of \$75.00 per hour/tech. Any additional AV/Electrical needs ordered day of event may be subject to availability.					Subtotal	
					22% Service	
					7.525% Tax	
					<b>TOTAL:</b>	

EXHIBITOR INFORMATION: (Include phone & email for confirmation purposes)	
Company Name:	Contact Name:
Address:	
City, State & Zip:	
Phone:	Email:

EVENT INFORMATION: (# of days must include setup date)	
Event Name: MNHPC	Booth #:
Setup Date & Time: Sun 4/8	Teardown Date & Time: Tues 4/10
Credit Card #:	Exp. Date:
Signature (Required):	

All charges will be submitted 72 hours prior to the service date to the credit card authorized on this form. Onsite orders will have charges posted to the credit card on the day of the request. Prices are subject to change without notice. For questions, please contact the hotel directly at 952.893.8415