

# A/V Exhibit Order Form



**Advanced Ordering Deadline: October 25, 2023**

**Remit to: NRG Park - Exhibitor Services**

Mailing Address: One NRG Park, Houston, TX 77054

Phone: 832-667-1707

Fax: 832-667-1472

Email: [exhibitorservices@nrqpark.com](mailto:exhibitorservices@nrqpark.com)

**Houston Auto Show 2024**

**January 24-28, 2024**

**NRG Park**

**Houston, Texas**

Prices are subject to change without notice.

**Notice of change to SMG-NRG Park credit and debit card practice effective December 1, 2018.**

In our ongoing efforts to safeguard your sensitive information SMG - NRG Park is no longer accepting credit or debit card payment information via email, fax, phone or text. We now require payment be completed by the customer through our secure online third-party payment system, NRG Park Exhibitor Online Ordering at <https://nrqpark.boomerecommerce.com/>. SMG-NRG Park thanks you for your cooperation as we work to ensure you are provided the most secure online ordering experience.

**CANCELLATION POLICY:** If cancellation occurs before services are installed and written notice of cancellation is received by Exhibitor Services 72 hours before the first scheduled move-in date, a full refund will be issued. If cancellation occurs after installation or after the start of the first scheduled move-in date, no refund will be issued. ALL COMPLETED WORK IS SUBJECT TO FULL PAYMENT

Equipment	Qty	Day Rate	# Days	Total	
<i>EXAMPLE ITEM</i>	<b>1</b>	<b>53.56</b>	<b>2</b>	<b>107.12</b>	
<b>AUDIO</b>					<p><b>Please Contact Your INSPIRE Representative For:</b>                      **Comprehensive Exhibit Booth AV Design**                      **Lighting, Computer, &amp; Special Equipment**                      **Items Not Listed or Special Requests**</p> <p><b>Your A/V Sales Representatives are:</b>                      Jared Ferguson <a href="mailto:Jared.ferguson@JSAV.com">Jared.ferguson@JSAV.com</a></p>
4 Channel Audio Mixer		53.56			
8 Channel Audio Mixer		90.64			
Self-Amplified Speaker w/ Stand		90.64			
Standard Wired Microphone		42.23			
Wireless Headset or Lapel Microphone		159.65			
Computer/Phone Audio adapter		42.23			
<b>DISPLAY</b>					<p><b>Please Print Clearly &amp; Fill Out Completely</b></p> <p><b>EXHIBITOR or EAC 3rd PARTY COMPANY CONTACT INFORMATION</b></p>
<i>w/ built-in or attached speakers ****monitors require external speakers****</i>					
32" Flat Panel Display Monitor		313.12			Company:
50" Flat Panel Display Monitor **55****		584.01			Order Contact:
60" Flat Panel Display Monitor		848.72			Address:
70" Flat Panel Display Monitor		954.81			City/State/Zip:
80" Flat Panel Display Monitor		1,060.90			Tel:
Mount: Upright Truss		132.87			Fax:
Dual Post Stand W/ Bracket		148.32			E-Mail:
<p><i>*60", 70", and 80" Monitors require 2 technicians @1hr labor to safely secure to floor stand</i></p>					<b>EXHIBITOR or EAC 3rd PARTY COMPANY DELIVERY INFORMATION</b>
					Booth/Room #:
					Onsite Contact:
					Cell Phone:
					Delivery Date:
					Delivery Time:
					Received By: <input type="checkbox"/>
					Pick-Up Date:
					Pick-Up Time:
					Delivered By: <input type="checkbox"/>
<b>LIGHTING</b>					<p><b>ADD NOTES OR INSTRUCTIONS BELOW</b></p>
Source 4 Leko		42.23			
LED Uplight		36.05			
LED Pro Par 56 RGB		106.09			
<b>OTHER</b>					
Laptop with Power Point		238.96			
3K LCD Projector (3500 Lumens)		424.36			
5K HD Projector		690.10			
6K HD Projector		902.28			
Cable TV RF Tie In		212.18			
96" x 96" Tripod Screen		53.56			
Display Easel		15.45			
Wireless Remote for Laptop		63.86			
AC Extension 25'		15.45			
AC Power Strip		15.45			
<b>Equipment Total:</b>					
<b>Labor (1 Hour Minimum) \$70/HR:</b>					
<b>Sub Total</b>					
<b>Tax</b>		8.25%			<b>Date Signed:</b>
<b>Grand Total</b>					<b>Signature:</b>