

NAME OF CONFERENCE		START DATE	END DATE	# OF EVENT DAYS
COMPANY NAME		ON-SITE CONTACT NAME & NUMBER		ROOM/ BOOTH NAME/NUMBER
BILLING ADDRESS		CITY & STATE		POSTAL CODE
DELIVERY DATE	DELIVERY TIME	PICKUP DATE	PICKUP TIME	
ORDERED BY	EMAIL		PHONE	

Email completed form to the Encore Representative listed above.

Once this request form is submitted, an Encore Representative will contact you for an official order review and payment information. Minimum labour charge of 1 hour at \$90/hour, additional labour may be required for multiple items. Sales tax and service charges of 18% will apply.

PROJECTION	QUANTITY	RATE	DAYS
LCD PROJECTOR		\$446.25	
TRIPOD SCREEN		\$77.00	
MONITOR	QUANTITY	RATE	DAYS
46" MONITOR		\$486.50	
55" MONITOR		\$697.50	
Floor Stand		\$51.75	
AUDIO	QUANTITY	RATE	DAYS
PERSONAL SPEAKER		\$211.50	
INTERNET	QUANTITY	RATE	DAYS
HARD LINE CONNECTION		\$172.50	
POWER	QUANTITY	RATE	DAYS
Add'l Extension and Power Bar		\$21.00	
MISCELLANEOUS	QUANTITY	RATE	DAYS
LAPTOP		\$288.00	
FLIPCHART PACKAGE		\$84.75	

**If You Are Experiencing Technical Difficulties On-site  
Please Contact Encore At 1 (604) 690- 3291**