

DATE: \_\_\_\_\_

**PLEASE FILL IN ALL INFORMATION! UNCLEAR or INCOMPLETE ORDERS WILL NOT BE PROCESSED.**

Ordered by: \_\_\_\_\_  
 Exhibitor: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov./State: \_\_\_\_\_  
 Postal/Zip: \_\_\_\_\_  
 Tel: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Cell: \_\_\_\_\_ Other: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

Event: \_\_\_\_\_  
 Room/Hall: \_\_\_\_\_ Booth: \_\_\_\_\_  
 Install Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 Start Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 End Date: \_\_\_\_\_ Time: \_\_\_\_\_  
 On-Site Contact: \_\_\_\_\_  
 On-Site Tel: \_\_\_\_\_

QTY	INTERNET ACCESS FOR COMPUTERS	PRICE	TOTAL
	SHARED 512kbps FOR FIRST COMPUTER	\$300	
	SHARED 512kbps FOR ADDITIONAL COMPUTER IN SAME BOOTH OR MEETING ROOM	\$100	
	DEDICATED 512kbps FOR FIRST COMPUTER	\$600	
	DEDICATED 512kbps FOR ADDITIONAL COMPUTER IN SAME BOOTH OR MEETING ROOM	\$200	
	DEDICATED 1Mbps FOR FIRST COMPUTER	\$1,200	
	DEDICATED 1Mbps FOR ADDITIONAL COMPUTER IN SAME BOOTH OR MEETING ROOM	\$300	
	ASSISTANCE FOR SETUP	\$100/hr	

**TERMS AND CONDITIONS:**

- CLIENT DESKTOPS OR LAPTOPS MUST BE SHOW READY
- PASSWORDS ARE NON TRANSFERABLE ONCE ACTIVATED
- \$50 LABOUR CHARGE FOR EACH "FIRST" COMPUTER & \$25 LABOUR CHARGE FOR EACH ADDITIONAL IS APPLICABLE AND WILL BE APPLIED IF NOT SPECIFIED
- IT IS NOT PERMITTED TO USE SWITCHES, ROUTERS, SERVERS, SUBNETTING, IP MASKING, HUBS OR WIRELESS ACCESS POINTS WITHOUT THE EXPRESS PERMISSION OF AVW-TELAV
- STATIC IP REQUESTS ARE TO BE FORWARDED TO YOUR AVW-TELAV REP.
- FAILURE TO ADHERE CAN AND WILL RESULT IN TERMINATION OF SERVICE WITHOUT A REFUND
- EACH COMPUTER CONNECTED WILL HAVE AN IP ASSIGNED BY AVW-TELAV FOR YOUR EVENT
- CANCELLATIONS WITHOUT PRIOR KNOWLEDGE WILL NOT BE REFUNDED
- AVW-TELAV IS NOT RESPONSIBLE FOR ANY PERFORMANCE PROBLEMS CAUSED BY CUSTOMERS HARDWARE OR SOFTWARE CONFIGURATION

Installation	\$ 50.00
Additional Install	
Sub Total	
5% GST	
8% PST	
TOTAL	

I HEREBY AGREE TO THE ABOVE TERMS AND CONDITIONS: \_\_\_\_\_ DATE: \_\_\_\_\_

**PAYMENT INFORMATION:**

Check one:







CREDIT CARD NO.: \_\_\_\_\_ EXPIRY: \_\_\_\_/\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_ Name (please print): \_\_\_\_\_

**IT IS UNDERSTOOD AND AGREED THAT THE CUSTOMER ACCEPTS FULL RESPONSIBILITY FOR ANY LOSS OR DAMAGE TO THE EQUIPMENT UNTIL IT IS RETURNED TO THE LESSOR. PLEASE SEE ADDITIONAL TERMS BELOW.**

**BRIAN D'SOUZA**

**AVW-TELAV AUDIO VISUAL SOLUTIONS \* 650 DIXON RD., TORONTO, ONTARIO M9W 1J1  
 TEL: 416.240.7838 \* FAX: 416.240.1750 \* DSOUZA@AVWTELAV.COM**

**RENTAL AGREEMENT**

1. Please forward payment in full with your order. 2. Orders must be received by no later than two (2) weeks prior to show dates. 3. Written cancellation of internet service must be received one (1) week prior to delivery date to avoid a minimum one (1) day charge. 4. The representative hereby mentioned must be present at the time and date specified above. 5. The equipment is your responsibility until picked up by AVW-TELAV representative. Please DO NOT leave equipment unattended in the exhibit booth once the show finished.