

Call us TOLL FREE:  
1-800-537-3687  
email:  
jsmith@mcrents.com



NeoCon EAST Annual Conference  
Exhibit Form

*Technical Event Management & Production  
Audio Visual & Computer Rentals Nationwide  
2011 Exhibitor Form*

Quantity	Equipment	One Day	# Of Days	Extended
<b>Fill In Light Yellow Areas -or- If There Is An Item You Do Not See But Need Please Call John Smith @ 202-321-6056 -or- jsmith@mcrents.com</b>				
0	24" LCD Flat Panel Monitor w/Pole Stand	\$125	0	\$0.00
0	32" Flat Panel Monitor w/Pole Stand	\$175	0	\$0.00
0	42" Plasma Display w/Pole Stand	\$350	0	\$0.00
0	DVD Player	\$45	0	\$0.00
0	Presentation Laptop w/Mouse & Internet Ready	\$125	0	\$0.00
0	Video Card For Laptop (video clips)	\$25	0	\$0.00
0	Sound Port For Laptop	\$25	0	\$0.00
0	Sound System - 4 Channel Mixer w/2 Speaker On Pole Stand	\$255	0	\$0.00
0	Wired Handheld Microphone	\$45	0	\$0.00
0	Wireless Handheld Microphone	\$95	0	\$0.00
0	Wireless Lavalier Microphone	\$125	0	\$0.00
0	Hi Lumens LCD Projector	\$295	0	\$0.00
0	AV Cart w/Power Cord (must be ordered with additional equipment)	\$25	0	\$0.00
0	6' Tripod Screen w/Skirt	\$40	0	\$0.00
0	8' Tripod Screen w/Skirt	\$45	0	\$0.00
<b>Delivery Date:</b>		<b>Subtotal</b>		\$0.00
<b>Delivery/Install/Pickup Charges:</b> Cost for 1 piece of equipment is \$95.00, 2-3 pieces is \$125.00, 4+ is \$175		<enter> <b>Delivery/Install/Pickup</b>		\$0.00
<b>Delivery Time:</b>		<b>Tax</b>		\$0.00
		<b>Total</b>		\$0.00

**RENTAL CONTRACT**

**DELIVERY** - Equipment cannot be delivered to an empty booth. If MCRI is unable to effectively deliver on the requested date and time because client is unavailable or booth is not ready, customer will incur additional labor costs for a second delivery billable at \$75/hr with 1-hour minimum charge. An authorized company representative must sign for all equipment upon delivery.

**FREIGHT & DRAYAGE** - If any freight & drayage or union & forced labor charges are incurred, these will be billed in full to the customer, who assumes all responsibilities for payment.

**CANCELLATIONS** - Orders not cancelled 24 hours before start of event, will incur a minimum restocking charge of 50%. Any equipment cancelled on or after delivery date will be billed in whole.

**RENTAL AGREEMENT** - It is understood that the Customer is renting MCRI's equipment for a specified period of time, and is responsible for the return of all equipment in an undamaged working condition. Customer's responsibility for rental equipment expires upon signing an MCRI equipment pickup form for said goods. Customer agrees to pay for any and all damages to equipment. Customer is responsible for all union/forced labor fees.

I have read, understood, and agree to all above terms

Authorized Signature: \_\_\_\_\_

**PAYMENT INFORMATION**

<b>Company Name:</b>	_____	<b>Booth #:</b>	_____
<b>Address:</b>	_____		
<b>City:</b>	_____	<b>State:</b>	_____
		<b>Zip:</b>	_____
<b>Ordered By:</b>	_____	<b>Phone#:</b>	_____
<b>Onsite Show Contact:</b>	_____	<b>Onsite Cell #:</b>	_____
<b>Printed Name:</b>	_____	<b>Email :</b>	_____
<b>Credit Card#:</b>	_____	<b>Exp. Date:</b>	_____
<b>Authorized Signature:</b>	_____		

**Please email completed order form to email [jsmith@mcirents.com](mailto:jsmith@mcirents.com) or call John for Fax Number**