



## AV / IT Services - Order Form

**Please contact us if you have not received confirmation of your order within 7 days.**

Event Name:		Start Day:		Today's Date:	
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<b>Exhibitor Contact Details</b>		Stand Name / No.:	
Contact Name:		Company Name:	
Company Address:		Company Tel.:	
		Company Fax:	
Postcode:		Company Email:	

PC's & PERIPHERALS		Prices	QTY	TOTAL
PC or Laptop Hire	DAILY	£50.00		
	EVENT	£150.00		
Laser Printer	DAILY	£25.00		
	EVENT	£75.00		
22" LCD Screen (Tabletop stand or wall mount)	EVENT	£75.00		
32" LCD Screen (Tabletop stand or wall mount)	EVENT	£150.00		
42" Plasma Screen (inc. floorstand or wall mount)	EVENT	£225.00		
50" Plasma Screen (inc. floorstand or wall mount)	EVENT	£300.00		
63" Plasma Screen (inc. floorstand or wall mount)	EVENT	£450.00		
<b>83" and 108" Plasma Screen</b>		POA		
DVD Player	DAILY	£5.00		
	EVENT	£15.00		

TECHNICIAN SUPPORT		QTY	TOTAL
IT Technicians	£25.00 per hour		

QTY	TOTAL
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**Delivery, set up and collection is free of charge for this event.**

**Also available: Pa systems, Stand lighting, Projection, Bespoke stand design and build.**

For any additional Information, advice or assistance please contact  
our hire team on 01423 857830 or email:

**info@ftav.co.uk**

<b>Sub Total</b>	
<b>VAT @ 20%</b>	
<b>Total</b>	

### PAYMENT

If you wish to pay by Credit / Debit Card, please tick the box and we will contact you for the card details.

CREDIT CARD <input type="checkbox"/>	CHEQUE : <input type="checkbox"/>	Amount £		Contact number 1 :	
Name :			Contact number 2 :		

Please find enclosed a cheque totalling £  payable in Sterling drawn on a UK Bank made payable to **FT Audio Visual Ltd.**

**PLEASE ENCLOSE PAYMENT WITH ORDER & RETAIN A COPY OF THIS FORM FOR YOUR RECORDS.**

FT Audio Visual Ltd does not store any card payment details, therefore any card information will be destroyed after processing the payment