



Please email all forms to Mottens@snsstaging.com

EXHIBITOR SERVICES

Branding at its Best

CONFERENCE NAME		START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME		CONTACT ONSITE		ROOM/EXHIBIT BOOTH #
STREET ADDRESS		CITY	STATE	ZIP CODE
TELEPHONE NUMBER	DELIVERY DATE	DELIVERY TIME AM PM	PICKUP DATE	PICKUP TIME AM PM
EMAIL ADDRESS		ORDERED BY		

Instructions for ordering

Place your order at least 21 days prior to delivery. This guarantees equipment availability and rate pricing. Prices shown are for the exhibit floor only. If items are ordered on the day of event– there is a 15% markup. Operators' labor is priced at the current hourly rate with a minimum of four hours. All Credit card charge receipts will be emailed to you. Applicable Sales tax will be included in the equipment rental.

POWER:

	Per Unit	Qty.	Days	Amount
110V Single Phase-20 AMP ☐	\$250.00			\$.....
110V Single Phase- 60 AMP ☐	\$500.00			\$.....
110V Three Phase – 100 AMP ☐	\$2,250.00			\$.....
25' AC Cable ☐	\$25.00			\$.....
Power Strip ☐	\$25.00			\$.....

RIGGING: ALL RIGGING ORDERS MUST BE PLACED VIA THE RIGGING REQUEST FORM.

MONITORS:

	Per Unit	Qty.	Days	Amount
32" LCD Monitor ☐	\$ 315.00			\$.....
Dual post stand ☐ Table Stand ☐ Speakers ☐	\$ 575.00			\$.....
55" LCD Monitor ☐	\$ 850.00			\$.....
Dual post stand ☐ Table Stand ☐ Speakers ☐				
75" LCD Monitor ☐				
Rolling Stand ☐ Table Stand ☐ Speakers ☐				

ADDITIONAL SUPPORT:

	Per Unit	Qty.	Days	Amount
Laptop ☐	\$325.00			\$.....

INTERNET:

	Per Unit	Qty.	Days	Amount
Wired internet ☐	\$500.00			\$.....
Wireless internet (up to 3 users) ☐	\$750.00			\$.....

LIGHTING:

	Per Unit	Qty.	Days	Amount
Up-lighting (up to 4 up-lights) ☐	\$350.00			\$.....

BOOTH DIAGRAM:

Organization Name:	Room or Exhibit Booth #:
Show Name:	Dates:

Internet Power Drops:

Indicate the location of your internet drops, power drop/s and telephone on the grid. **W= Wired Internet T= Telephone**

***Setup charge - \$300.00**

***Breakdown charge - \$300.00**

SNS STAGING INC.
The Westin Arlington Hotel
801 N Glebe Rd
Arlington, VA 22203
Stephen Ferdinands | (646)-752-1889

