



EXHIBITOR SERVICES

THE MARRIOTT JACKSONVILLE DOWNTOWN

NAME OF CONFERENCE	START DATE	END DATE	NO. OF EVENT DAYS
ORGANIZATION NAME	ON-SITE CONTACT NAME		ROOM/EXHIBIT BOOTH NUMBER
STREET ADDRESS	CITY	STATE/ZIP	DELIVERY DATE
TELEPHONE NUMBER	DELIVERY TIME	PICKUP DATE	PICKUP TIME
EMAIL ADDRESS	ORDERED BY		

FORMS NEED TO BE SUBMITTED SEVEN DAYS PRIOR TO EXHIBIT LOAD-IN. ALL OTHER FORMS SUBMITTED AFTER THIS DATE WILL BE SUBJECT TO A 25% LATE FEE. DAY-OF REQUESTS AND REQUESTS AFTER CUT-OFF DATE ARE NOT GUARANTEED.

VIDEO — PRICES DO NOT REFLECT TAX AND FACILITY TECHNOLOGY FEE & LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
22" Computer monitor on table stand		\$150.00		
50" Computer monitor on table stand		\$500.00		
70" Computer monitor on floor stand		\$650.00		
Laptop computer with Microsoft Office		\$300.00		
OTHER:				

INTERNET — PRICES DO NOT REFLECT TAX AND FACILITY TECHNOLOGY FEE & LABOR. ALL SERVICES ARE PER DAY CHARGES*

	Quantity	Daily Rate	# of Days	TOTAL
Wireless Internet (per device with conference code)		\$80.00		
Wired Internet (per line with conference code)		\$225.00		
OTHER:				

***No server/router/hub is allowed on the network without prior notice and approval from Pinnacle Live**

POWER — PRICES DO NOT REFLECT TAX AND FACILITY TECHNOLOGY FEE & LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
Power Support Package (extension cord/power strip)		\$40.00		
OTHER:				

AUDIO — PRICES DO NOT REFLECT TAX AND FACILITY TECHNOLOGY FEE & LABOR. ALL SERVICES ARE PER DAY CHARGES

	Quantity	Daily Rate	# of Days	TOTAL
Single speaker PA (one speaker, stand, PC patch)		\$200.00		
Medium PA (two speakers, stands, four-channel)		\$300.00		
Wireless hand-held microphone		\$220.00		
OTHER:				

MISCELLANEOUS — PRICES DO NOT REFLECT TAX AND FACILITY TECHNOLOGY FEE & LABOR. ALL SERVICES ARE PER DAY CHARGES

Flipchart with markers, adhesive pad, and easel		\$100.00		
OTHER:				

LABOR (minimum one-hour at \$100 per hour)		
EQUIPMENT TOTAL		
FACILITY TECHNOLOGY FEE (25%)		
TAX (7.5%)		
TOTAL		

To confirm this order, please completely fill-in this form and email it to: albert.adkins@pinnaclelive.com.

Please contact Albert Adkins at (904) 415-1055 with any questions.

The Marriott Jacksonville Downtown
245 Water Street Jacksonville, FL 32202