



401 South High St.  
 Muncie, IN 47308  
 765.751.9138  
 amsmuncie@sbcglobal.net

Client:  
 Event ID:  
 Event Date:  
 Client Move In:

Item	Quantity	Item Price	# of Days	Total	Item Details/Comments
<b>Microphones/speakers</b>					
Microphone - Wired Lectern		\$25.00		\$0.00	
Microphone - Wired Standing		\$25.00		\$0.00	
Microphone - Wired Table		\$25.00		\$0.00	
Microphone - Piano		\$25.00		\$0.00	
Microphone - Wireless Lavalier		\$100.00		\$0.00	
Microphone - Wireless Lectern		\$100.00		\$0.00	
Microphone - Wireless Standing		\$100.00		\$0.00	
Microphone - Wireless Table		\$100.00		\$0.00	
Mixer (needed for more then 2 mics)		\$40.00		\$0.00	
JBL Eon G2 10 Powered spkr 125 Watt		\$45.00		\$0.00	
JBL Eon G2 15 Powered spkr 300 Watt		\$60.00		\$0.00	
Press Box		\$75.00		\$0.00	
<b>Computers &amp; Printers</b>					
Personal Computer - Laptop		\$125.00		\$0.00	
Computer Signal Splitter (VGA)		\$25.00		\$0.00	
Computer Audio Patch		\$10.00		\$0.00	
Video Switcher		\$125.00		\$0.00	
<b>Video Players/Recorders/Projectors</b>					
VHS Player		\$45.00		\$0.00	
DVD Player		\$45.00		\$0.00	
LCD Video Projector		\$175.00		\$0.00	
LCD Video Projector 4000 Lumens		\$375.00		\$0.00	
Elmo Visual Presenter		\$75.00		\$0.00	
CD Player		\$35.00		\$0.00	
<b>Overhead/Opaque Projectors</b>					
Overhead Projector		\$35.00		\$0.00	
<b>Lighting</b>					
Gobo or Colored Gel		\$30.00		\$0.00	
<b>Screens/Dress Kit</b>					
6x8 or 7.5x10 Front or Rear		\$50.00		\$0.00	
9x12 Front or Rear		\$75.00		\$0.00	
10x10 Cradle		\$45.00		\$0.00	
7' Tripod Screen, 6' Tripod, 4' Tripod		\$30.00		\$0.00	
10.5 x14 "Flying" Screen (Del Rm 1/2)		\$250.00		\$0.00	
<b>A/V Miscellaneous</b>					
Laser Pointer / Power Point Remote		\$25.00		\$0.00	
AV Cart w/ Skirt		\$18.00		\$0.00	
Flipchart & Markers		\$28.00		\$0.00	
Two way Radio		\$25.00		\$0.00	
A/V Technician		\$50/60 hr			3 hr minimum on weekends & after 5 pm
<b>Total</b>			<b>Add 6% s</b>	<b>\$0.00</b>	

Note: Above equipment prices are per day

A/V Comments:

(Include additional A/V requirements such as lighting and specifications for A/V technician if required)

The undersigned has agreed that this A/V order is complete. Any changes that might occur to the equipment needs must be approved within 48 hrs of the event. Any equipment requested the day of the event will be assessed a 25% additional fee. If the renter declines the use of an A/V Technician, there will be a \$50 emergency contact fee if he/she is needed during rental duration. The client is responsible for the equipment during the rental duration. Any damage or loss to the equipment is the full responsibility of the person or persons renting the equipment.

Signature \_\_\_\_\_

Date \_\_\_\_\_