JW MARRIOTT®
WASHINGTON, DC

JW Marriott Washington, DC
1331 Pennsylvania Avenue, NW
Washington, DC 20004
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2010 EXHIBITOR EQUIPMENT ORDER FORM

COMPUTER		QTY	TOTAL
Desktop PC w/Windows/Office	$ 225.00		
Laptop PC w/Windows/Office	$ 275.00		
Laser Printer	$ 185.00		
MONITORS		**QTY**	**TOTAL**
21" Flat Panel Monitor	$ 200.00		
42" Plasma Monitor	$ 750.00		
60" Plasma Monitor	$ 950.00		
A/V		**QTY**	**TOTAL**
27" TV/VCR Package	$ 250.00		
27" TV/DVD Package	$ 250.00		
LCD Projector (meeting room)	$ 850.00		
6' Tripod Screen	$ 75.00		
TELEPHONE		**QTY**	**TOTAL**
House Phone	$ 25.00		
DID Phone Line (direct inward dial)	$ 125.00		
Analog Phone Line	$ 100.00		
Circle One: In-House Local Long Distance International			
Voicemail Option (requires digital phone)	$ 50.00		
Rollover Option (requires digital phone)	$ 50.00		
Digital Phone	$ 150.00		
Polycom Speakerphone	$ 175.00		
BANNER HANGING		**QTY**	**TOTAL**
Banner Hanging Fee (per banner)	$ 75.00		
LIFT RENTAL		**QTY**	**TOTAL**
Personal Man Lift	$ 500.00		
INTERNET		**QTY**	**TOTAL**
High Speed Internet (per computer)	$ 500.00		
Additional Computers (each)	$ 125.00		
ELECTRICAL		**QTY**	**TOTAL**
20 AMPS (120V, 1 Phase)	$ 100.00		
60 AMPS (120V, 1 Phase)	$ 250.00		
100 AMPS (208V, 1 Phase)	$ 350.00		
100 AMPS (208V, 3 Phase)	$ 475.00		
200 AMPS (208V, 3 Phase)	$ 500.00		
SUB TOTAL		**$**	
HOTEL SERVICE CHARGE 22%		**x 22%**	
SUB TOTAL		**$**	
NUMBER OF DAYS NEEDED		**x**	
SUB TOTAL		**$**	
Sales Tax 6%		**x 6%**	
GRAND TOTAL		**$**	

PLEASE NOTE

All charges are on a per day basis. A 6% D.C. sales tax & 22% service charge which includes set-up and teardown will be applied to all orders. Equipment cancelled within 12 hours of an event will be charged 50% of the full price. Credit or payment MUST be established before installation.**Local & Long Distance rates may apply to phone line rentals.

All fees current as of October 2009

INFORMATION

EVENT NAME

COMPANY

ADDRESS

CITY *STATE* *ZIP*

PHONE # *FAX #*

MOBILE # *EMAIL*

REPRESENTATIVE'S NAME *TITLE*

REPRESENTATIVE'S SIGNATURE

ON SITE CONTACT

ROOM *BOOTH*

SETUP DATE ***TIME***

REMOVAL DATE ***TIME***

ACTUAL SHOW DATES ***TIME***

ELECTRICAL NOTICE: Washington, DC code requires that no electrical or apparatus can be connected unless it conforms to the D.C. electrical code. Flexible cords and cables less than #14 gauge are not permitted. Only fixtures with screw-in type allowed with #14-3 SJ cord. No Spring-type clamp spot fixtures or holders will be allowed

PAYMENT BY CHECK

Please mail checks to the address posted above.
Payments by check must be received 7 days prior to installation.

PAYMENT BY CREDIT CARD

CREDIT CARD NUMBER

TYPE *EXP DATE*

CARDHOLDERS NAME

SIGNATURE

PMS # (Hotel Use Only)