



March 1st - 3rd, 2024

**SUBMIT ORDERS TO:**  
**Leading Edge Audio Visual**  
[rocky@leadingedgeaudiovisual.com](mailto:rocky@leadingedgeaudiovisual.com)  
 702-743-3172

**2024**  
**OFFICIAL AUDIO VISUAL**  
**and ELECTRIC**  
**EXHIBIT ORDER FORM**  
**PRICES ARE FOR THE DURATION**  
**OF THE SHOW**

COMPANY: \_\_\_\_\_

Booth Number: \_\_\_\_\_

**VIDEO PACKAGES AND MONITORS**

QTY	DESCRIPTION	Adv Rate	Total SHOW
	<b>40" Monitor + DVD PLAYER + Floor Stand + Shelf</b> Includes:16:9 Monitor (1920x1080 res) FloorStand/DVD Player	\$675.00	
	<b>40" Monitor + Laptop + Floor Stand + Shelf</b> Includes:Laptop PC with Windows/Microsoft Office	\$775.00	
	<b>46" Monitor + DVD PLAYER + Floor Stand + Shelf</b> Includes:16:9 Monitor (1920x1080 res) FloorStand/DVD Player	\$775.00	
	<b>46" Monitor + Laptop + Floor Stand + Shelf</b> Includes:Laptop PC with Windows/Microsoft Office	\$875.00	
	<b>24" LED Monitor with Table Stand and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$225.00	
	<b>32" LED Monitor with Table Stand and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$400.00	
	<b>32" LED Monitor/Floor Stand, Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$575.00	
	<b>40" LED Monitor with Table Stand and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$525.00	
	<b>40" LED Monitor/Floor Stand and Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$650.00	
	<b>46" LED Monitor/Floor Stand, Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$725.00	
	<b>55" LED Monitor/Floor Stand, Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$800.00	
	<b>65" LED Monitor/Floor Stand, Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	\$1200.00	
	<b>75" LED Monitor/Floor Stand, Shelf and HDMI Cabling</b> 16:9 Monitor (1920x1080 res)	Call for Quote	
	<b>Computer Display Adaptor to HDMI</b> HDMI Cables will be supplied for the Monitors ordered	\$30.00	

**ELECTRICAL SERVICE**

QTY	DESCRIPTION	Adv Rate	Total SHOW
	<b>Exhibit Booth Electricity</b> Includes: professional consulting, quality floor tape, 15' extension cord and powerstrip	\$325.00	

**Page 1 total**

***There Are No HANDLING CHARGES on Official Exhibit Orders from Leading Edge***  
***THE ADVANCED RATE DEADLINE IS FEBRUARY 10, 2024***  
***PLEASE CALL FOR COSTING AFTER DEADLINE***

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VIDEO SUPPORT			
QTY	DESCRIPTION	Adv Rate	Total SHOW
	<b>Monitor Floor Stand With Shelf (if you are supplying monitor)</b> You Must Supply an LEAV Approved mount for the Monitor	\$135.00	
	<b>AV Cart with Skirt</b> 34" or 54" ---- Please specify	\$45.00	
	<b>DVD PLAYER</b> Includes 10' HDMI Cable	\$75.00	
	<b>Computer Distribution to 2 monitors</b> Includes HDMI Splitter and Cabling	\$125.00	

COMPUTER PACKAGES			
QTY	DESCRIPTION	Adv Rate	Total SHOW
	<b>PC LAPTOP</b> Includes Office	\$250.00	
	<b>MACBOOK PRO</b> Include Office Package	\$350.00	
	<b>HP LASER PRINTER</b> Color	\$350.00	
	<b>USB KEYBOARD AND MOUSE</b> Wired	\$25.00	
	<b>IPOD/PC AUDIO DIRECT BOX</b>	\$35.00	

AUDIO PACKAGES			
QTY	DESCRIPTION	Adv Rate	Total SHOW
	<b>Sound System</b> Includes 2 Speakers with Stands and Mixing Console DOES NOT INCLUDE MICROPHONE	\$350.00	
	<b>WIRELESS MICROPHONE</b> Hand HELD or Lavalier	\$250.00	
	<b>WIRELESS HEADSET MICROPHONE</b>	\$275.00	
	<b>WIRED HANDHELD MICROPHONE</b> Includes Floor Stand	\$75.00	

	Page 2 total	
	Page 1 total	
ADD THE PAGE 1 AND PAGE 2 EQUIPMENT SUBTOTALS	← Total Equipment	
30% of Equipment Total or \$100 minimum whichever is greater	← Labor Service	
10% of Equipment Total: See Page 3 for Details <b>To Decline Leave Empty</b>	← Optional Waiver	
8.25% of Equipment Total and LABOR Service Charge	← Sales Tax	
	GRAND TOTAL	

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**AGREEMENT INFORMATION**

**Optional Damage Waiver:** Customer is responsible for the actual cost to repair any equipment damaged during the rental period. At the customers option, a damage waiver may be purchased that will provide coverage for damage repair costs up to \$2,000 per rental contract. This does not cover lost or stolen equipment. The cost of the damage waiver is 10% of the equipment rental cost.

**Cancellation Policy:** Cancellation of rental equipment services must be made 72 hours prior to delivery. No refunds will be made for cancellations less than 72 hours to delivery

**Equipment:** For equipment not listed, please contact us for a complete list of inventory.

**Installation/Deliver/Dismantle:** A representative from your company must be present at the time of delivery to sign for the equipment. Repeat deliveries are subject to and additional charge. LE is not authorized to pickup equipment prior to the show closing. At the close of the show, a representative from your company must remain with the equipment until it is dismantled. In union venues, delivery/pickup times may vary due to the availability of laborers. Delivery times selected on the order are only targeted times. There may be a variance in the delivery times base on the workloads for that particular time.

**WALL or TRUSS MOUNTED MONITORS:** Additional labor charges may be required for mounting monitors 32" and larger to your booth structure. LE is not responsible for attaching the mounting hardware to the booth structure.

**Rental Rates:** The advance rate deadline is two weeks prior to the first show day. Rental rates (advance/onsite) are for the entire length of the show. If an order is placed after the Advanced Rate Deadline, an additional 15% late fee may be added to the equipment.

**Venue Charges** (if applicable): Union Labor, carpenters, electricians, etc will be billed directly to the exhibitor. Electrical services are not included and must be selected.

**PAYMENT INFO**

Credit Card Number  Security Code  Exp:

Name on Card: \_\_\_\_\_ Signature : \_\_\_\_\_

Address on Card: \_\_\_\_\_ City: \_\_\_\_\_ St \_\_\_\_\_ Zip \_\_\_\_\_

**Company Information**

**Delivery Information**

Name: \_\_\_\_\_

SHOW NAME SUNA SHOW DA

Address: \_\_\_\_\_

LOCATION Sonesta Hotel Airport, Nashville, TN

Phone: \_\_\_\_\_

BOOTH NUMBER \_\_\_\_\_ DELIVERY DATE \_\_\_\_\_

Contact: \_\_\_\_\_

ON SITE CONTACT: \_\_\_\_\_ Delivery time (Pick one)

Email: \_\_\_\_\_

ON SITE PHONE: \_\_\_\_\_ 8am-10am \_\_\_\_\_ 10m-12pm \_\_\_\_\_  
1pm-3pm \_\_\_\_\_ 3pm-5pm \_\_\_\_\_