Exhibitor Audio Visual Order Form

PREMIER CREATIVE GROUP
Phone: (313) 540-4060
Email: av@premierav.net
https://premierav.net/

SMART MANUFACTURING WEEK — DETROIT, MI · U.S.
April 21st – 22nd, 2027

HUNTINGTON PLACE

ORDER ONLINE AT: https://expo.premierav.net/convention/smart-manufacturing-week-2027

Receive a 20% Discount if you complete your order on, or before: April 7th, 2027

Company Name: _____ Booth Name/Number: _____

Ordered by Name: _____ Contact Name: _____

Ordered By Phone/Cell#: _____ Contact Cell Number: _____

E-Mail Address: _____ *Delivery will be the day before your booth goes live.*

Select a Delivery Time: ☐ 9AM-NOON ☐ NOON-3PM ☐ 3PM-6PM

Billing Address: _____

COMPUTERS & ACCESSORIES	QTY	EXPO RATE	TOTAL	
Laptop Computer – 15" w/ MS Office		$300.00		
MacBook Pro – 15" w/ Keynote		$600.00		
Laser Printer (Black & White) Call for Color Printing		$200.00		
Apple iPad		$100.00		
Wireless Keyboard/Mouse Kit		$60.00		

MONITORS – DISPLAYS – PLAYBACK DEVICES	QTY	EXPO RATE	TOTAL	
32" HDTV w/ 6' HDMI Cable, Desktop Stand, & USB Media Player		$300.00		
42" HDTV w/ 6' HDMI Cable, Desktop Stand, & USB Media Player		$500.00		
50" HDTV w/ 6' HDMI Cable, Desktop Stand, & USB Media Player		$600.00		
60" HDTV w/ 6' HDMI Cable, Desktop Stand, & USB Media Player		$700.00		
65" HDTV w/ 6' HDMI Cable, Desktop Stand, & USB Media Player		$800.00		
HDTV Floor Stand (Note: fits 42"-70" HDTVs) - *Req Vertical Mounting:* ☐		$150.00		
HDTV Wall Mounting Bracket (Note: Subject to Electrical Union Fees)		$30.00		
Laptop Shelf for Floor Stand		$30.00		
Media Player w/ 6' HDMI Cable		$40.00		

Please call or email to request larger monitors or an LED wall.

AUDIO EQUIPMENT	QTY	EXPO RATE	TOTAL	
Wireless Microphone: LAV:☐ Handheld:☐		$300.00		
Small Exhibit Booth Audio System: (2) Speaker w/ Stands + Mixer		$400.00		

Please call or email if you require any equipment that is not on this form.

A. Equipment Total:	

IMPORTANT NOTES:

- **A Handling Charge greater of $100 or 30% of the total will be applied to the rental. This covers Delivery, Setup, and Take Down of the rented equipment.**
- **Additional Labor may be required for Client provided monitors and stands.**
- **Electrical services are not included in the equipment rental pricing.**

Final Calculations	Totals
A. Equipment Total:	
B. Handling Charge (A x 30%):	
Total Amount Due (A + B):	

If this order has been submitted on or before the Advanced Rate date stated above, we will discount your equipment total by 20% & venue services fee will be calculated off the discounted total.

Our team will process your order and provide you with a final quote.
Payment options are defined on page 2 of this document.

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PAYMENT INFORMATION

Premier Creative Group accepts payments by Check, Credit Card, or Electronic Funds Transfer (EFT).
Once your order is submitted, a representative from our account management team will send you a formal quote with any additional discounts or additions applied.

After payment is processed, an invoice showing Paid in Full will be emailed to you for your accounting records. W9 is available upon request.

You can also order online at our website: https://premierav.net/
Access the exhibitor portal to complete an order online.

ORDER CONFIRMATION

Please review our company's terms & conditions for rental agreements.
https://www.premierav.net/services-terms-conditions/

By signing the Exhibitor Order Form, you agree to our terms & conditions as stated at the time of signature.

Printed Name: _____

Signature: _____

Date: _____

ADDITIONAL INFORMATION

Please use this section if you would like to provide any other information or have questions about the information that has been provided on this form. Thank You!