

## Audio Visual—Internet—Telecommunications Request Form

PSAV/Hilton Minneapolis  
 1001 Marquette Ave  
 Minneapolis, MN 55403  
 612.397.4908 (phone)



Name of Show \_\_\_\_\_

Show Dates \_\_\_\_\_ Booth # \_\_\_\_\_

Company Name \_\_\_\_\_

Company Address \_\_\_\_\_  
Street City State Zip Code

Contact Person \_\_\_\_\_ Telephone # \_\_\_\_\_  
Please print

E-Mail \_\_\_\_\_

QTY	INTERNET	RATE PER DAY	INSTALL DATE/TIME	# OF DAYS NEEDED	TOTAL AMOUNT = RATE PER DAY X # OF DAYS
	Multiple Hard Wired Internet Connections	\$180 initial \$45 addtl			
	Internet- Basic Wireless Connection*	\$25			
	Dedicated 1MB Wired/Wireless Connection**	\$715			
	Dedicated 1.5MB Wired/Wireless Connection**	\$1015			
	Dedicated 3MB Wired/Wireless Connection**	\$1755			
	Patch Panel Access (for outside provider)	\$1500			
	20" Monitor w/ VGA cable	\$135			
	46"-50" LCD Monitor w/ VGA cable	\$495			
	Rental Laptop	\$240			
	House Phone	\$85			
	DID (Direct Inward Dial)	\$150			
	Speaker Phone (Wired Polycom)	\$200			
	Speaker Phone (Wireless Polycom)	\$225			
	Adds, Moves, Changes and Digital Lines	\$150/hr			

\*Basic Internet speeds up to 768/kbs

\*\*Dedicated Wireless suggested for streaming/high volume usage

- All rentals are for usage per day unless otherwise indicated. All rentals are subject to 22% service charge and applicable taxes.
- Orders will be posted to credit cards 72 hours prior to first date of event and all orders cancelled within 48 hours of first date of event will be posted at full rental price.
- Please send completed request form via email to [mrowberg@psav.com](mailto:mrowberg@psav.com)
- PSAV will follow up to obtain Credit Card information over the phone for PCI compliance. We are no longer taking CC info over email/fax.