



ESX 2024

June 3-6, 2024 KICC

2024 OFFICIAL : Audio-Video-Data Order Form **Pre-Show Order Deadline: 5/27/2024**

Video Equipment	Qty	Pre-Show Rate*	On-Site Rate*	Total	Required Customer Information
32" Cart with Skirt		\$40	\$60		PLEASE PRINT
54" Cart with Skirt		\$60	\$90		Exhibitor Name:
Safelock Stand		\$40	\$60		Address:
Powerpoint Laptop - PC Windows		\$125	\$188		City:
					State: Zip Code:
					Ordered By:
Other Equipment Available - Please Call					Telephone:
					email:
Video / Data Display	Qty	Pre-Show Rate*	On-Site Rate*	Total	Required Delivery Information
Video / Data LCD Projector (3000 Lumens) (1080p)		\$250	\$375		Show/Event Name: ASEE 2024
22"- 24" LCD Flat Screen Monitor (DATA / COMPUTERS ONLY)		\$75	\$113		Exhibit Booth #:
27" Flat Panel		\$105	\$175		Preferred Delivery Date:
32" Flat Panel (Power Strip / HDMI)		\$150	\$225		Delivery Time: <input type="checkbox"/> 8AM - 12PM <input type="checkbox"/> 12PM - 5PM
43"- 48" Flat Panel - Includes Floor Stand		\$350	\$525		On Site Contact:
55" Flat Panel - Includes Floor Stand		\$500	\$750		
60"- 65" Flat Panel - Includes Floor Stand		\$750	\$1,125		
75" Flat Panel - Includes Floor Stand		\$1,050	\$1,575		
50' HDMI		\$30	\$45		Cell #:
<i>Please Call or Email for monitor mounting to booth structure. We will not mount any flat screens without booth specs, drawings and structural weight loads.</i>					Signature:
Projection Equipment					Terms and Conditions
8' Tripod Screen with Skirt		\$50	\$75		<p>1. Representative MUST BE on-site at for Delivery.</p> <p>2. Exhibitor assumes responsibility for Loss or Damage to property of TREP after Delivery and acceptance at Booth.</p> <p>3. ON-Site - Subject To Availability</p> <h2 style="margin-top: 20px;">See Attached Form for Terms and Conditions</h2>
Larger Size Screen Available Upon Request					
Audio Equipment					
Wired Handheld Microphone		\$50	\$75		
Wireless UHF Mic (Lavaliere - Headset - Handheld) Circle 1		\$150	\$225		
Powered Speaker System (2 Speakers w/ Stands)		\$250	\$375		
Additional Sound Systems Available - Please Call					
Mono Audio Mixer		\$50	\$75		
Laptop Audio Interface		\$50	\$75		
Miscellaneous Equipment					
Wall Mount		\$70	\$105		
<u>Other Equipment Offered - Dape, Truss, Motors, Rigging, Lighting, Automates</u> Call for Pricing 412-429-4000					
Totals					Ordering Process
PAYMENT IS DUE WHEN ORDER IS PLACED					<p>Email Form To: pa@3rep.com</p> <p>Fax Form To: 412-224-4408</p> <p>(please unblock number)</p> <p>Questions about your order email: AV@3riversentertainment.com</p>
EQUIPMENT TOTAL: 1					Payment Processing
Number of Days 2 3					<p>PLEASE MAIL CHECKS TO:</p> <p>Three Rivers Entertainment and Production</p> <p>1028 Saw Mill Run Boulevard, Pittsburgh, PA 15220</p>
SUBTOTAL: (Line 1 x Line 2) 3					
DELIVERY/SET-UP/PICKUP: (25% of line 1 or \$125.00 minimum) 4					
DRAYAGE: 20% of line 3 5					
SUBTOTAL: 6					
STATE SALES TAX: (7% of Line 3) 7					
TOTAL DUE: 8					
Method of Payment					<p>FOR BILLING INQUIRIES PLEASE EMAIL:</p> <p>accounting@3rep.com</p>
Complete Attached Payment Authorization Form					

Exhibitor Terms and Conditions

This confirms the following Agreement between _____ (herein referred to as Lessee), and **Three Rivers Entertainment, Inc.** (Herein referred to jointly and severably as TREP). TREP agrees to rent Purchaser equipment described on the attached equipment list (Herein referred to as "Equipment") subject to the following Terms and Conditions:

1. **RENTAL** - Rental prices do not include labor, delivery, set up or electrical services.
2. **INDEMNIFICATION AND RISK OF LOSS OR DAMAGES** - It is understood and agreed that LESSEE is renting equipment for a specified period of time and is responsible for its safe return. All rental equipment must be returned to TREP in the same condition as it was in at the time of delivery. LESSEE hereby agrees to be billed for any damage to, or loss of, any "Equipment" damaged or lost during the entire term of the Rental. It is understood that Purchaser assumes liability for any and all personal injuries or damage to property that occur at Engagement including, but not limited to, those caused by any guests, employees, contractors or participants at Engagement. Purchaser shall indemnify, defend and hold TREP, its agents, employees and performers harmless from and against all claims, losses, liabilities, costs, expenses, obligations, and damages including, without limitation, litigation costs and reasonable attorneys' fees sustained, incurred or required to be paid by TREP that relate to or arise out of this Agreement. Purchaser further agrees to assume responsibility for any and all attorneys' fees and other legal expenses incurred by TREP to enforce this contract with respect to the conditions stated above. LESSEE authorizes TREP to charge LESSEE credit card for any damaged or missing equipment and agrees to waive it's right to dispute such charges as TREP may charge for missing or damaged equipment.
3. **LIMITATION OF LIABILITY** - In recognition of the relative risks and benefits of the Engagement to both the Purchaser and TRE, the risks have been allocated such that the Purchaser agrees, to the fullest extent permitted by law, to limit the liability of TREP to the Purchaser for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert witness fees and costs, so that the total aggregate liability of TREP to the Purchaser shall not exceed TREP's total fee for services rendered on this Engagement. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.
4. **CANCELLATIONS/WAIVER OF DISPUTES** - All Equipment rental fees are non-refundable. LESSEE's Credit Card will be charged immediately upon receiving the signed order. All fees are 100% non-refundable. LESSEE waives it's right to any dispute process that is offered by LESSEE'S credit card company or financial institution.
5. **PAYMENT TERMS** - Full payment, including any applicable tax and a 6% credit card fee is due at the time services are ordered. All payments must be in U.S. dollars. Orders received without advance payment or after the deadline date will incur additional charges as indicated on the order form. It is LESSEE'S responsibility to immediately advise a TREP technician of any problem with any piece of Equipment. If you are exempt from payment of sales tax, TREP requires you to forward an exemption certificate for the State in which the services are to be used along with your rental. Failure to provide your tax exempt certificate will result in a non-refundable sales tax charge on your order. Additional service charges and/or labor charges may be assessed for installations that are unusual or labor intensive. Service may be interrupted if any payment is not received in full. There is a 50.00 charge, plus any other applicable expenses, to reprocess the method of payment submitted for a rental if your credit card is declined.

LESSEE

Date Signed

****Please write your entities' legal name on the line at the top of this sheet, indicating name of LESSEE****



1028 Saw Mill Run Boulevard, Pittsburgh, PA 15220
412-429-4000

CREDIT CARD PAYMENT AUTHORIZATION FORM

Sign and complete this form to authorize **Three Rivers Entertainment & Production** to make a debit to the credit card listed below as per the terms and conditions in your contract.

Signing this completed form authorizes **Three Rivers Entertainment & Production** to debit your account for the amounts as stated in the contract plus any applicable tax and up to a 6% additional charge due to the loss of the cash/check payment discount for services and/or equipment.

Please complete the information below:

I _____ authorize **Three Rivers Entertainment, inc.**
(full name)

to charge my credit card account as stated in the contract plus any applicable tax if not already included and up to a 6% increase due to my declination of the cash/check payment discount on as stated in the contract. This payment is for services provided by Three Rivers Entertainment & Production. Title of Event: _____

Billing Address _____ Phone# _____

City, State, Zip _____ Email _____

Account Type: Visa MasterCard AMEX Discover

Company Name _____

Cardholder Name _____

Account Number _____

Expiration Date _____

CVV2 (3 digit number on back of Visa/MC, 4 digits on front of AMEX) _____

SIGNATURE _____

DATE _____

I authorize the above named business to charge the credit card indicated in this authorization form according to the terms outlined above. This payment authorization corresponds with the contract as described above, for the total amount plus up to a 6% increase due to my declination of the cash/check payment discount. I certify that I am an authorized user of this credit card and that I agree to waive any and all rights to dispute any charges, with my credit Card company or provider, that are charged on my card from Three Rivers Entertainment & Production. In the event that I dispute the fees, I personally accept liability for the full amount stated in the Contract that I signed, plus all legal fees and expenses required to collect any unpaid balances to Three Rivers Entertainment, inc. I waive all of my rights to any credit card disputes.