

Remit to:



10801 Plantside Drive, Louisville, Kentucky 40299

Telephone: 502.266.5101 Fax: 502.266.5102

Email: orders@gen-expo.com

MATS #79-2026

In-Booth Audio-Visual Rental Order Form - Page 1 of 2

Discount Deadline Date: Thursday, March 5, 2026

Cancellation: Cancellation *after* order processing will be at 10% of prevailing rate. Cancellation *after* delivery will be at 100% of prevailing rate.

Late Request: Requests after deadline will be filled as available.

Delivery of Audio Visual equipment is conducted the day PRIOR to show opening. A Booth Delivery / Pick-up Charge of \$150.00 will be assessed on all Audio Visual Orders. This charge is non-taxable, and can be calculated below. Equipment will be removed immediately following final closing of event. If you have a need for any equipment that is not listed below, such as LED Video Walls, Camera Operators, etc., please contact us by phone at the number listed above for availability & quotes.

RENTAL AGREEMENT: It is understood and agreed the customer is renting the equipment for a specific period only, and is responsible for its safe return.

QTY	DESCRIPTION	DISCOUNT RATE	STANDARD RATE	EXTENSION
Video Equipment - All LED Displays include a table top stand, HDMI cable & power strip.				
_____	(1899) LED Video Walls per Customer Spec.			<i>Call for quote</i>
_____	(1805) 32" HD Flat Panel LED Display	\$ 295.00	\$ 398.00	_____
_____	(1806) 40" HD Flat Panel LED Display	\$ 395.00	\$ 533.00	_____
_____	(1836) 55" HD Flat Panel LED Display	\$ 495.00	\$ 668.00	_____
_____	(1893) 70" HD Flat Panel LED Display	\$ 695.00	\$ 938.00	_____
_____	(1810) 86" HD Flat Panel LED Display	\$1,095.00	\$1,478.00	_____
_____	(1894) 72" Single Pole Tripod Stand for up to 60" rental LED display	\$ 85.00	\$ 115.00	_____
_____	(1895) 72" TV Cart Stand for up to 86" rental LED display	\$ 225.00	\$ 304.00	_____
_____	(1853) 72" Dual Pole Stand for 70" or larger rental LED display	\$ 175.00	\$ 236.00	_____
_____	(1808) 72" Dual Pole Stand for Exhibitor provided LED display	\$ 200.00	\$ 270.00	_____
_____	(1862) TV Wall Mount Brackets	\$ 65.00	\$ 88.00	_____
_____	(1812) HD/4K Media Player (For seamless playback of content from flash drive or SD card)	\$ 65.00	\$ 88.00	_____

Please specify your video source: _____ Connection Type: _____

If your video source requires something other than HDMI to hook to our monitors, please specify: _____

If you are planning to provide your content on a USB thumb drive, please email your file to orders@genexpo.com by March 5th and we will provide the thumb drive to allow us to test in advance.

Presentation Equipment				
_____	(1884) Windows Laptop Computer	\$ 375.00	\$ 506.00	_____
_____	(1878) Podium w/ Microphone - Wood or Acrylic (<i>circle choice</i>)	\$ 200.00	\$ 270.00	_____
_____	(1845) AV Cart w/Skirt	\$ 65.00	\$ 88.00	_____

Audio Equipment				
_____	(1857) Small Sound Package - <i>Includes: 1 - 12" speaker on stand & 1 Wired Mic *For audiences up to 50 people</i>	\$ 425.00	\$ 574.00	_____
_____	(1813) Large Sound Package - <i>Includes: 3 - 12" speakers on stands & 1 Wired Mic *For audiences of 50-100 people</i>	\$ 750.00	\$1,013.00	_____
_____	(1833) Wireless Microphone (Please circle choice - Lavalier or Handheld)	\$ 175.00	\$ 236.00	_____
_____	(1841) Wired Handheld Microphone w/ stand	\$ 90.00	\$ 122.00	_____
_____	(1844) Computer Audio Patch	\$ 50.00	\$ 68.00	_____
_____	(1832) Small Audio Mixer *Less than 8 channels	\$ 95.00	\$ 128.00	_____
_____	(1824) Large Digital Audio Mixer *More than 8 channels	\$ 195.00	\$ 263.00	_____
_____	(1892) 12" 1100 watt Speaker w/ Stand	\$ 175.00	\$ 236.00	_____

***Please total this form on the following In-Booth Audio Visual Order Form, Page 2.**

Payment Policy: **Advance Discount:** To obtain the discount pricing, your order with full payment must be received by the deadline date published above. Any orders received before the deadline date without payment will be charged at the standard rates.

☐ **Yes, I have reviewed the Payment Policy and enclosed the Payment Form.**
All orders are subject to the terms and conditions as outlined on the payment form.

Booth Number: _____

Company Name _____ Phone _____

Street Address _____ Fax _____

City / State / Zip _____ Print Name _____

Email _____ Signature _____ Date _____

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QTY	DESCRIPTION	DISCOUNT RATE	STANDARD RATE	EXTENSION
Labor				
____	(1080) AV Labor / Technical Support - 1 hr. minimum, 1/2 hr. increments billed there after	\$105.00	\$210.00	_____

All orders are charged the standard delivery & pick-up fee of \$150.00. This fee includes the initial delivery of the requested equipment and one additional "Technical Support Visit" for connection of equipment with your provided content. If technical support is requested to *return* to your booth after the scheduled visit for any reason not pertaining to the equipment rented, additional AV labor charges will apply at the rates listed above. There is a 1-hour minimum AV Labor charge per technician, if you or someone from your company are not present in the booth at the date and time frame of your requested Technical Support Visit below.

Orders received involving multiple device installation, connection, long cable runs, etc. may be subject to hourly labor charges in addition to the standard delivery & pick-up fee. Once your order form is received with your requests, you will be contacted if additional labor charges apply.

If you plan to use content from a USB thumb drive, please email your the file by March 5th and we will provide and prepare the thumb drive to test in advance.

Technical Support Visit

Requested Technical Support Visit Date: _____ **2 Hour Time Frame:** _____

Onsite Contact: _____ **Cell#:** _____

Every attempt will be made to have a technician at your booth within your requested time frame. Technical support appointment requests are prioritized based on the date the booth order was received. If your requested time frame is not available, a technician will reach out to adjust timing in advance. If you are unable to meet the technician in your booth at your requested time frame, please notify us as soon as possible. There is a 1hour minimum AV Labor charge per technician, if you or someone from your company are not present in the booth at the date and time frame requested.

Equipment Subtotal: \$ _____

Delivery/Set-up/Pick-up Charge: \$ **150.00**

Total Cost: \$ _____

Copy this subtotal to the **Payment Authorization Form** where **6% SALES TAX** will be calculated.

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Booth Number: _____

Company Name _____ Phone _____

Street Address _____ Fax _____

City / State / Zip _____ Print Name _____

Email _____ Signature _____ Date _____