



HYATT
REGENCY®



TAMAYA RESORT & SPA

AUDIOVISUAL EXHIBITOR SERVICES

NAME OF CONFERENCE:	START DATE:	END DATE:	# EVENT DAYS:
COMPANY NAME:	ON-SITE CONTACT NAME:	ROOM/EXHIBIT BOOTH #:	
STREET ADDRESS:	CITY & STATE :	ZIP CODE:	
TELEPHONE NUMBER:	DELIVERY DATE	DELIVERY TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
EMAIL ADDRESS:	PICKUP DATE	PICKUP TIME	<input type="checkbox"/> AM <input type="checkbox"/> PM
ORDERED BY:			

PSAV WILL CONTACT YOU DIRECTLY FOR PAYMENT INFORMATION. PRICING IS PER DAY.

➤ If you have a special request or need additional equipment, please call 505.771.6186. Email completed form to jbrowning@psav.com

All Prices are subject to a 22% Service Charge, and listed rates include a 20% Discount.

VIDEO/DATA DISPLAY	QTY	PRICE
Laptop— Windows OS		\$ 180
LCD Projector		\$ 364

AUDIO EQUIPMENT	QTY	PRICE
Wired Microphone Unit: <input type="checkbox"/> Handheld		\$ 52
Wireless Microphone Unit: <input type="checkbox"/> Handheld <input type="checkbox"/> Lavalier		\$ 152
Wireless Headset Microphone: <i>Headset only. Mic will require wireless microphone unit to operate</i>		\$ 68
Computer Speakers		\$ 36
Sound System: (2) speakers (2) stands (1) Mixer Wired Microphone (up to 20 people)		\$ 304

CUSTOM ITEMS	QTY	PRICE
		\$
		\$
		\$
		\$
		\$
		\$
		\$

ACCESSORIES	QTY	PRICE
Laptop Display Adapter		\$ 24
42"- 54" Rolling Cart w/Black Skirt		\$ 48

MONITORS	QTY	PRICE
24" Computer Display Monitor		\$ 176
55" HDTV LED Display Monitor (Table Stand, Speakers)		\$ 524

INTERNET ACCESS	QTY	PRICE
Wired Internet Connection		\$ 144
Wireless Internet Connection		\$ 20
Dedicated Bandwidth	Please contact PSAV for quote	

POWER	QTY	PRICE
120V - 15 AMP, Includes Power Strip		\$ 32
208V Single Phase - 30 AMP		\$ 568
208V Three Phase - 100 AMPs		\$ 1428
25' AC Cable		\$ 16
Power Strip		\$ 16

ORDERING INSTRUCTIONS

To guarantee equipment availability and advanced rate, this order should reach us 21 days prior to delivery.

Operator labor, if requested, is subject to the prevailing hourly rate with a 4 hour minimum. An electronic receipt will be emailed to you.

The total charge per item is determined by multiplying the price by the quantity ordered. Please include applicable Sales Tax on equipment rental.

TAX EXEMPT STATUS – If you are exempt from payment of sales tax, we require you to forward an exemption certificate for the state in which the services are to be provided.

CANCELLATIONS:

- A) Cancellations received within 48 hours of the scheduled delivery date are subject to a 50% fee applicable to equipment and tax.
- B) Cancellations received on the day of scheduled delivery or "no-shows" are subject to the full amount of the order to include installation, drayage and tax.

Labor and/or service charges may apply, and/or loss damage waiver.

SHIPPING INSTRUCTIONS

Any materials being sent to the hotel must be marked as follows:

1. The Hyatt Regency Tamaya Resort & Spa
2. Hold for Arrival - Attn: Guest's Name and/or Organization Name
3. Complete Return Address
4. Number of Boxes (ex: Box 1 of 2, Box 2 of 2)
5. Address Packages to: 1300 Tuyuna Trail, Santa Ana Pueblo, NM 87004

SPECIAL REQUESTS Please add any items not listed above that you require.

