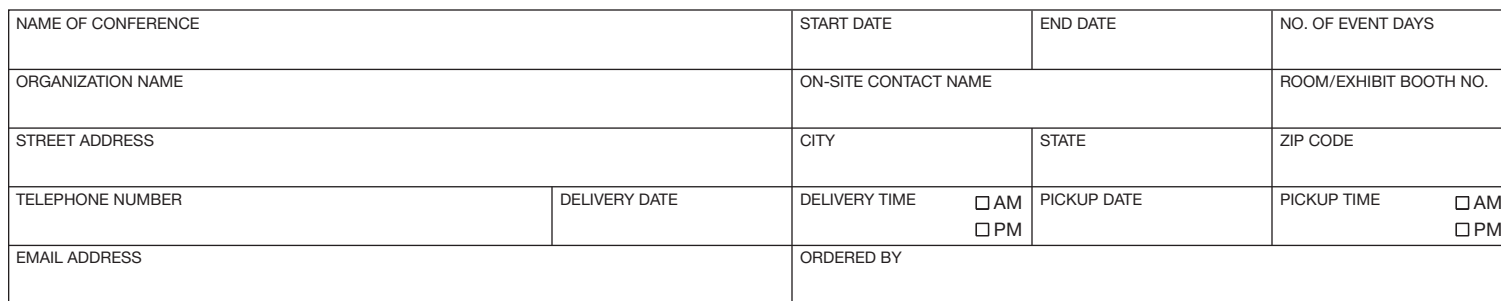


Create the ultimate brand experience with a sensory-rich environment that drives attendee interest.



ORDERING INSTRUCTIONS: To guarantee equipment availability and advanced-rate pricing, place your order at least 21 days prior to delivery. Operator labor, if requested, is subject to the prevailing hourly rate with a four-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 by the days rented. 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 – Cancellations received within 48 hours of the scheduled delivery date are subject to a 50 percent fee applicable to equipment and tax. Cancellations received on the day of scheduled delivery or “no shows” are subject to the full amount of the order, including installation, drayage and tax. Labor and/or service charges may apply and/or loss damage waiver.

1. Address Packages to: Fairmont San Francisco, 950 Mason St., San Francisco, CA 94108
2. Hold for Arrival - Attn: Guest's Name and/or Organization
3. Complete Return Address
4. Number of Boxes (ex: Box 1 of 2, Box 2 of 2)

Form Submission – Email completed forms to: fairmontsfsales@psav.com.

■ 24" LCD monitor on desk stand	\$ _____	\$ _____
■ 55" LCD monitor	\$ _____	\$ _____
□ Dual-post stand		
■ 70" LCD monitor	\$ _____	\$ _____
□ Dual-post stand		

■ Laptop \$ _____ \$ _____
 ■ Black-and-white printer \$ _____ \$ _____

■ Wired internet connection	\$ _____	\$ _____
■ Wireless internet connection	\$ _____	\$ _____
■ Dedicated bandwidth	Please contact PSAV for quote	

■ Up-light \$ _____ \$ _____

■ 25' AC cable	\$ _____	\$ _____
■ Power strip	\$ _____	\$ _____

All rigging requests should be placed using the Rigging Request Form.

■ Post-it flip chart	\$ _____	\$ _____
■ Pipe and drape with hardware	\$ _____	\$ _____
■ _____	\$ _____	\$ _____
■ _____	\$ _____	\$ _____
■ _____	\$ _____	\$ _____

Please add any items not listed above that you require.

[illegible]PSAV[®]