

# Graduate

**PROVIDENCE**

Please return completed forms to John Henriques at [jhenriques@kvlav.com](mailto:jhenriques@kvlav.com)  
at least two (2) weeks prior to event date.

For billing purposes, please CC: [kfisher@graduateprovidence.com](mailto:kfisher@graduateprovidence.com)

Name of Event: \_\_\_\_\_

Date of Set Up: \_\_\_\_\_ Time of Set Up: \_\_\_\_\_

Location: \_\_\_\_\_

Name of Exhibitor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Exhibitor On Site Contact: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

| QUANTITY | DESCRIPTION  | UNIT PRICE | # Days | TOTAL |
|----------|--|------------|--------|-------|
|          | Laptop Computer (Windows & MS Office)                  | \$250      |        |       |
|          | MacBook Pro Laptop (IOS & MS Office)                   | \$350      |        |       |
|          | 24" LED Monitor w/ HDMI Cable (set on exhibit table)   | \$200      |        |       |
|          | 62" Led Monitor w/ Floor Stand & HDMI Cable            | \$450      |        |       |
|          | AC Extension Cord & Power Strip                        | \$25       |        |       |
|          | Tripod Signage Easel                                   | \$15       |        |       |
|          | <b>**WiFi is complimentary throughout the hotel.**</b> |            |        |       |

Charges will be billed to your guest room. 22% service charge and 7% sales tax will apply to all requests.

Name \_\_\_\_\_ Arrival Date \_\_\_\_\_

Thank you!