

DAVENPORT HOTELS

DAVENPORT HOTEL • THE LOUIE • TOWER • GRAND • THE CENTENNIAL

Prodigy Arrow is Davenport Hotels audio visual partner. Please complete this form to order AV for your exhibitor booth. Additional questions about audio visual needs are to be sent to Jordan Piscopo. piscopo@prodigyarrow.com

NAME / COMPANY NAME: _____

EMAIL: _____

CONFERENCE NAME: _____

START DATE / TIME OF AV ORDER: _____

TABLE / BOOTH NUMBER (if assigned): _____

ON-SITE CONTACT AND PHONE NUMBER: _____

AUDIO VISUAL PRICING

50" LCD TV \$150 per day x _____ days

80" LCD TV \$250 per day x _____ days

Wired Internet Line \$100 per day x _____ days

Electric power (extension cord & power strip) \$10 per day x _____ days.

***All pricing is subject to 24% taxable service charge and 9% sales tax.*

PAYMENT:

Audio Visual charges are to be charged as follows:

- Guest Room
 - Name of Guest / Confirmation number required _____
- Credit Card (electronic authorization and payment will be sent electronically to the email listed above)
- Group Master Account (approval needed from group contact)

GUEST SIGNATURE _____

DATE _____

Please return this form to Prodigy Arrow and the Event Planning Manager.

piscopo@prodigyarrow.com

kclaeson@thedavenporthotel.com

This completed form and payment is required prior to receiving audio visual equipment. Thank you.