



## Audio Visual Order Form

Please return to Oncenter  
 800 South State Street  
 Syracuse, New York 13202  
 (315) 435-8000  
 FAX: (315) 435-8098

Date Rec'd	By:	Payment

Name of Event: .....	Date(s) of Event: .....	Booth #: .....
Firm Name: .....	On Site Contact: .....	
Address: .....		
Phone #: .....	Fax#: .....	
Authorized By: .....	Title: .....	Date: .....
PAYMENT: Check (Payable to Oncenter) / Credit Card (VISA, MasterCard, American Express)		
Credit Card Number: .....	Expiration Date: .....	
Name on Card: .....		

PAYMENT MUST ACCOMPANY ORDER  
 ALL ITEMS SUBJECT TO AVAILABILITY  
 NO GUARANTEED SERVICE FOR ON SITE ORDERS

**A 30% SERVICE CHARGE WILL BE LEVIED ON ANY ORDERS ON SITE - PLEASE PLAN AHEAD**

Item	Quantity	Amount (per day)	On Site (per day)	Total
<b>PROJECTORS &amp; VIDEO EQUIPMENT</b>				
35mm Kodak Ektagraphic Slide Projector(Includes tray, zoom lens)		\$30.00	\$39.00	
Multi Media Projectors (1300 lumen)		\$250.00	\$325.00	
16mm Projector with Automatic Threading (includes zoom lens)		\$95.00	\$123.50	
Wireless IR Remote Changer (Kodak)		\$10.00	\$13.00	
VHS 1/2", 27" Monitor, and cart		\$75.00	\$97.50	
20" TV/VCR Combo		\$55.00	\$71.50	
27" Color Monitor/ Receiver		\$45.00	\$58.50	
VHS 1/2", Video Cassette Recorder		\$30.00	\$39.00	
Overhead Projectors (Eiki)		\$25.00	\$32.50	
<b>SCREENS</b>				
70"x70" Tripod		\$15.00	\$19.50	
96"x96" Tripod		\$25.00	\$32.50	
6'x8' fastfold with drapes (front or rear)		\$45.00	\$58.50	
10.5'x14' fastfold with drapes (front or rear)		\$85.00	\$110.50	
<b>MICROPHONES</b>				
Microphones with stand		\$20.00	\$26.00	
Wired Handheld Microphone		\$15.00	\$19.50	
Wireless Microphone (handheld or lavalier)		\$80.00	\$104.00	
<i>For portable sound systems contact Event Coordinator</i>				
<b>MISCELLANEOUS</b>				
Electric/Laser Pointers (wireless)		\$30.00	\$39.00	
Flip Chart Easel with Pad and Markers		\$15.00	\$19.50	
Whiteboards/Corkboards, 4'x6'(includes markers & pushpins)		\$25.00	\$32.50	
Easels		\$6.00	\$7.80	
Cassette Tape Players/Recorders		\$30.00	\$39.00	
CD player		\$30.00	\$39.00	
A/V tables & Carts		\$10.00	\$13.00	

**OTHER ITEMS AVAILABLE UPON REQUEST - PLEASE CONTACT YOUR EVENT COORDINATOR**