

2012 EXHIBITOR AV SUPPORT RENTAL FORM

Orange County Convention Center | Orlando, Florida | May 14–16, 2012



FAX ORDERS: 610-825-4430 / PHONE ORDERS: 800-346-5071

EMAIL ORDERS: Rentals@fmpmedia.com

30 % Discount on orders made before April 20, 2012

FMP is the Official Audio Visual Provider for the SAPHIRE NOW and 2012 ASUG Annual Conference Exhibitor Program. The FMP Team will deliver and set up the equipment right at your booth and will be on site and on call to assist you with your AV needs throughout the event. For more than 15 years, FMP has helped SAP and other clients create and deliver effective communications using video and multimedia. We understand the high-tech market space and we would like the opportunity to help you.

Contact an FMP Exhibitor Support Specialist to help you evaluate your AV needs at no charge at: 610-825-4000 (8:30 am to 5:30 pm EST) before the show and at 484-325-0360 during the show.

■ Exhibiting Company Information / Authorization for Rental

Exhibiting Company Name: _____

Exhibiting Company Address: _____

City: _____ State: _____ Zip: _____

Office Phone: (_____) _____ - _____ ext: _____ Fax: (_____) _____ - _____

E-Mail: _____

On Site Contact Name: _____

Booth#: _____ On Site Phone: (_____) _____ - _____

Print Name: _____ Signature: _____

■ Computer Display

Qty.	Equipment	Early Bird Daily Rate	After Apr. 20 Daily Rate	1 Day Item Subtotal
	20" 4:3 LCD Monitor	\$125.00	\$150.00	
	24" Widescreen LCD Monitor	\$150.00	\$200.00	
	32" 16:9 1366 x 768 Monitor	\$175.00	\$250.00	
	40" 16:9 1920 x 1080 HD Monitor	\$400.00	\$500.00	
	50" 16:9 1920 x 1080 HD Monitor	\$600.00	\$750.00	
	60" 16:9 1920 x 1080 HD Monitor	\$900.00	\$1200.00	
	Plasma Stand	\$100.00	\$150.00	

■ Basic Audio Visual

Qty.	Equipment	Early Bird Daily Rate	After Apr. 20 Daily Rate	1 Day Item Subtotal
	34" Roll Cart w/Drape	\$20.00	\$26.00	
	42" or 54" Roll Cart w/Drape	\$25.00	\$32.50	
	6' Tripod Screen w/Dress Kit	\$30.00	\$39.00	
	8' Tripod Screen w/Dress Kit	\$45.00	\$58.50	
	Flipchart Package – includes markers & pad	\$35.00	\$45.50	

■ Audio Equipment (Music Sound Systems)

Items listed below are music sound systems and are not appropriate for booth presentation audio support. Contact an FMP Exhibitor Support Specialist to order sound systems and microphones for booth presentation support.

Qty.	Equipment	Early Bird Daily Rate	After Apr. 20 Daily Rate	1 Day Item Subtotal
	Large Exhibit PA System (2 large speakers, 1 mixer/amp)	\$175.00	\$227.50	
	Large Powered Speaker w/Stand	\$75.00	\$97.50	
	Small Powered Speaker w/Stand	\$25.00	\$32.50	
	Small Exhibit PA system (2 small speakers, 1 mixer/amp)	\$100.00	\$130.00	
	CD Player	\$35.00	\$45.50	

■ Computer – PC Compatible Desktops/Laptops/Printers

Qty.	Equipment	Early Bird Daily Rate	After Apr. 20 Daily Rate	1 Day Item Subtotal
	Tower PC – P4 Processor, 1GB/40GB/CD-RW DVD/10/100/Key & Mouse	\$90.00	\$117.00	
	Laptop Computer 2.0GHz Core 2 Duo/2GB Ram/100GB/Gigabit Ethernet/15.4" Screen	\$100.00	\$130.00	
	Hewlett-Packard Black & White Laser Printer	\$100.00	\$130.00	
	Hewlett-Packard Color Laser Printer	\$250.00	\$325.00	

Please call us with any questions or other needs not listed here at (610)-825-4000 or email us at Rentals@fmpmedia.com.

■ Quoted Equipment not listed on order form

Qty.	Equipment	Early Bird Daily Rate	After Apr. 20 Daily Rate	1 Day Item Subtotal

To order items after May 11, contact Bruce Shannon at 484-325-0360 or Rentals@fmpmedia.com

Exhibitor Name: _____
Booth #: _____ Customer Initials: _____

■ Calculate Your Total

One Day Equipment Subtotal (excludes labor and/or delivery)		\$
Total Event Rate -(Multiply by 3 Days)	x	3*
Subtotal		\$
Delivery, Set-Up, and Removal charge is 20% of equipment subtotal for orders \$3000 and under (\$75.00 minimum)	x	20%*
* Handling charge for orders exceeding \$3000 will be calculated based on actual time at the labor rates detailed below. Please contact FMP Media Solutions Exhibitor Services for a labor quote on orders above \$3000. \$75.00 minimum - or 20% of above subtotal, whichever is greater.		\$
Hourly Labor Rates: \$55.00/hr Straight Time (Between 8:00 am - 5:00 pm, Mon. - Fri.) \$82.50/hr Over Time (Between 5:00 pm - 8:00 am Mon. - Fri., all day Sat./Sun.)		\$
		\$
Total Amount Due \$		_____

■ Rental Tips

*Rental period is May 14-16, 2012. Equipment rentals are based on SHOW PERIOD (5 day use for a 3 day charge). Single day rentals are available.

- Orders received after May 4 will incur a 25% rate increase.
- Items ordered after May 4 is subject to availability and applicable freight charges.
- Additional labor rates may apply at: \$55.00/hr Straight Time (Between 8:00 am – 5:00 pm, Mon-Fri.) \$82.50/hr Over Time (Between 5:00 pm – 8:00 am Mon. – Fri., all day Sat./Sun.)
- Please have a representative in your booth to sign for delivery of the equipment.
- All payments must be made in advance in U.S. funds.
- Electrical Services are not included.
- For equipment not listed or assistance in completing your order, please contact your Exhibitor Services Representative at (610) 825-4000 or Rentals@fmpmedia.com, and ask for SAPPHIRE NOW and 2012 ASUG Annual Conference Exhibitor AV Support.
- Cancellation of equipment rental and services must be received by deadline date of May 4, 2012 in order to avoid charges.

Contact an FMP Exhibitor Support Specialist to help you evaluate your AV needs at no charge at: 610-825-4000 before the show and at **484-325-0360 during the show.**

Exhibitor Name: _____
 Booth #: _____ Customer Initials: _____

■ Rental Agreement

Rental Agreement

All equipment rentals are based on Show Rates and apply to show days only. Rental prices do not include labor, delivery, electrical services, or removal of equipment from your booth. It is understood and agreed that EXHIBITOR is renting FMP Media Solutions equipment for a specified period of time and is responsible for its safe return. EXHIBITOR hereby agrees to use all rental equipment with reasonable care to prevent excessive wear and tear and/or damage to said property. All rental equipment must be returned to FMP Media Solutions in the same condition as it was in at the time of delivery to the EXHIBITOR, reasonable wear and tear excluded. EXHIBITOR will immediately notify FMP Media Solutions of any damage to the rental equipment, and EXHIBITOR hereby agrees to be billed for any damage to, or loss of, rental equipment damaged while in EXHIBITOR'S care, custody and/or control. In no event shall EXHIBITOR permit any equipment to be used and/or possessed by other exhibiting parties other than the named EXHIBITOR without prior consent of FMP Media Solutions in each instance.

Cancellations

Cancellation of equipment rental and services must be received by the deadline date to avoid a minimum one-day charge on equipment. If equipment and services have already been provided or are on site at the time of cancellation, full charge on labor and equipment will apply.

Payment Terms

Full payment, including any applicable tax, is due at the time services are ordered. All payment must be in U.S. dollars. Orders received without advanced payment or after the deadline date will incur additional (after deadline) charges as indicated on the order form. All materials and equipment are on a rental basis for the duration of the show or event and remain the property of FMP Media Solutions except where specifically identified as a sale. It is the EXHIBITORS responsibility to advise our Exhibit Service personnel of any problem with any order, and to check invoices for accuracy prior to the close of the exhibit. If you are exempt from payment of sales tax, FMP Media Solutions requires you to forward an exemption certificate for the State in which the services are to be used. Resale certificates are not valid unless EXHIBITOR is rebilling these charges to its customers. For international exhibitors, FMP Media Solutions requires 100% prepayment of advance orders, and any orders or services placed at the show site must be paid at the show. These payment terms and conditions shall be governed by and construed in accordance with the LAWS OF PENNSYLVANIA. In the event of any dispute between the EXHIBITOR and FMP Media Solutions relative to any loss, damage, or claim, such EXHIBITOR shall not be entitled to and shall not withhold payment, or any partial payment, due to FMP Media Solutions for its services, as an offset against the amount of any alleged loss or damage. Any claims against FMP Media Solutions shall be considered a separate transaction, and shall be resolved on its own merits. FMP Media Solutions reserves the right to charge EXHIBITOR for the difference between the EXHIBITOR'S estimate of charges and the actual charges incurred by the EXHIBITOR, or for any charges that FMP Media Solutions may be obligated to pay on behalf of EXHIBITOR, including without limitation, any shipping charges.

Unpaid Balances

Should there be any pre-approved unpaid balance after the close of the show; terms will be net, due and payable in Conshohocken, Pennsylvania upon receipt of invoice. Effective 30 days after invoice date, any unpaid balance will bear a FINANCE CHARGE at the lesser of the maximum rate allowed by applicable law, or 1.5% per month, which is an ANNUAL PERCENTAGE RATE of 18%, and future orders will be on a prepayment basis only. If any finance charge hereunder exceeds the maximum rate allowed by law, the finance charge shall automatically be reduced to the maximum rate allowed, and any excess finance charge received by FMP Media Solutions shall be either applied to reduce the principal unpaid balance or refunded to the payer.

Note: All payments are due at the time services are ordered.

Purchase orders are not considered payment.

Exhibitor Name: _____

Booth #: _____ Customer Initials: _____

■ Method of Payment / Authorization

Company Check

Credit Card

For your convenience, we will use this authorization to charge your credit card account for your advance orders, any and all services provided by FMP Media Solutions, or any charges which FMP Media Solutions may be obligated to pay on behalf of Exhibitor, including without limitation, any shipping charges. Please complete the information requested below:

American Express

MasterCard

Visa

PLEASE PRINT CLEARLY

Account No.: _____ Exp. Date: _____

Personal Credit Card

Company Credit Card

Cardholder Name: _____

Cardholder Billing Address: _____

City/ State/ ZIP: _____

Signature: _____

Exhibitor Name: _____

Booth #: _____ Customer Initials: _____