

52 Forest Ave., Suite 6, 2<sup>nd</sup> Fl Paramus, NJ 07652

P 201-340-2290; Fax 201-340-2108 E-Mail: info@metromultimedia.com

Cardholder Signature:



**DISCOUNT DEADLINE: 3/22/2024** 

Company:											Booth:						
Address:																	
City, State, Zip:										Phone:							
Ordered by (Print):																	
Email Address:										Fax:							
ESTIMATED TOTALS																	
Audio Equipment Tota	I																
Projection Total																	
Video and Data Display Total																	
Labor Total Labor Total																	
Sub Total Estimate due MetroMultimedia										nedia	\$						
Sales Tax Due on Sub Total Amount										ount	\$						
Delivery & Pick Up										\$ 175.00							
									Tota	I Due N	Metro	Multin	nedia	\$			
PAYMENT AUTHORIZATION																	
YOUR SIGNATURE OF THIS PAYMENT AUTHORIZATION FORM DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND ON YOUR ORDER FORMS  Company Check — Make payable to MetroMultimedia, and reference DATA UNIVERSE. Mail to: 52 Forest Ave, Suite 6, 2 <sup>nd</sup> Floor, Paramus, NJ 07652  **Please Note — Returned checks are subject to a \$35.00 bounced check fee. ALL CHECKS REQUIRE A CREDIT CARD BACK UP.  Wire Transfers — If paying by wire transfer please contact MetroMultimedia for wire transfer information and include a \$40.00 wire transfer fee.  ALL WIRE TRANSFERS REQUIRE A CREDIT CARD BACK UP.  Credit Card — For your convenience, MetroMultimedia Services will use this authorization to charge your credit card account for your advance orders, not paid by check or wire, and any additional amounts incurred as a result of show site orders placed by you or your representative. These charges may include all MetroMultimedia charges, and any charges that MetroMultimedia may be obliged to pay on your behalf, including without limitations, any material handling and/or labor charges. Please Complete the information below.																	
☐ AMEX ☐ VISA ☐ MASTERCARD ☐ DISCOVE								OVER	Exp. Da			Exp. Date					
Account Number																	
Security Code					Visa	/Mas	terCa	rd/Di	scover	(3 Dig	gits),	Amex	(4 Dig	gits)	1	I	
Cardholder Name (Please Print):  Cardholder Billing Address:																	
City/State/Zip: Phone:																	

**PAYMENT POLICY:** MetroMultimedia requires payment of estimated costs in full, including applicable taxes, at the time services are ordered. All services will be denied without complete payment. All adjustments to charges are to be made prior to completion of event. NO CREDITS WILL BE MADE AFTER THE CLOSE OF THE EVENT. Checks **must** be in US Dollars and drawn on a US Bank.

Date:

**TAX EXEMPT STATUS:** If you are exempt from paying sales tax, you must provide a certificate of exemption for the state in which services are to be provided, with your order.

**EQUIPMENT:** You are responsible for payment on any MetroMultimedia rental equipment.

CANCELLATIONS – EQUIPMENT CANCELLATIONS NOT RECEIVED 48 HRS BEFORE DELIVERY DATE WILL BE CHARGED 100% - \*\* NO EXCEPTIONS \*\*

ALL CANCELLATIONS ARE SUBJECT TO A 5% PROCESSING FEE.

CANCELLATIONS RECEIVED AFTER DISCOUNT DEADLINE DATE ARE SUBJECT TO A 25% RESTOCKING FEE

## METRO CREATIVE. TECHNICAL.

**MetroMultimedia Order Form** 

52 Forest Ave., Suite 6, 2<sup>nd</sup> Fl Paramus, NJ 07652

P 201-340-2290; Fax 201-340-2108 E-Mail: info@metromultimedia.com



**DISCOUNT DEADLINE: 3/22/2024** 

Company Name:		Boot	th #:	Booth Si	ze:		
Address:	City: _		Stat	e: Zip	:		
Contact Name: F	Phone:		E	-Mail:			
Delivery Date/Time:	Pic	k Up Date	/Time:				
On Site Contact Name:	On S	ite Contac	t Phone:				
Audio Equipment		Qty.	Discounted Daily Rate	Regular Daily Rate	# of Days	Total	
1 Speaker Sound System (Speaker, Stand, Mixer, PCDI)			\$174.75	\$218.50			
2 Speaker Sound System (Speakers, Stands, Mixer, PCDI)			\$291.00	\$371.25			
Wireless Microphone (Lavalier, Handheld	Headset)		\$142.00	\$177.50			
10 Channel Audio Mixer (required with use of wireless mic)			\$82.00	\$102.50			
Large Venue Sound Systems are available upon request			Please Call	Please Call			
Projection		Qty.	Discounted Daily Rate	Regular Daily Rate	# of Days	Total	
5K Laser Projector			\$600.00	\$750.00			
Tripod Projection Screen 5' 6' 7' or	_8′		\$78.00	\$97.50			
Projector Stand			\$25.00	\$31.25			
Custom Projection options are available upon request			Please Call	Please Call			
Computers & Accessories		Qty.	Discounted Daily Rate	Regular Daily Rate	# of Days	Total	
Lenovo Thinkpad			\$174.75	\$218.50			
MacBook Pro 15"			\$273.00	\$341.25			
Apple iPad			\$71.00	\$88.25			
iPad Floor Stand (available upon request)			Please Call	Please Call			
Video and Data Display		Qty.	Discounted Daily Rate	Regular Daily Rate	# of Days	Total	
Please select Source for Monitor: PC Laptop	MAC Laptop	DVD P	layer Me	edia Player	Other:		
42" Flat Panel Display Table Top Wall Mounte	ed		\$311.25	\$374.00			
55" Flat Panel Display Table Top Wall Mounte	ed		\$491.50	\$614.50			
60" Flat Panel Display Table Top Wall Mounte	ed		\$573.50	\$717.00			
70" Flat Panel Display Wall Mounted			\$644.50	\$805.75			
85" Flat Panel Display Wall Mounted			\$1,310.00	\$1,637.50			
40" Touch Screen Panel Display Wall Mounted			\$546.00	\$682.50			
55" Touch Screen Panel Display Wall Mounted			\$928.00	\$1160.00			
*Dual Post Floor Stand for Flat Panel Monitors (for 40" through 7	'0" sizes only)		\$78.00	\$97.50			
*Dual Post Floor Stand Shelf for Laptop			\$16.50	\$20.75			
Media Player (required for USB playback)			\$54.75	\$68.50			
Additional monitors, touchscreens and video walls are available upon request Please Call Please Call  Total Audio, Projection & Video and Data Display							
A lauor charge of \$87.50 per nour may be added depending of	on the type and qu	uantity of equ	•	al Equipment Ren	Labor Total	\$	
			Grana rot	ar Equipment Ken	tar una Lubul	\$	

Please Note

To receive a confirmation of your order prior to event, please e-mail: info@metromultimedia.com .

Drayage Costs (if applicable) are not included in delivery costs. Regular rate applies if order is received after deadline date.

In venues where union rules are in effect, delivery and pick up times may vary depending on availability of laborers.
\*Dual Post Floor Stands and Shelves are only available with order of Flat Panel Display Monitors.

SUBTOTAL =	+ TAX @ 8.875% =	+ \$175.00 Deliver & Pick-Up = TOTAL					
Payment Authorization Form must accompany order.							

All Cancellations are subject to a 5% processing fee. Cancellations received after discount deadline date are subject to a 25% restocking fee. Equipment Cancellations not received 72 Hrs. before delivery date will be charged 100% - \*\*NO EXCEPTIONS\*\*