



REQUEST FOR AUDIO/VISUAL RENTAL

NAME OF EVENT: _____ EVENT DATES: _____

COMPANY NAME: _____ BOOTH #: _____

COMPANY PHONE: _____ CONTACT NAME: _____

EMAIL ADDRESS: _____

AUDIO	QUANTITY	RATE EACH/PER DAY	DATE(S) NEEDED FOR RENTAL	TOTAL
27" TV MONITOR W/STAND & 25FT. HDMI		\$110		
43" TV MONITOR W/STAND & 25FT. HDMI		\$325		
65" MONITOR W/ROLLING STAND & 25FT. HDMI		\$375		
HIGH SPEED BROADBAND LINE (3MB)		\$220		
LAPTOP COMPUTER		\$400		
FLIPCHART W/MARKERS		\$80		
EASEL		\$30		
AV CART W/EXTENSION CORD		\$70		
POWER STRIP/EXTENSION CORD		\$30		
TOTAL				

ELECTRICAL	QUANTITY	RATE EACH/PER DAY	DATE(S) NEEDED FOR RENTAL	TOTAL
120 VOLTS - STANDARD 20 AMPS		\$165		
208 VOLTS - SINGLE PHASE - 30 AMPS		\$395		
TOTAL				

GENERAL INFORMATION: ELECTRICAL AND EXHIBITOR ORDER FORMS MUST BE RECEIVED AT LEAST TEN (10) DAYS PRIOR TO SET UP DAY. THE ELECTRICIAN AND AV TECHNICIAN WILL HAVE A COPY OF YOUR ORDER. CANCELLATIONS WITHIN 24 HOURS OF INSTALL DATE WILL BE SUBJECT TO A 50% CHARGE.

ELECTRICAL ORDERS: KALAHARI RESORT REQUIRES THAT NO ELECTRICAL EQUIPMENT OR APPARATUS BE CONNECTED UNLESS IT IS UL LISTED. ALL SPLICES MUST BE INSTALLED IN A METAL CLOSURE TO PREVENT EMISSION OF SPARKS. PLEASE CHECK YOUR EQUIPMENT FOR THE AMOUNT OF AMPS REQUIRED. DIVIDE THE NUMBER OF WATTS BY THE VOLTAGE (CURRENT) TO DETERMINE AMOUNT OF AMPERAGE.

TAX/SERVICE CHARGE: PLEASE NOTE THAT ALL ORDERS ARE SUBJECT TO 8.25% TAX AND 25% SERVICE CHARGE.

METHOD OF PAYMENT: I HEREBY AUTHORIZE KALAHARI RESORTS & CONVENTIONS TO USE THE CREDIT CARD FOR FULL PAYMENT OF ORDER AS INDICATED ABOVE.

EXACT NAME ON CARD: _____ COMPANY: _____

COMPANY NAME: _____ BOOTH #: _____

LAST 4 DIGITS OF CREDIT CARD #: _____ EXPIRATION: _____

PHONE: _____ EMAIL ADDRESS: _____

BILLING ADDRESS: _____

AUTHORIZED SIGNATURE: _____ PRINT NAME: _____

RETURN TO: CONFERENCE SERVICES KALAHARI RESORT & CONVENTION CENTER 3001 KALAHARI BLVD. ROUND ROCK, TX 78665
EMAIL TO: RRCATERING@KALAHARIRESORTS.COM | **FOR ASSISTANCE PLEASE CALL: 512-582-4760**
ONLY VALID FOR 2025