



(609) 280-1140

Complete and FAX to:  
**(856) 866-3525**

### Rental Request Form

Please complete with as much information as possible to better serve your Audio & Visual needs.

#### Your Company Information

Company \_\_\_\_\_  
 Contact \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_

#### Rental Information

Date(s) of Rental \_\_\_\_\_  
 Location of Rental \_\_\_\_\_  
 Start Time \_\_\_\_\_ am / pm  
 End Time \_\_\_\_\_ am / pm  
 Setup Time \_\_\_\_\_ am / pm  
 Event Type Seminar – Presentation – Panel Discussion – Trade Show – Award Ceremony  
 # of attendees \_\_\_\_\_  
 Will you require an **AV Technician** to be present? Circle one Yes No

#### Required Equipment (on the web at: [www.qscav.com](http://www.qscav.com))

Item (PROJECTION)	Qty
LCD Projector	
Plasma Monitor (42" or 50")	
Plasma Stand (84" Cart)	
Overhead Projector	
Document Camera/Visualizer	
Slide Projector	
VCR Player/Recorder	
DVD Player	
Table Top Screen (50" dia)	
Screen 5' or 6' Tripod	
Screen 7' Tripod	
Screen 8' Tripod	
Fastfold Screen 6'X8'	
Fastfold Screen 7.5' X10'	
Fastfold Screen 9'X12"	
Screen Dress Kit / Drapery	
Video Recording	
Projector Cart w/ skirt	

Item (AUDIO)	Qty
Wired Mic	
Wireless Handheld Mic	
Wireless Lavalier Mic	
PA Speaker System	
Mixer	
Tape Deck	
CD Player	
Mic Stands (Table or Floor)	
Item (PRESENTATION)	Qty
Podium / Lectern	
TV Cart w/ skirt	
Flip Chart Easel	
White Board	
Blank Flip Chart Pad	
Markers	
Dry Erase Markers	
Wireless Mouse	
Laser pointer	

Other Equipment \_\_\_\_\_