



The Grove Park Inn[®]

RESORT & SPA

ASHEVILLE, NC

Telephone & Internet / Equipment Order Form

Attention: Bill Duckett
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290 Macon Ave.
Asheville, NC 28804
828-210-7820
800-268-5427
FAX 828-210-7807

Company Name: _____ Date: _____

Meeting Affiliated with: _____ Phone Number: _____

Group Contact: _____ Fax Number: _____

Address: _____ City / State _____ Zip Code _____

Location or Booth Assignments or Number: (If Known): _____ Set-up Date / Time: _____

If billing to a sleeping room please give Room Number: _____ Tear Down-up Date / Time: _____

Descriptions	Setup Charge <small>Includes First Day Of Use</small>	Price Per Day	Quantity	# of Days	Total
House Phone (No Outside Calls In or Out)	\$ 25.00	\$ 10.00			
Out-Dial Phone (Standard or Restricted) **	\$ 50.00	\$ 25.00			
Credit Card / Fax Out-Dial Line **	\$ 50.00	\$ 25.00			
Executive Multi-Line Speaker / Conference Phone **	\$ 125.00	\$ 125.00			
Polycorn Conference Phone w/ 2 Microphones **	\$ 250.00	\$ 250.00			
DID Phone Line (Direct Inward Dialing)	\$ 150.00	\$ 50.00			
Phantom Voice-Mail	\$ 50.00	\$ 25.00			
Hand-Held Portable Radios (includes extra battery)	\$ 25.00	\$ 25.00			
Text Message On Guest Room Phone (per room)	\$ 2.00	\$ 2.00			
HIGH SPEED INTERNET Includes: Wireless Access, DHCP IP Address & Code for Group Connection (up to 20 users)	\$ 200.00	\$ 200.00			
ADDITIONAL INTERNET CHARGES:					
Hard Wire Connection (per RJ45 connection)		\$ 200.00			
Static Public IP (each)		\$ 100.00			
IT Configuration Assistance (per hr - 1hr min per occurrence)		\$ 95.00			
IT In-Room Technician (per hr - 3hr min)		\$ 75.00			
Special Network Configuration		Pricing Based on Needs			
NOTE: ADVANCE NOTICE REQUIRED FOR ALL DEVICES OTHER THAN COMPUTERS CONNECTING TO THE INTERNET					
BILLING INFORMATION					TOTAL
Payment Type (circle one)		Payment Information			
MasterCard	Visa	Credit Card Number		Exp. Date:	
AMEX	Discover	Name: (please print)			
Diners	Check	Signature:			

Event Technology Services

We turn ordinary meetings into memorable experiences so the message lasts. Whether you're planning an intimate board meeting or an elaborate production, we mix creativity with the right technology to make you look like a hero. With PSAV® Presentation Services, you're guaranteed an exciting, stress-free and rewarding communications experience.

As a leader in the industry, we invest in the newest technology enabling us to respond to all your meeting needs. We offer a full line of projection, lighting, staging, audio equipment and numerous meeting essentials. All of our state-of-the-art equipment is maintained and operated on-site at The Grove Park Inn Resort & Spa by dedicated event technology experts. We understand that you rely on our expertise to successfully deliver your meeting message.



Popular Packages

➤ Platinum Ballroom Presentation Package

\$1,980/DAY

The Standard Set for a Large Audience
Two 9' X 12' Fast Fold Screens w/Dress Kits
Two Event Projectors (5000 Lumens)
VGA Distribution Amplifier
Wireless Presenter Remote
All necessary Cables, Carts & Extension Cords
Add a 19" LCD Confidence Monitor for \$125
Add a 42" Plasma for \$300

➤ Deluxe Ballroom Presentation Package

\$975/DAY

The Standard Set for a Ballroom Section
9' X 12' Fast Fold Screen w/Dress Kit
Event Projector (5000 Lumens)
VGA Distribution Amplifier
Wireless Presenter Remote
All necessary Cables, Carts & Extension Cords
Add a 19" LCD Confidence Monitor for \$205*
Add a 42" Plasma for \$380*
* price includes VGA Distribution Amp

➤ General Session Ballroom Presentation Package

\$500/DAY

The Basic Set for Our Ballrooms
10' Cradle Screen
Meeting Room Projector (3000 Lumens)
All necessary Cables, Carts & Extension Cords
Add a Wireless Presenter Remote for \$50
Add a "Post It" Paper Flipchart for \$55

➤ Presentation Support Package

\$125/DAY

Add your Projector to a Professional Setup
Tripod Screen
Projection Cart
Extension Cord and Power Strip
Add a Wireless Presenter Remote for \$50
Add a "Post It" Paper Flipchart for \$55

➤ Ballroom Presentation Support Package

\$165/DAY

Add your Projector to a Professional Ballroom Setup
10' Cradle Screen
Projection Cart
Extension Cord and Power Strip
Add a Wireless Presenter Remote for \$50
Add a "Post It" Paper Flipchart for \$55

➤ Video Display Package

\$235/DAY

Present an instructional video or enjoy a movie
27" CRT Monitor
DVD/VHS Combo Player
Rolling Stand
Upgrade the 27" CRT Monitor to a 42" Plasma Monitor for a total package price of \$385

➤ Platinum Ballroom Sound Reinforcement Package

\$735/DAY

Emphasize your Message with Powerful Clear Sound
Four Powered Speakers
1/3 Graphic Equalizer
16 Channel Mixer
Podium Microphone
Add a Wireless Lavalier or Handheld Microphone for \$175
Interested in flying your audio? Ask us how.

➤ Uplighting Package

\$510/DAY

Enhance your set with color and lights
Four Par Lights
Two Dimmer Power Packs
Dimmer Controller Board
Add your choice of Colored Gel - \$5 per Light

➤ Stage Wash Lighting Package

\$540/DAY

Stage and Podium Lighting to Keep Your Audience Focused
Four Lekos or Par Lights
Two Dimmer Power Packs
Dimmer Controller Board
Two Lighting Trees
Interested in flying your lighting? Ask us how.

PSAV
PRESENTATION SERVICES

PARTNERS IN SHOW

www.psav.com

Package pricing does not include a 20% service charge

➤ Audio Components

No company or client is permitted to patch any audio equipment into the house sound system

MIXER/AMPLIFIERS

4 Channel Mixer	\$60
16 Channel Stereo Mixer	\$180
24 Channel Stereo Mixer	\$360
1/3 Stereo Stereo Equalizer	\$150
Stereo Amplifier	\$150
Crossover	\$150

MICROPHONES

Wired Microphone	\$45
Wired Lavalier	\$45
PZM Microphone	\$75
Wireless Microphone - Lavalier	\$175
Wireless Microphone - Handheld	\$175

SPEAKERS

Powered Speaker	\$90
Subwoofer Speaker (Requires Stereo Amplifier & Crossover)	\$100

Contact PSAV to discuss other audio options such as:

- Recording your event
- Large Venue/Concert Sound Systems

PLAYERS/RECORDERS

Multi Disc CD Player	\$75
CD Recorder	\$125
Stereo Cassette Deck	\$75

➤ Video Components

VIDEO/DATA PROJECTION

Meeting Room Projector (3000 Lumens)	\$400
Event Projector (5000 Lumens)	\$700

VIDEO/DATA MONITORS

19" LCD Monitor (Data)	\$125
27" CRT Monitor (Video)	\$125
42" Plasma Monitor (Video or Data)	\$300

SWITCHERS/DISTRIBUTION AMPLIFIERS

Folsom Presentation Pro Switcher	\$250
VGA Switcher	\$100
VGA Distribution Amplifier	\$80

PLAYERS/RECORDERS

VHS Player/Recorder	\$75
DVD/VHS Combo Player	\$85

CAMERAS

Camcorder w/Tripod	\$200
Professional Video Camera	Call for Details

Contact PSAV to discuss image magnification & multiple camera options.

➤ Lighting Components

Leko or Par	\$65
Dimmer Power Pack	\$75
Dimmer Controller Board	\$100
Lighting Tree	\$15
Follow Spot (PSAV Operator Required)	\$175
Lighting Color Gels (Color Availability May Vary)	\$5

Contact PSAV to discuss special Lighting Packages for your event.

➤ Screens & Drapes

STANDARD SCREENS

Tripod Screens	\$60
10' Cradle Screen	\$100

PROFESSIONALLY DRESSED FAST FOLD SCREENS & DRAPES

6' x 8' w/Dress Kit	\$160
7.5' x 10' w/Dress Kit	\$180
9' x 12' w/Dress Kit	\$225
Black Drape	\$15 (Per running foot)
-adjust. panel 9'-16' high (Rear screen projection requires pipe & drape)	
Other Drape sizes and colors available upon request.	

➤ Computers

Laptop Computer	\$250
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➤ Event Support Equipment

Flipchart Easel	\$30
Plain Paper Flipchart with Markers	\$40
"Post-It" Paper Flipchart with Markers	\$55
26"/42"/54" Projector Carts	\$25
25' Extension Cord	\$20
6 Output Power Strip	\$20
Laser Pointer	\$35
3' x 5' White Board	\$80
Cue Light	\$55
Video Cassette Tape	\$10
90 Minute Audio Cassette Tape	\$5
6' VGA Cable	\$10
50' VGA Extension Cable	\$35
Wireless Presenter Remote	\$50
HP LaserJet Printer	\$150

➤ Labor Rates

Technicians are available at the following rates on a 4-hour minimum:

Monday — Friday 7am–5pm	\$60/hr
Monday — Friday 5pm–midnight	\$90/hr
Monday — Friday midnight–7am	\$120/hr
Saturday and Sunday 7am–5pm	\$90/hr
Saturday and Sunday 5pm–7am	\$120/hr
All Holidays	\$120/hr
Banner Hanging Fee	\$60/per banner

Labor will be charged for set-up and tear-down of video projection, multi-image, audio reinforcement systems, stage lighting, fast-fold screens, and drape at the rates listed above.

All prices listed are per room per day.

Any equipment or technician canceled within 24 hours of a function's start time will be billed at full price.

There will be a 20% service charge on all equipment rental.

If you do not see a specific item needed to make your meeting a success, please call our Presentation Services office at 828.236.0924.