

AV COMPANY QUOTE FOR YOUR MEETING (SAMPLE ONLY)

Name of Event _____ Event Date _____

Location of Event _____

Client Name _____

Client Phone # _____ Client E-mail _____

Tech Name	Hours Day 1	Hours Day 2	Hours Day 3	Hours Day 3	Hours Day 4	Total Tech Hours
Tech 1	13	3				16
Tech 2	5					5

Equipment Requested:

Equip. Code	Equipment Description	Qty	Our Price	Line Total	Outside Price	Outside Line Total
Tech 1	Tech Hours Support	16	\$45.00	\$720.00	\$55.00	\$880.00
Tech 2	Tech Hours Support	5	\$55.00	\$275.00	\$65.00	\$325.00
8' tripod	8' Tripod Screen	7	\$15.00	\$105.00	\$25.00	\$175.00
Mitsu	Mitsubishi 2500 Lumens	6	\$200.00	\$1200.00	\$700.00	\$4200.00
OH	Overhead Projector	3	\$30.00	\$90.00	\$50.00	\$150.00
Wireless	Shure UC La v/Handheld	5	\$30.00	\$150.00	\$100.00	\$500.00
SM58	Shure SM58 Wired Mic	1	\$5.00	\$5.00	\$20.00	\$20.00
10' rollups	10' Rollup Screen	2	\$15.00	\$30.00	\$20.00	\$60.00
Remotes	Wireless Slide Remote	3	\$5.00	\$15.00	\$20.00	\$60.00
	Totals:		\$2590.00			\$6390.00

Total Money Saved \$3800.00

Notes:

Entered by _____

Date Entered _____