



ADDITIONAL EQUIPMENT ORDER FORM

Deadline for Advance Pricing: 22 November 2009

NAME: _____

INSTITUTION/COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIPCODE: _____ COUNTRY: _____

E-MAIL: _____ PHONE: _____

PAPER NO: _____ LOCATION: _____

PRESENTATION DATE: _____ PRESENTATION TIME: _____

Please Check Appropriate Box:

(All oral session rooms are equipped with 1 computer projector, 1 screen and 2 computers – one PC and one Mac)

	<u>Advance</u>	<u>On-Site</u>
___ Laptop (PC)*	\$200.00	\$300.00
___ 42" Plasma Monitor on:	\$165.00	\$300.00
<input type="checkbox"/> Table Stand <input type="checkbox"/> Floor Stand		
___ Hard-Drop Internet Connection	\$60.00	\$120.00
___ Electrical Outlet (Include with any A/V order)	\$30.00	\$60.00
___ Table (Include with any A/V order)	\$20.00	\$40.00
___ Other (please specify)_____	\$ _____	\$ _____

TOTAL: \$ _____

A limited amount of equipment is available for rent during the meeting. AGU cannot guarantee that requested equipment will be available.

*Standard laptops include P IV 2.0 Ghz, 40 GigHD, DVD/CD-R, 14" Display, WIN XP, Office 2003 Pro, WiFi, 10/100 Base T, Mouse and Cable Lock **Please note that AGU does NOT provide software.**

PAYMENT INFORMATION (Please print clearly.)
Payment MUST be received with this order form.
Please fax the completed form no later than 22 November 2009 to receive advance pricing:
AGU Meetings Department, +1.202.777.7385, or e-mail your order with payment to FM-Help@agu.org.

Total Amount: \$ _____ Payment Type: Check Cash VISA MasterCard American Express

Name as it Appears on Credit Card: _____

Card Number: _____ 3-Digit Security Code: _____

Expiration Date: _____ Signature: _____