

Audio Visual Order Form

Speaker First Name:	
Speaker Last Name:	
Session Title:	
AV Needs	<p>All presenters are required to bring their own laptops.</p> <p>Rooms will be set up with a screen, projector and 2 lavaliers (clip-on) microphones. If you need any additional needs please check the appropriate boxes below. Additional fees may apply.</p>
<p>Additional AV: <i>Check the boxes that indicate your additional AV needs. You do not need to check these boxes if you do not have additional AV needs.</i></p>	<p><input type="checkbox"/> Flip chart with markers</p> <p><input type="checkbox"/> Additional Lavaliers (clip-on) microphone Number of additional microphones needed: _____</p> <p><input type="checkbox"/> Laptop</p> <p><input type="checkbox"/> Panel setup Number of individuals on the panel: _____</p> <p><input type="checkbox"/> Other AV equipment as requested (<i>additional fees will apply</i>) Please specify: _____ _____ _____</p>
Signature:	By typing or signing your name above, you indicate that you agree to the terms above.
Date:	

Please e-mail this completed form to education@primacentral.org before Wednesday, March 27, 2019.