METRO multimedia
CREATIVE. TECHNICAL. Memorable.
52 Forest Ave., Suite 6, 2nd Fl
Paramus, NJ 07652
P 201-340-2290; Fax 201-340-2108
E-Mail: info@metromultimedia.com

PAYMENT AUTHORIZATION FORM

ISC EAST
NOVEMBER 3 – 5, 2026
JAVITS CENTER

DISCOUNT DEADLINE: 10/16/2026

Company:	Booth:
Address:	
City, State, Zip:	Phone:
Ordered by (Print):	
Email Address:	Fax:
ESTIMATED TOTALS	
Subtotal Page 2	
Subtotal Page 3	
Total Sub Total	$
Sales Tax Due on Sub Total Amount	$
Delivery & Pick Up	$ **175.00**
Total Due MetroMultimedia	$

PAYMENT AUTHORIZATION

YOUR SIGNATURE OF THIS PAYMENT AUTHORIZATION FORM DENOTES ACCEPTANCE OF ALL TERMS & CONDITIONS INCLUDED ON THIS FORM AND ON YOUR ORDER FORMS

Company Check – Make payable to MetroMultimedia, and reference **ISC EAST 2026.** Mail to: 52 Forest Ave, Suite 6, 2nd Floor, Paramus, NJ 07652
Please Note – Returned checks are subject to a $35.00 bounced check fee. **ALL CHECKS REQUIRE A CREDIT CARD BACK UP.

Wire Transfers – If paying by wire transfer please contact MetroMultimedia for wire transfer information and include a $40.00 wire transfer fee.
ALL WIRE TRANSFERS REQUIRE A CREDIT CARD BACK UP.
Credit Card – For your convenience, MetroMultimedia Services will use this authorization to charge your credit card account for your advance orders, not paid by check or wire, and any additional amounts incurred as a result of show site orders placed by you or your representative. These charges may include all MetroMultimedia charges, and any charges that MetroMultimedia may be obliged to pay on your behalf, including without limitations, any material handling and/or labor charges. Please Complete the information below.

☐ AMEX ☐ VISA ☐ MASTERCARD ☐ DISCOVER **Exp. Date**

Account Number																	
Security Code					Visa/MasterCard/Discover (3 Digits), Amex (4 Digits)												

Cardholder Name (Please Print): _____

Cardholder Billing Address: _____

City/State/Zip: _____ Phone: _____

***The cardholder names above hereby authorize MetroMultimedia to charge my credit card for the actual costs of the services estimated above and any additional services and amounts including, but not limited to, labor to install or remove equipment and/or material handling charges. If there is any intent to commit fraud, I will be held to the full extent of the law.

Cardholder Signature: _____ Date: _____

PAYMENT POLICY: MetroMultimedia requires payment of estimated costs in full, including applicable taxes, at the time services are ordered. All services will be denied without complete payment. All adjustments to charges are to be made prior to completion of event. NO CREDITS WILL BE MADE AFTER THE CLOSE OF THE EVENT. Checks **must** be in US Dollars and drawn on a US Bank.

TAX EXEMPT STATUS: If you are exempt from paying sales tax, you must provide a certificate of exemption for the state in which services are to be provided, with your order.

EQUIPMENT: You are responsible for payment on any MetroMultimedia rental equipment.

**CANCELLATIONS – EQUIPMENT CANCELLATIONS NOT RECEIVED 48 HRS BEFORE DELIVERY DATE WILL BE CHARGED 100% - ** NO EXCEPTIONS **
ALL CANCELLATIONS ARE SUBJECT TO A 5% PROCESSING FEE.
CANCELLATIONS RECEIVED AFTER DISCOUNT DEADLINE DATE ARE SUBJECT TO A 25% RESTOCKING FEE

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DISCOUNT DEADLINE: 10/16/2026

Company Name: _____ Booth #: _____ Booth Size: _____
Address: _____ City: _____ State: _____ Zip: _____
Contact Name: _____ Phone: _____ E-Mail: _____
Delivery Date/Time: _____ Pick Up Date/Time: _____
On Site Contact Name: _____ On Site Contact Phone: _____

Audio Equipment	Qty.	Discounted Daily Rate	Regular Daily Rate	# of Days	Total
1 Speaker Sound System (Speaker, Stand, Mixer, PCDI)		$181.00	$226.25		
2 Speaker Sound System (Speakers, Stands, Mixer, PCDI)		$301.25	$376.75		
Wireless Microphone (_____Lavalier, _____ Handheld _____ Headset)		$147.00	$183.75		
10 Channel Audio Mixer (required with use of wireless mic)		$85.00	$106.25		
Large Venue Sound Systems are available upon request		Please Call	Please Call		
Projection	**Qty.**	**Discounted Daily Rate**	**Regular Daily Rate**	**# of Days**	**Total**
5K Laser Projector		$621.00	$776.25		
Tripod Projection Screen _____ 5' _____ 6' _____7' or _____ 8'		$80.75	$101.00		
Projector Stand		$26.00	$32.50		
Custom Projection options are available upon request		Please Call	Please Call		
Computers & Accessories	**Qty.**	**Discounted Daily Rate**	**Regular Daily Rate**	**# of Days**	**Total**
Lenovo Thinkpad		$181.00	$226.25		
MacBook Pro 15"		$282.50	$353.25		
Apple iPad		$73.50	$92.00		
iPad Floor Stand (available upon request)		Please Call	Please Call		
Video and Data Display	**Qty.**	**Discounted Daily Rate**	**Regular Daily Rate**	**# of Days**	**Total**
Please select Source for Monitor: _____ PC Laptop _____ MAC Laptop _____ DVD Player _____ Media Player _____ Other:_____					
43" Flat Panel Display _____ Table Top _____ Wall Mounted		$322.25	$402.75		
55" Flat Panel Display _____ Table Top _____ Wall Mounted		$508.50	$635.75		
60" Flat Panel Display _____ Table Top _____ Wall Mounted		$593.50	$742.00		
70" Flat Panel Display _____ Wall Mounted		$667.00	$833.75		
85" Flat Panel Display _____ Wall Mounted		$1,356.00	$1,695.00		
81" LED Poster – Black		$885.00	$1,106.25		
*Dual Post Floor Stand for Flat Panel Monitors (for 40" through 70" sizes only)		$80.75	$101.00		
*Dual Post Floor Stand Shelf for Laptop		$17.25	$21.50		
Media Player (required for USB playback)		$56.75	$71.00		
Additional monitors, touchscreens and video walls are available upon request		Please Call	Please Call		
				Total Audio, Projection & Video and Data Display	$
A labor charge of **$98.00 per hour may be added depending on the type and quantity of equipment ordered.				***Labor Total***	$
				Total Page 2	$

Please Note: **To receive a confirmation of your order prior to event, please e-mail: info@metromultimedia.com .**

Drayage Costs (if applicable) are not included in delivery costs. Regular rate applies if order is received after deadline date.
In venues where union rules are in effect, delivery and pick up times may vary depending on availability of laborers.
****Based on Straight Time. Overtime/Double time hours will be charged accordingly.**
***Dual Post Floor Stands and Shelves are only available with order of Flat Panel Display Monitors.**

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JAVITS CENTER

DISCOUNT DEADLINE: 10/16/2026

Company Name: _____ Booth #: _____ Booth Size: _____

Address: _____ City: _____ State: _____ Zip: _____

Contact Name: _____ Phone: _____ E-Mail: _____

Delivery Date/Time: _____ Pick Up Date/Time: _____

On Site Contact Name: _____ On Site Contact Phone: _____

Note: Software for the below Kiosks is available upon request. If you require software, please indicate below. Circle "Y" for Yes or "N" for No. Software Fees are based on specific need, please call or email for an estimate *

Interactive Touch-Table Media Hub	Qty.	Discounted Show Rate	Regular Show Rate	Software (optional)	Total
32" Interactive Touch-Table Media Hub		$1,366.50	$1,708.00	Y/N	
43" Interactive Touch-Table Media Hub		$1,604.25	$2,005.00	Y/N	
49" Interactive Touch-Table Media Hub		$1,842.50	$2,303.25	Y/N	
Interactive Standing Media Hubs	**Qty.**	**Discounted Show Rate**	**Regular Show Rate**	**Software (optional)**	**Total**
55" Interactive Standing Media Hub		$1,966.50	$2,458.00	Y/N	
65" Interactive Standing Media Hub		$2,225.25	$2,781.50	Y/N	
75" Interactive Standing Media Hub		$2,660.00	$3,325.00	Y/N	
65" Interactive Double Standing Media Hub		$4,400.00	$5,500.00	Y/N	
Interactive Touchscreen Monitors	**Qty.**	**Discounted Show Rate**	**Regular Show Rate**	**Software (optional)**	**Total**
32" Wall Mount Interactive Touchscreen 4K White (includes Mini PC)		$1,086.75	$1,358.50	Y/N	
43" Wall Mount Interactive Touchscreen 4K White (includes Mini PC)		$1,397.25	$1,746.50	Y/N	
49" Wall Mount Interactive Touchscreen 4K White (includes Mini PC)		$1,707.75	$2,134.50	Y/N	
				Total Kiosks and Touchscreens	$
A labor charge of **$98.00 per hour may be added depending on the type and quantity of equipment ordered.				***Labor Total***	$
				Total Page 3	$

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In venues where union rules are in effect, delivery and pick up times may vary depending on availability of laborers.

DIGITAL SIGNAGE

Examples of our digital signage products

TOTAL PAGE 2 + PAGE 3 = _____ + TAX @ 8.875% = _____ + $175.00 Deliver & Pick-Up = TOTAL _____

Payment Authorization Form must accompany order.

All Cancellations are subject to a 5% processing fee. Cancellations received after discount deadline date are subject to a 25% restocking fee.
Equipment Cancellations not received 72 Hrs. before delivery date will be charged 100% - **NO EXCEPTIONS**