



1330 Maryland Avenue, S.W. • Washington, D.C. 20024
Swank Phone: (202) 787-6530 • Fax: (202) 787-6165
Hotel Phone: (202) 554-8588 • Fax: (202) 554-8999

AUDIO • VIDEO • LIGHTING • STAGE DESIGN • EVENT THEMING & PRODUCTION

**YOUR COMPLETE ON-SITE SOURCE FOR LIVE
EVENTS AND MEDIA PRESENTATIONS**

EVENT PLANNING & EQUIPMENT SELECTION

From the simplest presentation to complex video production, stage design, pyrotechnic, concert sound and stage lighting, Swank Audio Visuals offers you the finest professional meeting, convention and trade show services available anywhere.

We offer you direct access to millions of dollars worth of our equipment. Keeping abreast of the latest hardware, and making it available to our customers, has been our full time job for over half a century.

We will assist you in equipment selection, choosing exactly the right systems for your event. As members of your meeting team, we will conserve your valuable time and because we routinely double-check both our planning and our equipment.

Swank Audio Visuals professionals are dedicated to making your meeting a successful experience.

PROFESSIONAL TECHNICAL ASSISTANCE

We employ an experienced staff of professional technicians trained in all aspects of projection, video, audio and lighting available for your meeting.

EQUIPMENT INSTALLATION & RESERVATIONS

An additional charge will be applied for the set-up, teardown and servicing of equipment for your event. Some equipment requires a minimum charge for a technician at the prevailing hourly rate for installation and removal.

SPECIALTY PACKAGE

3C Package

Swank's 3C package is built around the cornerstones of building **creative** energy for your attendees, **confidence** for your presenters and providing that **comfortable** feeling that all your audio visual needs have been anticipated by our experienced team. Our customized package includes a plasma or data projector display, up-lights (on each decorative element), sound system appropriate for room, CD or MP3 player with walk-in music, flipchart with pad and assorted markers, wireless mouse, laser pointer, all cables, connectors, stands, carts, as well as labor for set-up, pre-test and recovery.

INDIVIDUAL PRICING

Visual*

Televisions (32" – plasma monitors)
LCD projectors (1200 – 5000 lumens)
(LCD projector packages include a screen)
Client LCD support packages
Flipchart package (pad, pens, & stand)
Overhead transparency projector
DVD player

Sound*

Two speaker sound system
Podium microphone
Table-top microphone
Wireless microphone
Audio cassette recording
Compact disc recording

Telephone & Internet*

House phone & phone line
Dial-out phone & DID line
Polycom speakerphone
T1 high-speed Internet connection
Wireless Internet access code

FLEX FOR SUCCESS

Throughout the planning process and on-site, we provide creativity, confidence and comfort by delivering "Flawless Execution" with a hospitality approach. As part of our continued effort to improve upon our service standards, we have developed a program called FLEX 7. At the conclusion of your event, you will receive a survey via email from our home office. Our goal is to obtain the highest score (7) in every area of customer satisfaction. We look forward to providing you with the best service and audio visual equipment in the industry.

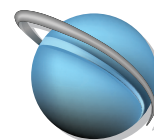
*Equipment and services are available upon confirmation.
All cancellations made within 72 hours of event will be charged in full.*

WE TRANSFORM ORDINARY MEETINGS INTO EXTRAORDINARY EVENTS!

FL7EX



MANDARIN ORIENTAL
WASHINGTON D.C.



SWANK
AUDIO VISUALS

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