



GAYLORD NATIONAL™

RESORT & CONVENTION CENTER

*on the Potomac*

## RULES AND REGULATIONS FOR EXHIBITS AND DISPLAYS

**Fax or Mail to:** Gaylord National Resort & Convention Center

Attn: Exhibit Service Department

201 Waterfront Street National Harbor Md. 20745

Office: (301)-965-3710

Fax: (301)-965-3797

Email to: [GNExhibits@gaylordhotels.com](mailto:GNExhibits@gaylordhotels.com)

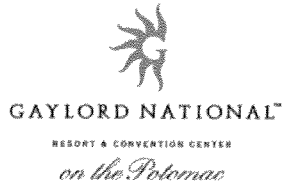
- A discounted rate is provided to exhibitors who order services in advance. Full payment must be received at Least Fourteen (14) days prior to the first day of show to qualify for the Advance Price. Payment is accepted through exhibit services in the form of VISA, MASTERCARD, AMERICAN EXPRESS, DISCOVER, DINERS CLUB and Money Order (U.S. funds drawn on U.S. banks only). Maryland State Sales Tax (6%) will be applied to all equipment & service orders. *Checks and cash are not accepted.*
- The hotel is not responsible for any injury, loss, or damage that may occur to the exhibitor, the exhibitor's agents, employees, or property, or the any other person or property prior, during, or subsequent to the period covered by the exhibit contract.
- In accordance with the Prince Georges County Fire department, no exhibit, display or drape will obstruct, impede or otherwise hinder access to fire strobes, fire speakers, fire department access cabinets or fire pulls.
- The Gaylord National Resort and Convention Center has deployed a wireless management system in its exhibit halls that assists Gaylord National IT representatives with the delivery of flawless high speed internet access. The use of any UNORDERED wireless access point or any other device that broadcasts open internet access is strictly prohibited. At no time will an exhibitor or customer power up any wireless access point device, not provided by Gaylord National Resort and Convention Center, without prior authorization. See the "Information Technology Terms, Conditions & Regulations" and "Network & Telecommunication Services" forms enclosed in this service kit for additional information as well as ordering procedure and pricing.
- Credit will not be given for services ordered and not used. Cancellations must occur prior to the installation of services.
- Exhibits, displays, and equipment are to be brought into and taken from the Exhibit Hall via the loading dock only.
- Stick-on decals (except name tags) may not be distributed or used in the convention center.
- Holes may not be drilled or punched into any surface in the convention center.
- The painting of exhibits or signs is not allowed anywhere inside the convention center.
- Decorations, banners, signs, etc. are not to be affixed to any wall, door, window, column, ceiling, or any surface in the convention center.
- Static helium balloon displays are permitted in the convention center. Helium balloons may not be used as giveaways. Helium tanks must be removed daily. Storage of tank within the building is not permitted. Any balloons that end up in the ceiling area will be removed at \$25.00 per balloon with a \$100.00 minimum charge.
- Tape used on the floor of the exhibit must be low residue carpet tape and low residue safety tape. Accepted brand are Polyken 105C, Renfrew #147, and Asiachem SST-736 or approved equivalent. It is the responsibility of the Official contractor to remove **ALL** tape from the floor at the end of the event.
- The hotel reserves the right to purchase, prepare and provide all food and beverage items.

- Cooking permit must be obtained before any cooking activity is permitted within the convention center. A 3A40 B.C. fire extinguisher must be in the booth, within 30 feet of the each cooking device. Compliance with all Prince Georges County Health and fire Department rules and regulations is required. Holding tanks for cooking residue (oils, grease, etc.) are required. Cleaning of equipment is not permitted in hotel restrooms. Clean-up arrangements must be coordinated in advance through show management.
- The use of “Day tanks” bottled gas may be used in conjunction with an approved exhibit or display for cooking or demonstration purposes. Tanks must have a release valve and be removed from the convention center at the close of daily activities. Storage of tanks inside the building is prohibited.
- Vehicles that are used as part of a display should have no more than a 1/4 tank of fuel or 10 gallons whichever is less. The tank must be taped shut or have a locking gas cap and the battery cables must be disconnected.
- Covered or multi-leveled booths over 300 sq. ft are required to have an automatic extinguishing system or required fire watch personnel. A battery operated smoke detector will be required for each covered booth, structure or tent regardless of square footage. Scaled, stamped plans of the booth must be submitted. Cost of fire watch personnel is determined by Prince Georges County Fire and Rescue. Contact Conference Services for additional information.
- Haze and/or smoke producing devices must use water-based fluids. The use of these devices must be approved in advance through Conference Services in conjunction with Prince Georges county Fire and Rescue Services.
- **Freight Services:** Material Handling/Freight Deliveries including but not limited to, small package, overnight, LTL & van line carriers will not be accepted by Gaylord National Resort & Convention Center Exhibit Hall representatives prior to your event, during your event & after your event. Shipments during the event contract dates should be in the attention of the events Official Service Contractor. Those events without a service contractor should contact the business center at Gaylord National. Please call your Official Service Contractor with any shipping questions.

### **GUIDELINES FOR ALL CARPETED AREAS**

The following policy and procedure will be in effect for all areas of the hotel with existing carpet.

- Gaylord National does not provide cleaning supplies, vacuums, large waste receptacles, whales or janitorial services for the exhibit hall area unless it is included in the sales contract. Trash removal from the exhibit hall and/or ballroom is the responsibility of the decorating/production company. Any property damaged or destroyed must be replaced to its original condition.
- It is the responsibility of the decorating/production company to return exhibit hall and/or ballroom space to “Move-In Condition”. All tape and tape residue as well as stains and debris must be removed. The decorating/production company is responsible for vacuuming the exhibit hall and/or ballroom prior to departure.
- Chalk marks or the use of chalk lines will be prohibited on any carpeted area for event layout.
- All carpeted areas must be covered with visqueen or Polytac before any decorating/production equipment or freight is brought into the space.
- Prior to installation, the exhibit hall staff must approve any tape applied to the hotel carpet. It is required that low tack tape is applied to the carpet and contractor’s double-face tape be applied to the low tack tape.



**ELECTRICAL/UTILITY SERVICES**  
**FAX OR MAIL TO:** Gaylord National Resort & Convention Center  
 201 Waterfront St. National Harbor Md. 20745  
**Office:** 301-965-3710  
**Fax:** 301-965-3797  
**Email to:** [GNExhibits@gaylordhotels.com](mailto:GNExhibits@gaylordhotels.com)

EVENT NAME \_\_\_\_\_ EVENT DATE \_\_\_\_\_  
 COMPANY NAME \_\_\_\_\_ BOOTH NUMBER \_\_\_\_\_

**ADVANCE PRICE IS 2 WEEKS PRIOR TO THE SHOW DATE**

VOLTS	MAX WATTS	CIRCUIT AMPS	PHASE	ADVANCE PRICE	STANDARD PRICE	QTY	AMOUNT
120	500	5	Single	\$120.00	\$140.00		\$
120	1,000	10	Single	\$145.00	\$180.00		\$
120	2,000	20	Single	\$195.00	\$215.00		\$
208	3,300	20	Single	\$290.00	\$300.00		\$
208	5,700	20	Three	\$390.00	\$465.00		\$
208	5,000	30	Single	\$380.00	\$460.00		\$
208	8,600	30	Three	\$550.00	\$655.00		\$
208	9,900	60	Single	\$685.00	\$840.00		\$
208	17,000	60	Three	\$1100.00	\$1300.00		\$
100,200,400 amps is available. Please call for a quote 301-965-3710							
<b>Special Order</b>							
<b>Compressed Air:</b> Hotel supplies 3/4", 1/2", 1/4" quick release female connection. (Labor included.) 80-100 PSI 125 CFM					\$300.00		\$
<b>Water:</b> Hotel supplies 1/2" male threaded connector. Exhibitor is responsible for bringing adaptors. (Not available in Ballrooms)					\$300.00		\$
<b>Drainage:</b> Available depending on booth location. A pump may be required at an additional cost. (Not available in Ballrooms)					\$200.00		\$
One time fill and drain. Maximum of 50 gallons					\$300.00		\$
1 Outlet Extension-cord. RENTAL ONLY					\$25.00		\$
6 Outlet Multi-strip. RENTAL ONLY					\$15.00		\$
Transformer					\$150.00		\$
Antenna/ Cable run Please call for quote 301-965-3710							\$

**CREDIT CARD IS THE ONLY FORM OF PAYMENT**

**Credit Card**  Visa  MasterCard  Am Express  Discover  Diners Club

CARD # _____	EXP. DATE: _____
E MAIL ADDRESS: _____ PLEASE PRINT	
SIGNATURE: _____	PHONE # _____

**SHOW SITE ADDITIONS:** \_\_\_\_\_

**MD. TAX FORM MUST ACCOMPANY THIS FORM TO CLAIM TAX EXEMPT**

**SCALED FLOOR PLANS**

A scaled floor plan must accompany Orders showing requested location of electrical source. If a drawing is not provided, Gaylord National will install service in the most convenient location and chargers will apply for relocation.

**ELECTRICAL LABOR**

Island, peninsula and in line booths requiring power to be installed other than to the back of the booth will be charged time and materials. Please include a **SCALED** floor plan showing the requested location(s) of the power drop(s). Labor and materials will be charged to the credit card on file.

**LABOR RATES**

Mon.- Fri. 8:00 am - 5:00 pm \$90.00/hr  
 All other times \$160.00

**ELECTRICAL CONNECTIONS**

The rates, indicated on this rate sheet, cover only the delivery of services to the booth in the most convenient manner. Rate does not include connecting or running electrical inside the booth area. All electrical to be installed for in line booths will be to the back of the booth. All others will be from the ceiling or the floor which ever the most convenient manner is. Credit will not be given for services ordered and not used. Cancellations must occur prior to the installation of services

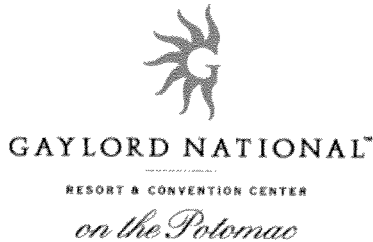
**NOTE: Labor and materials will be billed at the end of the show.**

**Charges:** \$ \_\_\_\_\_

**Tax (6%):** \$ \_\_\_\_\_

**Labor (post show):** \$ \_\_\_\_\_

**Show site adds:** \$ \_\_\_\_\_



## INFORMATION TECHNOLOGY TERMS CONDITIONS & REGULATIONS

**Fax or Mail to:** Gaylord National Resort & Convention Center  
Attn: Telecommunication Department  
201 Waterfront Street National Harbor Md. 20745  
Office: (301)-965-2506  
Fax: (301)-965-3797  
Email to: [gnexhibits@gaylordhotels.com](mailto:gnexhibits@gaylordhotels.com)

### Gaylord National Resort and Convention Center Information Technology Terms, Conditions and Regulations

#### GENERAL:

- Installation of telephone, telecommunications, network and cabling services within the Gaylord National Resort and Convention Center is exclusive. Telecommunication services (voice and data) are to be ordered by each exhibitor separately and are not to be shared with other exhibitors. Routine audits are performed to ensure adherence.
- All prices are for rental of services only. Material and equipment furnished by the Gaylord National Resort and Convention Center for telecommunication services shall remain the property of the Gaylord National Resort and Convention Center's unless otherwise specified, and shall be returned to the Gaylord National Resort and Convention Center's Exhibitor Service desk at the close of show. There will be a \$250.00 charge for lost or damaged telephone sets and a \$250.00 charge for lost or damaged network equipment. The Gaylord National Resort and Convention Center is not responsible for lost or damaged equipment while in the exhibitor's possession.
- Under no circumstances shall anyone other than the Gaylord National Resort and Convention Center's Information Technology technicians make any special wiring within the resort property. Only the Gaylord National Resort and Convention Center's Information Technology technicians are authorized to modify system wiring or cabling. Any wiring or cabling damage costs (plus administration fees) will be billed to the exhibiting firm name.
- Delivery of all voice and data transmission lines ordered from an outside vendor will only be allowed to the second floor Data Center. All circuit installs must be coordinated with the Gaylord National Resort and Convention Center's Information Technology group at least 9 weeks in advance of show date.
- All exhibitor telephone and network services will be disconnected on the last day of the event, sixty (60) minutes after the show's official closing time.
- Rates quoted for all services include bringing the requested communication services to the booth in the most convenient manner and do not include special wiring, over-head drops and/or special placement of communication services, computer equipment or intranet working cabling. All island booths will require a scaled diagram with orientation. Additional labor and materials will be charged for precise placement of communication services. Additional labor charges will be required for relocating service after installation. The Gaylord National Resort and Convention Center will not be responsible for any cutting or altering of any floor coverings in order to bring voice or data services to a booth.
- Changes to original orders will require a service order to be signed by the exhibitor acknowledging receipt of service and any associated labor. Labor is charged in ½ hour increments (minimum charge is ½ hour). Labor rate is \$100.00/hour (advanced -- scheduled) and \$175.00/hour (standard -- non-scheduled).
- Notification of cancellation must be received in writing a minimum of five (5) days prior to the scheduled opening date. Credit will not be given for connections installed and not used. No credit will be given for service canceled less than forty-eight (48) business hours prior to the scheduled event opening. Disputes concerning services must be filed by the exhibitor with the Exhibitor Services Department prior to the close of show. The Gaylord National Resort and Convention Center will resolve disputes in a timely manner.

## **NETWORK | INTERNET | WIRELESS:**

- The network connections provided by Gaylord National Resort and Convention Center may be used only by the directors, officers and employees of the company; exhibitors, agents and consultants while performing service for the exhibiting company and cannot be resold or distributed to other companies. The services being provided by Gaylord National Resort and Convention Center will facilitate communications between the Gaylord National Resort and Convention Center's authorized users and the entities reachable through the Internet. Users of Gaylord National Resort and Convention Center services shall use reasonable efforts to promote efficient use of the network to minimize, and avoid if possible, unnecessary network traffic and interference with the work of other users of the interconnected networks.
- Users of Gaylord National Resort and Convention Center services shall not disrupt any of the Gaylord National Resort and Convention Center network or other associated networks as a whole or any equipment of system forming part of their systems, or any services provided over, or in connection with any of the Gaylord National Resort and Convention Center or other associated networks. Gaylord National Resort and Convention Center services shall not be used to transmit any communication where the meaning of the message, or its transmit distribution, would violate any applicable law or regulation or would likely be highly offensive to the recipient or recipients thereof.
- Gaylord National Resort and Convention Center reserves the right to troubleshoot with tools such as Sniffer Pro, FLUKE network analyzers, etc. Gaylord National Resort and Convention Center reserves the right to immediately disconnect network connections when activity such as denial of service attacks, port scans, or any other form of network performance degradation activities. After disconnection, isolation and quarantine assistance will be given.
- All devices for which the Gaylord National Resort and Convention Center provides Internet or Networking connectivity shall be required to obtain a Gaylord National Resort and Convention Center assigned IP address. At no time, while connected to Gaylord National Resort and Convention Center network, will the customer use run their own DHCP server. Physical layer network audits are performed to ensure adherence.
- The Customer must provide the node equipment (personal computer, etc.) properly configured, as well as a standard Ethernet adapter card, rated for 10/100Mbps with an RJ-45 jack. The Customer is responsible for the proper configuration of computing machinery and software for Internet and Ethernet communications.

**Wireless Specific (802.11a,b,g):** The Gaylord National Resort and Convention Center has deployed an 802.11a/b/g wireless management system in its meeting facility. This management system assists Gaylord National IT representatives with the delivery of flawless high speed internet access. The use of any unsecured wireless access point or any other device that broadcasts open internet access is strictly prohibited. At no time will an exhibitor or customer power up any wireless device not provided by Gaylord National Resort and Convention Center without prior authorization. If you plan on using any 802.11a/b/g wireless device, please contact the Gaylord National IT department at 301-965-2506 and provide your access point SSID and the total number of devices you plan on connecting to your access point. Failure to do so will result in automatic suppression of your access point rendering your wireless devices incapable of communications.

Internet Performance Disclaimer: Gaylord National Resort and Convention Center does not guarantee the performance, routing, or throughput, either expressed or implied, of any data circuit connectivity with regards to the Internet and/or Internet backbones beyond any facility we service. The Gaylord National Resort and Convention Center is the exclusive supplier of Internet connectivity for all events within the facility. We are equipped with a DS3 (45mbps) dedicated Internet connection to a tier 1 provider, and can provide Internet and networking connectivity to any location on property.

Internet Security Disclaimer: Gaylord National Resort and Convention Center does not provide security, such as but not limited to firewalls, NATing devices, virus protection, etc. for any Internet services we provide. It is the sole responsibility of the exhibitor or customer to provide all necessary security. With execution of this document the Customer is agreeing to the Terms and Conditions of this document and will hold Gaylord National Resort and Convention Center; its agents and contracts harmless for any and all liabilities arising from the use of non-secured data circuits.



## NETWORK & TELECOMMUNICATION SERVICES

**Fax or Mail to:** GAYLORD NATIONAL RESORT & CONVENTION CENTER  
 Attn: Information Technology Department  
 201 Waterfront St National Harbor Md. 20745  
 Office: 301.965.2506  
 Fax: 301.965.3797  
 Email to: gnexhibits@Gaylordhotels.com

Event Name: \_\_\_\_\_ Event Dates: [event date] \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

**Ordering Instructions    ADVANCE PRICING IS 2 WEEKS PRIOR TO SHOW DATE**

1. Fill out this form completely, including the Credit Card Authorization Form, and mail or fax to the above address. Checks and cash are not accepted. All credit card payments should include a copy of the front and back of credit card.
2. **Fax a layout of your booth to Gaylord National Resort and Convention Center at 301-965-3797.** Please mark where your connections should be dropped and located. Include booth orientation to the show hall. Charges may apply for changes made after order is processed and changes made within 14 days of show will bear Standard Price
3. **All equipment and services are subject to a 6% sales tax.**

**NETWORK & TELECOMMUNICATIONS CONNECTIONS** - Rates quoted for voice and data connections cover only the delivery of services to the booth in the most convenient manner. Rates do not include connecting or the routing of cables inside the booth area. All telecommunication services installed will be on the floor in the back of the booth for in-line booths. Telecommunications for island booths will come from the ceiling or pillars, in the most convenient manner.

	QTY	Advance price	Standard Price	QTY
Wireless Internet (1st Device)	_____	\$800.00	\$1,100.00	_____
Additional Connection	_____	\$250.00	\$300.00	_____
Please choose a User ID: _____				
Please choose a Password: _____				
<b><u>High-Speed Internet Access</u></b>				
High-Speed Internet Access (1st Device)	_____	\$1,300.00	\$1,500.00	_____
Additional Connection	_____	\$300.00	\$350.00	_____
Additional Device (Customer Provided Switch/NAT)	_____	\$250.00	\$300.00	_____
Static Public IP Address	_____	\$350.00	\$400.00	_____
<b><u>Dedicated Internet Access – Dedicated Private VLAN</u></b>				
1.5 Mb/sec	_____	\$6,500.00	\$7,500.00	_____
3.0 Mb/sec	_____	\$10,250.00	\$11,250.00	_____
6.0 Mb/sec	_____	\$15,250.00	\$16,250.00	_____
<b><u>Telecommunication (Telephone) Services</u></b>				
Standard DID telephone/fax/modem line	_____	\$325.00	\$350.00	_____
Polycom (speakerphone)	_____	\$250.00	\$350.00	_____
Standard Desk Telephone	_____	\$30.00	\$40.00	_____
<b>Labor - Troubleshooting / Move / Change</b>	_____	\$100.00	\$150.00	_____

**Credit Card**     Visa     MasterCard     Am Express     Discover     Diners Club

CARD # \_\_\_\_\_ EXP. DATE: \_\_\_\_\_  
 SIGNATURE: \_\_\_\_\_ PHONE # \_\_\_\_\_  
 E MAIL ADDRESS: \_\_\_\_\_  
 ON SITE CONTACT: \_\_\_\_\_ PHONE # \_\_\_\_\_

Charges: \$ \_\_\_\_\_  
 Subtotal: \$ \_\_\_\_\_  
 6% Tax: \$ \_\_\_\_\_  
**TOTAL:** \$ \_\_\_\_\_



**GAYLORD NATIONAL**  
RESORT & CONVENTION CENTER  
*on the Potomac*

**BOOTH LAYOUT**

**Fax or Mail to:** Gaylord National Resort & Convention Center  
 Attn: Exhibit Service Department  
 201 Waterfront Street National Harbor Md. 20745  
 Office: (301)-965-3710  
 Fax: (301)-965-3797  
 Email to: [GNExhibits@gaylordhotels.com](mailto:GNExhibits@gaylordhotels.com)

Event Name: \_\_\_\_\_ Event Dates: \_\_\_\_\_  
 Company Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Please indicate placement of Electrical/Utility and Telecommunication services ordered.

Adjacent Booth or Aisle # \_\_\_\_\_ **BACK**

Adjacent Booth or Aisle # \_\_\_\_\_ **LEFT**

Adjacent Booth or Aisle # \_\_\_\_\_ **RIGHT**


**FRONT** Adjacent Booth or Aisle # \_\_\_\_\_

NOTE: Island, Peninsula and In-line booths requiring power to be installed other than the back of the booth will be charged time and materials. Please include a scaled floor plan showing the requested location of electrical source. Labor and materials will be charged to the credit card on file.



# Exhibitor Signage and Rigging Order Form

Gaylord National Resort & Convention Center  
A Gaylord Entertainment Company



## Ordering Instructions ...

- Please Fax diagrams and signage specs along with this order form for a **price quote**.
  - All ceiling rigging must conform to Show Management rules and regulations and facility limitations
  - All overhead signs and banners must be assembled prior to riggers arriving and disassembled by the exhibitor company.
  - All electrical signs must be in good working order and in accordance with the National Electrical Code and electricity ordered in advance through your electrical provider
  - All signs, banners and decorations must be hung and dismantled by PSAV whether in the ballroom, exhibition hall, lobbies, atriums or gazebos. Banner placement must be approved in advance by Conference Services.
  - Labor Rates include the price of Crew and Lift
  - All electrical services requirements must be submitted to Gaylord National's Electrical Supervisor:
- Exhibits Department:** (301) 965-3710 GNE Exhibits@gaylordhotels.com
- A service charge of 22% will be added to the subtotal before Tax.
  - Please include applicable Sales Tax on equipment rental. **TAX EXEMPT STATUS** - If you are exempt from payment of sales tax, we require you to forward an exemption certificate for Maryland
  - To guarantee equipment availability and advanced rate, submit your request **20 days prior** to delivery.
  - Riggers work in minimum teams of 3 (2 riggers to hang, 1 rigger for ground support.). Clients can not be used as substitute for riggers.
  - **CANCELLATIONS:**
    - A) Cancellation of ordered must be received **48 hours prior** to delivery date to avoid a minimum charge.
    - B) If services have already been provided at the time of cancellation, **100% of original charges** will be applied.
  - See next page for additional information.

rev. 12/08

## Method of Payment ...

Card Number: _____	Exp Date ____ / ____	American Express	<input type="checkbox"/>	PLEASE CHECK ONE
Cardholder's Name (as appears on card): _____		Visa	<input type="checkbox"/>	
Cardholders Signature: _____		MasterCard	<input type="checkbox"/>	
PLEASE MAKE ALL CHECKS OUT TO PSAV.	Check# _____	Check#	<input type="checkbox"/>	

## Event Information

Event Name: _____	Event Load In Date: _____
Event Hall Location: _____	Event Load Out Date: _____

## Booth Information

Booth Name: _____	Delivery Date: _____	Time:*
Booth Number: _____	Removal Date: _____	Time:*

**On Site Contact must be available at the Delivery Time. Additional labor charges may result from absence.**

## Pricing Information...

### Rigging Labor Hourly Rates

	Regular Rate (30 days in advance)	Penalty Rate
Straight Time - 8:00am-5:00pm (m-f)	\$ 105.00	\$ 120.00
Overtime - 5:00pm - 12:00am (m-f)	\$ 157.50	\$ 180.00
Double Time -12:00am - 8:00am (m-s)	\$ 210.00	\$ 240.00
Saturday - 8:00am - 12:00am (sat only)	\$ 157.50	\$ 180.00
Sunday - All Day (sun only)	\$ 210.00	\$ 240.00
Holidays - All Day	\$ 210.00	\$ 240.00
Scissor Lift Daily	\$ 250.00	\$ 300.00

\*\* Additional Labor per person / per hour (4hr. Min)\*\*

### Customer Information ...

Company Name: _____	
Address: _____	
City: _____	
State: _____	Zip: _____
Ordered By: _____	
<b>Signature:</b> _____	
Telephone #: _____	
Fax #: _____	
Email: _____	

### Onsite Contact Information...

Name: _____
Cell: _____
Email: _____
Arrival Date: _____
Arrival Time: _____

### ...for Processing

**Return Form To:**  
Presentation Services  
Gaylord National Resort and Convention Center

201 Waterfront St.  
National Harbor, Maryland 20745  
PH: 301-965-2057 FAX: 301-965-2060

PSAV exclusively provides rigging & banner hanging services.  
Please visit our website to view rates.  
[www3.avservicescorp.com/onsite/gaylordnational](http://www3.avservicescorp.com/onsite/gaylordnational)