



IT Equipment Checklist

QUANTITY	VIDEO EQUIPMENT	Delivered	Returned
	LCD Projector		
	LCD MONITOR		
	PROJECTION SCREEN		
	LAPTOP / PC – Windows 10		
	Presentation Clicker (Slide Changer)		
	Blu-ray / DVD Player		
	PODIUM		
QUANTITY	AUDIO EQUIPMENT		
	AUDIO SYSTEM		
	PORTABLE SPEAKERS		
	Wireless Microphone; CLIP ON		
	Wireless Microphone; Handheld		
	PODIUM WITH MICROPHONE		
QUANTITY	MISCELLANEOUS EQUIPMENT		
	INTERNET ACCESS		

Event Contact _____