



# Liz Weber

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## ***A/V Needs & Room Set-Up***

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### **A/V and Room Set-Up Requirements:**

Audio/Visual Equipment – Client to arrange and provide.

Audio/Video Recordings – Liz may record her presentation via a digital audio and/or video recorder. All rights to these recordings reside with Liz and Weber Business Services, LLC.

Keynote – Wireless lavalier microphone. Room set-up will be event driven. A table for Liz's products to be located at the back of the room, near the attendees' exit route.

Workshop/Seminar – Wireless microphone, notebook computer, LCD Projector, projector screen, horseshoe set-up, and a table at front for Liz's notes is requested. A table for Liz's products to be located at the back of the room, near the attendees' exit route.

### **Audio and Video Recording:**

Liz and Weber Business Services, LLC will own the right to any recording(s) of the keynote and/or program(s) and will receive a master copy of each after the event. If the recording is used for other than previously agreed upon, limited-use, internal-training purposes, we will be glad to provide you with a written, Royalty Agreement.