

DAILY EQUIPMENT RATES AND FEES

Audio Visual Equipment

Dry Erase Board w/ Easel and Markers.....	7.00
Flip Chart w/ Easel and Markers.....	7.00
AV Cart.....	2.00
Overhead.....	15.00
Multi Media.....	30.00
Line in for sound.....	10.00
DVD with flat screen.....	15.00
DVD Only.....	10.00
Portable Screen.....	10.00
Teleconference Unit.....	20.00
Local Access phone line in	10.00

Coffee/Tea Service

100 Cup.....	75.00
55 Cup.....	50.00
30 Cup.....	30.00
12 Cup.....	15.00
Additional pots.....	50% off original cost

Sound Reinforcement

Line into Sound Board.....	10.00
Ipad Music.....	10.00
Mic with Stand.....	15.00
Wireless Mic.....	15.00
Mini Mixer.....	25.00
Direct Box.....	10.00
Speakers JBL.....	20.00
Community Speaker.....	25.00

Lighting

Band Stage w/ gels.....	50.00
Follow spot.....	30.00
Gobo and Gel.....	15.00
Mirror ball.....	20.00
Orbits.....	15.00
Complex Lighting Surcharge.....	60.00
Par Uplight.....	10.00

Decorations

Christmas Tree.....	15.00
Chandelier.....	25.00
Slit Drape Change (1/2).....	60.00
Slit Drape Change (Whole).....	110.00

Furniture

Dance Floors	
Portable (per 4x4 section).....	5.00
Vinyl Marley Full Floor.....	300.00

Lecterns

Table Top.....	5.00
Standing.....	5.00
Overhead.....	15.00

Pianos & Other Event Support

Steinway Grand.....	50.00
Upright Yamaha.....	25.00
Staging (4x8 per section).....	7.00
Coat Check set up (Client Serviced).....	25.00

Office Services

Copies.....	.15
Legal-sized copies.....	.20
Color Copies.....	.50
Transparencies.....	.75
Client Supplies Paper.....	.10
Laminating per sheet.....	5.00

Miscellaneous

Administrative Fee.....	25.00
Gaffer's Tape (per roll).....	25.00
Storage Fee.....	10.00
Cash Register.....	10.00

Food Surcharge

Minor.....	15.00
Basic.....	25.00
Major.....	60.00