

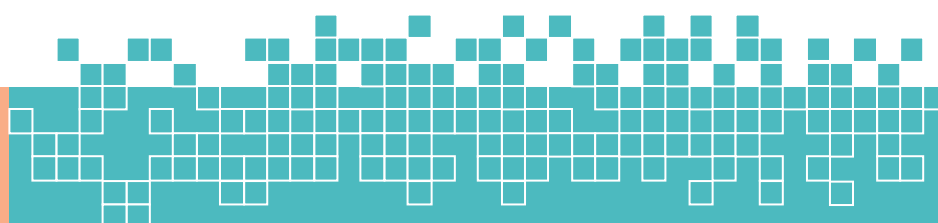


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Meeting Room Equipment & Service Price List 2021

Prices are subject to change

ZOOM ROOM	FEE
Hybrid Set up 8 th Floor conference room (holds 20 ppl.) 75 inch TV, video conferencing camera, microphone pod. Wifi included.	\$40.00 per hour \$125.00 ½ day \$200.00 full day (8:30am – 4:30pm) IN HOUSE TECH ON Stand by \$50.00 for the duration of your meeting.
PROJECTION PACKAGES	FEE
A/V Projection Package: Includes: Projector, Normal size screen, projection table, A/V Setup.	\$35.00 setup
Extra Large Portable Projection Screen	\$115.00 setup/breakdown
Setup to PC audio	\$20.00
AUDIO	FEE
Wired Microphone (includes cords) First Wired Mic FREE	\$15.00 (each additional mic)
Wireless Microphones	\$15.00 (each)
Lapel Microphone (wireless) AVAILABLE CHAPEL ONLY	\$15.00 (each)



LIGHTING (pre-approval required)	FEE
UPLIGHTING (up to four lights)	\$85.00
UPLIGHTING (up to eight lights)	\$140.00
DANCE FLOOR – RENTAL	FEE
Pre-Approval Required	\$800.00 a day Labor charges included. For used in TIC Meeting Rooms ONLY.
IN HOUSE TECHNICIAN	FEE
8:30Am – 4:30PM	\$125.00 per hour
After 4:30PM	\$150.00 per hour per person for events after 4:30PM.
For after hour and weekend fees: Pre-approval of estimated cost will be required.	

1. Requests within 10 days of event cannot be guaranteed and may have additional costs.
2. A/V support includes up to one hour of set up, troubleshooting, assistance and customer instruction.
3. You will receive an estimated cost analysis prior to your event for your approval.
4. All invoices are included in your monthly communications bill.
5. We do not provide laptops for presentation, please ensure your laptop has VGA or HDMI video output.
6. All meeting rooms are equipped with wifi.

