


**Equipment Rental Pricing List**

	Student Organizations	Student Organizations Charging Admission*	Departments	Non-University Groups	Exhibits and Expos**
<b>Furniture</b>					
30" Stool	\$0.05	\$0.05	\$0.15	\$0.50	\$0.05
Chair	\$0.05	\$0.05	\$0.15	\$0.25	\$0.05
Lectern - Floor or Acrylic Lectern	\$6.00	\$12.00	\$18.00	\$36.00	\$12.00
Lectern - Table Top Lectern	\$1.00	\$1.00	\$3.50	\$12.00	\$1.00
Pipe and Drape - Uprights	\$8.00	\$12.00	\$10.00	\$26.00	\$12.00
Pipe and Drape - Drapes (12' or 8')	\$2.00	\$4.00	\$3.00	\$9.00	\$4.00
Riser - Carpeted/Hard Surface Deck (price per piece)	\$1.00	\$3.00	\$4.00	\$7.00	\$3.00
Riser - Riser Step	\$0.50	\$1.00	\$1.50	\$4.50	\$1.00
Scaffolding - CWB (must be booked with setup fee)***	\$10.00	\$15.00	\$25.00	\$50.00	\$15.00
Table - Rectangle or Square	\$1.00	\$2.00	\$3.00	\$7.00	\$2.00
Table - Round or Cocktail	\$2.00	\$3.00	\$4.00	\$9.00	\$3.00
<b>Audio Visual</b>					
46" HDTV with Blu-ray player	\$3.00	\$5.00	\$8.00	\$15.00	\$5.00
A/V Cart	\$1.00	\$2.00	\$2.00	\$5.00	\$2.00
Active Cable/Video Connection	\$8.50	\$8.50	\$8.50	\$8.50	\$8.50
Active Ethernet Connection	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Active Phone Line	\$37.50	\$37.50	\$37.50	\$37.50	\$37.50
Bose Portable Speaker System	\$8.00	\$8.50	\$15.00	\$15.00	\$8.50
Conference Phone	\$1.00	\$1.00	\$1.00	\$2.00	\$1.00
Music - Burruss or Haymarket Piano	\$25.00	\$35.00	\$60.00	\$80.00	\$35.00
Projector - LED HDMI/VGA	\$7.00	\$10.00	\$60.00	\$75.00	\$10.00
<b>Equipment/Supplies</b>					
Coat Rack	\$1.00	\$1.00	\$2.00	\$5.00	\$1.00
Easel	\$1.50	\$3.00	\$6.00	\$22.50	\$3.00
Flat Bed Cart	\$1.00	\$1.00	\$5.00	\$20.00	\$1.00
Flip Chart Pad	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Flip Chart Stand w/ White Board	\$1.00	\$2.00	\$4.50	\$17.00	\$2.00
Gaffer Tape	\$7.50	\$7.50	\$7.50	\$7.50	\$7.50
Glass Rolling Dry Erase Board	\$1.00	\$2.00	\$4.50	\$17.00	\$2.00
Screen - Tripod or House Screen	\$1.00	\$1.00	\$2.00	\$4.00	\$1.00
Sign Standard	\$1.00	\$1.00	\$2.00	\$4.00	\$1.00
Tension Barrier	\$2.00	\$2.00	\$3.50	\$6.50	\$2.00
Trash Can	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
<b>Linen****</b>					
Riser Skirting	\$2.00	\$2.00	\$5.00	\$10.00	\$2.00
Table Cloth (black/white)	\$1.50	\$1.50	\$3.00	\$5.00	\$1.50
Table Skirt (black/white)	\$1.00	\$2.00	\$2.00	\$5.00	\$2.00

\*\*\*\* Rates for Linens are based on actual cost of rental and are subject to increase in the event rental rates increase.

\*Student Organizations are charged the "Admission" rate for all events that have a cost for guests to enter the venue, and/or for guests to participate in the event (including dinners, etc.).

\*\* Student Organizations and University Departments are charged the "Exhibits and Expos" rate for all events where non-university entities/vendors pay to participate in the event (including Career/Internship Fairs, Professional School Fairs, etc.).

Services and Fees					
<b>Abandoned Outdoor Equipment/Signage Fee</b>	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Cancelation Fee - Major Venues</b>	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00
<b>Cancelation Fee - Meeting Rooms</b>	\$0.00	\$0.00	\$25.00	\$25.00	\$0.00
<b>Early/Late Access Fee - GLC</b> (per half hour)	\$10.50	\$10.50	\$10.50	\$10.50	\$10.50
<b>Early/Late Access Fee - Squires</b> (per quarter hour)	\$30.00	\$30.00	\$30.00	\$30.00	\$30.00
<b>Equipment Repair/Replacement</b>	Varies - at cost for repair/replacement				
<b>Excessive Cleaning Fee</b> (per hour)	\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
<b>Late Outdoor Equipment Return Fee</b> (per day)	\$15.00	\$15.00	\$15.00	\$15.00	\$15.00
<b>Piano Tuning</b>	\$125.00	\$125.00	\$125.00	\$125.00	\$125.00
<b>Rearrangement of Furniture</b>	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
<b>Scaffolding - Setup/Teardown Fee***</b>	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
<b>Venue Damage Repair</b>	Varies - at cost for repair				

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