

AV EQUIPMENT, SERVICES, & SUPPLIES RATES

Request equipment in advance so it is available at the start of your meeting.

AV Technician per hour/3 hr min45
 Extension Cord or Multi Plugs-any size.....N/C

VISUAL AIDS *Per Day/Add'l Days*
 LCD Computer Projector 250/175
 27" TV 50/30
 Overhead Projector30
 10½'x14' Screen (The Centre only) 125/75
 Flipchart Stand without paper20
 Flipchart Stand with paper40
 Flipchart Stand Post-it Paper40
 Whiteboard w/dry erase markers, eraser30
 DVD Player 30/15
 VCR 30/15

AUDIO AIDS *Per Day/Add'l Days*
 Handheld Microphone w/cord 20/15
 Cordless Lapel Microphone 75/40
 Cordless Handheld Microphone 75/40
 Microphone Stand, floor or tabletop 5
 Connection of client's mics to10/mic
 Cragun's PA system
 Portable Sound System
 amp w/2 speakers 175/90
 amp w/4 speakers 275/140
 16-Channel Sound Board 150
 Mixer/Laptop Audio Connection30
 Dual Projector Connection 50
 Speaker Phone (polycom) plus phone50
 line install and long distance
 CD Player 30/15
 Piano (check for availability) 100

TECHNOLOGY SERVICES
 Direct Access Outside Phone Line \$125
 for duration of meeting/conference
 (long distance charges extra)
 Wireless Internet N/C
 available in all meeting rooms
 Hard-Wired Internet Line150/line setup
 available in Dutch, Pioneer,
 Lakeshore, & Paul Bunyan Rooms

MEETING ROOM/STAGE

Table Lectern N/C
 Standing Floor Podium N/C
 Stage (3x4'x12" wide) 33 units available.... N/C
 Backdrop-per foot 8
 Dance Floor
 16x16' 250
 20x20' 350
 24x24' 500
 24x36' 800
 American Flag N/C
 Minnesota Flag N/C

CHAIRS & TABLES *Cost Per*
 Banquet Tables (8' round) for outside10
 Table Skirting (8' round)25
 Chairs for outside 3.25
 Executive Chairs 1.50

SUPPLIES & SERVICES *Cost Per*
 5/8 Cragun's Notepads & Pencils 0.50
 Pens 0.50
 Masking Tape 2.50
 Pin-on Name Badges 3
 Customized pin-on name badges-please
 consult your coordinator
 Copies015
 Fax-incoming per page 1
 (Max charge for incoming...5)
 Fax-outgoing per page 2
 (Max charge for outgoing...10)

LOGISTICS

Luggage Handling 5/person
 Room Delivery 5/room
 Transportation-minimum charge 40
 Each person over 5 10/each
 Labor Rate 40/man-hour



Rates subject to change without notice. Rates subject to service charge and MN sales tax.