

2019 Room Reservation Billing Rates

Conference Center – Suite 120

MEMBERS

Half Day (<i>up to 4-hours</i>)	\$750.00
Full Day	\$1,500.00

NON-MEMBERS

Half Day (<i>up to 4-hours</i>)	\$1,500.00
Full Day	\$2,500.00

Member Lounge – Suite 1100 (*members only*)

Bayview Conference Room	\$150.00 <i>hourly</i>
Cityview Conference Room	\$150.00 <i>hourly</i>

Small Conference Rooms

Meeting Room A	Flat Fee <i>after complimentary 2 hrs. (3-4 hr.)</i>	\$100.00
Meeting Room B	Flat Fee <i>after complimentary 2 hrs. (3-4 hr.)</i>	\$100.00
Meeting Room C	Flat Fee <i>after complimentary 2 hrs. (3-4 hr.)</i>	\$125.00

AV RATES

	<u>Half Day</u>	<u>Full Day</u>
Laptop Computer	\$60.00	\$80.00
Projector & Screen	\$150.00	\$200.00
ELMO	\$75.00	\$90.00
Mic	\$60.00	\$80.00
Podium w/ Mic	\$60.00	\$80.00
Additional Mics	\$60.00	\$80.00
Wireless Handheld Mic	\$60.00	\$80.00
Lapel Mic	\$60.00	\$80.00
VCR/ DVD	\$50.00	\$70.00
Large Monitor (TV)	\$50.00	\$75.00

MISCELLANEOUS:

Easel	\$30.00 (<i>Half-Day</i>); \$50.00 (<i>Full-Day</i>)
Staff Overtime (<i>billed hourly</i>)	\$50.00
Cleaning Fee	\$250.00
HVAC – after hours (<i>billed hourly</i>)	A/C \$100; Ventilation \$25.00