

FRIST CENTER FOR THE VISUAL ARTS
DAILY AUDIO VISUAL RENTAL FEES/ORDER FORM (7/09)

Contact Name: _____	EVENT DATE: _____
Organization/Event Name: _____	
Facility Rental Room: _____	

AUDITORIUM (Equipment Use in Auditorium Only)

- Lectern with built in microphone (No Charge)** *Left, right or center stage*
- Wired microphones (\$35)** *Please provide stage diagram (Quantity Limited)*
- Wireless lavalier/handheld microphone (\$125)**
- Audio Cassette (\$50)** *through house sound system*
Do You Want to Record Meeting?* _____
Cassette Charge: (\$5 each)
- Compact Disc (\$50)** *through house sound system*

Film Projection: (\$200/Hour Equipment Fee)

- 16mm Film (2)*** How many reels? _____
- 35mm Film (2)*** How many reels? _____
- 35mm Slide (\$75) Single or dual projection?** *Presenter must load slides for projectionist prior to event*

Front Screen Video Projection:

- Video Camera and Tripod (\$185)**
- VHS Playback or S-VHS Playback (\$50)** *Videocassette projected onto auditorium screen*
- DVD/LCD Playback (\$350)** *Digital Video Disc projected onto auditorium screen*
- BetaSP Playback (\$300)** *Analog Beta tape projected onto auditorium screen*
- Visual Presenter (\$75)** *Documents/objects/transparencies projected onto auditorium screen*
- LCD Power Point Presentation (\$350)** *images front projected onto auditorium screen.*
Includes LCD Projector, VGA and audio connections. Client to provide laptop.

OTHER EQUIPMENT:

- Flipchart, Pad and Markers (\$25) each**
- Laser Pointer (\$30)**
- 35mm Slide Package (\$75)** *(Projector on stand, screen, wireless remote control)*
- Portable 6" TV/VCR (\$60)** *1-5 people (AC/DC power, antenna)*
- Video Playback Package (\$100)** *Small group (19" TV Monitor on cart, VHS player)*
- Video Playback Package (\$200)** *Video Projector on cart, VHS player, screen*
- Data LCD Projection Package (\$350)** *LCD projector, screen, cart, VGA & audio cables*
- Video Conferencing System (\$80)*** *Large screen monitor on cart with camera and phone hookup*
- Portable Tripod Projection Screen (\$30)**
- VHS Video Cassette Recorder (\$50)**
- Easel (\$15) each**
- Document Projection/Overhead (\$150)** *Elmo Projector, Screen*
- Polycom Phone Premiere 550D (\$100)**
- Internet, Sound or Power Interface Fee (\$50)**
- Remote Power Point Advancer (\$50)**

Event Technician (\$40 per hour) 4 hour minimum. A technician is required for Frist Center equipment, house sound and lighting coordination of event. Equipment is on a first come, first served basis. 7/2009