

# A/V AND CONVENTION SERVICES

Group Name \_\_\_\_\_ Event Date \_\_\_\_\_

Please indicate each item you will require during your event as well as the quantity.  
Kindly fax the completed form to 575-258-5040.

## AUDIO VISUAL

### Audio

___ Portable sound system	\$125 / day
___ Stereo cassette tape player	\$25 / day
___ CD disc player	\$25 / day

### Easels

___ Dry board	\$20 / day
___ Flipchart w/paper	\$25 / day
___ Easels	\$5 / day

### Microphones

___ Tabletop/Podium mic	\$10 / day
___ Shure wireless handheld	\$50 / day
___ Shure wireless lapel	\$50 / day
___ 4-channel mixer	\$30 / day
___ 12-channel mixer	\$75 / day

### Podium

___ Tabletop	no charge
___ Standing	no charge

### Projectors

___ LCD	\$200 / day
___ 35mm slide	\$40 / day
___ Overhead	\$40 / day

### Screens

___ 4' 40" x 40"	\$30 / day
___ 6' 72" x 72"	\$35 / day
___ 7' 84" x 84"	\$40 / day
___ 8' 96" x 96"	\$45 / day
___ 10' x 14'	\$125 / day

### Televisions

___ 26" Flatscreen	\$60 / day
___ 32" Flatscreen	\$80 / day
___ Laser pointers (6)	\$15 / day
___ VCR or DVD	\$25 / day

## REPLACEMENT

___ Extension cords	\$15 ea.
___ Power strips	\$10 ea.
___ Skirts	\$65 ea.
___ Tablecloths	\$15 ea.

## CONVENTION SERVICES

### Dance Floor

Initial set-up fee	\$75
___ 4' x 4' Sections (56)	\$2 ea.
8' x 8'=4 sec 16' x 16'=16 sec 24' x 24'=36 sec	
28' x 28'=49 sec 20' x 20'=25 sec 28' x 32'=56 sec	
___ Repositioning (each time)	\$100

### Stage

___ 6' x 8' Sections (12)	\$25 ea.
___ Repositioning (each time)	\$50

### Linen

___ Tablecloths (all sizes & colors)	\$8 ea.
___ Skirts (burgundy, black/gray)	\$12 ea.

### Miscellaneous

___ Extension cords (all sizes)	\$10 ea.
___ Gaffers tape	\$38 / roll
___ Artist tape	\$10 / roll
___ Power strips	\$5 ea.
___ Velcro	\$16 / box
___ Outdoor metal chairs	\$0.50 ea.
___ Outdoor tables (8')	\$5 ea.
___ Aerial lift ( <i>one hour minimum</i> )	\$50 / hr.

## OFFICE

___ Copies	Color: \$0.15; B/W \$0.10 / sheet
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\*\* Prices subject to change without notice