

# Park Place Event Centre Ancillary Services

## Marquee And Ballroom LCD Displays

Animation on the Hudson Street Marquee .....	N/C
Welcome Signage on Ballroom LCD Displays.....	N/C
Additional Messages on Ballroom LCD Displays (Per page) ...	\$10.00

## Audio

Background Music .....	N/C
Wired Mic / Cable / Stand .....	\$20.00
Wireless Hand Held Microphone with Stand .....	\$40.00
Wireless Lavalier Microphone.....	\$40.00
Microphone Stand.....	\$15.00
Mixer (Required with multiple microphones) .....	\$75.00*
Portable PA.....	\$575.00*
<i>Portable PA rental includes: Up to 4 microphones with one wireless or lavalier available, stands, cables, amps, speakers, and subwoofers. The portable PA is required for events outside the building needing audio, and/or events needing multiple input sources. You may bring your own PA; electrical fee may apply.</i>	
AV Technician (Per hour) .....	\$25.00
Personal device hook-up to in-house sound system.....	\$50.00

\* AV Technician Required

## Internet Access

Network Patch Cable .....	\$5.00
Internet Access (One machine).....	N/C
Network Switch .....	\$25.00

The network switch will allow up to 8 computers to connect to the internet. Internet access charge is included in this price.

## Telecommunications

Telephone Line (Per event) .....	\$15.00
Phone Handset with Telephone Line (Per event) .....	\$30.00
(Domestic Long Distance charges additional) (Per hour)	\$10.00
Credit Card Machine Hook Up .....	\$30.00
(Provide own credit card machine)	
Manual Credit Card Authorization Equipment	
(Provide own carbon copy slips) .....	\$10.00

## Video\*

Built in screen and projector .....	\$150.00
Additional built-in screen and projector .....	\$50.00
DVD/VCR with TV 24" .....	\$50.00
DVD/VCR Combo .....	\$20.00
VGA Cable .....	\$10.00
Overhead Projector.....	\$45.00
Projector (portable) .....	\$50.00
Screen (portable).....	\$25.00
USB Wireless Presentation Device (Powerpoint Remote device).....	\$10.00
Laser Pointer .....	\$8.00
AV Technician (Per hour) .....	\$25.00

\* Presentations must be tested at least three (3) business days prior to the event.

\* AV Technician required when more than one AV presentation/ media is taking place

## Executive Boardroom Smartboard

Voice Conference.....	\$75.00*
Smartboard w/Built in Computer .....	\$75.00
Smartboard with own Computer .....	\$50.00
AV Technician (Per hour) .....	\$25.00

\*AV Technician is required

## Electrical

Extension Cord .....	\$5.00*
Multiplug Surge Protector.....	\$5.00*
Electrician (Per hour) .....	\$45.00

\* An additional \$5.00 charge is incurred if item has not been reserved, through the coordinator, ahead of the event.

## Presentation Supplies

Podium .....	\$20.00
Table Top Podium.....	\$10.00
Easel.....	\$5.00
White Board, Flip Chart with Post It Pad and Dry Erase Markers.....	\$40.00
White Board, Flip Chart with Pad and Dry Erase Markers.....	\$20.00
Additional Flip Chart Post It Pad.....	\$25.00
Additional Flip Chart Pad .....	\$5.00

# Park Place Event Centre Ancillary Services

## Copy And Fax Services

Copies (Black and white) (Per copy) .....	\$15.00
Copies (Color) (Per copy) .....	\$.50
Fax-outgoing (First page) .....	\$2.00
Fax-outgoing (Each additional page) .....	\$25.00
Fax-incoming – as per copies	
Printing (Black and white) (Per copy) .....	\$20.00
Printing (Color) (Per copy) .....	\$60.00

## Dance Floor

Dance Floor (up to 12' x 12') .....	\$75.00
Dance Floor (up to 15' x 15') .....	\$100.00
Dance Floor (up to 21' x 21') .....	\$125.00
Dance Floor (up to 24' x 24') .....	\$150.00

## Piano

Piano (Per day) .....	\$75.00
Piano (Relocated per day) .....	\$125.00

## Staging

16 in. Staging with skirting (per 4' by 8' section) .....	\$12.00
---	---------

## Pipe And Drape

Pipe/Drape (per section) .....	\$10.00
--------------------------------	---------

## Specialty Linens

Table Runners .....	\$5.00
Chair Ties (standard tie) .....	\$5.50

Additional specialty linens may be ordered on request – please contact coordinator for pricing and reservation requirements.

## Miscellaneous

Ice Carvings .....	\$Market
Votive with Tea Light (up to 3 per table) .....	N/C
Votive with Tea Light (per additional votive) .....	\$.50
Banner or Flag Hanging Above Fountain .....	\$25.00
Fire Pits with Wood (per pair) .....	\$50.00
Punch/Champagne/Margarita Fountain rental .....	\$100.00 (beverage not included)
Mirror Tiles (ea) .....	\$3.00
Cylinder with floating candle	
1 vase .....	\$4.00
2 vases .....	\$8.00
3 vases .....	\$12.00
Confetti Shoot (multi-colored) .....	\$175.00
Confetti Shoot (client color choice) .....	\$200.00
VIP Head Table Service (up to 12) .....	\$200.00
VIP Head Table (per additional couple) .....	\$50.00
Ceiling Fabric (per strip of fabric) .....	\$100.00
Ceiling Fabric with Lights (per strip of fabric) .....	\$125.00
Lighted Fabric Columns (per column) .....	\$75.00
Lighted Fabric Columns (per 6 columns) .....	\$375.00
Small Bridal Arch .....	\$150.00
Large Bridal Arch .....	\$250.00

*Standard Set up fees are included in facility fees.  
Extra charges may apply for the following*

## Tables And Chairs

Un-skirted 8' Table (per day) .....	\$15.00*
Skirted 8' Table with Linen (per day) .....	\$35.00*
Un-skirted 6' Training Table (per day) .....	\$3.00
Skirted 6: Table with Linen (per day) .....	\$15.00
42" high 30" Round Cocktail .....	\$3.00
Chair Chavari .....	\$3.00
Chair White Garden .....	\$3.00
Chair Training .....	\$3.00

\* additional delivery charges may apply