

Corbett Center Student Union 2014 Equipment Rental Rates

Audio Video Packages

Basic AV Package

Includes	Rate
Data Projector, Computer Audio, and Podium with Wired Microphone	\$150

Advanced AV Package

Includes	Rate
Data Projector, Computer Audio, & Podium with Wired Microphone, up to 4 additional wired or wireless microphones.	\$250

Media Center Package- Available in Auditorium, Senate Chamber, & Senate Gallery Only

Includes	Rate
Sound, Screen, Data Projector, Computer, Document Camera (Senate Chamber/Gallery Only), keyboard, mouse, microphone, dvd/cd/mp3 capability	\$125

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A La Carte Audio Video Rates

Presentation AV Resources

Data Projector, Video Projector (includes screen & cart)	\$85.00
DVD/VCR/TV Monitor Combo	\$35.00
DVD/VHS Portable	\$30.00
Cordless Mics; clip on or hand held	\$30.00
Lecternette (no mic)	\$15.00
Podium (no mic)	\$25.00
Podium w/ Built-in Mic	\$40.00
Additional Mic w/ Stand (floor or table mic - does not include cordless mic)	\$15.00
Sound System, Portable	\$75.00
House Sound- Auditorium & Ballrooms only	\$30.00
Computer Speakers	\$30.00
Overhead Projector, Slide Projector (includes screen & cart)	\$30.00
Screen – Portable	\$20.00
Internet Access (set-up conference log-in and passwords)	\$25.00
Phone (\$35, add long distance \$10, new installation \$125)	

Tabling

Exhibit Table (6' table & 2 chairs – daily rate)	<i>University rate \$25.00</i>	\$40.00
Exhibit/Interview Booths (6' x 8' pipe & drape, 6' table, 2 chairs – daily rate)	<i>University rate \$40.00</i>	\$80.00
Table Skirting (Single: \$5, Double: \$10, Triple: \$15)		
Plastic Table Cover		\$3.00

Miscellaneous

Coat Rack	\$10.00
Flag & Stand – US or NM	\$15.00
Mirror	\$10.00
NMSU Seal	\$15.00
Flipchart Easel, Pad & Markers	\$25.00
Whiteboard (markers & eraser), Chalkboard (chalk & eraser), Easels (without flip chart)	\$10.00
AV Cart Only	\$10.00
Sign Standard	\$5.00
Upright Piano	\$75.00
Stage: Each 6' X 8' Riser	\$20.00
Pipe & Drape (priced per section - 8' or 10' W and 8' or 3' H)	\$25.00
Extension Cords, Surge Protectors	\$5.00

A/V Personnel & Labor

AV Technician 2hr. min for service outside regular business hours. Hourly rate for service 8am-5pm Mon-Fri. (ballroom track lighting adjustments, auditorium sound booth, onsite)	\$25.00hr
Room Setup Change – Same Day (1/2 room rental)	\$75.00
Extended opening & closing building hours	\$100.00hr

Equipment is not allowed outside of Corbett Center. Please request to have your meeting room locked if equipment will be left unattended. The sponsor will be charged for lost/broken equipment. CCSU is not responsible for security, storage, set-up or repair of equipment that does not belong to CCSU. Equipment must be requested in advance and is supplied on availability. Final setup arrangements must be provided 48 prior to the event. Late additions, changes or deletions to setup will be at the discretion of the CCSU staff and are subject to additional charges. Equipment is charged per day unless otherwise noted.