

FIRST CANADIAN PLACE GALLERY

FACILITY / EQUIPMENT FEES - 2016

Basic Room Rental Fee (Based on a 4 hour Minimum)	\$650.00
Rental includes –	
1 Technician	
Up to 120 padded stacking chairs	
Use of four (8 foot Skirted tables)	
Use of six (60 inch round tables)	
In-House Audio System	
1 Microphone (Handheld or Lapel)	
1 Ceiling mounted Projector and Screen 9' W x 6' H	
1 Laptop for presentations only	
1 Remote for advancing slides (used with Powerpoint)	
Apple Airplay Capable Presentations	
Wireless Internet Access	
Coat Rack(s)	
Room Cleaning Fee	

Additional Equipment & Fees:

Video Equipment

46" LCD Screen (recommended for over 100 person viewing)	\$ 25.00
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Presentation Equipment

Plexi-glass podium with built in Comfort Monitor & Microphone	\$ 50.00
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Audio Equipment

(The venue is equipped with 4 wireless channels - choices cannot exceed 4 or additional fees may be incurred for additional channels)

Wireless Handheld Microphone	\$ 10.00
Wireless Lapel Microphone	\$ 10.00
Poly-com Tele-Conference System	\$ 10.00

Recording

Audio Recording only (MP3 or WAV format)	\$ 25.00
Audio / Video Recording (MOV or MP4 format)	\$ 50.00

Additional editing of raw footage is available upon request at additional fee

Broadcasting

Live Internet Streaming Broadcast	Upon request
The fee will depend upon the number of viewers (Approximately \$2 per viewer per hour).	

