



AUDIO VISUAL EQUIPMENT RENTAL GUIDE

willowslodge.com

VIDEO/DATA PACKAGES

Meeting Room Support Package	\$185.00
Includes room-appropriate tripod screen, skirted stand, and power strip	
Meeting Room Projection Package	\$550.00
Includes 4,000 lumen LCD projector, cables, and drop-down screen or room-appropriate screen	
<i>Upgrade to a 5,000 lumen projector</i>	<i>+\$300.00</i>
Monitor Package	Inquire*
Includes 60", 70", or 80" monitor and all appropriate cables	

AUDIO PACKAGES

Two Speaker Sound System	\$320.00
Includes two speakers and mixer	
Four Speaker Sound System	\$570.00*
Includes four speakers, stands, and mixer	
Add wireless handheld/lavaliere microphone	\$195.00
Add wired lectern/standing microphone	\$60.00
Computer/phone audio patch	\$75.00

LIGHTING & DRAPE

Premier Lighting Package	\$600.00*
Includes two Leko lights, light tree, and 12-channel control board	
LED uplighting (per fixture)	\$85.00
GOBO	Inquire
Black velour side drape (per 18' H x 10' W panel)	\$180.00

More extensive lighting design available, please inquire.

All equipment sets will be subject to a facility technology fee equal to 25% of the equipment rental total. A variety of audiovisual products are available for your event. This list represents only a portion of our most popular equipment and services. When guests require assistance setting their own equipment, AVMS will charge labor at published rates with a two-hour minimum. Facility technology fees are applied for the availability of audiovisual staff and are calculated on the subtotal of all audiovisual charges.

All rates are subject to an optional 5% limited loss damage waiver.

All cancellations within 24-hours of event are subject to full charges.

***Requires more than two hours to complete and will be billed at the published rate with a two-hour minimum.**

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VIRTUAL & HYBRID PACKAGES

AVMS offers a number of options for virtual and hybrid meetings. Please speak with your AVMS representative to customize a package for your event needs.

The Meeting Owl	\$450.00
Video conferencing camera that captures 360° video and audio for a near face-to-face experience. <i>Recommended for under 14 people</i>	

CONFERENCE AIDS

Flipchart Package	
Includes easel, pad and pens	
	\$80.00
Self-adhesive pad	\$95.00
Conference phone	\$185.00
Wireless presenter	\$65.00
Tripod display easel	\$30.00
2' x 3' Small whiteboard	\$75.00
3' x 4' Large whiteboard	\$150.00
Laptop computer	\$250.00
Power strip/extension cords	\$25.00
Power to all users	Inquire

LABOR RATES (SET-UP/REMOVAL)

AVMS will charge labor to set, test and remove in quarter-hour increments for all equipment rented. Specialized operators such as video engineers, audio engineers and projectionist will be quoted on an individual basis with a five-hour minimum. The following rates will apply:

Set/Test/Strike Weekday	\$90.00
Set/Test/Strike Weekend	\$100.00
Operator	\$120.00
Streaming Operator	\$130.00
Holidays	\$180.00
Pre-Production Services Package	\$250.00
Including diagrams, rigging grids and renderings (per hour, five hour minimum)	



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AUDIO VISUAL SERVICES PROVIDED BY



AVMS believes in protecting the environment by minimizing the ecological impact of operations wherever possible through conservation of fuel, natural resources and reduction of waste. All facilities use recycled and post-consumer paper products, practice responsible technology recycling and strive to meet or exceed the environmental policies of our hotel partners.