

Heritage College Reference Document #P29.3

(Supporting material for Heritage College Policy #29 concerning Facilities Use and Rental)

Facilities Use and Rental—Audio-Visual Equipment Rental Rates (GST Included).

Description of Equipment	Rates (/24 hrs.)	Comments
Camcorder: VHS SVHS Video Tripod	\$ 20 \$ 35 \$ 5	
Flipchart Flipchart with pad	\$ 10 \$ 17	
Projector: Overhead Slide	\$ 10 \$ 15	
Screen, Standing	\$ 5	
Sound System & Microphone (portable) (1 to 4 microphones)	\$ 40	
Tape Recorder	\$ 10	
CD Player (portable)	\$ 15	
TV/VCR combination or TV/DVD combination	\$ 35	
Basic set-up including: 1 microphone + podium + lighting	\$ 50	No technician required.
Full use of lighting + sound system (in Auditorium) (Also includes Tape + CD player) [+ Monitors] ("Technician Fees" include operation & set-up of custom focus for lights, multiple microphone set-up & monitors when required.)	\$ 150 + Technician Fees ¹	Technician <u>is</u> required.
VCR or DVD + Projector	\$ 100	
Data/Multimedia Projector + Computer (Microsoft Office XP) Sound available	\$ 100 + Technician Fees ¹	Technician <u>may be</u> required.

Rental fees are on a per-day rate only, subject to availability.

¹ See also Reference Document #P29.2, Specialized Staff, for Technician fees.