

# AV & EQUIPMENT RENTAL RATES



**STUDENT CENTER**

DIVISION OF STUDENT AFFAIRS

**Event Management** | 305 Student Center East | studentcenter.gsu.edu | scevents@gsu.edu | 404-413-1870 | Fax 404-413-1875

- ▶ Requests for set-up equipment, audiovisual equipment, special event audio or special event lighting made after 12 p.m. three business days before your event will incur a late fee as indicated in the chart below. For example, for a Friday event, an equipment request made after 12 p.m. on Tuesday would incur a late fee.
- ▶ Requests for staff support (an audiovisual technician or early open/late closure of Student Center facilities) made after 12 p.m. five business days before your event will incur a late fee as indicated in the chart below. For example, for a Friday event, a staff support request made after 12 p.m. on the previous Friday would incur a late fee.

	Chartered Student Organization	University Department	Ticketed (Dept./ Student Org.)	Co-sponsored/ Unaffiliated	Late Request Fee
<b>Set-up Equipment</b>					
2 Tier Bar	\$0	\$0	\$0	\$0	\$0
Chairs: Meeting Room	\$0	\$0	\$0	\$0	\$0
Chairs: Stage	\$0	\$0	\$0	\$0	\$0
Chairs: VIP Room Chair	\$0	\$0	\$0	\$0	\$0
Registration Desk	\$0	\$0	\$0	\$0	\$0
Stage: Small Size, Low Height	\$10	\$15	\$20	\$30	\$10 per section
Stage: Small Size, Tall Height	\$20	\$25	\$30	\$40	\$10 per section
Stage: Medium Size, Low Height	\$15	\$20	\$25	\$35	\$10 per section
Stage: Medium Size, Tall Height	\$25	\$30	\$35	\$45	\$10 per section
Stage: Large Size, Low Height	\$20	\$25	\$30	\$40	\$10 per section
Stage: Large Size, Tall Height	\$30	\$35	\$40	\$50	\$10 per section
Table: 30" x 30"	\$0	\$0	\$0	\$0	\$0
Table: 30" x 30" overlay	\$2	\$4	\$6	\$8	\$0
Table: 6' Rectangular	\$0	\$0	\$0	\$0	\$0
Table: 6' Rectangular Overlay	\$5	\$7	\$10	\$15	\$0
Table: 72" Large Round	\$0	\$0	\$0	\$0	\$0
Table: High Boy	\$0	\$0	\$0	\$0	\$0
Table: Small Stage	\$0	\$0	\$0	\$0	\$0
Riser	\$5	\$7	\$10	\$15	\$10 per 4' x 8'
Table Skirt, Black	\$0	\$5	\$10	\$15	\$3 each
Table Cloth, White	\$5	\$5	\$10	\$15	\$3 each
Dry Erase Board w/ Markers	\$0	\$5	\$10	\$15	\$0
Easel: Aluminum or Brass	\$0	\$0	\$0	\$0	\$0
Sign Holders	\$0	\$0	\$0	\$0	\$0
Plants	\$0	\$0	\$0	\$0	\$0
Flags: USA, State of Georgia, Georgia State University	\$0	\$0	\$0	\$0	\$0
Coat Rack: Small or Large	\$0	\$0	\$0	\$0	\$0
Tensa Barrier	\$0	\$0	\$0	\$0	\$0
Portable Partition Wall	\$0	\$5	\$10	\$10	\$0
Podium: Tabletop or Upright	\$0	\$5	\$5	\$10	\$5
Podium with Mic: Upright	\$0	\$10	\$15	\$20	\$10
Podium Drape	\$0	\$0	\$0	\$0	\$0
Screen	\$0	\$5	\$10	\$15	\$10

**Questions?** Contact Event Management | scevents@gsu.edu | 404-413-1870

**MORE ON BACK**

	Chartered Student Organization	University Department	Ticketed (Dept./ Student Org.)	Co-sponsored/ Unaffiliated	Late Request Fee
Pipe and Drape (8' or 14' high), per 8' section	\$5	\$5	\$10	\$15	\$10 per 8' section
Dance Floor: Small (9' x 9' to 12' x 15')	\$20	\$20	\$30	\$40	\$20
Dance Floor: Medium (21' x 21')	\$40	\$40	\$60	\$80	\$40
Dance Floor: Large (24' x 30')	\$60	\$60	\$90	\$120	\$60
<b>Audiovisual Equipment</b>					
Client's Laptop, PC or Video/Data Projector	\$0	\$0	\$0	\$0	\$0
Conference Telephone	\$0	\$0	\$0	\$0	\$0
Golden Key LCD TV (Built-In)	\$0	\$40	\$55	\$75	\$0
Extension Cord	\$0	\$0	\$0	\$0	\$0
Power Strip	\$0	\$0	\$0	\$0	\$0
Cart with Power Cord	\$0	\$0	\$0	\$0	\$0
Internet Connection (Wired)	\$0	\$10	\$15	\$20	\$0
Production Mult Box*	\$5	\$7	\$10	\$15	\$15
Production Speaker Main (pair)*	\$20	\$25	\$35	\$50	\$25
Production Speaker Monitor*	\$5	\$7	\$10	\$15	\$10
Production Music or Video System*	\$25	\$35	\$40	\$50	\$50
Portable Digital Stereo	\$0	\$10	\$20	\$25	\$0
Microphone: Tabletop, Lapel, Wired or Wireless Handheld (not available in meeting rooms)	\$0	\$10	\$15	\$20	\$10
Laptop Computer or PC w/ Speakers	\$0	\$25	\$30	\$35	\$10
Technology Cart (T-Cart) or Built-in projectors in Court Salon, Senate Salon, Speaker's Auditorium	\$20	\$40	\$55	\$75	\$10
Built-in Projectors in SCE 203, SCE 216, SCE 217, SCE 218, SCE 455, SCW 462, SCW 464, SCW 468	\$0	\$40	\$55	\$75	\$10
TV - LCD	\$0	\$20	\$30	\$40	\$15
<b>Special Event Audio</b>					
Grand Piano (not available to be moved for late requests)	\$0	\$15	\$20	\$30	\$0
Upright Piano	\$0	\$15	\$20	\$30	\$15
Electronic Keyboard with Monitor	\$0	\$15	\$20	\$30	\$15
Monitor Speaker	\$0	\$5	\$10	\$15	\$10
Small Powered Speaker System	\$10	\$10	\$20	\$40	\$25
Audio Max	\$20	\$20	\$30	\$40	\$20
<b>Special Event Lighting</b>					
VIP Lighting System	\$40	\$45	\$50	\$60	\$40
Spotlight	\$15	\$15	\$20	\$25	\$20 per pair
Floor Up-Lights	\$0	\$10	\$15	\$20	\$5 each
Stage Lighting System	\$40	\$40	\$50	\$60	\$40
<b>Staff Support</b>					
Early Open/Late Close, per hour	\$50	\$50	\$75	\$100	Doubles the existing rate
AV Technician, per hour	\$15	\$15	\$15	\$15	Doubles the existing rate
* Requires an AV Technician for duration of event					