



## Event Fees & Rentals

### Audio/Visual

Conference phone (1)	\$40.00	Lapel Microphone (up to 2 included in rental)	\$25.00
Easel/Flipchart Stand	\$10.00	Wireless Microphone (up to 2 included in rental)	\$25.00
Flipchart (with markers)	\$20.00	65" LCD Screen (2)	\$200.00
Whiteboard (with markers)	\$40.00	JBL Speaker & Stand (3)	\$40.00
Extension Cord	\$10.00	Laptop (1)	<i>included</i>
Power Strip	\$10.00	Projectors and Screens (Built-in Ballroom A)	<i>included</i>
Podium (2)	\$25.00	Slide Advancer	\$10.00

### Bar Fees

Beer and Wine Bar Setup Fee (1 bar per 100 people)	\$100.00	Bartender Fee (Per bartender, per hour)	\$50.00
Basic Bar Setup Fee (1 bar per 100 people)	\$150.00		
Premium Bar Setup Fee (1 bar per 50 people)	\$200.00		

### Linens

Chair Cover (black or white)	\$3.00	Tablecloth (black)	<i>included</i>
Napkin (black)	<i>included</i>	Tablecloth (variety of colors)	\$5.00
Napkin (variety of colors)	\$0.50		

### Tables and Chairs

Chairs (up to 300 included in rental)	\$2.00	Round Table (up to 35 included with rental)	\$15.00
8ft Long Table (up to 25 included in rental)	\$15.00	Bistro Tables	\$20.00

### Stage

Our stage can be configured in multiple ways and includes stairs, skirting, setup and teardown. Each 4x8 panel is \$30.00.

### AV Technician

Sound checks during normal business hours (Monday-Friday, 9am-5pm) are included. Sound checks outside normal business hours are available for \$50.00 per hour (2 hour minimum).

Boulder Falls Inn will preset all equipment and check in with client at the beginning of each meeting.

A dedicated AV technician is available to give full time assistance (serving our equipment only) for \$50.00 per hour (2 hour minimum). *Must be booked in advance.*

### Set Up

Space rental includes one set up per day. There will be a charge of \$500.00+ for each additional set up.

*\*Rentals from any outside vendors will have an additional \$140 delivery/pickup fee. There will be an additional 20% service charge on all outside rentals.*