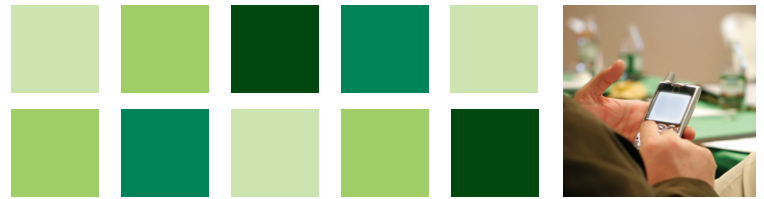


Audio Visual Rental



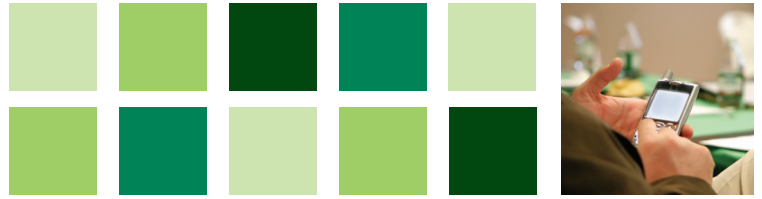
AC power cord (for client equipment)	\$ 5.00
Cassette player/recorder — 3 way	\$ 65.00
Canon desktop copier	\$360.00
CD player	\$ 85.00
DVD player	\$ 75.00
Easel	\$ 9.00
Flip chart stand	\$ 10.00
Flip chart pad with markers	\$ 32.00
Internet — dial up/analog line	\$ 42.00 per line
Internet — high speed	\$225.00 each, per room
Internet — each additional high speed line	\$ 75.00 each per room
Internet — wireless access	\$400.00 for up to 5 connections per room
Internet — each additional wireless 5 connections	\$ 55.00 each per room
Laptop	\$190.00
Laser pointer	\$ 40.00
LCD multi-media data projector with screen	\$465.00
Microphones* (table, floor)	\$ 52.00
Microphone* — wireless lavalier or hand-held	\$210.00
Microphone** (Delegate System) — panel set-up	\$240.00
Mixer — 4-channel	\$ 60.00
Mixer — 8-channel	\$190.00
Mixer — 16-channel	\$222.00
Mixer — 24-channel	\$285.00
Multi-box/press box	\$200.00
Overhead projector	\$ 90.00
Podium (Lectern)* — standing with wired microphone	\$ 90.00
Podium (Lectern)* — tabletop with wired microphone	\$ 60.00
Rolling projector cart w/drape	\$ 24.00
Screens (various sizes)	\$ 95.00 and up
Speakers — 2 portables	\$ 69.00
Speaker phone/conference & phone line	\$100.00
TV monitor — 25"	\$160.00
VHS camera w/tripod (technician required)	\$245.00
Video dual light kit w/stand	\$100.00
VIDEO Projector	\$475.00
VCR Player/recorder	\$ 95.00
White board (dry erase) w/markers	\$ 35.00
Wireless remote control	\$ 40.00

*Two or more microphones require the use of a mixer.

**Minimum 4 microphones required: additional microphones are \$42.00 each

Please contact the sales office for additional audio visual equipment rentals.

AV Packages & Policies



Audio Visual Packages

Flip chart package

\$44.00

Flip chart stand, pads, and markers

Overhead package

\$100.00

Overhead projector with draped cart
6' screen
(10) acetate sheets and (2) acetate markers

Television and video package

\$220.00

½" VHS video player
25" stereo TV/monitor
Draped monitor cart

Portable sound system

\$400.00 (available in specified rooms only)

8-channel mixer
Up to 6 wired microphones
Freestanding or tabletop podium
Speaker system

Data projector package

\$625.00

Data projector
Laptop
Screen
Cart

Audio Visual Labor Policies

Service charge

All equipment orders are subject to a 20% service charge for installation and dismantle.

Personal AV equipment

The Holiday Inn Capitol allows clients to bring in their own equipment. If personal AV items are brought into the Hotel, a Facility Access Fee of \$150.00 may apply.

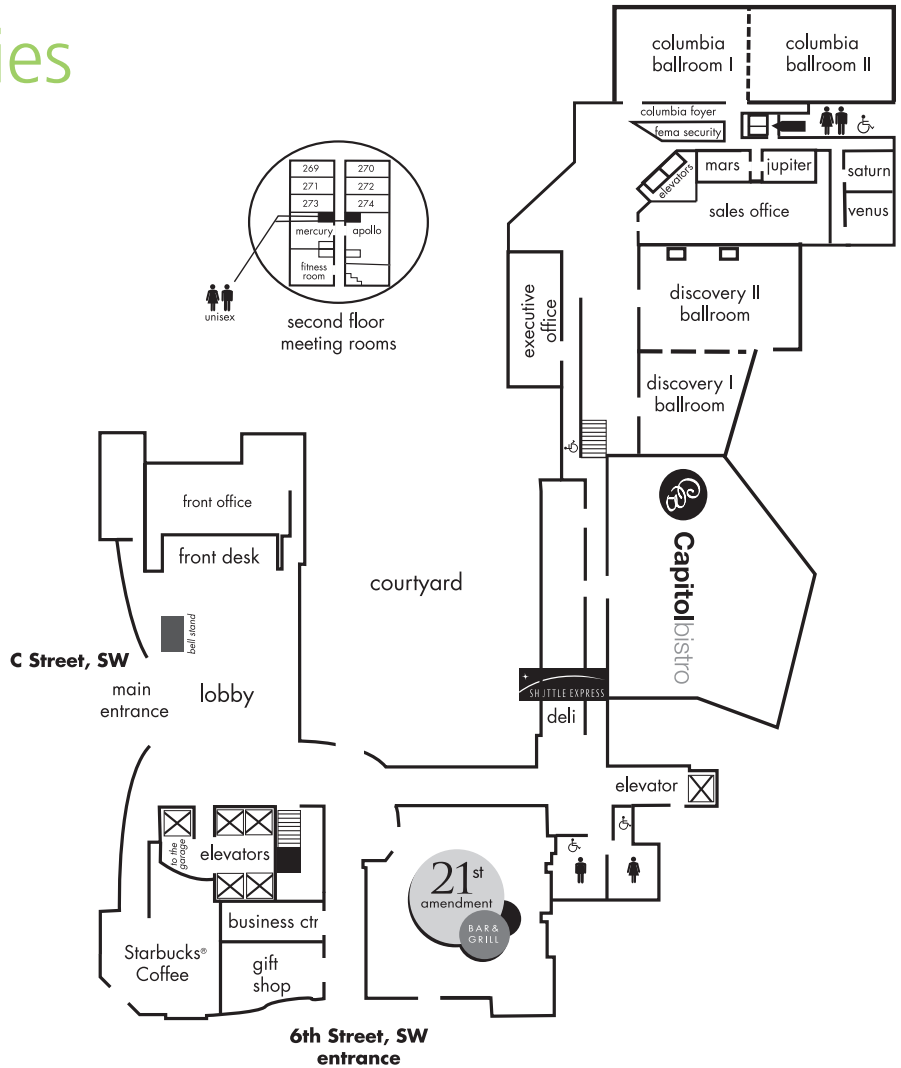
AV equipment support

If the presence of an In-house technician is requested in your room to assist with personal equipment or to operate any Hotel equipment, a fee of \$80 per hour will apply and a minimum of 4 hours is required. Please ask your sales representative for further information.

Procedures & conditions

- All equipment will be set up one (1) hour prior to start time.
- Rental prices are per room, per day unless otherwise requested.
- Prices are subject to availability and change without notice.
- Minimum rental period is one (1) day, midnight to midnight.
- Changes and/or cancellations of rental equipment can be made 48 hours prior to event without penalty of full payment.

Banquet Capacities



	dimensions	sq. ft	banquet*	theatre	classroom 3/table	classroom 2/table	u-shape	hollow square	conference	
1 st floor	Columbia I & II	41' x 75'	3074	250	300	180	120	60	60	54
	Columbia I	41' x 41.5'	1701	130	150	90	60	40	40	36
	Columbia II	41' x 33.5'	1373	110	130	70	46	34	34	31
	Discovery I & II	65' x 58'	3275	260	260	150	100	-	-	-
	Discovery I	30' x 38'	1140	90	90	48	32	32	36	32
	Discovery II	35' x 58'	2030	150	160	90	60	40	44	40
	Saturn & Venus	24' x 38'	912	60	70	40	26	30	32	30
	Saturn	24' x 18'	432	30	35	20	12	14	-	16
	Venus	24' x 20'	480	30	35	24	16	14	-	16
	Jupiter	24' x 16'	384	30	35	18	12	-	-	20
	Mars	20' x 15'	300	20	30	12	8	-	-	15
2 nd floor	Apollo	40' x 20'	800	50	70	36	24	26	24	28
	Mercury	25' x 20'	500	30	40	24	16	14	18	20
9 th floor	Capitol Board Room	14' x 22'	308	30	30	14	8	-	-	18

* does not include head table