



Trade Center equipment is available to rent on a first-come, first-serve basis. Please coordinate all of your equipment needs with your Event Coordinator (EC) no less than 3 weeks prior to your event date to secure your equipment. Please keep in mind that sales tax will be added to all equipment.

| <b>AUDIO/VISUAL</b>   | <b>FEE (per day)</b> |
|---|----------------------|
| A/V Cart  | \$15                 |
| LCD Projector   | \$250                |
| Microphone, Handheld (wired), Handheld or Lavalier (wireless) | \$50                 |
| Screen (motorized)  | \$100                |
| Screen (Pop-Up) -Rearview/Frontview                           | \$150                |
| Screen (Pop-Up) ( 9'x16') -Rearview/Frontview, with dress kit | \$300                |
| Television, Flat Screen 46" w/Stand                           | \$100                |
| Conference Monitor  | \$125                |

| <b>SPECIALTY LIGHTS</b>                    | <b>FEE (per day)</b> |
|--|----------------------|
| GOBO (with custom image) / GOBO (use only) | \$250/\$125          |
| Grand Canopy Lights (without drapes)       | \$1,500              |
| Magnet Spotlight                           | \$30                 |
| Mirror Ball                                | \$150                |

| <b>PLATFORMS</b>   | <b>FEE (per day)</b> |
|--|----------------------|
| <i>Staging is black or gray &amp; carpeted, while Risers are black w/wooden surface. Depending on the size of stage, colors may vary. Skirting is only available in black.</i> |                      |
| Staging per 6'x8' section (32" height)   | \$30                 |
| Riser per 4'x8' section (8", 16", 24" heights)   | \$20                 |

| <b>ELECTRICAL</b>   | <b>FEE (per day)</b>          |
|---|-------------------------------|
| Electrical Fee *Mandatory if DJ present   | \$50/\$75 (day-of) per outlet |
| Band Electrical   | TBD                           |
| <b>High Voltage Fee (if you have a band, please provide technical Rider to EC 3 weeks prior to event)</b> |                               |
| 200 Amp Service Line w/Cam Locks  | \$1,500                       |
| 100 Amp Service Line w/Cam Locks  | \$750                         |

| <b>PIPE AND DRAPING</b>   | <b>FEE (per day)</b> |
|---|----------------------|
| <i>Colors include black, white, ivory, gold, burgundy and blue. Sections are extendable from 8'-12' sections.</i> |                      |
| Pipe & Drape, 8'H   | <b>\$1/ft</b>        |
| Pipe & Drape, 3'H (black, blue, and white)  | <b>\$1/ft</b>        |
| Pipe only   | <b>\$1/ft</b>        |
| Trade Center Drape, 16'H (black only)   | <b>\$5/ft</b>        |

| <b>INTERNET SERVICES</b>   | <b>FEE (per day)</b> |
|--|----------------------|
| <i>The Trade Center offers private Wi-Fi &amp; hard line internet services to clients/attendees upon request. Hard line must be paid for no less than 2 weeks prior to your event date. The Trade Center also offers customized Private Conference networks. Please communicate these requests with your EC no less than 3 weeks prior to your event date.</i> |                      |
| Hard Line, High Speed Internet, per line   | <b>\$300</b>         |
| Private Wireless Conference Network  | <b>\$300</b>         |

| <b>DANCE FLOOR</b>                        | <b>FEE (per day)</b> |
|---|----------------------|
| 3'x3' Oak sections *mandatory if dancing* | <b>\$4</b>           |
| 9'x12' (12 pieces)                        | <b>\$48</b>          |
| 80 people or less: 12'x12' (16 pieces)    | <b>\$64</b>          |
| 12'x15' (20 pieces)                       | <b>\$80</b>          |
| 80 to 100 people: 15'x15' (25 pieces)     | <b>\$100</b>         |
| 100 to 150 people: 18'x18' (36 pieces)    | <b>\$144</b>         |
| 150 people or more: 21'x21' (49 pieces)   | <b>\$196</b>         |
| 300 people or more: 24'x24' (64 pieces)   | <b>\$256</b>         |
| 30'x30' (100 pieces)                      | <b>\$400</b>         |

| <b>CHAIRS</b>                                      | <b>FEE (per day)</b> |
|--|----------------------|
| Burgundy, Red Vinyl, Blue Plastic                  | <b>Complimentary</b> |
| Chiavari   | <b>\$8/chair</b>     |
| Barstools (brown leather) / other Specialty chairs | <b>\$8/chair</b>     |
| White chairs                                       | <b>\$5/chair</b>     |

| <b>TABLES</b>   | <b>FEE (per day)</b> |
|---|----------------------|
| Rectangular (4', 6', or 8'), round (42", 48", 60", or 72"), classroom (6'x16" or 8'x16"), high boy (36"), serpentine (30"x5') | <b>\$9/table</b>     |

| <b>SPECIALTY ITEMS</b>  | <b>FEE (per day)</b> |
|---|----------------------|
| Red Carpet (6'x18' sections)                                    | <b>\$30 each</b>     |
| Rope & Stanchion (2x-3' chrome poles & 1x-8' black or red rope) | <b>\$5 per</b>       |
| Standing Mirrors  | <b>\$10</b>          |
| Coat Racks  | <b>\$20</b>          |
| Wedding Arch (Octagon, White, Brown)                            | <b>\$100</b>         |
| "Happily Ever After" Neon Sign                                  | <b>\$100</b>         |
| "Better Together" Neon Sign                                     | <b>\$100</b>         |

Prices only applicable until Dec. 31, 2022.

|   |                 |
|---|-----------------|
| Greenery Wall   | <b>\$100</b>    |
| Donut Wall <i>*Does not include donuts. Please discuss further with catering. * (Consists of 42 prongs, 3 donuts recommended per for a total of 126 donuts)</i> | <b>\$100</b>    |
| Lectern   | <b>\$20</b>     |
| Easels (aluminum)   | <b>\$9 each</b> |
| Flag (City of Columbus, Georgia, United States)   | <b>\$5 each</b> |

| <b>BOARDS</b>                    | <b>FEE (per day)</b> |
|----------------------------------|----------------------|
| Flipchart w/pad and markers      | <b>\$25</b>          |
| White Board w/markers and eraser | <b>\$25</b>          |
| Corkboard                        | <b>\$25</b>          |

| <b>EXHIBIT BOOTHS</b>   | <b>FEE (per day)</b> |
|---|----------------------|
| <i>Exhibit booths include pipe &amp; drape, (1) 8' table (standard) or (2) 8' tables (double booth or larger), (2) chairs, and a trash bin. Please note exhibit booths are not required for vendor-based events. Draping comes in black or blue only.</i> |                      |
| Standard Booth (8'Dx10'W or 10'Dx10'W)  | <b>\$50</b>          |
| Double Booth (8'Dx20'W or 10'Dx20'W)  | <b>\$85</b>          |
| Triple Booth (8'Dx30'W or 10'Dx30'W)  | <b>\$125</b>         |
| Quad Booth (20'Dx20'W or 10'Dx40'W)   | <b>\$150</b>         |

| <b>GENERAL SERVICES</b>                                   | <b>FEE (per day)</b>                 |
|---|--------------------------------------|
| Forklift  | <b>\$300 half day/\$500 full day</b> |
| Lift  | <b>\$200 half day/\$350 full day</b> |
| Pallet Jack   | <b>Complimentary</b>                 |
| Operator  | <b>\$50/hour</b>                     |
| Provided Water (up to 1,000 gallons)/(over 1,000 gallons) | <b>\$75/\$150</b>                    |
| Water Bucket for Florals                                  | <b>\$30</b>                          |
| Security Guard <b>*Contact Columbus PD*</b>               | <b>N/A</b>                           |
| Dressing Rooms (require a \$50 non-refundable deposit)    | <b>\$100</b>                         |
| Shipping/Receiving  | <b>flat rate \$50/per</b>            |
| Decorator Storage   | <b>\$100</b>                         |
| B/W Copies  | <b>\$0.20/ea.</b>                    |

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|  |                |
|--|----------------|
| <b>A/V PACKAGES</b>  |                |
| <b><i>Package A</i></b>  |                |
| Includes: 1 screen, 1 projector, 1 A/V cart, a wired mic, 1 podium, 1 sound mixer  | <b>\$350</b>   |
| <b><i>Package B</i></b>  |                |
| Includes: 2 screens, 2 projectors, 2 A/V carts, 1 wired mic, 1 wireless mic, 1 podium, 1 sound mixer                       | <b>\$700</b>   |
| <b>Grand Conference Package</b>  |                |
| Includes: (2) 9'x16' pop-up screens with dress kits, 1 conference monitor, 2 projectors, 1 wireless mic, and 1 sound mixer | <b>\$1,200</b> |
| with Trade Center drapes added   | <b>\$1,500</b> |

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