

Audio Visual Equipment 2025-2026 Price Guide

Standard AV Equipment Package

ITEM

- Projector, 5500 Lumens, 4K Full HD
- Projection Screen, 87"x139", 16:10 Widescreen
- Desktop PC or Laptop w/ Microsoft Office 365
- Sound & Video Connectivity (Via HDMI)
- Wired Podium Microphone
- Wireless Internet, 500 Mbps Dedicated
- Standard Set Up & Teardown

Included in Package

- 1 Per room
- 1 Per room
- 1 Per room
- 1 Per room
- 1 Per room
- Included
- Included

AV Options: Presentation Items

ITEM

- PC Laptop w/ Microsoft Office 365
- Presentation Clicker w/ Laser Pointer
- Flip Chart Package w/ Easel & Markers
- Post-It Flip Chart Package w/ Easel & Markers
- Portable Dry Erase Board
- Sign Easel

Add-On Pricing

- \$95
- \$25
- \$25/Day
- \$35/Day
- \$30/Day
- \$20/Day

AV Options: Audio

ITEM

- Audio Recording, MP3 or WAV format (unedited)
- Audio editing
- Conference Speakerphone (up to 8 people)
- Handheld, Lavalier, or Extra Podium Microphone
- Audio Patch (capture audio using own equipment)¹

Add-On Pricing

- \$155 /Day
- \$45/HR
- \$70
- \$65
- \$75

AV Options: Visual

ITEM

- LED Uplighting Package - 2 Stage & 1 Podium
- Additional uplighting (max 8)
- Overflow Room Audio/Video Feed
- 70 in Monitor on Mobile Cart w/ Laptop Connectivity
- Confidence Monitor (a mirror of your presentation in front of the stage)
- Countdown Clock Monitor for Presenters
- Video Patch (capture video using own equipment)¹

Add-On Pricing

- \$100
- 20 Each
- \$115 +\$50 /Add'l room
- \$200
- \$200
- \$95
- \$100

Additional AV Options

ITEM

- Dedicated In-Room Technician
- 6 Outlet Power Strip
- Device Patch (audio connection to your device for music playback)
- Background Music (iPad with Spotify)
- Lobby PA

Add-On Pricing

- \$75/Hr
- \$20 Each
- \$35
- \$35
- \$150

¹. Client is responsible for bringing, setting up, and operating their own equipment.

Items are subject to a 24% service charge and applicable taxes.
Additional equipment and services are available upon request.

Streaming and Recording 2025-2026 Price Guide

Option 1: Self-Service Package

Connect with your off-site attendees via a Microsoft Teams system or a streaming platform of your choice. This plug-and-play solution is perfect for clients who prefer to independently manage their events. This service is available in all of our meeting rooms.

Package Includes:

- Training with technician
- Camera with microphone system (two-way communication)
- On-call tech support

\$300/day stream² **or** record

\$350/day stream² **and** record

Upgrades

- Picture-in-picture and transitions for stream at \$200
- Additional microphones available at \$65 each

Option 2: Full-Service Package

Connect with your off-site attendees via a tech-run Microsoft Teams production or other streaming platform of your choice. This package offers a professionally managed streaming experience, which is ideal for clients seeking a polished production.

Package includes:

- Stationary production camera
- Two-way audio (podium microphone with an audio mixer)
- ATEM HDMI switcher:
 - Multiple laptops switching capability for diverse media sources
 - Picture-in-picture functionality for a dynamic presentation
 - Client-provided logo display during breaks or intermissions for branding purposes
 - Projector Display - stream the online presenter onto a screen for the live audience to enhance engagement

\$650/day stream² **or** record

\$700/day stream² **and** record

Dedicated Technician required at \$75 per hour

1. Client is responsible for bringing, setting up, and operating their own equipment.

2. Client is responsible for setting up cloud storage and sharing with HCC

Items are subject to a 24% service charge and applicable taxes.
Additional equipment and services are available upon request.

External Audio Visual Provider 2025-2026 Price Guide

Liaison Fee

\$150

Should a client opt to use a third-party audiovisual (AV) vendor in conjunction with Harris Conference Center's facilities and equipment, a **liaison fee** will be charged to ensure venue standards are followed. This fee will cover the coordination between the Harris Conference Center AV team and the third-party AV vendor, including all necessary communication and technical oversight to verify that the third-party vendor's equipment is compatible with the venue's AV systems and that the event runs as planned.

Depending on the amount of venue equipment required, a **setup and/or teardown fee** may be assessed. This fee will cover the initial setup, configuration, and testing of Harris Conference Center's AV equipment, as well as the disassembly and proper storage of the equipment after the event, making certain that all items are restored to their original condition for future use.