

Media Equipment Rates for Community Rentals

Rates per item/day	Equipment Description
\$5	<ul style="list-style-type: none"> ▪ Dry erase marker kit ▪ Mic stand ▪ Table top podium
\$10	<ul style="list-style-type: none"> ▪ Power bar ▪ Extension cord ▪ Additional cables (i.e. VGA/Network) ▪ Laser pointer ▪ Cable adaptor
\$15	<ul style="list-style-type: none"> ▪ Presentation Remote (PowerPoint slide advancer) ▪ USB headset with mic
\$20	<ul style="list-style-type: none"> ▪ Flip chart
\$25	<ul style="list-style-type: none"> ▪ Wired microphone, with stand, cables & connectors ▪ CD Player ▪ Amplifier/speaker in one ▪ Digital audio recorder
\$60 or \$20/ea	<ul style="list-style-type: none"> ▪ Three wireless microphones, two hand held with stand and one lapel, for use with installed wireless receivers, Lecture Theatre A1470 Coq, N2201 NW. C1008/1009 Coq. \$60 (package)
\$50	<ul style="list-style-type: none"> ▪ Public Address system, with one microphone on a stand, speakers, all cabling ▪ BluRay/DVD player on a cart ▪ High reflectivity portable projection screen
\$100	<ul style="list-style-type: none"> ▪ Digital camcorder or still camera ▪ Document camera ▪ Laptop computer ▪ Flatscreen 47" TV with BluRay/DVD/VHS player
\$150	<ul style="list-style-type: none"> ▪ Data/Video projector on a cart, with a standard portable screen if required <p>Additional equipment items available for rental, please email lib_media@douglascollege.ca for quote</p>

A late cancellation fee of 50% of the daily item rate per item to a maximum of \$20 may be applied to bookings cancelled or modified with less than one working day advance notice.

For information on Room Bookings visit <https://www.douglascollege.ca/about-douglas/campus-information/campus-facilities/room-event-booking>