Audio Visual Request Order

AUDITORIUM  
(Equipment Use in Auditorium Only)

___ Lectern with built-in microphone *Left, right or center stage*  
No Charge  
___ Wired microphones *(Quantity Limited; Please provide stage diagram)*  
$50  
___ Wireless lavaliere/wireless handheld microphone  
$175  
___ Audio Only Connection *(through house sound system)*  
$75

Film Projection

___ 16mm Film (2)*  
How many reels? _____  
$200/Hour  
___ 35mm Film (2)*  
How many reels? _____  
$200/Hour

Front Screen Video Projection

___ Video Recording  
$200  
___ Video Camera Operator Charge  
$75/hour  
___ DVD/Blu-Ray Playback *Digital Video Disc projected onto auditorium screen*  
$550  
___ LCD Power Point Presentation *images front projected onto auditorium screen*  
$550  

* From PC/Mac/i-Pad. Includes LCD Projector, VGA and audio connections.  
**Client to provide laptop. If needed, client to supply compatible VGA adaptor.

ADDITIONAL EQUIPMENT/OPTIONS

___ Portable Short Throw Tripod Projection Screen  
$ 50  
___ Built In Wall Projection Screen *(Rechter Room Only)*  
$ 75  
___ Polycom Phone Premiere 550D  
$ 150  
___ Frist Art Museum Laptop  
$ 75  
___ Internet, 25 mb total max speed Wi-Fi Connection *(up to 100 concurrent connections)*  
$ 500  
___ Internet, 50 mb total max speed, hardware connection  
$ 250  
___ Remote Power Point Advancer with Laser  
$ 75  
___ In-house Gobo Specialty Lighting Package *(6 lights w/ image pattern (inquire for options)*  
$ 575  
___ Extensive use of power  
Subject to Additional Fee  
___ Assistive Listening Device(s)  
No Charge  
___ Streaming Background Music  
$ 150  
___ Event Technician ** 4 hour minimum  
$45/hour

** A technician is required for Frist Museum equipment, house sound and lighting coordination of event

Equipment is on a first come, first served basis. The above list represents the most frequently requested options. Please inquire about additional services which may not be listed. Prices subject to change without notice. (2022)