



## MISCELLANEOUS CHARGES PRICING

<b>LIMITED ACCESS ROOM KEYS</b> (all rooms except Exhibit Halls and Grand Riverview Ballroom)	
Keys/Cards (4 per room)	\$25 per room
Additional Keys/Cards	\$10 each

<b>RISERS/STAGING/BLEACHER SEATING</b> (including equipment delivery, one set up and removal)	
Risers per 4'x8' section in Exhibit Hall (16" or 24" height)	\$60/riser
Risers per 4'x8' section in meeting rooms (additional quantities)	\$60/riser**
Staging per 4'x8' section (32", 36", 48" height)	\$60/riser
Elevated Seating (each 15'x30' section w/70 Chairs)	\$500/section

\*\*See the chart on the last page 3 for approved quantities of risers at no cost in meeting rooms.

<b>OTHER EQUIPMENT</b>	
Chairs (non-padded) in Exhibit Halls/Concourse	\$6/event
Chrome Chairs in Exhibit Halls/Concourse	\$10/event
8' long table, round tables in Exhibit Halls/Concourse (not for exhibits)	\$15/event
Lectern in Exhibit Halls/Concourse	\$75/event
Grand Piano	\$300/event

### **DANCE FLOOR:**

No charge for up to a 28'x 28' dance floor when used for a fully catered dinner-dance in carpeted rooms. Use for other events or additional dance floor sections if approved and available in our inventory will be charged at \$10.00 per section. If rented by TCF Center from outside source the charge will be rental cost plus \$5.00 per section.

### **MICROPHONES:**

For single room events only, we can provide a corded microphone (hooked up to built-in house sound) for \$35.00/event. Microphone for Exhibit Hall PA system - \$35.00/day. Please use services of our preferred AV vendor for all AV needs.

<b>PHONES</b>	
Phone instruments single line (phone service to be ordered from AT&T)	\$25 per event
VOIP for Show management only (limited quantities available)	\$250 per event

<b>PARTITION WALL</b> (Raised and lowered once for move in /move out at no charge)	
Lift Wall (exhibit hall) one or more panels	\$300/move
Partition Wall-Halls B and C	\$400/move
Partition Wall-Hall A (west end)	\$400/move
Hall A (whole wall)	\$800/move
Partition wall (meeting rooms)	\$60/move

<b>ROOM CHANGE OVER</b>	
Exhibit Hall (Halls A, B, C, D, E)	\$3,000 per hall
Hall E (each section)	\$1,000
Grand Riverview Ballroom A or B	\$1,500
Grand Riverview Ballroom A and B (Combined)	\$3,000
Meeting Room: Up to 999 sq. ft	\$100
1,000 to 2,499 sq. ft	\$200
2,500 to 4,999 sq. ft.	\$400
5,000 to 8,000 sq. ft	\$600

Room straightening (in between sessions): **25% room change charge**

NO FEE SHALL BE CHARGED FOR CHANGOVERS IN MEETING ROOMS OR GRAND RIVERVIEW BALLROOM TO ACCOMMODATE FULLY CATERED MEAL FUNCTIONS ( **TO QUALIFY MINIMUM CATERING GUARANTEE MUST BE HALF THE LISTED CAPACITY OF THE ROOM**).

RESET CHARGES WILL APPLY TO RESET BACK TO MEETING SET UP.

**CHECK WITH EVENT SERVICES STAFF FOR RESTRICTIONS AND MINIMUM TIME REQUIRED FOR SET UP CHANGE.**

<b>EXHIBIT HALL LIGHTING</b>		
<b>Lighting Level</b>	<b>Non Event Rental Days (Move in/out)</b>	<b>Event/Show Days Last Move In Day</b>
Work level	No Charge	No Charge
Show low level	No Charge (last day of move in)	No Charge
Show high level	\$50/bay/day or \$400/hall/day	No Charge
Maximum level	\$75/bay/day plus W-\$500 /M,O-\$600/D-\$800	\$50/bay/day or \$400/hall/day
Q250 only **	\$50/bay/day or \$400/hall/day	No Charge
Work + Q250	Same as above	No Charge
Show low + Q250	Same as above	No Charge
Show high +Q250	\$100/bay/day or \$800/hall/day	\$50/bay/day or \$400/hall/day
Max + Q250	Not available	\$600/hall/day

\*\* Q250 lights are not available in Hall A.

Please note that individual light fixtures cannot be turned on/off. If this is required our Exclusive Electrical Contractor may be able to assist at an additional cost.

**APPROVED QUANTITIES OF RISERS AT NO COST IN ROOMS**

The following quantities are approved at no charge for meeting rooms when used for stages. Risers/staging required for runways etc. will be at the prevailing rates. Additional quantities of risers may be provided when used for head tables during fully catered events.

<b>Up to 1500 Sq. Ft. (NO Risers Included)</b>	<b>1501 Sq. Ft. – 7600 Sq. Ft. (6 Risers Included)</b>	<b>7601 Sq. Ft. and above (12 Risers Included)</b>
110-116B (Single or Combined)	140A–G (Combined)	Grand Riverview Ballroom A or B (When combined 24 risers are included)
142A – 142B (Single)	141	310AB (Combined)
250C, 251C, 252B (Single)	142A-C (Combined)	330AB (Combined)
311A-313B	250A-C (Combined)	410AB (Combined)
331A-341 (Single or Combined)	251A-C (Combined)	420AB (Combined)
353-359	252AB (Combined)	430AB (Combined)
411A-C (Single)	310A-310B	
412A-415B (Single or Combined)	320, 321	
	330A-330B	
	360	
	410A-410B	
	411A-C (Combined)	
	420A,420B	
	430A,430B	