

## Room Rental Rates (minimum for 2 hours)

Room	Rates	Maximum Capacity	Equipment Included
Auditorium (Choi Hall)	\$100 per hour	350	Podium; 1 500W powered mixer with 8 audio output for media; 2 pairs of built-in speakers with 5 ceiling speakers; 1 5-CD changer; 4 microphones with cord, 4 wireless microphones; 1 Interpretation Synthesizer System; 1 built-in 12' motorized video screen; Stage and Spotlight.
Conference Room	\$25 Per hour	24	Whiteboard; Conference call telephone system; Internet access; Video Projector.
Computer Lab	\$40 per hour	15	15 networked computers; Internet access; Whiteboard.
Small Room	\$10 Per hour	15	Whiteboard; Tables and Chairs.
Medium Room	\$15 Per hour	25	Whiteboard; Tables and Chairs.
Large Room	\$25 Per hour	50	Whiteboard; Tables and Chairs.

## Additional Set-Up Fees

- For Auditorium only, an extra hour will be charged for set up and clean up.
- For other rooms, set-up fees may or may not apply depending on the room and event requirements.
- Discounted rate available for not-for-profit organizations.
- Rates quoted are for normal business days from 9:00am to 10:00pm. There may be an additional charge for security/custodial services for rental during weekends and public holidays.
- Subject to applicable taxes.

## Equipment Rental Rates (Minimum 2 hours)

EQUIPMENT	RENTAL RATE (PER HOUR)
TV/VCR/DVD combo	\$5
Video/LCD Projector combo	\$10
Overhead Projector	Complimentary
P.A. System only available for Room G07 (one 300W Powered Mixer; one pair of Built-in Speakers; one 50" LCD TV; Karaoke System)	\$10
Portable Screen	Complimentary
Flip Chart	Complimentary
Sign Easel	Complimentary

If there is something you require that may not be on the list, please send email to [lawrence.lam@success.bc.ca](mailto:lawrence.lam@success.bc.ca) or call us at 604-408-7274 ext 1062.