

## Reserving Equipment

Conference Services provides attractive House Packages when you reserve Corwin Pavilion or any of the UCen's seven conference rooms, which are sure to provide you with the basic yet essential equipment needs that will make your event a success. Other audio visual equipment and conference supplies are available for a nominal fee. Please call UCen Scheduling at (805) 893-3961 to reserve any of the items listed below for your next event.

### House Packages (included w/ rental)

**Corwin Pavilion House Package.** Includes lecture style seating for up to 600 people and the following equipment: skirted head table, standard floor or table top podium, food tables, projection screen, standard microphone, wireless internet access, decorative plants, and water service.

**Conference Room House Package.** Includes lecture style seating for 40 – 80 people and the following equipment: skirted head table, standard floor or table top podium, food tables, projection screen, wireless internet access, wall-mounted dry erase board and notepads with markers.

**Cliff House House Package.** Includes various styles of seating for 100 people and the following equipment: standard podium, TV/DVD/VCR, projection screen, rolling chalkboard, men's and women's restroom, and kitchenette with electric stove/oven, mini fridge and small sink.

### Equipment Available for Rent:

Anchor PA /Portable System	\$50 each	Tables*	
AV Cart	\$10 each	Cocktail Table	\$6 each
Banner Hanging Service	\$50/banner	Banquet Round	\$8 each
Data Projector	\$26/hr up to 4 hrs	6' Conference Table	\$7 each
Easel/Dry Erase Board	\$10 each	Classroom Table	\$6 each
Easel with Paper and Markers	\$15 each	Telephone	\$25 each
Electrician	\$48/hr	TV/VCR/DVD Cart	\$8/hr up to 4 hrs
Extension Cord	\$10 each	Trash Can – Extra	\$5
HUB Camera	\$50	UCSB Podium*	\$20
HUB Lightboard	\$25 (4hrs or less) \$50 (more than 4hrs)	Wired Microphones	\$2.75/hr up to 4 hrs
Labor/AV Operator	20/hr (student) \$35/hr (career)	Wireless Mouse & Presentation Pointer	\$2/hr up to 4 hrs
Labor/Extra Staff	\$15/hr	Wireless Lavalier Mic	\$7.50/hr up to 4 hrs
Laptop	\$44 each		
Linens			
White Cloth	\$5 each		
Special Order Cloth	\$15 each		
Special Order Napkin	\$1.50 each		
Skirting – Blue	FREE		
MAC Adapter	\$10 each		
Overhead Projector	\$4.25/hr up to 4 hrs		
Phone/Internet Connection	\$25 per connection		
Portable CD/Tape Player	\$2.50/hr up to 4 hrs		
Portable Screen	\$4.25/hr up to 4 hrs		
Power Strip	\$10 each		
Riser/Stage Piece*	\$20/section		
Spider Box	\$25		
Switcher	\$35/day		

\*FREE for On Campus Departments  
and Student Groups