

STANDARD CHARGES FOR SPECIAL EVENTS

(effective 1 January 2008)

1. Events held on Weekdays

VENUE / SERVICES	Up to 2 hours	Up to 4 hours
DAG HAMMARSKJOLD LIBRARY AUDITORIUM		
A. Event with Audio Services only	\$ 255	\$ 405
B. Event with Video Projection	\$ 255	\$ 405
C. Event with Audio and Video Projection	\$ 405	\$ 705
D. Event with Audio/Video Projection and Video Conferencing/Webcasting	\$ 405 ^{1,2}	\$ 705 ^{1,2}
CONFERENCE ROOMS 1,2,3,4,5,6,7,8,9, ECOSOC/TRUSTEESHIP		
E. Event with Audio or Video only	\$ 255	\$ 405
F. Event with Audio and Video Projection	\$ 405	\$ 705
G. Event with Audio/Video and Video Conferencing/Webcasting	\$ 405 ^{1,2}	\$ 705 ^{1,2}
CONFERENCE ROOMS A,B,C,D,E		
H. Event with Video Projection (audio not available)	\$ 150	\$ 300

2. Events held after 6:00 p.m. on weekdays

SERVICES	OFFICE CHARGES	REMARKS
A. Utilities fee	\$ 105	For programs ending by 9:00 p.m.
B. Audio charges	\$ 300 /person ³	For programs ending by 9:00 p.m.
C. Video charges	\$ 300 /person ³	For programs ending by 9:00 p.m.
D. Support Services Officer	\$ 220 ³	For programs ending by 9:00 p.m.

3. Charges for Events held in lobbies and 1B neck area are based on the level of services required. A cost estimate will be provided by the Special Events Unit.

- ¹ Should an electrician be required, additional charges will apply.
- ² Video Conferencing/Webcasting costs to be determined according to the requirements.
- ³ Number of persons needed to provide required services are determined by the service provider.
- Additional charges apply for events held outside the above times or requiring other services ie the loan/rental of equipment. The charge will be determined on a case-by-case basis.
- Security costs are additional, based on time, location and requirements.

All prices are quoted in United States dollars

BREAKDOWN OF STANDARD CHARGES FOR SPECIAL EVENTS

(effective 1 January 2008)

1. Events held on Weekdays

VENUE / SERVICES	Up to 2 hours	Up to 4 hours
DAG HAMMARSKJOLD LIBRARY AUDITORIUM		
A. Event with Audio Services only	\$ 255	\$ 405
	\$ 105 Utilities \$ 150 BCSS	\$ 105 Utilities \$ 300 BCSS
B. Event with Video Projection	\$ 255	\$ 405
	\$ 105 Utilities \$ 150 BCSS	\$ 105 Utilities \$ 300 BCSS
C. Event with Audio and Video Projection	\$ 405	\$ 705
	\$ 105 Utilities \$ 300 BCSS	\$ 105 Utilities \$ 600 BCSS
D. Event with Audio/Video Projection and Video Conferencing/Webcasting	\$ 405^{1,2}	\$ 705^{1,2}
	\$ 105 Utilities \$ 300 BCSS	\$ 105 Utilities \$ 600 BCSS
CONFERENCE ROOMS 1,2,3,4,5,6,7,8,9, ECOSOC/TRUSTEESHIP		
E. Event with Audio or Video only	\$ 255	\$ 405
	\$ 105 Utilities \$ 150 BCSS	\$ 105 Utilities \$ 300 BCSS
F. Event with Audio and Video Projection	\$ 405	\$ 705
	\$ 105 Utilities \$ 300 BCSS	\$ 105 Utilities \$ 600 BCSS
G. Event with Audio/Video and Video Conferencing/Webcasting	\$ 405^{1,2}	\$ 705^{1,2}
	\$ 105 Utilities \$ 300 BCSS	\$ 105 Utilities \$ 600 BCSS
CONFERENCE ROOMS A,B,C,D,E		
H. Event with Video Projection (audio not available)	\$ 150	\$ 300
	\$150 BCSS	\$300 BCSS

.../...

2. Events held after 6:00 p.m. on weekdays

SERVICES	OFFICE CHARGES	REMARKS
A. Utilities fee	\$ 105	For programs ending by 9:00 p.m.
B. Audio charges	\$ 300 /person ³	For programs ending by 9:00 p.m.
C. Video charges	\$ 300 /person ³	For programs ending by 9:00 p.m.
D. Support Services Officer	\$ 220 ³	For programs ending by 9:00 p.m.

3. Charges for Events held in lobbies and 1B neck area are based on the level of services required. A cost estimate will be provided by the Special Events Unit.

- ¹ Should an electrician be required, additional charges will apply.
- ² Video Conferencing/Webcasting costs to be determined according to the requirements.
- ³ Number of persons needed to provide required services are determined by the service provider.
- Additional charges apply for events held outside the above times or requiring other services ie the loan/rental of equipment. The charge will be determined on a case-by-case basis.
- Security costs are additional, based on time, location and requirements.

All prices are quoted in United States dollars