



Audio Visual, Equipment, Services & Labor

AV & EQUIPMENT RENTAL RATES SHEET

EVENT MARKETING, IT SERVICES & LABOR RATES SHEET

Attachment A- Event Marketing Order

Attachment B- IT Services Agreement



MISSISSIPPI COAST COLISEUM & CONVENTION CENTER | WWW.MSCOASTCONVENTIONCENTER.COM
2350 Beach Boulevard | Biloxi, MS 39531 | Phone 228-594-3700

Audio-Visual

LCD HD PROJECTORS

LCD Computer Projector - HD 4500 Lumens Brightness	\$250.00
LCD Computer Projector - HD 8000 Lumens Brightness	\$575.00

PROJECTION SCREENS

6' x 8' Tripod Screen with Bottom Skirt	\$75.00
7' x 12' Ultimate Folding Screen (front or rear)	\$200.00
9' x 16' Ultimate Folding Screen (front or rear)	\$300.00

DRAPES/DRESS KITS

Black Velour Dress Kits for Ultimate Folding Screens	\$150.00
16' x 10' Panel with Poles & Bases	\$75.00

MONITORS

32" Monitor	\$100.00
42" Monitor with Stand	\$150.00
50" Monitor with Stand.....	\$200.00

VIDEO CAMERA/COMPUTER EQUIPMENT

HD Video Camera with Tripod	\$250.00
DVD Video Recorder	\$75.00
Laptop Computer with PowerPoint, Wireless Mouse	\$100.00

VIDEO/DATA SWITCHING & DISTRIBUTION

Seamless Computer/Video Switcher (for dual laptops)	\$250.00
DA with Cabling (dual screens)	\$100.00

PACKAGES

LCD Package - Projector, Screen, Skirted A/V Cart	\$300.00
LCD Support Package -Screen, Skirted A/V Cart	\$100.00
(Client brings own projector)	

PRESENTATION/MISC ACCESSORIES

Skirted A/V Cart, Extension Cord, Power Strip	\$25.00
Flip Chart with Pad & Markers	\$40.00
Laser Pointer	\$20.00
Wireless Mouse, Presenter	\$25.00
White Board with Markers	\$20.00

Equipment Set-Up/Strike (4-hour total minimum)	\$30.00/hr
On-Site or In-Room Technician	\$45.00/hr

10% service charge applies to A/V equipment. All equipment prices are charged per day.

SOUND & LIGHTING

Sound Equipment

Mixer/Sound Board 4 Channel	\$50.00
Mixer/Sound Board Multi-Channel	\$100.00
CD Player w/Music	\$40.00
Light Board	\$100.00
Headsets (first 6)	\$125.00
Wireless Headset System (up to four)	\$250.00
Additional Headset	\$25.00
Additional Radios (1 complimentary)	\$20.00
Media Box	\$200.00
DMX Distribution Box	\$50.00
DI Cable	\$100.00

PA Systems

Professional PA System	\$200.00
Small PA System	\$120.00

Microphones/Podiums

Microphone (for podium)	\$50.00
Wireless Lavalier Microphone	\$100.00
Wireless Hand-held Microphone	\$100.00
Paging Microphone	\$100.00
Standing Podium	\$50.00
Table Top Podium	\$25.00

Light Equipment

Clip Light	\$15.00
Follow Spotlight	\$125.00
Super Trouper Spotlight	\$165.00

I.A.T.S.E. LOCAL 674 LABOR

Arena Flying Rigger	\$50.00/hr	Seamstress	\$28.00/hr
Camera Operator	\$30.00/hr	Sound/Light/General Technician	\$36.00/hr
Cable Pager	\$28.00/hr	Spotlight Operator	\$30.00/hr
Certified Equipment Operator	\$31.00/hr	Stagehand	\$30.00/hr
Electrician	\$40.00/hr	Steward (10+ laborers require 1 Steward)	\$33.00/hr
Ground Safety	\$30.00/hr	Technical Director	\$45.00/hr
Helper	\$18.00/hr	Truck Loader	\$43.00/hr
Light Board Operator	\$28.00/hr	Truss Spot Operator	\$33.00/hr
Lighting Designer/Programmer	\$37.00/hr	Video Technician	\$33.00/hr
Rigger-Ground (minimum of 1 down)	\$32.00/hr	Wardrobe	\$28.00/hr
Rigger-Up (minimum of 2 up)	\$45.00/hr	Winch Board Operator	\$31.00/hr

All rates are per person/per hour and requires a 4-hour minimum in/out per person. Holiday pay rates are holidays recognized by the MS Coast Coliseum Commission. Overtime hours over 40 @ one and half times hourly rate. Overtime hours run from 12am-8am. All rates subject to change without notice.

FACILITY EQUIPMENT

Staging & Flooring

Staging & Stairs 12' x 24' (9 pieces complimentary)	N/C
Additional Staging 4' x 8' Sections (per section).....	\$30.00/show
Portable Dance Floor (per sq. ft.)	\$.50/show

Pipe & Drape/Linens

8' Black Curtains (per foot)	\$3.00/show
3' Black Curtains (per foot)	\$2.50/show
Tablecloth (white topper)	\$9.00/show
Table Skirting 8' Rectangle (black)	\$14.00/show
Fitted 8' Rectangle Tablecloth (black)	\$20.00/show

Tables & Chairs

8' Rectangle Table (for exhibit booth)	\$6.00/day
Chair (for exhibit booth)	\$1.50/day
60" Round Banquet Table	N/C

Mechanical Equipment

Forklift (certification required)	\$250.00/day
19' Scissor Lift (certification required)	\$150.00/day
40' Scissor Lift (certification required)	\$250.00/day
Golf Cart (4 seats)	\$75.00/day
Golf Cart (6 seats)	\$100.00/day

Electrical Equipment

110 Hookup (inside vendors/exhibitors)	\$60.00/show
30 amp Outdoor Electric RV hookups	\$75/night
20 amp 120 Volt 1 Phase Disconnect	\$80/show
30 amp 209 Volt 3 Phase Disconnect	\$125.00/show
60 amp 208 Volt 3 Phase Disconnect	\$200.00/show
100 amp 208 Volt 3 Phase Disconnect	\$450.00/show
200 amp 208 Volt 3 Phase Disconnect	\$650.00/show
Duplex Plug-In	\$20.00/show

LABOR

Security

Overnight Security Guard	\$27.00/hr
Parking Lot Security Guard	\$25.00/hr
Security Supervisor (10+ guards require 1 supervisor)	\$27.00/hr
T-Shirt Security Guard	\$25.00/hr
Uniform Security Guard	\$27.00/hr
Police Officer (armed)	\$35.00/hr

Equipment Operator

Golf Cart Operator	\$27.00/hr
Switchboard Operator	\$20.00/hr

Box Office

Ticket Takers/Sellers/Ushers	\$20.00/hr
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Miscellaneous

First Aid (EMT)	\$27.00/hr
Fire Marshall (Arena)	\$27.00/hr
Casual Labor	\$20.00/hr
Exhibit Hall Cleaning Service	\$25.00/hr
Banner Hanging - Inside (per banner)	\$15.00
Banner Hanging - Outside (per banner)	\$100.00



IT SERVICES

Shared Internet Services

	Advance Rate	Standard Rate
Platinum Internet Service	\$995.00	\$1,274.00
Gold Internet Service	\$595.00	\$795.00
Silver Internet Service	\$395.00	\$574.00
Single Hardline Connection	\$125.00	\$200.00
Additional Devices for Platinum Plan	\$150.00	\$200.00
Additional Public IP Address	\$200.00	\$400.00

Wi-Fi Per Connection

One (1) Day	\$20.00
Two (2) Days	\$30.00
Three (3) Days	\$40.00
Four (4) Days	\$55.00
Five (5) Days	\$65.00

Internet Equipment & Labor

	Advance Rate	Standard Rate
Switch Rental - up to 8 ports	\$100.00	\$150.00
Switch Rental - up to 24 ports	\$185.00	\$270.00
Ethernet Cable (up to 50') - Cat5e	\$50.00	\$74.00
Labor/Floor Work	\$125/hr	\$125.00/hr

Dedicated internet Services-Routers Supported

Dedicated 1.5 Mbps	\$1,495.00	\$2,244.00
Dedicated 3 Mbps	\$1,895.00	\$2,244.00
Dedicated 10 Mbps	\$2,450.00	\$3,450.00
Dedicated 20 Public IP Address	\$995.00	\$1,433.00

Voice Services

Single Line	\$350.00	\$375.00
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Distance fee of \$500.00 Internet/\$100 Telephone for each line ran outside of venue. IT Service Orders must be completed (see attachment B)

EVENT MARKETING

See Attachment A

Event Marketing Orders must be completed (see attachment A)



EVENT MARKETING ORDER

ATTACHMENT A
SEND COMPLETE ORDERS TO:

LINDSEY ARTHUR
 E: LARTHUR@MSCOASTCOLISEUM.COM
 P: (228) 594-3700 F: (228) 594-3812

EVENT NAME: _____

EVENT ID: _____

MARKETING REPRESENTATIVE: _____

SHOW DATE: _____ TO _____

EMAIL ADDRESS: _____

PHONE: _____

ADDITIONAL MARKETING CHARGES WILL BE ADDED TO MASTER ACCOUNT FOR SETTLEMENT.

SELECT MARKETING PACKAGE

HWY 90 DIGITAL MARQUEE	<p>BEGIN DATE: _____ END DATE: _____</p> <p>Rates apply to marquee messages in addition to complimentary day of show message included with rental. Client must provide camera-ready art. 304 pixels x 160 pixels JPG or AVI.</p> <p><input type="checkbox"/> \$125 per week <input type="checkbox"/> \$350 per month \$</p>
CONVENTION DIGITAL BOARD	<p>BEGIN DATE: _____ END DATE: _____</p> <p>Rates apply to digital messages in addition to complimentary day of show message included with rental. Client must provide camera ready art. 640 pixels x 360 pixels JPG or AVI.</p> <p><input type="checkbox"/> \$125 per week <input type="checkbox"/> \$350 per month \$</p>
HOME PAGE WEBSITE BANNER	<p>BEGIN DATE: _____ END DATE: _____</p> <p>Includes featured banner on www.mscoastcoliseum.com homepage and detailed webpage of your event. Client must provide wording for web pages and camera ready art in the following dimensions: Homepage banner: 730 pixels x 415 pixels JPG Event page image: 330 pixels x 330 pixels JPG</p> <p><input type="checkbox"/> \$125 2 Weeks + \$50 each additional week <input type="checkbox"/> \$200 4 Weeks + \$50 each addition week \$</p>
E-BLAST	<p><input type="checkbox"/> 1st Message \$250 SEND DATE: _____</p> <p><input type="checkbox"/> Supporting Message \$75 SEND DATE: _____</p> <p>Includes an e-blast to announce the on-sale, pre-sale or discount code for an event. Camera-ready art should measure 540 pixels x 500 pixels JPG. Client must provide URL links to ticketing site.</p> <p>\$</p>
GRAPHIC DESIGN FEE	<p>BEGIN DATE/TIME: _____ END DATE/TIME: _____</p> <p>Rates apply to design in addition to complimentary day of show message included with rental.</p> <p>\$25 per hour \$</p>
SOCIAL MEDIA	<p>BEGIN DATE/TIME: _____ END DATE/TIME: _____</p> <p>Boost your event on our social media pages with targeted delivery.</p> <p>Total \$ Amount per Boosted Post/Event \$</p>
TOTAL ADDITIONAL MARKETING \$	

ATTACHMENT A



IT SERVICES ORDER

ATTACHMENT B

SEND COMPLETE ORDERS ALONG WITH PAYMENT TO:

ANDREW JONES
 E: AJONES@MSCOASTCOLISEUM.COM
 P: (228) 594-3700 F: (228) 594-3812

IT SERVICES AGREEMENT

EXHIBITOR NAME:		BOOTH #:	
SHOW:		SHOW DATE: TO / / /	
BILLING COMPANY NAME:		BILLING COMPANY CONTACT:	
BILLING COMPANY ADDRESS:			
CITY:		STATE:	ZIP:
PHONE: () -	CELL: () -	E-MAIL:	
CREDIT CARD NUMBER: <input type="checkbox"/> VISA <input type="checkbox"/> MC <input type="checkbox"/> AMEX <input type="checkbox"/> DISCOVER		EXPIRATION DATE:	CVV: BILLING ZIP CODE:
NAME AS IT APPEARS ON CREDIT CARD:		CARD HOLDER SIGNATURE:	

I authorize Mississippi Coast Coliseum and Convention Center to charge the credit card listed above. A convenience fee of 3% (\$3 minimum) will be charged on all credit card payments. The fee will be in addition to the payment amount. Cardholder agrees that MS Coast Coliseum & Convention Center will bill the subscriber's credit card. This payment authorization is for the goods/services described above and is valid for one time use only. I certify that I am an authorized user of this credit card and that I will not dispute the payment with my credit card company; so long as the transaction corresponds to the terms indicated in this form. In expectation of utilizing the technology infrastructure at the Mississippi Coast Coliseum & Convention Center I have read and agree to the terms as outlined in Attachment A.

*****ORDERS RECEIVED 14 DAYS PRIOR TO 1ST DAY OF SHOW MOVE-IN RECEIVE ADVANCE RATE*****

PLATINUM PLAN
DEDICATED WIRED ROUTERS ALLOWED
 SHARED CONNECTION SPEEDS OF 10 MBPS & UP
 SUPPORTS 10+ DEVICES
Includes 2 Static Public IP Addresses
REQUIRED FOR:
 ✓ Web Casting
 ✓ HD Streaming
 ✓ Routers (wired or wireless)

GOLD PLAN
NO WIRED OR WIRELESS ROUTERS
 SHARED CONNECTION SPEEDS UP TO 8 MBPS
 SUPPORTS 7-9 DEVICES
Includes 1 Static Public IP Addresses
RECOMMENDED FOR:
 ✓ Wired Cyber Café
 ✓ Social Media Feeds
 ✓ Multi-Media Downloads

SILVER PLAN
NO WIRED OR WIRELESS ROUTERS
 SHARED CONNECTION SPEEDS UP TO 5 MBPS
Supports 4-6 devices
RECOMMENDED FOR:
 ✓ Email
 ✓ Surfing the Internet

	QTY	ADVANCE RATE	STANDARD RATE	TOTAL
Shared Internet Services				
1. Platinum Internet Service (See description)		\$995	\$1,274	
2. Additional Devices for Platinum Service		\$150	\$222	
3. Additional Public IP Address (All Plans)		\$200	\$400	
4. Gold Internet Service with 1 Static IP		\$595	\$795	
5. Silver Internet Service		\$395	\$574	
6. Single Hardline Connection (Up to 3)		\$125	\$200	
Dedicated Internet Services – Routers Supported				
1. Dedicated 1.5 Mbps		\$1495	\$2244	
2. Dedicated 3 Mbps		\$1895	\$2244	
3. Dedicated 10Mbps		\$2450	\$3450	
4. Dedicated 20 Public Static IP Address		\$995	\$1,433	
Internet Equipment & Labor				
1. Switch Rental – up to 8 ports		\$100	\$150	
2. Switch Rental – up to 24 ports		\$185	\$270	
3. Ethernet Cable (up to 50') – Cat5e		\$50	\$74	
4. Labor / Floor Work – Fee Per Hour		\$125	\$125	
5. Single Hardline for Credit Card Machine		\$50	\$100	
Voice services				
Single line		\$350	\$375	
Distance Fee of \$500 Internet / \$100 Telephone for each line ran outside the venue				
SUBTOTAL				
TOTAL				



COMPANY NAME: _____
 BOOTH #: _____
 SHOW: _____

APPENDIX A - NETWORK SECURITY POLICY

The Mississippi Coast Coliseum Commission (MCCC) requires that all devices directly or indirectly accessing MCCC's network(s) have the latest virus scan software, operating systems security updates, system patches, and any other technological precautions necessary to protect the Customer(s) and others from viruses, malicious programs, and other disruptive applications. Any device(s) which adversely affects MCCC's network and/or has the potential to cause service interruptions to Customer(s) can, at the sole discretion of MCCC and with or without prior notice, lead to disconnection of the Customer's equipment from the network(s). The device(s) in question will remain disconnected until all issues are adequately resolved. All charges will apply and no refunds will be given. Additional charges may apply for trouble diagnosis and / or problem resolution.

MCCC has implemented filtering policies on all Internet routers. These filters may block inbound and outbound traffic for certain ports. In the event these ports are required, please contact convention staff for availability with specificity of what TCP and UDP ports are requested.

Each Customer's business is important to MCCC and with advanced and timely notification of a Customer's needs, we are confident that we can provide network services that perform as expected for all clients.

- **Please inform all show and site personnel about the importance of MCCC's Network Security compliance issues**
- **Services are activated after the MCCC is in receipt of this signed declaration of compliance with our network security requirements (Appendix A)**

OPERATING SYSTEM: _____

TOTAL # OF DEVICES CONNECTING TO MCCC NETWORK: _____

ANTI VIRUS SOFTWARE: _____

SECURITY UPDATES LAST PERFORMED ON: _____

RENTED DEVICES? _____

RENTAL COMPANY NAME: _____

RENTAL COMPANY CONTACT: _____

CONTACT NUMBER: _____

With execution of this document, the Customer hereby attests that Customer provided equipment, which will be connected to MCCC's network, has been properly protected, contains anti-virus software, and has the latest patches and security updates installed. The customer(s) also accepts responsibility for the performance of Customer's equipment and understands the conditions placed on service delivery by this document as well as the potential that additional charges may be incurred should Customer's equipment be found to adversely impact the MCCC network(s) performance. The Customer acknowledges that this Network Security Declaration is part of the Customer Contract allowing Mississippi Coast Coliseum & Convention to provide requested service(s) and is subject to change without notice.

 PRINTED NAME

 TITLE

 SIGNATURE

 DATE