

The Factory at Franklin

2012 MISCELLANEOUS RENTAL ITEMS ORDER FORM

EVENT: _____

CATERER: _____

Please phone in your requests or FAX to 615.591.2511

Phone number: _____

_____ CHAIRS \$1 each

_____ 60" ROUND TABLES - \$5 each

_____ 8' RECTANGLE TABLES - \$5 each

_____ 4' RECTANGLE TABLES - \$5 each (limited # available)

_____ STAGE REMOVAL OR RECONFIGURATION - \$20 (for each 4'x 8' section moved)

_____ STAGE LIGHTS - (general flood stage lighting included in Jamison Hall, Commons Area & Liberty Hall)

* Additional existing lighting in Liberty Hall available through SpringTree Productions (615.599.1505)

_____ STAGE LIGHTING RECONFIGURATION - \$100 (to aim lights toward dance floor, runway, etc.)

_____ PORTABLE FACTORY SOUND EQUIPMENT

- \$100 (for smaller system: 8 channel board, 2 mobile speakers, 2 monitors, 3 wired mics available, 2 boom mic stands, or 3 straight mic stands)

- \$250 (for larger system: 16 channel board, 2 mobile speakers, dvd player, mics & stands as above)

_____ JAMISON HALL BASIC PUBLIC ADDRESS SOUND SYSTEM

- \$100 (includes: 4 mounted speakers, access to Factory Muzak, 2 in-put jacks for mics or your cd player, and wall mounted ipod dock)

* 2 wired mics and 1 handheld wireless mic with stands available if reserved

_____ LIBERTY HALL BASIC PUBLIC ADDRESS SOUND SYSTEM

- \$100 (includes: 4 mounted speakers & access to Factory Muzak.

* 2 wireless hand-held mics are also available if reserved)

* Additional existing sound in Liberty Hall available through SpringTree Productions (615.599.1505)

_____ 2 PROJECTION SCREENS IN LIBERTY HALL (hung on both sides of temporary stage and available through SpringTree Productions)

_____ PROJECTION SCREEN IN JAMISON HALL (17' x 13'- hangs above stage and included w/ room rental)

_____ PORTABLE 8' x 8' PROJECTION SCREEN - \$25

_____ A/V CART - \$FREE (will accommodate your projector and/or laptop)

_____ DRUM RISER PLATFORM - \$100 (includes set-up & tear down)

_____ PIPE & DRAPE - \$3/running foot (limited amount available, 8' tall black drape)

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CONTINUED

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_____ **LIFT EQUIPMENT** for decorating

- \$200 full day (total time before and after event 8 hours or more) or

- \$100 half day (total time before and after event 4 hours or less)

* The Factory reserves the right to use lift for emergency purposes during a client rental period.

_____ **SET-UP LABOR** - \$25/per man hour (floor plan diagram must be provided 1 week in advance)

_____ **FOG MACHINE OR HAZER** (usage charge / smoke detector disabling charge)

- \$50 for water-based machines

- \$1000 for oil-based machines (due to required cleaning of detectors)

_____ **COAT RACK** - \$FREE (2 available, with approximately 50 hangers each)

_____ **PODIUM** - \$FREE please specify: LARGE (4' x 3') or SMALL (4' x 2')

_____ **SMALL PARTICLE CLEAN UP FEE** - Up to \$200 (glitter, sand, confetti, etc.)

* All particles must be completely picked up by client. No charge if completely cleaned.

_____ **GARBAGE HAULING SERVICE** - \$5/bag (ALL garbage must be bagged and ANY unbagged garbage will result in the forfeiture of the cleaning deposit)

_____ **ROPES & STANCHIONS** - \$5 each (Qty 12- 12' ropes available | Qty 14- stanchions available)

_____ **WiFi** in Commons Area - \$FREE

_____ **WiFi** in Liberty & Jamison Halls - (contact SpringTree Media for rate & password info. - 615.599.1505)

_____ **PARQUET DANCE FLOOR** - \$0.75/ square foot (maximum size 30'x 30')

_____ **GAFFERS TAPE** - \$13 per 30-yard roll (required tape for use in decorating or setting up event space and available for cash or billed to event invoice. Please see Front Desk.)

ALL ITEMS SUBJECT TO AVAILABILITY & MUST BE ARRANGED AT LEAST 10 DAYS PRIOR TO EVENT