

**Anne Arundel Medical Center
Doordan Health Sciences Institute
Sajak Meeting Rooms
Fee Schedule
Effective January 1, 2012**

External Affiliated Organizations

all fees are daily

Facility fee

\$500 per meeting room

changes during the event will incur an additional \$500 fee per room

Meeting AV device and technical support

1. SIMPLE: one hour or less technical support

\$100 per laptop, includes presentation and training laptops

Includes set up and testing

2. MODERATE: more than one hour technical support

\$100 per laptop, includes presentation and training laptops

Includes set up and testing

\$125 additional per hour technical support EACH technical support staff

3. COMPLEX: more than one hour technical support

\$100 per laptop, includes presentation and training laptops

Includes Pre-meeting dry run testing e.g. A/V equipment, video

recording/conferencing, multi-room A/V distribution and multi-laptop switching for embedded video in power point presentations

Includes set up and testing

\$125 additional per hour technical support EACH technical support staff

Catering fees apply and will be quoted individually

Vendor fees will apply and will be quoted individually

Community and Support Groups

Facility fee

Community and Support Groups do not incur a room set up fee

Meeting AV device and technical support

Community and Support Groups do not incur an AV fee

Catering fees apply and will be quoted individually

Vendor fees will apply and will be quoted individually