

BILLABLE ITEMS

ELECTRICAL ORDERS

Temporary Power Requirement	Advance Order – per day (7 days prior to move-in)	Floor Order – per day (under 7 days prior to move-in)
120 volt, 15 amp (one standard power outlet)	\$60	\$90
120 volt, 20 amp	\$65	\$95
120 volt, 30 amp	\$90	\$135
208 volt, single phase, 15 amp	\$120	\$180
208 volt, single phase, 20 amp	\$120	\$195
208 volt, single phase, 30 amp	\$125	\$195
208 volt, single phase, 50 amp, stove plug	\$155	\$230
208 volt, three phase, 100 amp	\$390	\$585
208 volt, three phase, 200 amp	\$530	\$795

TRADESHOW BOOTH ELECTRICAL Please request a quote, extension cords are not included in electrical services

TELECOMMUNICATIONS & TECHNOLOGY SERVICES

	Rate
Phone line (including calls to USA and Canada)	\$75 / line / day
Photocopies	\$0.20 per page - black & white \$0.30 per page - colour
WiFi internet access	\$10 / person / day
Wired internet access	\$150 / connection / day

EQUIPMENT RENTAL

	Rate
Podium	\$35 each per day
Dance floor	\$3 per sq. ft.
4' x 6' Riser (per section) 16" high, 6 sections maximum	\$35 each per day
8' x 4' Riser (per section) 16" high, 2 sections maximum	\$40 each per day
Trumpet stand (fits 11" x 17" paper insert)	\$10 each per day
Stanchion, 8' long, 9 available	\$20 each per day
Sparkling birch trees (with setup and teardown)	\$30 for small (5 trees), \$35 for medium (5), \$40 for large (5) each per day
Scissor lift rental	\$200 per day
Rigging point rental	\$150 per point

*Equipment rental is subject to availability.

LABOUR CHARGE AND SPECIAL FEES

BUILDING OPERATIONS LABOUR/FEES

	Rate
General building operations labour -between 7AM and 11PM	\$50 per hour
General building operations labour - between 11PM to 7AM or any Statutory Holidays	\$75 per hour
A/C and lighting charge for setup / teardown for upper level of the Whistler Conference Centre	\$1,000 per day
Banner installation and removal fee	\$50 each
Recycling fee for leftover printed materials	\$25/box \$50/pallet \$200/large bin
Room re-key	\$250 per room
Lost key	\$200 per key + room re-keying fee
Carpet tile replacement	\$150 per tile
Plastic cover for carpet	\$0.50 per sq. ft. + labour charge
Fire panel by-pass (e.g. for fog machine, pyro)	\$200 + labour charge
Water hook-up	\$100 per day
Grand Foyer wood-burning fireplace lighting	\$200 per 4 hours (minimum), additional time at \$50 per hour

SHIPPING AND RECEIVING FEES*

Box Handling Fee (shipping in and out)	Rate
0-5 pounds	\$5 per item
6-20 pounds	\$10 per item
21-50 pounds	\$15 per item
50 pounds+	\$25 per item
Crate	\$35 each
Display	\$45 each
Pallet	\$85 each
Fridge/freezer storage subject to availability	Prices as above

*Storage fees will apply if a storage room is not contracted for your group. The Whistler Conference Centre cannot be held responsible for any items placed in storage/fridge.

BANQUETS LABOUR/FEES

	Rate
Bar service minimum consumption per bartender	\$450 (if not met, see fees below)
Bartender fee - minimum 1 staff per 100 guests	\$35 per hour, minimum 4 hours
Cashier fee - minimum 1 staff per 200 guests	\$35 per hour, minimum 4 hours
Coat check staffing- minimum 1 staff per 100 guests	\$35 per hour, minimum 4 hours
Room change-over / flips	Per quote
Labour surcharge on menu selection under minimum menu guarantees	\$75 for lunch \$125 for reception or dinner

Surcharge for menu adjustments inside 3 business days (including dietary requirements, special requests)	15% above regular menu pricing
Menu surcharge on statutory holidays	\$5 per person
Menu printing	\$2 per person
Product handling fee for food-based sponsored products	\$150 per product per day
Labour fee for chair cover installation	\$2 per chair
Coat check tickets	\$60 per box (1000 tickets)

SOCAN FEES (AS OF OCTOBER 1, 2017):

Room capacity (Seating and standing)	Without Dancing	With Dancing
1-100	\$22.06	\$44.13
101-300	\$31.72	\$63.49
301-500	\$66.19	\$132.39
500+	\$93.78	\$187.55

RE:SOUND FEES

Room capacity (Seating and standing)	Without Dancing	With Dancing
1-100	\$9.25	\$18.51
101-300	\$13.30	\$26.63
301-500	\$27.76	\$55.52
500+	\$39.33	\$78.66

PARKING*:

Location	One Hour	Two Hours	Three Hours	Four Hours	24 Hours	Evenings (5PM – 10AM)
Conference Centre/Surface Lot	\$1	\$3	\$5	\$9	~	~
Conference Centre/ Underground <small>Max Height 6.10 feet/2.08 metres</small>	\$1	\$3	\$5	\$7	\$10	\$5

*Per meter, subject to availability and rates subject to change. Please see the RMOW website for further details:

<https://www.whistler.ca/services/transportation/parking/metered-parking>

FREEMAN AV: Per quote
INSURANCE: Per quote, administration fee applies
SECURITY: Per quote, administration fee applies

Further information on billable items can be found in our Facility Services Guide document.

ALL PRICES ARE SUBJECT TO APPLICABLE TAXES.

Service Charge: 18% / Provincial Liquor Sales Tax: 10% / Goods and Services Tax: 5% / Provincial Sales Tax: 7%