

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 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

PHONE & 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
Live Wall in Grand Foyer (3840 x 1080 JPEG image) *IT design labour may apply	\$300/day
Personalize Reader Boards/Digital Signage *IT design labour may apply	\$75/ screen/ day
IT labour -between 7AM and 11PM	\$75 per hour
Grand Foyer & Ballroom Light programming (outside of normal presets) *NOTE: This fee is waived if you are using Encore for your AV	\$200 per event

EQUIPMENT RENTAL

	Rate
Podium (4 available)	\$35 each per day
6' x 8' Riser (per section) 16" high (6 sections available)	\$50 each section per day
Trumpet stand: fits 11" x 17" paper insert (8 available)	\$10 each per day
Stanchion: 8' long (11 available)	\$20 each per day
Scissor Lift (1 available)	\$300 per day
*EQUIPMENT RENTAL IS SUBJECT TO AVAILABILITY	

ALL PRICES ARE SUBJECT TO APPLICABLE TAXES

Administrative Fee: 19% / Provincial Liquor Sales Tax: 10% / Goods and Services Tax: 5% /
Provincial Sales Tax: 7%

BUILDING OPERATIONS LABOR/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
Recycling fee	\$25/box \$50/pallet \$200/large bin
Lost key fob	\$200/key
Carpet tile replacement	\$150/tile
Plastic cover for carpet	\$0.50/sq. ft. + labour charge
Fire panel by-pass (e.g. for fog machine, pyro)	\$200/2 hours + \$75/hour after
Water hook-up	\$100/day
Grand Foyer wood-burning fireplace lighting	\$200 per 2 hours (minimum), additional time at \$50 per hour
Window decal removal and cleaning	\$250 per hour (1 hour minimum)

SHIPPING & 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 PRE-BOOKED. THE WHISTLER CONFERENCE CENTRE CANNOT BE HELD RESPONSIBLE FOR ITEMS PLACED IN STORAGE.**

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BANQUET LABOUR FEES

	Rate
Bar service minimum consumption per bartender	\$650 (if not met, see fees below)
Bartender fee – minimum 1 staff per 100 guests	\$40 per hour, minimum 4 hours
Coat check staffing– minimum 1 staff per 100 guests	\$40 per hour, minimum 4 hours
Room change-over / flips	Per quote
Labour surcharge on menu selection under minimum menu guarantees	\$95 for lunch \$125 for reception or dinner
Menu surcharge on statutory holidays	\$5 per person
Labour fee for chair cover installation	\$2 per chair

MISCELLANEOUS BANQUET FEES

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

SOCAN FEES

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

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**ENCORE AV – OUR PREFERRED SUPPLIER OF AUDIO-VISUAL SERVICES – PLEASE
REQUEST A QUOTE**