

Equipment Charges

<i>Easel</i>	<i>\$10.00</i>
<i>Podium with Microphone</i>	<i>\$10.00</i>
<i>Wireless Microphone</i>	<i>\$20.00</i>
<i>Flip Chart with Markers</i>	<i>\$20.00</i>
<i>White Eraser Board with Markers</i>	<i>\$20.00</i>
<i>Speakerphone</i>	<i>\$25.00</i>
<i>LCD Projector (Includes Screen & AV Cart)</i>	<i>\$150.00</i>
<i>Tripod Screen and AV cart (w/out a projector)</i>	<i>No Charge</i>
<i>Larger Screen with Dress Kit</i>	<i>\$75.00</i>
<i>TV & VCR/DVD Player</i>	<i>\$50.00</i>
<i>Upright Piano</i>	<i>\$25.00</i>
<i>Baby Grand Piano</i>	<i>\$50.00</i>
<i><u>Other special services:</u></i>	
<i>Meeting Supplies (Paper, pens, etc)</i>	<i>\$2.00/ person</i>
<i>Printed Place/Escort Cards</i>	<i>\$2.00/ each</i>
<i>Printed Event Menus</i>	<i>\$3.00/ each</i>
<i>Printed Name Tags</i>	<i>\$2.00/ each</i>
<i>Storage and Shipping (standard sized boxes)</i>	<i>\$3.00/ day</i>

Paper is not permitted to be hung on any club walls.

Prices subject to change

Please contact the catering department for information about items not listed above.

Miscellaneous Charges

<i>Early Open Fee (For any service prior to 9:00 a.m.)</i>	<i>\$75.00</i>
<i>Private Room Day of Cancellation or No Show Fee</i> <i>(This fee applies to parties under 12 guests utilizing the buffet line at lunch or a la carte dinner. Please note that planned menus, or parties larger than 12 guests, cancelled within 24 business hours of the event will be subject to additional charges)</i>	<i>\$75.00</i>
<i>Minimum Private Room Usage Fee</i> <i>(Applies to all private room events January-November. \$25 minimum in December)</i>	<i>\$12.00/person</i>
<i>Band/Late Night Charges</i> <i>(This fee is Applied to any event ending after 11:00 p.m. Mon – Thurs</i> <i>And any event after 12:00 a.m. Fri. – Sat.)</i>	<i>\$200 - \$400.00</i>
<i>Chair Removal Fee</i>	<i>\$200 - \$400.00</i>
<i>Specialty Linen Service Fee</i>	<i>Please See the Catering Department</i>
<i>Dance Floor</i>	<i>\$350.00 + tax</i>
<i>Bartender Fee (1 per 75 guests)</i>	<i>\$100.00 each</i>
<i>Specialty Cook</i>	<i>\$100.00 each</i>
<i>Cake Cutting Fee</i>	<i>\$75.00 each</i>
<i>Silk/Paper Rose Petal Clean Up Fee</i>	<i>\$75.00</i>
<i>Request for Specific Floral Colors in our bud vases</i>	<i>\$10.00/vase</i>
<i>Extra Votives (more than 3/table)</i>	<i>\$1.00/each</i>
<i>Prepaid Parking</i>	<i>\$6.00/car</i>
<i>20% Gratuity</i>	<i>Food & Alcohol</i>
<i>8.25% Tax</i>	<i>Food & Other Items</i>

*Please note that The Headliners Club is not responsible
for outside vendor's property and/or equipment.*