

Information and Event Services

5154 State University Drive

Room 107

Los Angeles CA 90032

323.343.2465 / 323.343.2454

Copy

Sponsor	Reservation:	9838
Lily Baba	Event Name:	Debate
Pat Brown Institute	Status:	Confirmed
5151 State University Drive	Phone:	323.343.3770
8261-05 GE 222	Email Address:	lbaba@cslanet.calstatela.edu
Los Angeles, CA 90032	Event Contact:	Raquel Beltran
USA	Phone:	323.343.3770

Bookings / Details	Quantity	Price	Amount
---------------------------	-----------------	--------------	---------------

Payment (via cash, check, or purchase order) is required at least ten (10) business days before the event date. Please make checks payable to the University-Student Union at CSULA.

Reservations are tentative until all applicable fees have been paid. Failure to submit payment by the deadline specified above can result in the cancellation of the reservation.

Will food be served?

NO

Wednesday, October 05, 2016

6:30 AM - 10:00 PM Debate (Confirmed) U-SU Union-Plaza-All

Specialized for 2

Personnel:

Media Services Technician(2 hours @ 15.00/hr)	2	30.00	60.00
---	---	-------	-------

Setup Notes:

Building Services:

- Sponsor requested to reserve U-SU Plaza All since they will be bringing TV Broadcast Remote Truck
- Truck will be at Plaza Area 2-3

sponsor will need assistance run cable(s) from the news van to the theater. please assist as needed.

7:00 AM - 9:00 PM Debate (Confirmed) U-SU 1ST FLOOR- EAST SIDE LOBBY

Theater for 192

Building Services:

30 inch Exterior Table	5	5.00	25.00
Less 100% Discount			-25.00
Exterior Chair	10	2.00	20.00
Less 100% Discount			-20.00

Personnel:

Building Manager(2 hours @ 20.00/hr)	1	40.00	40.00
Building Services(2 hours @ 10.00/hr)	1	20.00	20.00

Setup Notes:

sponsor will use the space near the monumental staircase for staging, breaks, etc. please clear couch groupings and tables for exterior furniture set-up and stanchion area off to the public

Bookings / Details**Quantity****Price****Amount**

Building Services- Place one easel at each door. Sponsor requested stantions for lines.

Subtotal 1,865.00

Grand Total 1,865.00

The Tuesday, May 9th CD34 Congressional Debate/Forum will mirror the event charges as articulated above. A meeting with the University-Student Union and the Pat Brown Institute has been scheduled for March 16th at 11 am. At that time, Confirmation-10553 will be updated to reflect the charges listed above.

In addition to the \$1,865 U-SU charges, the Legislative Affairs & Advocacy Committee is reflecting an additional \$891 for publicity and event signage. This total reflects expenditures for the Spirit Week campaign that would serve as our advertising outreach template for the CD34 event.

TOTAL REQUESTED: \$2,756

Bookings / Details

Quantity

Price

Amount

7:00 AM - 9:00 PM Debate (Confirmed) U-SU U-SU Theater - 106

Theater for 192

Room Charge: (200.00 + 14 hours @ 200.00/hr)

1

3,000.00

3,000.00

Less 50% Discount

-1,500.00

Building Services:

Meeting Room Chairs

3

2.00

6.00

Less 100% Discount

-6.00

place on stage with tables.

Rectangle Linen - black

1

10.00

10.00

place on table that is on stage.

Table Skirts

1

15.00

15.00

place with table on stage

30 inch Exterior Table

2

5.00

10.00

Less 100% Discount

-10.00

(2) 6x30 to be placed on outside the theatre along side union link windows.

30 inch Interior Table

2

5.00

10.00

Less 100% Discount

-10.00

(2) 6x30 to be placed on stage.

Exterior Chair

2

2.00

4.00

Less 100% Discount

-4.00

place with 6x30 exterior tables.

18 inch Interior Table

3

5.00

15.00

Less 100% Discount

-15.00

Cocktail Table

3

5.00

15.00

Less 100% Discount

-15.00

Tensabarriers

2

5.00

10.00

Less 100% Discount

-10.00

Easel

2

5.00

10.00

Less 100% Discount

-10.00

Media Services - A La Carte:

Press Box

1

120.00

120.00

Less 50% Discount

-60.00

Requires Media Technician for installation and operation.

Media Services - Theater:

Full Stage Lighting

1

150.00

150.00

Less 50% Discount

-75.00

*Lighting Cues: ETC Expression 3**LED Cyc Wash: Blue**FOH (Front of House) Wash: ETC Source Four 50deg**1st Electric Wash: ETC ParNel**Down Light: ETC ParNel**Pipe Ends Wash (A): ETC Source Four 36deg A**Pipe Ends Wash (B): ETC Source Four 36deg D**Stage lighting and with gel colors.*

Basic Sound

1

50.00

50.00

Less 50% Discount

-25.00

Podium with Goose-Neck Microphone: Podium

Personnel:

Media Services Technician(4 hours @ 15.00/hr)

1

60.00

60.00

Setup Notes: