

**COBO CONFERENCE/EXHIBITION CENTER
EVENT MISCELLANEOUS CHARGES**

Limited Room Access Keys (for all rooms except W1-51/52 & W2-60)

Keys/Cards (4 per room)	\$25 per room
Additional Keys/Cards	\$2 each

Stages/Risers (including equipment delivery, one set up and removal)

** See Event Services for approved quantities of risers at no cost in meeting rooms

Risers per 4'x8' section in Exhibit Hall	\$40/event
Skirting for risers in exhibit halls (subject to availability)	\$1 per linear ft
Risers per 4'x8' section in meeting rooms (additional quantities)	\$25/event**
Staging per 4'x8' section	\$40/event
Chair Risers per 8'x8' section (with chairs) (limited quantities available)	\$40 for up to 5 days \$5 each additional day

Other Equipment

Chairs (non-padded) in Exhibit Halls/Concourse	\$2/event
Chrome Chairs in Exhibit Halls/Concourse	\$5/event
8' table, round tables in Exhibit Halls/Concourse	\$8/event
Lectern in Exhibit Halls/Concourse	\$75/event
Easel	\$10/event
Marker Board (includes eraser and two markers)	\$25/event
Additional Markers	\$3 each
Grand Piano-If moved onto stage	\$75
If used out of Ballroom	\$200

Dance Floor

No charge for up to 28'x 28' dance floor when used for a dinner-dance in carpeted rooms. No free dance floor in the Riverview Ballroom or Ambassador dining room. Use for other events or additional dance floor sections if approved and available in our inventory will be charged at \$5.00 per section. If rented by Cobo Center from outside source the charge will be rental cost plus \$3.00 per section.

Internet

Wired internet service is available in all meeting rooms and exhibit halls. The cost will depend upon the type of service ordered. Ask your event coordinator for a internet service form.

Microphones

Use of built-in sound systems included in all rentals. For meeting/banquet rooms with a built-in sound system and used for **catered or commercial rental events** one microphone per room, up to (5) microphones, per event will be provided at no charge. Free Microphone is not provided when a sound contractor is servicing the room.

Microphone (rooms with built-in sound system)	\$25 per day
Microphone (Exhibit Hall)	\$25 per day
Portable P/A system (with tow speakers & 1 microphone)	\$75 per day
Lectern with Built-in P/A & 1 microphone	\$75 per day

Others

Piano Tuning	\$100 (prevailing rate)
Door Mullion Removal (one removal and one installation 7am to 3:30pm)	\$150
Door Mullion Removal (Before 7am or after 3:30pm)	\$300
Water spigot in Exhibit Hall floor	\$50/installation

Partition Wall Move

(Raised and lowered once for move in /move out at no charge)

Lift Wall (exhibit hall) one or more panels	\$200/move
Partition Wall-Oakland, Macomb halls	\$200/move
Partition Wall-Detroit Hall (west end)	\$200/move
Detroit Hall (whole wall)	\$400/move
Partition wall (meeting rooms)	\$60/move

Room Change Over

Room straightening (in between sessions etc.) 25% room change charge
 NO FEE SHALL BE CHARGED FOR CHANGOVERS IN MEETING ROOMS, RIVERVIEW BALLROOM, AMBASSADOR DINING ROOM TO ACCOMMODATE FULLY CATERED MEAL FUNCTIONS. RESET CHARGES WILL APPLY TO RESET BACK TO MEETING SET UP.
CHECK WITH EVENT SERVICES STAFF FOR RESTRICTIONS AND MINIMUM TIME REQUIRED FOR SET UP CHANGE.

Exhibit Hall (Wayne, Oakland, Macomb, Detroit)	\$2000
Michigan Hall	\$1500
Michigan Hall (each section)	\$500
Ballroom (W1-51/52)	\$600
W1-51	\$200
W1-52	\$400
W2-60	\$500
Meeting Room: Up to 999 sq. ft	\$60
1000 to 4,999 sq. ft	\$150
5000 to 8000 sq. ft	\$200

Meeting Rooms Lighting

Additional Track Lighting	\$25 first light/\$10 each additional
Re-aiming Track Lighting	\$10 per light

Exhibit Halls Lighting

Lighting Level	Non Event Rental days (Move in/out)	Event/Show Days Last Move In day
HID only- work level	No Charge	No Charge
HID only-show low level	No Charge- (last day of move in)	No Charge
HID only-show high level	\$50/bay/day or \$400/hall/day	
HID only-maximum level	\$75/bay/day plus W-\$500 /M,O-\$600/D-\$800	\$50/bay/day or \$400/hall/day
Q250 only	\$50/bay/day or \$400/hall/day	No Charge
HID work + Q250	Same as above	No Charge
HID show low + Q250	Same as above	No Charge
HID show high +Q250	\$100/bay/day or \$800/hall/day	\$50/bay/day or \$400/hall/day
HID max + Q250	Not available	\$600/hall/day
Disconnection/connection at fixture of HID (done by Electric Contractor)		Prevailing rate
Disconnection/connection at panel of Q250 (done by Electric Contractor)		Prevailing rates

D-Detroit M-Macomb O-Oakland W-Wayne