

## RENTAL CHARGES FOR ROOMS

valid from 06/2019				capacity	
room	m <sup>2</sup>	half day (Euro)*	full day (Euro)*	theater seating	classroom seating
seminar room	<70	300,-	500,-	40,-	20,-
seminar room	70 – 100	400,-	650,-	80,-	50,-
seminar room	100 - 120	500,-	800,-	100,-	70,-
conference room	60	500,-	700,-	16-18 seats (conference table)	
computer lab		600,-	800,-	24 work stations	
computer lab		700,-	950,-	32 work stations	
main hall		on request	on request		
foyer		on request	on request		

\* Maximum capacity varies depending on the seating arrangement and for best results should not be utilized in full.

### **N.B.**

Prices are quoted inclusive of the seating arrangement as ordered, coat hooks, standard lighting and electricity, heating, ventilation and cleaning (normal use only) plus a standard conference kit comprising screen, Powerpoint projector, flip chart, pin board and whiteboard. Additional furnishings/equipment for group working rooms, foyers and atrium on request. 60 % of the daily rental is charged for setup and teardown days. Rental charges do not include personnel costs, which are billed on the basis of the actual time incurred. A one-percent contract fee, which MCI is required to pay to the tax authority, is added to the total amount. Our [General Terms and Conditions](#) of Business apply.

## RENTAL CHARGES FOR EQUIPMENT

AV EQUIPMENT	charges (Euro)
mobile wireless microphone system	75,-
W-LAN	50,-
video camera with tripod	95,-
Further technology	on request

Personnel, additional media, miscellaneous	Charges (Euro)
Cloakroom, ushers, cleaning staff, hostesses, unskilled labor, per person per hour	35,-
In-house technician, skilled labor, per person per hour	50,-
av operator, per hour	100,-
platform in the conference hall, including set-up and removal, per event	180,-
cloak rack, per rack and event	20,-
additional flip chart including paper	30,-
additional flip chart including pad	30,-
additional requirement	on request

### **N.B.**

Lost or damaged items are charged at replacement cost. This also applies to items not included in the above list. Fire authority In Austria, the fire authority is legally required to attend all events with 300 attendees and above. The arrangements are made by Management Center Innsbruck; the client is billed directly by the authority.

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## **CATERING AND SEMINAR PACKAGES**

Clients are kindly requested to book a caterer and settle their accounts directly, and to inform MCI of the arrangements.

For bookings please contact [office@mci.edu](mailto:office@mci.edu). Thank you.