

**Texas Woman's University
Conference Services
Additional Services-Rate Schedule**

GREENERY

Fern (on stand).....	\$ 5.00
Fern (no stand).....	\$ 3.00
Ficus tree (with lights)	\$10.00
Ficus tree (without lights)	\$ 7.00

* Greenery cannot be delivered to the Little Chapel in the Woods.

BUILDING ATTENDANT

Building Attendant (hourly rate).....	\$15.00
---------------------------------------	---------

SECURITY

Security (hourly rate).....	\$35.00
-----------------------------	---------

* An officer may be assigned to your event. Please refer to the Large Event policy.

RISERS

First 2 (minimum order).....	\$ 50.00
Additional risers (each)	\$ 20.00

* Includes set-up & removal.

TABLES, CHAIRS, ETC.

60" round table (each).....	\$ 2.00
* Permitted for use in Hubbard Hall only.	
6' rectangle table (each).....	\$ 2.00
Chairs (per 5)	\$ 2.00
Easel (each)	\$ 3.00
Partition (each).....	\$ 3.00
Sign stand (each).....	\$ 3.00
Table cloths (each).....	\$ 10.00

Flip chart with paper	\$ 15.00
-----------------------------	----------

42" round table (each).....	\$ 5.00
-----------------------------	---------

* Permitted for use in Hubbard Hall only.

Podium (each).....	\$ 30.00
--------------------	----------

Exercise mat (per mat per day).....	\$ 25.00
-------------------------------------	----------

Trash can (each)	\$ 2.00
------------------------	---------

Red & White Tent.....	\$200.00
-----------------------	----------

* Includes set-up & removal.

ON CAMPUS, OUTSIDE OF HUBBARD HALL

All items listed have a delivery fee that applies, when requested on campus, only outside of Hubbard Hall.

On-Campus Delivery Fee.....	\$ 30.00
-----------------------------	----------