

TIBBETTS CREEK MANOR EQUIPMENT LIST:

Your Rental Labor Fee includes the set-up and tear-down of the following equipment.

PICTURE	TABLES & CHAIRS	QUANTITY	SIZE	COST
	60" Round Tables	12	Seats 8 Comfortably 5' W x 2.5' H	No Charge
	48" Round Tables	12	Seats 6 Comfortably 4' W x 2.5' H	No Charge
 (Cocktail Size)	30" Round Tables	5	<u>Adjustable Height</u> 2.5'- Seats 4 Maximum 3.0'- Use for decorations 3.5' - Use as cocktail tables	No Charge
	8' Rectangle Tables	6	8' L x 2.5' W x 2.5' H	No Charge
	6' Rectangle Tables	10	6' L x 2.5' W x 2.5' H	No Charge
	4.5' Rectangle Tables	4	4.5' L x 1.5' W x 2.5' H	No Charge
	4' Rectangle Table	1	4' L x 2' W x 2.5' H	No Charge
	Entry Table	1	4.5' L x 1.25' W x 2.5' H	No Charge
	Brown Folding Chairs	170	15.5" W x 34" H x 16"D	No Charge
	White Folding Chairs *Included in 2010 Rental	300	15.5" W x 31"H x 15"D	\$100: 75 Chairs \$200: 150 Chairs \$300: 300 Chairs
PICTURE	DECORATIONS	QUANTITY	SIZE	COST
	Room Divider	1	3.5' W x 6' H	No Charge
	Square Arbor	1	4' W x 6.5' H x 1.75' D	\$25
	Round Arbor	1	3' W x 6.5' H x 2' D	\$25
	Iron Arbor	1	4'W x 7"H	\$25

PICTURE	AV EQUIPMENT	QUANTITY	SIZE	COST
	LCD Projector & Portable Tripod Projection Screen	1	Tripod Screen: 6' x 6' <u>Panasonic LCD Projector</u> Model: PT-LW80NTU Projection Size: 33" – 300"	\$175 Tibbetts Creek Manor Staff will set up anywhere near electrical outlets in the facility. The Staff will not run your presentation or troubleshoot with your laptop.
	Sound System with Microphone *Plays Inside Only *Not Portable	1	6 Disc CD Changer 1 Outlet for an iPod	\$25
	TV & DVD Player *Portable Cart	1	36" Panasonic TV	\$25
	Wooden Podium	1	24" W x 46" H x 19" D	No Charge
	Dry Erase White Board Easels with Pad of Paper & Markers	2	White Board: 26" W x 33" H	\$25 Each
	Easels	2	64" High	No Charge
PICTURE	SET UP EQUIPMENT	QUANTITY	SIZE	COST
	Ladder	1	8' High	No Charge
	Step Stool	1	3' High	No Charge
	Industrial Garbage/ Recycling Cans & Liners	6	20" W x 30"H x 11" D	No Charge
	Dolly	1	19" W x 55" H x 17" D	No Charge

**Equipment options & quantities are subject to change.*

Equipment NOT PROVIDED to renters by the facility, but that many ask if we have...

Extension Cords
Tape
Scissors
Computer/Printer
Zip Ties or String
Catering Supplies

Batteries
Tools
Decorative Lights
Markers / Pens
Candelabras / Table Centerpieces
Linens

Tank / Balloons
Disco Ball
Helium
Coffee Makers / Coffee Supplies
Plates, glassware, silverware, etc...
Ice