

AUDIO VISUAL



JW MARRIOTT

GRAND RAPIDS



AUDIO VISUAL | PRESENTATION PACKAGES

SMALL MEETING ROOM LCD PROJECTOR PACKAGE | \$225

60" or 96" Tripod Screen or Boardroom Screen

3,000 Lumens LCD Projector

Cart with Power

6' VGA Cable

Recommended for Omihachiman, Zapopan, and Bielsko-Biala, or Perugia meeting rooms

MEETING ROOM LCD PROJECTOR PACKAGE | \$500

10' x 10' Screen

4,000 lumens LCD Projector

Cart with Power

25' VGA Cable

For Smaller Sections of the International Ballroom Only

60" LED TV PACKAGE | \$395

60" LED Flat Screen TV

Monitor Stand

Power Strip

25' VGA Cable

LCD SUPPORT PACKAGE-MEETING ROOMS |

\$125

Guest Provided Projector and Laptop

Cart with Power

60" or 96" Tripod Screen

6' VGA Cable

LCD Support Package-Ballroom | Call for Pricing

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | PROJECTIONS, COMPUTER AND VIDEO EQUIPMENT

SCREENS AND DRESS KITS

- Boardroom Screen | \$30
- Tripod Screen | \$30
- 10' x 10' Cradle Screen | \$65
- 5' x 9' Fastfold Screen with Dress Kit | \$220
- 7' x 12' Fastfold Screen with Dress Kit | \$265
- 9' x 16' Fastfold Screen with Dress Kit | \$310

PROJECTORS

- LCD (3,000 Lumens) | \$195-*Smaller Meeting Rooms Only*
- LCD (4,000 HD Lumens) | \$400
- LCD (12,000 HD Lumens) with Lens | \$1,400

COMPUTER AND VIDEO EQUIPMENT

- 25' VGA Cable | \$25
- 50' VGA Cable | \$25
- DVD/VCR Player | \$65
- Wireless Presentation Remote | \$75
- Distribution Amplifier (RGB or VGA) | \$75
- Perfect Cue | \$100
- Speaker Timer | \$125
- Spider Pod | \$125
- Laptop Computer | \$220
- 24" LED Monitor | \$115
- 42" Speaker Confidence Monitor with Stand | \$325
- 60" LED Flat Screen TV with Rolling Stand | \$395
- 75" LED Flat Screen TV with Rolling Stand | \$775

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | PROJECTIONS, COMPUTER AND VIDEO EQUIPMENT

COMPUTER AND VIDEO EQUIPMENT – TECHNICIAN REQUIRED

Aja Ki Pro | \$275

SD Video Switcher Package | \$275

HD Video Switcher Package | \$475

Professional HD Camera Package | \$1,000

Digital Recording | Call for Pricing

Video Conferencing | Call for Pricing

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | AUDIO EQUIPMENT AND TELECOMMUNICATION

AUDIO

Microphone Stands (Tabletop, Boom or Floor) | \$10

Handheld or Podium Microphone | \$30

Direct Box | \$30

Patch to House Sound | \$30

Clear Com Headsets | \$30

Condenser Microphone | \$40

CD Player | \$45

Mixer (16 Channel) | \$70

Clear Com Base Station | \$80

Mixer (12 channel) | \$55

Mixer (32 channel) | \$90

Wireless Microphone (Handheld or Lavalier) | \$125

CD Recorder | \$125

Press Mult | \$130

AUDIO – TECHNICIAN REQUIRED

15" JBL Two Speaker Package | \$250

15" JBL Four Speaker Package | \$550

15" JBL Six Speaker Package | \$750

15" JBL Eight Speaker Package | \$950

Digital Recording | Call for Pricing

Digital Audio Packages Available with Drive Rack EQ and Remote Interface

***Any two or more audio sources will require a mixer.
Any three or more audio sources will require a hotel audio operator.***

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | AUDIO EQUIPMENT AND TELECOMMUNICATION

TELECOMMUNICATION

Polycom Speaker Phone with Microphones and DID Phone Line (Required for Outside Dialing) | \$200

Wired High Speed Internet | \$150 per day

Simple Wireless High Speed Internet (>25 People) | \$8 per Person

Simple Wireless High Speed Internet (>26-50 People) | \$6 per Person

Simple Wireless High Speed Internet (> 51-100 People) | \$4 per Person

Superior Wireless High Speed Internet (>25 People) | \$10 per Person

Superior Wireless High Speed Internet (>26-50 People) | \$8 per Person

Superior Wireless High Speed Internet (>51-100 People) | \$6 per Person

MATV Feed | \$150

Internet for Large Groups | Call for Pricing

PBX Port Audio Teleconferencing Unit | \$185 *Technician Required*

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | MISCELLANEOUS

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Poster Putty | \$5.50

Flipchart Stand Only | \$15

Laser Pointer | \$20

Whiteboard | \$40

Corkboard | \$25

Flipchart with Markers | \$35

Flipchart (Sticky Backed) with Markers | \$45

Banner Hang | \$30

POWER

Extension Cord | \$15

Power Strip | \$15

Cart with Power | \$40

Grey Box (3x20 Amp Circuits) | \$90

100 Amp Single Phase | \$200 *House Electrician Required*

100 Amp Three Phase | \$400 *House Electrician Required*

AUDIO VISUAL LABOR RATES

Audio, Video, Lighting and Camera Engineer | \$85 per Hour

House Electrician | \$75 per Hour

STAGING

Hang Points | \$75

Scissor Lift | \$225

Velour Pipe and Drape | \$12.50 per foot - *Available in Black, Blue, White and Gray*

LIGHTING

Follow Spot | \$80

LED Flood Lights | \$90

Lepricon Light Package | \$475

Stage Décor and Custom Lighting- Available Upon Request

All labor rates are billed per hour with a two hour minimum.

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | MISCELLANEOUS

CHANDELIER ENHANCEMENTS

10' Long Beaded Columns | \$50 each

12' Long Beaded Lines | \$50 each

10' Long Beaded Spirals | \$50 each

Minimum of Four

LED Lights Can be Added to Each Column

PRODUCTION AUDIO, VIDEO AND LIGHTING

JW Marriott Grand Rapids Event Technology can provide production quality audio, lighting and video systems to support every event from small meetings to large scale events and social galas. Please contact us for a customized proposal. Media files (PowerPoint presentations, logos, videos) should be sent in advance for downloading, transferring, testing and rehearsal. AV rehearsals must be scheduled at least one hour prior to doors opening.

HOUSE LIGHTING

The ballroom has a lighting system with presets. These presets are in place to accommodate a wide variety of different events. If you would like to customize these presets for your event, please contact your Event Manager.

All labor rates are billed per hour with a two hour minimum.

All prices are subject to 23 percent service charge and 6 percent sales tax.



AUDIO VISUAL | MISCELLANEOUS

AV TERMS AND CONDITIONS

A complete line of audio visual aids are available through our Audio Visual department. All audio visual equipment must be handled through the JW Marriott. All personally owned laptops and projectors are allowed with prior authorization from the Event Manager. The hotel is not responsible or liable for personal audio visual equipment. Equipment may be cancelled without charge 48 hours prior to scheduled event. All equipment requiring a technician must be operated by a JW Marriott technician. All rented equipment is applicable to a 6% sales tax and a 23% service charge. All audio visual on-site add-ons will require a signature prior to installation. No allowances will be made for equipment ordered but not used. For liability and safety, the JW Marriott requires that all power be supplied by the Audio Visual department. When three or more audio sources are needed a technician will be required. Price includes delivery, set-up and on-site support. No partial day rentals.

CUSTOM PACKAGES

We are delighted to create customized packages for your special event. To discuss your audio visual requirements, ask your Event Manager or contact our Audio Visual Sales Manager, Michael Cassell, at mcassell@ahchospitality.com.

All labor rates are billed per hour with a two hour minimum.

All prices are subject to 23 percent service charge and 6 percent sales tax.



GENERAL INFORMATION



JW MARRIOTT

GRAND RAPIDS



GENERAL INFORMATION

100% SMOKE FREE POLICY

JW Marriott Grand Rapids is a 100% smoke free environment. In an effort to provide every guest with a comfortable, clean, fresh and healthy accommodation we have a strictly enforced non-smoking policy. The JW Marriott Grand Rapids is a non-smoking facility. Smoking is not permitted within 25 feet of the hotel entrance or anywhere on hotel property. Please advise your attendees of this policy. Violators of this policy will be fined up to \$250.00. Persons securing rooms on behalf of a group are expected to publicize this policy to all members of the group. The Hotel will at every opportunity advise the public of this policy on all printed materials, website, at time of booking and at check-in.

DECORATIONS

Arrangements for floral centerpieces, special props and entertainment may be made through an outside vendor. Please inform your Event Manager of any special arrangements made with an outside vendor. All decorations must meet with the approval of the Michigan Fire Department. The Hotel will not permit the affixing of any items to the walls or ceilings of the rooms unless written approval is given by the Events Department. Terms of décor guidelines will be further established in your contact.

SIGNAGE

In order to maintain the ambiance of the Hotel, all signs must be professionally printed; no handwritten signs are allowed. Our Hotel prohibits signs of any kind in the main lobby.

BANQUET/EVENT GUARANTEE

The Group will have all menu selections completed no later than thirty (30) days prior to the event. The Group will also notify the Event Manager at the Hotel of the final count no later than five (5) working days prior to the event, or the expected number will be used. This number will be your guarantee and is not subject to reduction. We will set and prepare food for 3% over the guarantee.



GENERAL INFORMATION

FOOD AND BEVERAGE

It is our policy not to permit food and beverages to be brought into or removed from our function rooms or hospitality suites. In function areas, alcoholic beverages are sold by the drink only. If alcoholic beverages are to be served on the hotel premises, the hotel will require that beverages be dispensed only by hotel servers and bartenders. The Hotel's alcoholic beverages license requires the hotel to (1) request proper identification of any person of questionable age and refuse alcoholic beverage service if the person is either under age or proper identification cannot be produced and (2) refuse alcoholic beverage service to any person who, in the Hotel's judgment, appears intoxicated.

Consuming raw or under cooked meats, poultry, shellfish or eggs may increase your risk of food borne illness.

MULTIPLE ENTREES

Choose one or two entrees for the menu price. Choose three or more entrees for the highest priced menu item.

MENU TASTINGS

Tastings are offered for your event of 150 guests or more. The Hotel requires at least two weeks notice to prepare for a tasting. Please limit the tasting to four attendees. Additional attendees beyond the four will be billed at \$40.00 per person plus the applicable service charge and taxes (up to six total guests). You are welcome to choose two salads and/or soups, two entrees and two desserts to taste. Hors d'oeuvres are not included in the tasting. Please contact your Event Manager to schedule your tasting.

PAYMENT

All deposits for retaining banquet facilities are non-refundable. Terms of payment will be established in your contract.



GENERAL INFORMATION

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Our printed menus are for your inspiration and general reference. Our Events staff will be happy to propose customized menus to meet your specific needs. All prices listed are subject to change. Menu prices will be confirmed by your Event Manager.

SECURITY

The Hotel may require security officers for certain events. Only Hotel approved Security firms may be used.

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ELECTRICAL CHARGES

Electrical needs exceeding the existing 120 volt/20 amp wall plug must be arranged in advance and will be charged accordingly. Additionally, installing/labor charges and rental of necessary equipment will be assessed. All equipment must have UL listing. Information outlining power capabilities as well as appropriate engineering charges is available through your Event Manager.



GENERAL INFORMATION

SERVICE CHARGE AND SALES TAX

A 23% service charge and 6% sales tax will be added to all food and beverage, as well as any audio visual equipment charges. Room setup fees are subject to the state sales tax.

GUEST PACKAGES

The Hotel will not accept packages more than three days prior to your function date and notification of deliveries must be in writing. Shipments must include: Company/Group Name, your Representative's Name, Return Address and Date of Function. The Hotel will not assume any responsibility for the damage or loss of merchandise sent to the hotel for storage. Handling charges will be assessed based on volume.

LABOR CHARGES

Carvers, station attendants, additional food and cocktail servers are available at a minimum fee of \$125 per attendant. An additional \$7 per person surcharge will apply to certain buffet prices for groups under 25 guests.

LIQUOR LAWS AND REGULATIONS

The JW Marriott Grand Rapids is committed to a policy of providing legal, proper and responsible hospitality. The sale and service of alcoholic beverages is regulated by the Michigan State Liquor Commission. The JW Marriott Grand Rapids, as licensee, is responsible for administration of these regulations. It is a hotel policy that liquor may not be brought into the hotel for use in banquet or hospitality functions.

Michigan State Liquor Laws permit alcoholic beverage service from 7:00am through 2:00am Monday through Saturday and 12:00pm through 2:00am on Sunday.

