



Audio Support

Standard Microphone | \$25

Available on standing podium, floor stand, or table stand

Wireless Handheld Microphone | \$100

Wireless Lavalier/Lapel Microphone | \$100

Portable Public Address System | \$75

Multichannel Microphone Mixer | \$50

Required for any event using more than three microphones

Polycom Speaker Phone | \$50

Includes phone line

Phone Line | \$25

For credit card machines or modems

Computer Speakers | \$40

To run laptop or DVD presentations

DMX Sound System | \$30

Available in the Auditorium, Big Ten ABC, Lincoln, 103AB, 104AB, 105AB, 106, Red Cedar B, Riverside, and Willy Rooms

Visual Support

LCD - High Resolution Video Projector | \$250

For computer application; includes house sound and screen; use of outside equipment will incur equal cost for house sound, screen, cables, and technical support

Flat Screen TV | \$125

Available in Meeting Room 102, 106, 107, 108, 110, Conference Room 61 & 62, and Vista

HDMI or VGA Switcher | \$25

Laptop Computer | \$200

With Windows 7 software; includes house sound and screen

Wireless Presentation Remote | \$50

Includes laser pointer

Hardback or A-Frame Easel | \$15

Flipchart | \$40

Includes Post-It flipchart pad, easel, and markers

Portable White Board | \$25

With assorted markers and eraser



Internet and Technical Support

Wireless/Wired Internet | *Complimentary*

Available throughout the hotel; to connect, open browser, select MSUNet Guest 3.0, and agree to the terms (password not required)

Multipoint Ethernet HUB | \$50

Includes ethernet line

Video Conferencing

Staff available to assist with personal connection

Technical Staff Assistance | \$50 per hour

Rate applies Monday-Friday 7:00am-5:00pm

Technical Staff Assistance | \$75 per hour

Rate applies 5:00pm-midnight and weekends

100 AMP Spider Box | \$100

Available in Big Ten ABC and Auditorium

A/C Power Strip with Extension Cord | \$10

With 4-12 plugs per strip

Presentation and Event Enhancements

High Lumen Ceiling Spotlight | \$50

Available in Big Ten ABC and Auditorium

Black Pipe and Drape Kit | \$50 per section

12H' x 14W' podium backdrop

Baby Grand | \$200

Available in the Big Ten Rooms only

Dance Floor | \$100 - \$200

Custom Printed Menus | \$5 each

Custom Place Cards | \$3 each

Linen Table Cloths | *Complimentary*

White cloths included for 5' round table room sets

Crushed Oyster Floor Length Linen | \$15 each

Specialty Colored Floor Length Linen | \$15 each

Linen Overlays or Runner | \$5 each

Linen Napkins | *Complimentary with meal service*

MSU Green, White, Red, Black, and Charcoal Gray

Specialty Colored Linen Napkins | \$1 each

Centerpieces | \$2 each

Kellogg Catering Off-Site Enhancements



Table Linen and Skirting

61" Square Table Cloths | \$5 each

5' Table linen in black or green

52" x 96" Long Table Cloths | \$5 each

6' Table linen in black, white, or green

52" x 96" Long Table Cloths | \$6 each

6' Table linen in green and white checked

52" x 120" Extra Long Table Cloths | \$6 each

8' Table linen in black or white

52" x 120" Extra Long Table Cloths | \$6 each

8' Table linen in green and white checked

85" Standard Round Table Cloths | \$5 each

Round table linen in black or white and cocktail table linen in black or white

120" Floor Length Round Table Cloths | \$15 each

Round table linen in crushed oyster, white imperial stripe, or hunter green and cocktail table linen in white

Linen Napkins | \$1 each

MSU Green, White, Red, Black, and Charcoal Gray

Skirting | \$15 each

Black or White

Plates and Flatware

Plastic and Paper Products | Complimentary

Upgraded Disposable Products | \$3 per person

China | \$5 per person

Includes silverware, water goblets, plates, bowls, napkins, and glassware for bar service; all plated meals receive complimentary china; glassware for bar service not included

Barware

Plastic and Paper Products | Complimentary

Tossware Products | \$2 per person

Glassware | \$3 per person

Event Enhancements

Black Lantern Centerpieces with Built-in LED Candles | \$5 each

Custom Printed Menus | \$5 each

Custom Place Cards | \$3 each