

OVERVIEW: Starting May 1st, 2024, the AV equipment and service pricing listed in this catalogue will be effective for the 2025 fiscal year.

Before requesting AV services, please ensure you have booked space(s) for your event. For academic classes, please visit the [LSM Portal](#). For all other events outside of academic classes, please connect with [Campus Events](#).

Instructors requiring AV support for their academic classes should use the [LSM Instructor Portal](#) to submit requests. For all other events requiring AV support, please contact lsm.tech2u@utoronto.ca at least 10 business days prior to the event. Last-minute requests might not be accommodated.

Tech2U reserves the right to determine the most appropriate AV technological solution for your event. Please review our AV equipment and service policy prior to making an AV booking.

Audio/Visual Equipment Pricing Rates

Audio Equipment		Video Equipment	
<i>Equipment Description</i>	<i>Pricing Rate (per event)</i>	<i>Equipment Description</i>	<i>Pricing Rate (per event)</i>
Wired Microphone	\$10.00	LED TV	\$75.00
Wireless Handheld Microphone	\$25.00	Data Projector	\$25.00
Wireless Lavalier/Rode Microphone	\$25.00	DVD/Blu Ray	\$15.00
Audio Mixer	\$15.00	Tripod Screen	\$20.00
Small Speaker System (2 speakers)	\$25.00	Video Conferencing Sound Bar	\$30.00
Speaker Mini	\$15.00	Tech2U PC	\$75.00
		Web Camera	\$15.00
		Document Camera	\$20.00

Audio/Visual Services Pricing Rates

<i>AV Service Type</i>	<i>Internal to U of T (Weekday)</i>	<i>Internal to U of T (Weekend)</i>	<i>External to U of T (Weekday)</i>	<i>External to U of T (Weekend)</i>
AV Access	\$41.00	\$165.00	\$60.00/hour	\$75.00/hour (4-hour minimum: \$300.00)
AV Setup/Takedown	\$51.00	\$51.00/hour (4-hour minimum: \$204.00)	\$85.00/hour	\$128.00/hour (4-hour minimum: \$512.00)
Dedicated, On-site AV Technician	\$51.00/hour (4-hour minimum: \$204.00)	\$51.00/hour (4-hour minimum: \$204.00)	\$85.00/hour	\$128.00/hour (4-hour minimum: \$512.00)
Audio Specialist (Con Hall only)	\$65.00/hour (4-hour minimum: \$260.00)	\$65.00/hour (4-hour minimum: \$260.00)	\$128.00/hour (4-hour minimum: \$512.00)	\$128.00/hour (4-hour minimum: \$512.00)

AV Service Description

AV Access

A Tech2U team member activates in-room AV equipment for client use, providing access to projector, screen, and podium microphone. Emergency AV technical issues during the event are promptly supported and resolved, when reported by client.

AV Setup/Takedown

A Tech2U team member delivering and setting up the portable AV equipment at the start of the event. At the end of the event, a Tech2U team member returns to strike down the equipment and store it in inventory.

Dedicated, On-site AV Technician

A Tech2U team member arrives on-site and supports AV needs for the full duration of the activity. Please note this service is only provided on a case-by-case basis for non-course-related activities.

Audio Specialist

A designated Audio Specialist arrives on-site, an hour in advance ahead of the scheduled activity to setup, prepare, and test the audio system. The Audio Specialist oversees the audio system for the full duration of the scheduled activity. Please note this service is only offered in Convocation Hall.