



Audio/Visual Equipment & Service Pricing List

-In Effect as of May 1, 2025-

OVERVIEW: Effective May 1, 2025, the AV equipment and service pricing listed in this catalogue will apply for the 2026 fiscal year.

Please note that this pricing list does not reflect the full inventory of available AV services and equipment. If you require additional technological solutions, please contact us at lsm.tech2u@utoronto.ca to discuss your needs and we reserve the right to determine the appropriate technological solution for your event.

If you are planning a large-scale event—such as one involving multiple room bookings across one or more buildings and/or spanning multiple dates—a site visit and dry run will be mandatory to ensure appropriate planning and support. Associated charges for service and equipment will apply, please reach out to lsm.tech2u@utoronto.ca for more details.

All AV equipment must be scheduled through a work-order linked to your event, as they are owned and managed by Learning Space Management (LSM) and cannot be requested independently.

Please note that for any activities taking place in LSM classrooms that are **not** directly related to academic courses, AV services and equipment are offered on a cost-recovery basis. Services are billed hourly per staff member, with a minimum charge of four hours per booking (**exception:** AV Access). We are unable to provide AV services or equipment for federated or divisional classrooms—please connect with your local AV team for support in these spaces.

AV services can only be scheduled once your event space has been secured. Before submitting a request, please ensure your venue is confirmed:

- For academic classes, visit the [LSM Portal](#).
- For all other events, connect with [Campus Events](#).

We also encourage you to review our *AV Equipment and Service Guidelines* prior to submitting a request. To receive an AV cost estimate and schedule service, please contact us at lsm.tech2u@utoronto.ca at least 5 business days before your event to guarantee AV support for your event.

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>
Wireless Handheld Microphone	\$26.00	LED TV	\$77.00
Wireless Lavalier/Rode Microphone	\$26.00	Tech2U PC	\$77.00
		Web Camera	\$15.00

Audio/Visual Equipment Pricing Rates

Audio Equipment		Video Equipment	
2 Wireless Mic Kit*	\$67.00	Document Camera	\$21.00
4 Wireless Mic Kit*	\$118.00	PTZ Camera	\$41.00

*Please note: This equipment order requires scheduling a Dedicated On-Site AV Technician, with corresponding service rates applied.

Audio/Visual Services Pricing Rates

AV Service Type	UofT Internal (Weekday Rate)	UofT Internal (Weekend Rate)	UofT External (Weekday Rate)	UofT External (Weekend Rate)
AV Access	\$52.00 (flat rate)	\$208.00 (4-hr min.), additional hours at \$52.00/hr	\$85.00/hr	\$340.00 (4-hr min.), additional hours at \$85.00/hr
AV Setup/Takedown Dedicated On-Site AV Technician	\$208.00 (4-hr min.), additional hours at \$52.00/hr		\$340.00 (4-hr min.), additional hours at \$85.00/hr	

*Please note: AV support during statutory holidays is offered on a case-by-case basis and is subject to adjusted rates to reflect 1.5x holiday pay for staff.

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.