



100 South Capitol Avenue  
Indianapolis, IN 46225  
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## EQUIPMENT

The following equipment is available on a first-come, first-served basis as part of the License Agreement. **If it is necessary for the Indiana Convention Center & RCA Dome to supplement its own equipment inventory, rental charges will be passed on to the customer.**

Refer to the Supplemental Labor and Equipment Rental Information for additional equipment.

- 1) Chairs.
- 2) 5 1/2' round tables (for banquets).
- 3) 8' x 30" or 6' x 18" tables (for classroom seating).
- 4) 8' x 30" and/or 6' x 18" tables for registration (one table per meeting room and four tables per ballroom/exhibit hall, tablecloth(s) included.) Table skirts will incur an additional charge. Refer to the current Supplemental Labor and Equipment Rental Information for prevailing rates.
- 5) Podiums and lecterns.
- 6) Microphones (with the exception of wireless microphones). Labor to install microphones and other audio visual equipment will involve a charge. Consult your Event Coordinator for specific information.

- 7) Water service at the podium, headtables, and conference style set (including refills).

**Changes to the initial room setup or room turnovers will involve an additional labor charge.** Consult your Event Coordinator or the current Supplemental Labor and Equipment Rental Information for prevailing rates.

The Indiana Convention Center & RCA Dome maintains an inventory of audio-visual rental equipment, which includes:

- 27" TV Monitor.
- 1/2" VHS Player/Recorder.
- 27" TV-VCR Combo.
- 35mm Slide Projector.
- Overhead Projector.
- Projection Table.
- 8' x 8' Screens.
- Flipcharts.
- Markers.

Refer to the Supplemental Labor and Equipment Rental Information for prevailing rates.

**Facility equipment may not be removed from the facility.**