

Atlanta Institute for Advanced Education

5685 Lake Placid Drive NE, Atlanta, GA 30342

(404) 252-2125

AGREEMENT FOR MEETING SPACE RENTAL

TERMS FOR RENTAL OBLIGATIONS:

A. MEETING SPACE FEE:

The rental fee for use of the training/meeting facility at **AIAE** is Seventy Dollars (\$70.00) per attendee per day.

There is a minimum of twenty (20) attendees.

A deposit of either Fourteen Hundred Dollars (\$1,400.00) or \$70.00 times the number of attendees, whichever is more, will be paid to **AIAE** by _____ upon signing the contract to reserve the space. The deposit is non-refundable.

B. AUDIO/VISUAL TECHNICIAN:

_____ will pay **AIAE** Two Hundred Dollars (\$200.00) per day for the use of an Audio/Visual Technician during the seminar. Available audio/visual equipment includes an InFocus LP850 projector, three LCD presentation screens, three ceiling-recessed projector screens, a surround sound multi-speaker sound system, wireless microphones, a EuroRack A/V mixer with attached DVD recorder, and remote controls, at no additional cost.

C. CLEANUP FEES

_____ will pay **AIAE** One Hundred Twenty-Five Dollars (\$125.00) per day for cleanup fees.

D. SEMINAR DESCRIPTION

Speaker: _____

Lecture: _____ Title: _____

Description: _____

Signature: _____ Date: _____

Signature: _____ Date: _____

Atlanta Center for Restorative Dentistry