

## MPSC/SQLSoft+ Room Rental Pricing One place for all your event needs.

Our SQLSoft+ team works with the Microsoft Partner Solution Center team to schedule, maintain, and manage events for the 3 advanced technology event/training rooms here at the MPSC. These high tech training and event rooms can be configured in a variety of ways to meet the needs of customers, partners, and internal Microsoft teams.

**The largest room can seat 42 students; the other 2 rooms each seat 30 students.** These rooms are also equipped with high resolution projectors, drop down screens, plenty of white board space and are the only training rooms on campus with external internet capabilities. With this flexibility, SQLSoft+ can run several programs in parallel to meet different customer and partner needs, or it can combine rooms to create different working environments. You can find this information on the SQLSoft+/MPSC website.

<http://mpsc.sqlsoft.com/>

### ROOM RENTAL PRICING

Tier 1 room rental (Microsoft Internal or MPSC Partner)	\$500 per day
Tier 2 room rental (Customers not eligible for Tier 1 Status)	\$950 per day
Setup day: <i>(for Systems set ups beyond Standard Computer Training Build noted below)</i> <i>For events 3 days or less</i>	\$450 per event

### STANDARD EVENT FEES

The use of training rooms require charging a fee to recover costs for technician support, workstations and workstation set up, conference services support, equipment maintenance and room cleaning. The fee schedule is as follows:	
<b>Standard Computer Training Build - Includes:</b> <ul style="list-style-type: none"> <li>• Windows Vista Operating System and Microsoft Office 2007 loaded on training computers; internet access.</li> <li>• Facilitation of Administrative password for participants</li> <li>• On-Site Networking Tech Support 1 hour (30 minutes prior and 30 minutes into the session) on the first day of the event</li> </ul>	\$ 250.00 per room (one time fee)
<b>Work Station Rental</b>	\$70 Each/Per Event
<b>Event Services Support including:</b> <ul style="list-style-type: none"> <li>• Security Badges</li> <li>• Event Signage</li> <li>• AV Support</li> <li>• Unlocking and Locking room</li> <li>• Cleaning Room</li> <li>• Event Escort for Events less than 2 Days in duration (no security badges issued)</li> <li>• Providing flip charts upon request</li> </ul> <b>Catering to include arrangements for:</b> <ul style="list-style-type: none"> <li>• Coffee and Tea Service</li> <li>• Snacks</li> <li>• Breakfast, Lunch, Custom Dinner</li> </ul>	\$500 Per Event

**The Gold Standard in IT Training & Services**

### ADDITIONAL SERVICES (OPTIONAL)

<b>Extended Technical Support</b> On-site networking tech support beyond the first hour of the event	\$98 per hour
<b>Custom Workstation Builds and Room Configurations:</b> An estimate will be provided based on the requirements. The hours charged will include build hours and the associated hours required to re-image the computer to the original build. Examples of such services include: <ul style="list-style-type: none"> <li>• Image Install Prep</li> <li>• Automated desktop imaging (Ghosting)</li> <li>• Custom Network and/or room configuration</li> <li>• Additional Technical Support</li> </ul>	\$98 per hour
<b>Event Registration and Management:</b> Turn-Key Event Registration. Services include. <ul style="list-style-type: none"> <li>• Build, Test and Deploy Website Registration Page</li> <li>• Send Registration Email notifications</li> <li>• Confirm Registrations</li> <li>• Track and Report registration numbers</li> <li>• Maintain DB of registrants</li> <li>• Send Welcome Emails upon event confirmation</li> <li>• Send Thank You Emails after event</li> </ul>	\$1995 per event
<b>Additional Optional Services:</b>	
Breakfast coupons for cafeteria (pass through of actual cost); for events in excess of 2 Days only.	\$5 per attendee/per day
Lunch coupons for cafeteria (pass through of actual cost); for events in excess of 2 Days only.	\$7 per attendee/per day
Courseware and Content creation/customization:	Contact Us for Scoping Meeting
Virtual Machine creation/testing/validation	Contact Us for Scoping Meeting

### CONFIRMING YOUR ROOM RESERVATION

Room Reservations are not confirmed until a valid method of Payment has been received. These rooms book quickly so we emphasize a timely processing of purchase orders and other payment mechanisms to ensure your reservation does not get bumped for a client prepared to confirm their reservation.

- For Tier 1 Room Rentals. Microsoft policy states that a Purchase Order for all purchases of goods and services over \$1,000 must be issued and approved in accordance with their signature guidelines prior to any work being performed by the vendor. Please ensure that a Purchase Order is provided to SQLSoft+ by the appropriate Microsoft sponsor as soon as possible.
- For Tier 2 Room Rentals. Payment terms will be according to your SQLSoft+ Account status.

### ROOM RENTAL CANCELLATION POLICY

**Room Rental**

- For Cancellation notices received 10 business days or less prior to event, a cancellation fee of 100% of the room charge will apply.
- For Cancellation notices received at least 11 business days and less than 20 business days prior to your event, a cancellation fee of 50% of the room charges will apply.
- For Cancellation notices received more than 20 business days prior to your event, no room cancellation charges will apply.

**Potential Additional Cancellation Fees for Technical Support and Additional Services:**

Technical support, administrative services and any additional services provided by SQLSoft+ are separate of the room rental fee and will be billed in full upon completion of the event. In the event of a cancellation, any work performed prior to the cancellation notice will be billed according to our pricing schedule up to the time of the cancellation notice.

### CLASSROOM CAPACITY

	Room A	Room B	Room C
Classroom	30	30	42
Pods	24	24	24
U-Shape	20	20	20
Theater	56	56	88

### CLASSROOM HARDWARE

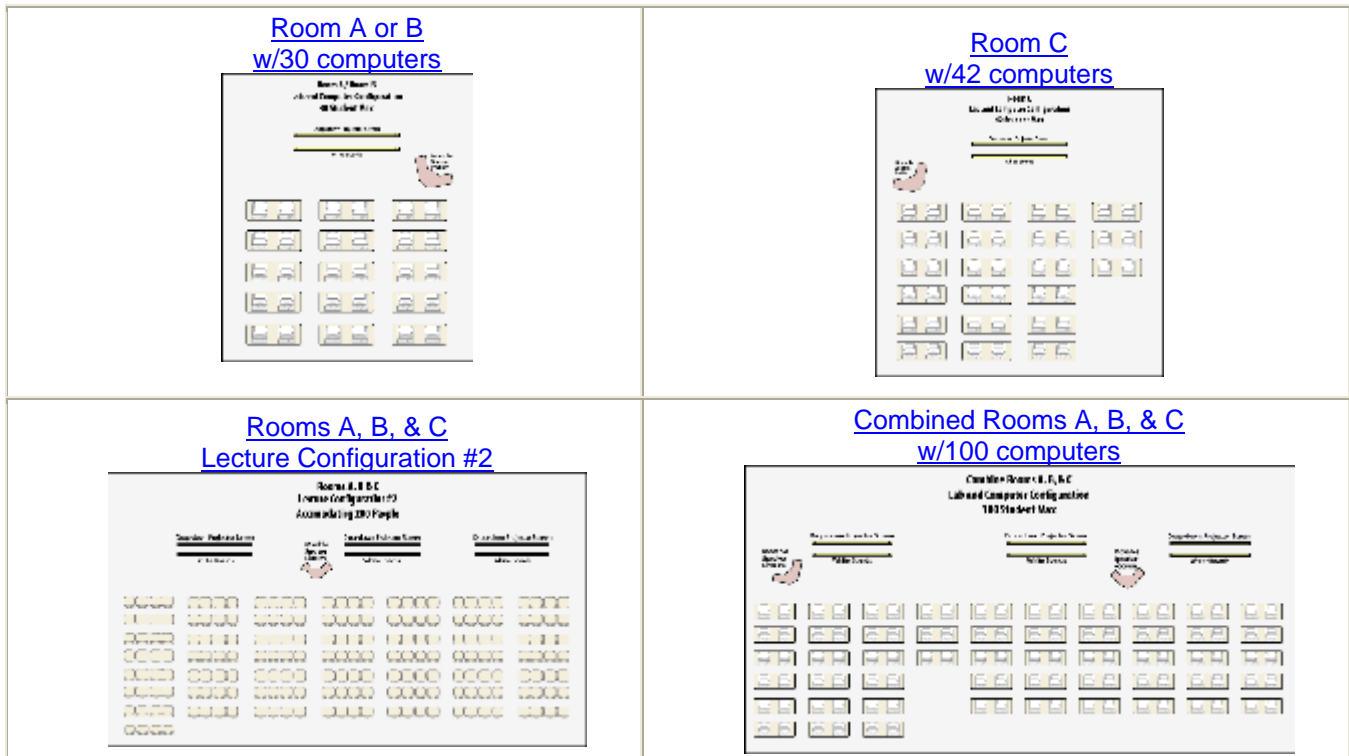
HP Compaq dc7800p  
 Intel® Core(TM) 2 Duo CPU E6750 @ 2.66GHz  
 160 GB HD 7200 rpm sata 1.5 Gb/s  
 4 GB Ram  
 Slim 8xPATA SuperMulti LightScribe DVD+/-RW  
 Integrated Broadcom 10/100/1000 LAN  
 Integrated High Definition audio with ADI1884 codec (all ports are stereo)  
 19" HP Monitor with speakers

### INSTRUCTOR/SPEAKER PODIUMS

Control your presentation with one of our desktops connected to the AV system, or connect your laptop.

- QTY 3, one at each podium
- HP Compaq dc7800p
- Intel® Core(TM) 2 Duo CPU E6750 @ 2.66GHz
- 160 GB HD 7200 rpm sata 1.5 Gb/s
- 4 GB Ram
- Slim 8xPATA SuperMulti LightScribe DVD+/-RW
- Integrated Broadcom 10/100/1000 LAN
- Integrated High Definition audio with ADI1884 codec (all ports are stereo)
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## MPSC STANDARD ROOM CONFIGURATIONS



### ADDITIONAL ROOM CONFIGURATIONS

- Pods (no computers)
- U-Shape (no computers)

**LEVEL 1 AV Support:** We will assist in setting up the speaker's laptop and microphones if requested. Customers are strongly urged to learn and test the AV system prior to the event. SQLSoft+ can walk you through the system; however it is the partner's responsibility to learn to use the system properly.

**BADGES AND ESCORT:** The MPSC is a secure facility and production environment so security badges and escorts are required. We can facilitate temporary visitor card/badges for events lasting 3 or more days. These badges will allow the attendee's access to Bldg 25, the classroom and the cafeteria from 7am- 7pm.

- Customer will need to provide a list of attendees to SQLSoft+ no later than 1 week prior to the event. Additional attendees can be added as needed.
- It is the event owner's responsibility to ensure all badges are accounted for before the attendees leave on the final day. Service fees apply for unreturned badges at the rate of \$100.00 per badge.
- In the event that a list of attendees is not received, the partner will be responsible for supplying temporary visitor badges through the Microsoft receptionist.
- Events lasting less than 3 days will utilize the standard paper visitor badges that can be obtained through the Microsoft receptionist.

**LOCATION:** For driving directions to the training facility and other logistical information, please follow the link: <http://mpsc.sqlsoft.com/Locations/MPSCBuilding25.html>

We look forward to providing you rooms and services for a successful event! Please feel free to pass my contact information on to peers, customers and others.

**Kate Zoryna** | **SQLSoft+** | Engagement Manager