

## Informative Workshops & Presentations: Price Schedule

Format	Duration	No. of Attendees	Price	Mileage	Travel Time	Other (e.g., flight, parking, hotel)
Virtual	1-2 hours	0-20	<sup>1</sup> \$250			
Virtual	5 hours plus lunch break	0-20	<sup>2</sup> \$600			
Virtual	5 hours plus lunch break	20+	Subject to Discussion			
In-person	2 hours	0-20	\$250	.70/km	\$50/hour	Variable
In-person	2 hours	20+	Subject to Discussion	.70/km	\$50/hour	Variable
In-person	5 hours plus lunch break	0-20	\$600	.70/km	\$50/hour	Variable
In-person	5 hours plus lunch break	20+	Subject to Discussion	.70/km	\$50/hour	Variable

*Please note that your organization is responsible for the following:*

- Promotion & Marketing
- Internal registration and related tasks (e.g., name tags, catering, accessibility needs such as an American Sign Language Interpreter or Communication Access Realtime Translation services).
- Providing the presenter with participant numbers and demographics 5 or more days in advance of the presentation
- Venue identification and set-up
- Technology support
- WIFI
- Equipment:
  - Projector
  - Screen
  - Microphone—lavalier or hand-held
- Insurance coverage

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<sup>1</sup> Price quoted is for a single presenter. For multiple presenters/facilitators, contact [info@actcommunity.ca](mailto:info@actcommunity.ca)

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