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TAITRA Taipei Nangang Exhibition Center, Hall 2
Conference Room Equipment Leasing Fee Standards

Effective as of October 20, 2026

No.	Item	Rental: NT$(Tax excluded)		Remarks
		Per Period	Quantity	
I.	**Facilities (Length×Width×Height)**			
1	Tablecloth	100/pc		For the refreshment table only.
2	Table Skirting	150/pc		
3	Chair Cover	50/pc		
4	Conference Table (L140×W60×H75cm)	150/pc		
5	Conference Table (L150×W45×H74cm)	150/pc		For 7th floor use only
6	Small Round Table (L65×W65×H57cm)	200/pc		
7	Conference Chair (L40×W43×H81cm)	50/pc		For 7th floor use only
8	Conference Chair (L50×W50×H80cm)	50/pc		For 7th floor use only
9	Couch (L86xW78xH80cm)	400/pc		Color: Beige For 1F/4F VIP lounge use only
10	Couch (L54×W61×H83cm)	400/pc		Color: Yellow/Blue/Green
11	Large Lectern (L120×W55×H108cm)	500/pc		
12	Small Lectern (L70×W60×H111cm)	250/pc		
13	Emcee Stage (60×40×114cm)	200/pc		Transparent Acrylics.
14	Portable Stage (183×244×40cm, steps included)	600/pc		
15	Poster Stand (W41×H58cm)	150/pc		
16	White Board (W50×H68cm)	200/pc		
17	White Board (W150×H120cm)	300/pc		
18	Divider Barriers (Tape L:200cm, H: 98.5cm)	100/pc		
19	Divider Sign Board(W19×H28cm)	100/pc		
II.	**Conferencing System**			
1	Desktop Conference System Host	3,600/pc/*		
2	Desktop Conference System Microphone	300/pc/*		
III.	**Video Conferencing System**			
1	Handheld Wireless Presenter Remote	300/pc		
2	Perfect Cue Remote	3,800/set/*		
	◎Projector			
	401 Conference Room			
3	Projector (6,000 lm)	7,000/set		With 180” lift screen
	601-603 Conference Room			
4	Projector (6,300 lm)	7,000/set		With 135" lift screen
5	Fixed Projector (8,000 lm)	7,000/set		For Room 602 only , with 135" lift screen

No.	Item	Rental: NT$ (Tax excluded)		Remarks
		Per Period	Quantity	
	701 Conference Room			
6	Projector (16,000 lm)	18,000/set		With 360” lift screen Note: The resolution of PPT or video is recommended to be 1920 * 1080P.
7	600" lift screen ※Only in Room 701D.	8,000/set		
	702, 703 Conference Room			
8	Projector (8,000 lm)	7,000/set		With 180” lift screen.
	◎Portable Projector			
9	Ultra High Brightness Projector (6,500 lm)	10,000/set/*		Desktop Single-Chip Projector
10	Ultra High Brightness Projector (16,000 lm)	20,000/set/*		With wide angle lens, long lens and 2-meter stand.
	◎Portable Projector Screen			
11	120" Aluminum Frame Front Projector Screen	2,600/set/*		266*149cm(16:9)
12	150" Aluminum Frame Front Projector Screen	3,000/set/*		332*187cm(16:9)
13	180" Aluminum Frame Front Projector Screen	4,000/set/*		398*224cm(16:9)
	◎Signal Splitter, Signal Selector			
14	Signal Splitter (1 in 4 out)	1,000/pc/*		
15	Signal Selector (4 in 2 out)	3,000/pc/*		1. Manual signal switching available. 2. Advanced setups require On-Site audiovisual operator
16	Matrix Selector (4 in 4 out)	6,000/pc/*		
	◎Monitors			
17	24" Monitor	600/set/*		
18	55" Teleprompter Monitor (floor stand included)	5,000/set/*		Rent Item14 and/or Item15 as needed.
19	15.6" Monitor	1,000/set/*		Rent Item14 and/or Item15 as needed.
20	Presidential Teleprompter	3,500/set/*		On-site personnel excluded.
IV.	**Simultaneous Interpretation Equipment**			
1	Simultaneous Interpretation System (infrared transmitter and central control unit included)	7,000/set/*		Infrared transmitter board and interpreter headset are not included. Support 2 languages.
2	Mobile Interpretation Booth	8,000/booth/*		2 interpreters/booth.
3	Infra-Red Receiver	200/set/*		On-site personnel excluded.
4	Disposable Earphones	60/pc/*		Can be taken home by user.
5	Infrared Transmitter Board	2,600/pc/*		2 boards for a single booth, 4 boards for a double booth, and so on.
6	Interpreter Device (headphones included)	1,600/set/*		Based on interpreters number
7	Certificate Exchange Box (for headset	200/box/*		

	exchange)			
8	Audio Amplifier	10,000/set/*		
V.	**Sound System**			
1	Wireless Microphone (Handheld/Lapel/Headset)	1,000/pc/*		More than 4 pcs, rent Item 3 or Item 4.
2	Portable Speaker (wireless handheld microphone/PC included)	2,000/set/*		With CD player function.
3	8CH Mixer	2,000/pc/*		On-Site audiovisual operator excluded.
4	16CH Mixer	5,000/set/*		On-Site audiovisual operator excluded.
5	Computer Audio Interface Processor (Interface)	2,600/pc/*		Live microphone audio can be sent to the computer.
6	Monitor Speaker	1,600/pc/*		
7	Audio Input	600/set/*		XLR pin
	Audio Output	600/set/*		Phone jack 3.5mm
VI.	**Others**			
1	Dedicated On-Site Control Engineers	3,500/person/*		Audio/Video services each require one operator.
2	Live Audio Recording	1,500/session/*		WAV Format
3	Interpretation Recording 1. WAV format. 2. If more than one language is required, an additional charge of NT$1,500 will be applied for each additional channel.	1,500/session/*		1. Should add 'IV. NO.8 Audio Amplifier'. 2. For this service the Organizer(s) must provide an interpreter's signed agreement to audio recording).

Note:

1. **Equipment marked with (/*):** For the same Organizer(s) and the same venue rented for 2 consecutive event periods on a single day, a 25% discount will be applied to the equipment rental fee for these 2 periods. Rehearsal equipment fees will be charged at 60% of the standard rate. Discounts may not be combined.
2. **Free basic equipment for each meeting session:** 2 wireless microphones, 1 lectern, 1 reception table (tablecloth and table skirting included), 1 information board (except Rooms 601, 602, 603), and 2 poster stands. Other equipment shall be charged according to the fee standards. If the free basic equipment is not used, no refund will be given and no replacement will be allowed. The above equipment will not be provided to those who rent the conference room for exhibition purposes.
3. No refund will be given for last-minute cancellation of confirmed rented equipment. Last-minute additions will be charged at the listed price plus 30%. Rehearsal equipment fees will be charged at 60% of the standard rate; however, for the late-night period from 22:00 to 08:00, the 60% discount for rehearsal equipment does not apply. From 00:00 to 08:00, in addition to no such discount, an extra 30% late-night surcharge will be applied.(On-Site Control Engineers service fees for the late-night period will be charged separately based on the equipment usage requirements)
4. Without prior consent of the Center, all audio-visual equipment is not allowed to be brought in or connected to the venue's in-house system (sound system), including simultaneous interpretation equipment, sound equipment, conference system microphones, photography/video recording services, LED TV walls, and video projection equipment.
5. The existing sockets in each conference room is 110 volts and 1500 watts. If the electricity consumption exceeds this amount, an additional power application form must be filled in, and a qualified water and electricity contractor will be designated by the venue for wiring. The resulting engineering, wiring material, and electricity fees will be paid for by the Organizer(s). This line can only be powered after the venue has completed the electricity usage safety inspection, and it must be shut off at the end of each day after the activities. Please indicate if there is a 24-hour power supply demand.
6. Power outlets on the control console are reserved exclusively for venue equipment. Please do not connect outside equipment to these outlets to prevent power outages and equipment damage.