# Venue Estimate

**Student Centers & Programming Services**

Room 228D, Schine Student Center  
303 University Place  
Syracuse, NY 13244-2070

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**Name / Address**  
ASIA

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**Event**  
Elements of Hip Hop  
**Start/End Time**  
7:00p/10:00p  
**Preparer**  
Scott C

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Qty</th>
<th>Cost</th>
<th>Total</th>
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<tbody>
<tr>
<td>UG Concert FY15</td>
<td>Underground Concert Package.</td>
<td>1</td>
<td>1,260.00</td>
<td>1,260.00</td>
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<tr>
<td>Schine Underground</td>
<td>Rental of the Schine Underground (per event)</td>
<td>1</td>
<td>137.00</td>
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<tr>
<td>Fire Marshall Sec...</td>
<td>Fire Marshall Fee (hourly)</td>
<td>4.5</td>
<td>32.00</td>
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<td>Public Safety Offi...</td>
<td>Public Safety Security (hourly)</td>
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<td>621.00</td>
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<td>Chestnut St. Crew</td>
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<td>BAM Productions</td>
<td>Rental Equipment</td>
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<td>Barricade</td>
<td>Barricade for Concerts</td>
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<td>Room Rental Waiver - Student</td>
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<td>Fire Marshall Wai...</td>
<td>Fire Marshall Waiver - Student</td>
<td></td>
<td>-144.00</td>
<td>-144.00</td>
</tr>
</tbody>
</table>

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**Total**  
$3,523.50

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Please note that Public Safety and Fire Marshall rates for FY11 have not been finalized at this time. Actual charges will be within 10% of this estimate if no other requests are made. Any additional charges for equipment, operators or services must be approved by the organization representative and are not included in the estimate.
Hello Julia,

Thank you for your interest in Paul and David. Here below are Paul and David's individual requirements in order to book them.

David So:

-$3500 Comedic Stand-up Q&A performance 25-30 Minutes
-Round trip flights from Los Angeles
-2 Night Hotel Stay
-Travel Accommodations to and from airports
-Food Accommodations (6 meals- approximately $20 per meal)

Paul Kim:

-$2500 Performance 25-30 Minutes
-Round trip flights from Los Angeles
-2 Night Hotel Stay
-Travel Accommodations to and from airports
-Food Accommodations (6 meals-approximately $20 per meal)

On Sat, Feb 1, 20XX at 3:58 PM, Julia <XXX@syr.edu> wrote:
Dear David So and Paul Kim,

Hello! My name is Julia and I am one of the Cultural Directors of Asian Students in America (ASIA) at Syracuse University. On behalf of ASIA, I would like to take this moment to cordially invite you to perform at our upcoming event, Elements of Hip Hop.

To give a brief summary of the event, Elements of Hip Hop is a night where we celebrate diversity in the Hip Hop community. It helps us embrace our cultures and helps us realize how diversity is starting to impact the Hip Hop world by partaking in a larger role in mainstream media. This event means a lot to us considering that it occurs only once a year so we want to make sure it will be a great night for everybody at Syracuse University to remember, including David So and Paul Kim.

Elements of Hip Hop is taking place on **November 14th, 20XX, from 7:00 PM–10:00 PM**. If you are interested and available, please let us know an all-inclusive price you request for performing. This includes:

- Cost of talent
- Number of plane tickets and location you will be flying out from
- Number of rooms needed
List below are details of the event:

1. **Name of Organization:**
   Asian Students in America (ASIA)

2. **Contact Person (Name, Title, phone # and email address):**
   
   Name: Julia  
   Title: Co-Cultural Director  
   Phone #: XXX  
   Email: XXX@syr.edu

3. **Name of Event:**
   Syracuse University's Elements of Hip Hop

4. **Date and Hours of the Event:**
   November 14, 20XX

5. **Venue and Location Address:**
   The Underground, Syracuse University, 303 University Ave, Syracuse NY 13244

6. **Estimated Attendance:**
   Maximum 300 people

7. **Length of Performance:**
   Headliners usually perform for ~30-45 minutes

8. **Other performers at show:**
   Various Student Organizations and Clubs

   **If you are interested, please email me back with quotes that include: performance fee, transportation, and hotel costs along with your confirmation. I am currently planning budgets for this event so I can be flexible with what you provide me with! Please provide me with this information as soon as you can so I can make sure our budget is enough to fit all the costs!**

   If need be, we will be able to make accommodations for flight and/or hotel.

   ASIA would really love to have David So and Paul Kim as headliners for Elements of Hip Hop 2014. If you have any questions or concerns, feel free to contact me!

   Thank you in advance!

   Sincerely,

   **Julia**  
   Syracuse University  
   Martin J. Whitman School of Management  
   Retail Management and Supply Chain Management Majors  
   Information Management Technology Minor  
   p: (555) 555-5555  
   e: XXX@syr.edu
Artists Travel Proof of Cost

Your Trip to Syracuse, NY
Thu, Nov 13 - Sat, Nov 15 | Total price: $964.00

Nice Job! You picked one of our Best Value flights. Book now so you don’t miss out on this price!

Trip Summary
Los Angeles to Syracuse
Thu, Nov 13 - Sat, Nov 15
2 Tickets: Roundtrip

Traveler 1: Adult
- Flight $407.44
- Taxes & Fees $74.56
- Total: $482.00

Traveler 2: Adult
- Flight $407.44
- Taxes & Fees $74.56
- Expedia Booking Fee $0.00
- Total: $482.00

Total: $964.00
All prices quoted in US dollars.

Best Price Guarantee
Congratulations! You’re getting the lowest possible rate. We guarantee it.

Important Flight Information