

### Room Rent Structure

	<b>Base Rental Charge Rates</b> <i>Rates are per hour with a two hour minimum</i>	
	<b>Category 1</b>	<b>Category 2</b>
<b>Academic Spaces</b>		
General Classroom/Seminar Room	\$50	\$100
<b>Performing Arts Space</b>		
Mainstage Auditorium	\$150	\$300
Callan Studio Theater	\$100	\$200
Recital Hall	\$150	\$300
<b>Ellison Campus Center</b>		
Martin Luther King Jr. Room	\$75	\$150
Veterans Hall (Full)	\$150	\$300
Veterans Hall (Half)	\$100	\$200
Presidential Conference Room	\$50	\$100
<b>Central Campus</b>		
Conference Room 131	\$75	\$150
Conference Room 225	\$75	\$150
<b>Special Media Locations</b>		
SB 105 - Satellite	call ITS	call ITS
MH 120 - ICV	call ITS	call ITS

#### Base Rental Charge

**Category 1:** Rent for use by governmental and not-for-profit organizations. Rent for events co-sponsored by a college department or recognized student organization and an outside entity where the college entity plays an active role in development, marketing and implementation of the event.

**Category 2:** Rent by an entity from outside the college, including professional, private commercial and for-profit organizations, for non-college related events. Rent for revenue-producing events.

- ♦ Base rentals are per hour with a two hour minimum
- ♦ Rental for more than 8 hours is negotiable depending on the support services required.

*See additional charges on page 2*

## Additional Charges

Event sponsors will be charged for all direct expenses relating to their event, including maintenance staff outside of regular staff hours (e.g. weekends); security when deemed by the college to be required by the nature of the event; specialized facility technical support; and special equipment, set-up or support. The following rates apply.

- ◆ Campus Police Detail -- \$45/hour/person with a 4-hour minimum per person
- ◆ Maintenance Detail -- \$45/hour/person with a 4-hour minimum per person
- ◆ Mainstage Theatre and Recital Hall Technical Support -- \$45/hour/person with a four-hour minimum per person
- ◆ Student Facility Coordinator (when appropriate) -- \$12/hour/person with a 4-hour minimum per person
- ◆ Event Liaison -- \$45/hour/person with a 4-hour minimum per person
- ◆ Instructional Media Staff -- \$45/hour/person with 4-hour minimum per person outside regular hours. Student workers, when appropriate, are \$12/hour/person.
- ◆ Audio/Visual Equipment -- daily per following schedule or actual cost if provided by contractor:

Classroom Data Projector (if not available in room)	\$250
Large Venue Projector	Cost + 10%
Screen (portable)	\$125
Large Fast Fold Screen	\$175
PC Laptop	\$140
DVD player (if not available in room)	\$45
Easel Stands (Pads not provided)	\$30
Small Sound System (if not available in room)	\$125
Medium Sound System (if not available in room)	\$275
Video Camcorder	\$275
Visual Presenter/Doc Cam (if not available in room)	\$240
AV Cart	\$45