



**FACILITY USAGE FEES**

	<b>University Event</b>	<b>Non-University Event</b>	<b>Cost Recovery Charges</b>	<b>Supplementary Charges</b>
Rooms Seating less than 30	No Usage Charge*	Four or less hours - \$45 Four to eight hours - \$60 Full day, excess of eight hours - \$75	<p>Cost Recovery Charges may apply to both University and Non-University Events. The rates are set when the event is scheduled and confirmed.</p> <p>The following list provides examples of such charges and may not be all-inclusive:</p> <ul style="list-style-type: none"> <li>- staffing requirements</li> <li>- equipment rental</li> <li>- setup/breakdown</li> <li>- cleaning</li> </ul>	Supplementary Charges may apply if additional cleanup and/or repair of damages are needed.
Rooms Seating 31-100		Four or less hours - \$75 Four to eight hours - \$135 Full day, excess of eight hours - \$150		
Rooms Seating 101-250		Four or less hours - \$200 Four to eight hours - \$300 Full day, excess of eight hours - \$400		
Room Seating Greater than 250		Four or less hours - \$300 Four to eight hours - \$400 Full day, excess of eight hours - \$500		
Pool (Includes the Pool Deck)		Two hours - \$200 Three Hours - \$300 Four Hours - \$400 Full day, excess of eight hours - \$800		
Gym (Excludes Weight Room Fitness Room and Pool)		Four or less hours - \$250 Four to eight hours - \$450 Full day, excess of eight hours - \$500		

**Housing**

Criswell	\$17 per person (\$30 double occupancy)
Upperman	\$17 per person (\$30 double occupancy)
Apartments	\$21 per person (\$75 per suite)

Outdoor Location	University Event	Non-University Event	Cost Recovery Charges	Supplementary Charges
Basketball Court	No Usage Charge*	Four or less hours - \$100 Four to eight hours - \$200 Full day, excess of eight hours - \$300	<p>Cost Recovery Charges may apply to both University and Non-University Events. The rates are set when the event is scheduled and confirmed.</p> <p>The following list provides examples of such charges and may not be all-inclusive:</p> <ul style="list-style-type: none"> <li>- staffing requirements</li> <li>- equipment rental</li> <li>- setup/breakdown</li> </ul>	Supplementary Charges may apply if additional cleanup and/or repair of damages are needed.
Campus Green		Four or less hours - \$1200 Four to eight hours - \$2000 Full day, excess of eight hours - \$2200		
Colonial Hall Lawn		Four or less hours - \$300 Four to eight hours - \$400 Full day, excess of eight hours - \$500		
Disc Golf Course		Four or less hours - \$1200 Four to eight hours - \$2000 Full day, excess of eight hours - \$2200		
Fire Pit		Four or less hours - \$200 Four to eight hours - \$350 Full day, excess of eight hours - \$400		
Intramural Field		Four or less hours - \$1200 Four to eight hours - \$2000 Full day, excess of eight hours - \$2200		
Reveille Lawn North (Back)		Four or less hours - \$400 Four to eight hours - \$500 Full day, excess of eight hours - \$600		
Reveille Lawn South (Front)		Four or less hours - \$400 Four to eight hours - \$500 Full day, excess of eight hours - \$600		
UTS Columns		Four or less hours - \$300 Four to eight hours - \$500 Full day, excess of eight hours - \$600		
UTS Pond		Four or less hours - \$300 Four to eight hours - \$500 Full day, excess of eight hours - \$600		
Upperman Quad		Four or less hours - \$200 Four to eight hours - \$350 Full day, excess of eight hours - \$400		
Volleyball Court		Four or less hours - \$100 Four to eight hours - \$200 Full day, excess of eight hours - \$300		

**Other Fees**

<b>Item</b>	<b>Daily Rate</b>	<b>Quantity Available</b>
<b>Wireless Microphone System</b> Either 2 lapel microphone/1 hand held	\$50.00	2
<b>Outdoor Speaker System</b> Amplifier/speaker combo with Bluetooth connection capabilities	\$200.00	1
<b>Chairs/Tables</b>		
Chairs	\$1.00	200
Tables 6 ft	\$8.00	30
Tables Round (60 inch)	\$10.00	10

### **Staffing Fee**

The Staffing Fee is assessed when additional staffing is requested or required for an event. Examples of items that fall under this fee would be the UTS needing to open early stay open late for your event, additional custodial coverage, or a requested Media Technician...

### **Staffing Type**

### **Hourly Rate**

#### **Building Staffing**

\$20.00

For extended building hours (early opening or late closing) there is a minimum charge of 1 hour on days when the University Center is scheduled be open. If the University Center opens for your event on a day we are scheduled to be closed there is a 3-hour minimum.

#### **Media Technician**

\$20.00

This person staffs an event for the purpose of A/V support. Weekday Minimum: 2 Hours

Weekend Minimum: 3 Hours

#### **Security**

\$30.00

# of Officers per Area (Room Capacity)

There is a 3-hour minimum for a security officer. Security is required for any event with on-site money collection and/or sales.

#### **Custodian**

\$20.00

This charge is assessed if additional custodial coverage is deemed necessary for your event. For events when an additional custodian is required there is a 4-hour minimum.