

# HRC Event Reservation and Pricing Guidelines

## Space Rental

Housing and Residential Communities Event Spaces	External	University Department	Student Organization
Multi-purpose Room - Full (A/B/Patio Combo)	\$2,200.00	\$600.00	\$275.00
Multi-purpose Room - A/B	\$2,000.00	\$500.00	\$225.00
Multi-purpose Room - Divided (Large Space - A with Patio)	\$1,650.00	\$450.00	\$200.00
Multi-purpose Room - Divided (Large Space - A Only)	\$1,500.00	\$375.00	\$175.00
Multi-purpose Room - Divided (Small Space - B with Patio)	\$1,150.00	\$325.00	\$150.00
Multi-purpose Room - Divided (Small Space - B Only)	\$1,000.00	\$250.00	\$100.00
Patio/Amphitheater	\$300.00	\$150.00	\$75.00

## AV Equipment Rental

Housing and Residential Communities Event Spaces	External	University Department	Student Organization
Room Mounted HDTV's	\$150.00	\$15.00	\$0.00
Projector	\$100.00	\$5.00	\$0.00
Sound System	\$100.00	\$50.00	\$0.00
Lectern w/microphone	\$30.00	\$5.00	\$0.00
Microphone - Cordless	\$20.00	\$10.00	\$0.00
DVD Player	\$20.00	\$0.00	\$0.00
Presenter - Clicker	\$30.00	\$5.00	\$5.00
<i>*All equipment is subject to limited availability.</i>			

## Miscellaneous Items

Housing and Residential Communities Event Spaces	External	University Department	Student Organization
Directional Arrow Signs	\$10.00	\$5.00	\$5.00
Easel	\$10.00	\$5.00	\$5.00
Flip Chart	\$10.00	\$5.00	\$5.00
Pipe and Drape	\$30.00	\$15.00	\$10.00
Stage	\$50.00	\$25.00	\$25.00
Table Skirts	\$5.00	\$5.00	\$5.00
<i>*All furniture charges are by unit. Standard furniture sets (tables, chairs, etc.) are included with room charge.</i>			

## Personnel

Housing and Residential Communities Event Spaces	External	University Department	Student Organization
A/V Technician or Room Coordinator	\$25.00	\$25.00	\$25.00
Custodial/Maintenance	Custodial Rate	Custodial Rate	Custodial Rate

*\*All personnel charges billed by the hour. Additional charges for extending building hours may be incurred in addition to these charges.*