

Schedule A: 2021-2022 Rates

| | | | |
|-------------------------------|------------------------|----|-------|
| Security Deposit (refundable) | Atrium or Concert Hall | \$ | 1,500 |
| | Meeting Room | \$ | 200 |
| | Student/Staff/Alumni | \$ | 100 |

Evening Rates - 4pm until 10pm (set-up starting at 8am)

| | | | |
|------------------------|-------------------------|----|-------|
| Sunday through Friday | | | |
| Renter's Initials_____ | Atrium | \$ | 2,300 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Concert Hall | \$ | 2,300 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Atrium and Concert Hall | \$ | 4,100 |
| Lessor's Initials_____ | | | |
| Saturday | | | |
| Renter's Initials_____ | Atrium | \$ | 2,875 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Concert Hall | \$ | 2,875 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Atrium & Concert Hall | \$ | 5,250 |
| Lessor's Initials_____ | | | |

Daytime Rates - 8am to 4pm (must be cleaned up by 4PM)

| | | | |
|---|-----------------------|----|-------|
| Saturday & Sunday | | | |
| Renter's Initials_____ | Atrium | \$ | 2,070 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Concert Hall | \$ | 2,070 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Atrium & Concert Hall | \$ | 3,640 |
| Lessor's Initials_____ | | | |
| Monday through Friday (mid-May through August only) | | | |
| Renter's Initials_____ | Atrium | \$ | 1,840 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Concert Hall | \$ | 1,840 |
| Lessor's Initials_____ | | | |
| Renter's Initials_____ | Atrium & Concert Hall | \$ | 3,180 |
| Lessor's Initials_____ | | | |

Meeting Rooms - 8am - 10 pm Sunday - Saturday (2 hour minimum)

| | | | |
|-------------------------|----------------------|----|-------|
| Renter's Initials _____ | Room 308 (Classroom) | \$ | 75/hr |
| Lessor's Initials _____ | | | |
| Renter's Initials _____ | Room 011 (Classroom) | \$ | 75/hr |
| Lessor's Initials _____ | | | |
| Renter's Initials _____ | Fifth Floor | \$ | 75/hr |
| Lessor's Initials _____ | | | |

*All tables & chairs are included in the rental fees, no linens are available.

- 14 round tables, 60" diameter (seats up to 8 per table)
- 16 long, rectangular tables, 6ft (used for serving food or seating)
- Total chairs available = 200

*Parties that need an additional day for set-up may buy out the previous rental day prior to the Event, if available, for an additional fee to be negotiated, which will not be less than \$1500.00 in any event.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the day prior for a fee of \$_____.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the day prior.

The premises should be vacated by 1:00am the next morning after the rental day.

*Additional Fees for use of Sound and Video System including microphone(s), stand(s), video screens and audio technician is \$250. Additional Fees for use of the Lighting Package is \$150.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the use of the Sound & Video System for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the use of the Sound & Video System for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter desires to rent the use of the Lighting Package for the Event.

Renter's Initials: _____ Lessor's Initials _____: Renter does not desire to rent the use of the Lighting Package for the Event.

*The Atrium is 4,500 sq. ft.; The Concert Hall is 2,375 sq. ft.

Maximum capacity is as follows:

| | Atrium | Concert Hall |
|--------------|--------|--------------|
| Max Capacity | 250 | 190 |
| Banquet | 175 | 100 |
| Theater Row | 200 | 150 |

*Room 308 is 864 sq. ft.; Room 011 is 288 sq. ft.; Fifth floor is 3,960 sq. ft.

Maximum capacity is as follows:

| | Room 308 | Room 011 | Fifth Floor |
|--------------|----------|----------|-------------|
| Max Capacity | 30 | 12 | 115 |

Discount Rates Available

| | |
|----------------------|-----|
| Non-Profit | 50% |
| Current Staff/Alumni | 75% |

TOTAL FEES AGREED UPON:

Rental Fee: _____

Discount: _____

Sound & Video: _____

Lighting: _____

Security Deposit: _____

Total: _____

Renter's Initials: _____

Lessor's Initials: _____