

FY2010**Queen Lane Medical Campus External Hourly Rates****Effective 07/01/09**

	<u>ST</u>	<u>OT</u>	<u>DT</u>
Custodian	\$35.00	\$53.00	\$71.00
Maintenance	\$46.00	\$70.00	\$92.00
Engineer	\$48.00	\$72.00	\$96.00

<u>ST-Standard Time</u>	8:00am-5:00pm, Monday-Friday
<u>OT Overtime</u>	5:01pm-7:59am, Monday-Friday; and Saturdays
<u>DT Double Time</u>	Sundays and Holidays

Transportation

Please note that transportation is not provided for external entities

University Owned Equipment Costs (subject to availability)

Chairs (each)	\$2.00
Tables (each) 6 feet	\$7.00
Tables (each) 72-inch round	\$10.00
Tables (each) cocktail rounds	\$10.00
Tables (each) hightop rounds	\$10.00
Podium	\$36.00
Risers	\$72.00

Please note that there can be a replacement fee for chairs, tables and podiums that are broken or lost due to organization misuse or negligence.

Additional Equipment Costs

As needed; based on cost of rental from vendor.

Public Safety Costs

1 officer per 100 participants (varies depending on location, type of event, and number of participants.) A minimum time span may apply depending on location, type of event, and number of participants.

Public Safety Officer	\$38.00	Security service (Four hour minimum)
Public Safety Supervisor	\$38.00	Events with 5-10 Officers requires 1 Supervisor (Four hour minimum)
Public Safety Administrator	\$50.00	Event requires attendance of Public Safety Administration (One hour minimum)
University Police Officer	\$25.00	Event requires attendance of Campus Police (Four hour minimum)
	\$38.00	Overtime Rate
University Police Sergeant	\$35.50	Event requires attendance of Campus Police (Four hour minimum)
	\$53.00	Overtime Rate
Campus Electronics	\$85.00	Service Requests, Door openings, Access Management (Half hour minimum)

Field House Costs

Event Manager	\$35.00	Required at all events
Trainer	\$30.00	Required if you cannot provide your own
Field Setup	\$490.00	Per event, if required

Please note the fee could be increased regarding field setup if conditions or duration warrant an adjustment.

Event Services Costs \$75.00/hr

Event Services can provide additional services such as informational workshops, hands on event support and planning expertise at the request of the customer.

Audio / Visual Costs

Audio Visual is coordinated through the Health Sciences Campuses affiliate colleges and not through the Events Services Office. Please consult the Event Services Office for contact information for AV support.

Easel Replacement Fee \$75.00

Please note that this fee will apply for any easel that is not returned or returned damaged

Vendor/Information Table Rates

One Table w/ 2 chairs	\$65.00
Two Tables w/ 4 chairs	\$85.00

Information Sessions

One Room	\$100.00
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