

**FY2019**

**University Department Charge-back Rates**

*effective 07/01/2018*

	<u>ST</u>	<u>OT</u>	<u>DT</u>	
<b>Custodial Labor</b>	<b>\$45.00</b>	<b>\$67.00</b>	<b>\$89.00</b>	per hour
<b>Maintenance Labor</b>	<b>\$56.00</b>	<b>\$84.00</b>	<b>\$112.00</b>	per hour
<b>Engineering Labor</b>	<b>\$58.00</b>	<b>\$87.00</b>	<b>\$116.00</b>	per hour
<b>Transportation</b>	<b>\$79.00</b>	<b>\$103.00</b>	<b>\$127.00</b>	per hour
<i>Transportation rates are inclusive of shipping and receiving services</i>				
<i>\$0.56 Fuel Surcharge per hour if diesel fuel market rate exceeds \$5.00.</i>				
<b>Cancellation fee</b>	<b>\$100.00</b>	<b>\$150.00</b>	<b>\$200.00</b>	less than 24 hours notice

**ST** 8:00am-5:00pm, Monday-Friday  
**OT** 5:01pm-7:59am, Monday-Friday; and Saturdays  
**DT** Sundays and Holidays

**University Owned Equipment Costs (subject to availability)**

Chairs	<b>\$1.00</b>	each
6 ft Table	<b>\$4.00</b>	each
72" Round Table	<b>\$7.00</b>	each
Cocktail Table	<b>\$8.00</b>	each
High-top Table	<b>\$8.00</b>	each
Podium	<b>\$30.00</b>	each
Easel fee	<b>\$50.00</b>	applies to unreturned or damaged easels borrowed for events

*Please note that there will be a replacement fee for chairs, tables and podiums that are broken or lost due to misuse or negligence. Equipment rented from an outside vendor will be billed at cost*

**Audio/Visual Costs**

Technician	<b>\$15.00</b>	Per technician, per hour
Technical Equipment	<b>Varies</b>	Consult the Event Services Office price sheet
Service Charge	<b>\$100.00</b>	Applies to reservations made less than 5 business days prior to event

**Public Safety Costs**

*4 hour minimum charge for security officers and campus police. Security in leased buildings may be priced and billed separately.*

Public Safety Officer	<b>\$31.65</b>	Per hour	Security service
<i>Generally 1 officer required per 100 participants but may vary depending on location, type of event, and number of participants.</i>			
University Police Officer	<b>\$61.78</b>	Per hour	If Event requires attendance of Campus Police
University Police Sergeant	<b>\$71.70</b>	Per hour	If Event requires attendance of Campus Police
Campus Electronics	<b>\$85.00</b>	Per hour	Service Requests, Door openings, Access Management

**DAC/Rec Center/Armory/Athletic Field Staffing**

*4 hour minimum charge for all Athletics hourly staff*

Event Manager	<b>\$40.00</b>	Per hour	Need determined by department
Student Facility Supervisor	<b>\$25.00</b>	Per hour	Need determined by department
Certified Athletic Trainer	<b>\$40.00</b>	Per hour	Required if you cannot provide your own
Field Setup	<b>\$60.00</b>	Per hour	Based on the nature and timing of event
Aquatics Coordinator	<b>\$25.00</b>	Per hour	
Lifeguard	<b>\$15.00</b>	Per hour	
Group Exercise Instructor	<b>\$25.00</b>	Per hour	
PA Announcer	<b>\$60.00</b>	Per game	
Scoreboard Operator	<b>\$60.00</b>	Per game	
Summer Program Gym Access	<b>\$15.00</b>	Per participant	
Climbing Wall	<b>\$150.00</b>	Per booking	Teambuilding is \$200

**Space Rental Fees**

University Club Skyview	<b>\$50.00</b>	Per hour	
University Club Liberty View	<b>\$50.00</b>	Per hour	
University Club City View	<b>\$50.00</b>	Per hour	
University Club Lounge	<b>\$25.00</b>	Per hour	Reserved in conjunction with Sky View or Liberty View only
University Club Terrace	<b>\$50.00</b>	Per hour	Reserved in conjunction with Sky View or Liberty View only
Rec Center Gymnasium	<b>\$80.00</b>	Per hour	East or West section only is \$40 per hour
Rec Center Gallery	<b>\$50.00</b>	Per hour	
Rec Center Fitness Plaza	<b>\$35.00</b>	Per hour	
DAC Gymnasium	<b>\$160.00</b>	Per hour	
Armory	<b>\$25.00</b>	Per court	
Hazem Suite - Mens BB	<b>\$500.00</b>	Per game	Tickets and food additional. Minimum 50 tickets required at group rate.
Hazem Suite - Womens BB	<b>\$200.00</b>	Per game	Tickets and food additional. Minimum 50 tickets required at group rate.
Pool	<b>\$75.00</b>	Per hour	
Vidas Athletic Fields	<b>\$100.00</b>	Per hour	Per field
Buckley Green (volleyball)	<b>\$25.00</b>	Per hour	
Buckley Field	<b>\$75.00</b>	Per hour	

*Maximum charge for Athletic facilities is 8 hours per day. Contact Athletics for additional facilities available for rent.*

**Event Services Cost** **\$46.00** Per hour

*Event planning expertise beyond booking space and providing information. Provide hands-on event support as requested.*