

Fee Schedule for Cleaning, Equipment, and Staff Support

Cleaning Fees

	Estimated Attendance		
	1-49	50-99	100-149
Light Refreshments*	\$25	\$50	\$75
Boxed Meals & Party Trays*	\$50	\$75	\$100
Catered Meals*	\$100	\$150	\$200

**nonrefundable sales tax may apply.*

- Catering only available with Category 2 and above
- Rental Deposit** (Category 5 only):\$300 deposit
- Use of Catering Kitchen** (Available for Category 2 and above):\$300 deposit

*** This amount is fully refundable provided the user has satisfactorily complied with all conditions for use of the space as set forth in the policy.*

Audiovisual Equipment*

LCD Projector (Auditorium)	\$50
LCD Projector (All other meeting rooms)	\$20
Microphone	Included w/ equip. rental
Laptop and/or DVD player	\$25

**Availability is limited. Sales tax may apply.*

Staff Support

Additional staff support as needed	\$20/hourly
Security	\$25/hourly