Satellite Student Union / Earl Whitfield Hall

University Departments :: Rental Rates - Estimated Charges

Satellite Student Union 2485 E San Ramon Ave M/S RS36 Fresno, CA 93710 Resnick Student Union Reservation Center - RSU 217 5244 N. Jackson M/S RS36 Fresno, CA 93740-8023 559.278.60244

<u>Not</u> charging admission, registration fee, or accepting donations. Programs must be *primarily attended by Fresno State students, faculty, and/or staff*.

- 1. No rental charge for the first two (2) hours of use; \$70 per hour afterward.
- 2. \$17 per hour, per technician. A minimum of two (2) technicians per event.
- 3. \$150 minimum custodial services fee, per room.
- 4. \$200 box office or staffing fee.

Charging admission, registration fee or accepting donations.

- 1. \$70 per hour (2-hour minimum) or \$840 all-day (12 hours or more).
- 2. \$17 per hour, per technician. A minimum of two (2) technicians per event.
- 3. \$150 minimum custodial services fee.
- 4. \$200 box office or staffing fee.
- 5. \$700 deposit required with reservation forms, submitted four (4) weeks prior to the event along with the entire estimated fee for security, should your event require it.

Equipment:

- 1. Microphone \$100
- 2. Projection System \$100
- 3. Dance Lighting (Mirror ball, floor lights, strobe) \$100
- 4. Banner Hang \$100

All reservations must be submitted four (4) weeks prior to the event date. Any requests made within four (4) weeks are subject to a late reservation fee of \$250.

Rehearsals: No rental charge if held between 8 a.m. to 5 p.m. Monday through Friday for a maximum of three (3) hours. Outside of these hours, a \$70 per hour charge will be assessed. If applicable, technician, equipment and set-up fees will apply.

Clean-up/change of set-up: \$150 minimum. Final set-up details are <u>required at least two (2) weeks</u> prior to the event.

Food: For catering services, call 559.278.3904 or email <u>cmartinez@csufresno.edu</u> to arrange with <u>University</u> Dining Services.

Security: To arrange security, contact the <u>University Police Department</u> at 559.278.8400.

Check and money orders payable to: CSUF Association

Please note: Any student organization using off-campus organization services will be assessed at the off-campus organization rental rate. If an off-campus organization uses the name of a student or university organization to avoid rental fees, the student or university organization will be responsible for the rental fees at the off-campus organization rental rate.